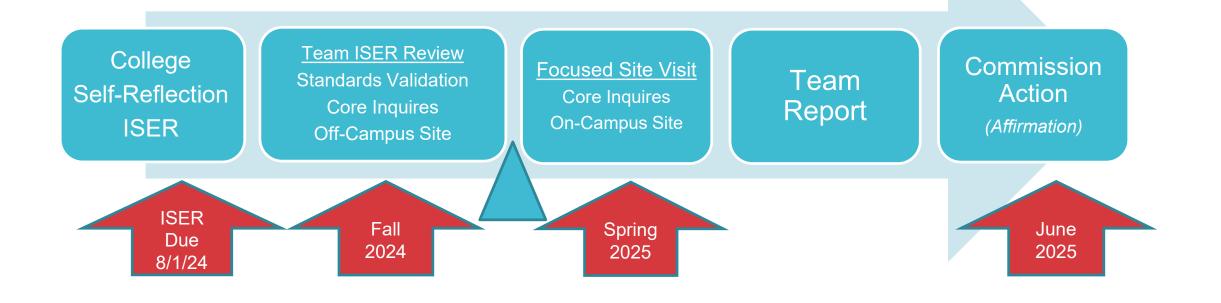
# ISER Training

Standard 2

9.8.2023

## Formative/Summative Comprehensive Peer Review



# ISER

- The process of the comprehensive review begins with self-evaluation and self-reflection—looking at what the College is doing in relation to the accreditation standards. The College documents its work in the Institutional Self-Evaluation Report (ISER) and then submits the ISER to ACCJC.
- The ISER is developed through a collaborative effort from the College community.

## Standard 2: Student Success

In alignment with its mission, the institution delivers high-quality academic and learning support programs that engage and support students through their unique educational journeys. Academic and learning support programs promote equitable student success, and the institution evaluates student learning and achievement data to inform improvements and advance equitable outcomes.

#### 2.1 Academic programs at all locations and in all modes of delivery are offered in fields of study consistent with the institution's mission and reflect appropriate breadth, depth, and expected learning outcomes.

- Consistent with GCC's mission, academic programs are structured to lead to degrees, certificates, transfer, employment, or other similar credentials.
- GCC's processes for curriculum design and development ensure all academic programs align with GCC's mission.
- GCC's processes for curriculum design and development reflect generally accepted practices in higher education for ensuring breadth, depth, and rigor appropriate to the level of instruction (e.g., associate or baccalaureate level) and across all modalities.

#### Postsecondary Unduplicated Enrollment By Primary Program-Fall

|  |          |      | 17.77 |      |          |      |          | 5700 |      | 1365 | 10.00   |      |      |      |      |
|--|----------|------|-------|------|----------|------|----------|------|------|------|---------|------|------|------|------|
| <b>Bachelor of Science</b>                     |          |      |       |      |          |      |          |      |      |      |         |      |      |      |      |
|  | 2007     | 2008 | 2009  | 2010 | 2011     | 2012 | 2013     | 2014 | 2015 | 2016 | 2017    | 2018 | 2019 | 2020 | 202  |
| Career and Technical<br>Education <sup>2</sup> | <u> </u> | -    | _     | _    | <u> </u> | -    | <u> </u> | -    | _    | -    | <u></u> | _    | _    | 22   | 10   |
| Subtotal                                       | _        |      | _     | _    | _        | _    | _        | _    | _    | _    |         | _    | -    | 22   | 10   |
|  |          |      |       |      |          |      |          |      |      |      |         |      |      |      |      |
| Associate of Arts                              |          |      |       |      |          |      |          |      |      |      |         |      |      |      |      |
|  | 2007     | 2008 | 2009  | 2010 | 2011     | 2012 | 2013     | 2014 | 2015 | 2016 | 2017    | 2018 | 2019 | 2020 | 2021 |
| Culinary Arts                                  | 36       | 57   | 77    | 92   | 97       | 118  | 103      | 107  | 94   | 90   | 102     | 88   | 61   | 83   | 83   |
| Education                                      | 87       | 92   | 116   | 127  | 143      | 155  | 198      | 222  | 199  | 162  | 124     | 101  | 88   | 70   | 75   |
| Liberal Studies <sup>3</sup>                   | 76       | 107  | 137   | 148  | 182      | 194  | 206      | 198  | 173  | 158  | 168     | 142  | 105  | 61   | 66   |
| Subtotal                                       | 199      | 256  | 330   | 367  | 422      | 467  | 507      | 527  | 466  | 410  | 394     | 331  | 254  | 214  | 224  |

#### **Completers: Degree (Conferral)**\*

| Associate of A                   | Associate of Arts |      |      |      |      |      |      |      |      |      |      |      |      |      |      |       |
|----------------------------------|-------------------|------|------|------|------|------|------|------|------|------|------|------|------|------|------|-------|
|                                  | 2007              | 2008 | 2009 | 2010 | 2011 | 2012 | 2013 | 2014 | 2015 | 2016 | 2017 | 2018 | 2019 | 2020 | 2021 | Total |
| Culinary Arts                    | 1                 | 0    | 2    | 9    | 6    | 9    | 10   | 7    | 24   | 10   | 9    | 15   | 16   | 14   | 19   | 151   |
| Education                        | 0                 | 6    | 7    | 20   | 16   | 14   | 15   | 17   | 23   | 51   | 37   | 36   | 30   | 26   | 10   | 308   |
| Liberal<br>Studies <sup>34</sup> | 6                 | 4    | 1    | 5    | 5    | 8    | 9    | 20   | 17   | 37   | 22   | 29   | 16   | 9    | 7    | 195   |
| Subtotal                         | 7                 | 10   | 10   | 34   | 27   | 31   | 34   | 44   | 64   | 98   | 68   | 80   | 62   | 49   | 36   | 654   |

| Certificate                                    |      |      |      |      |      |      |      |      |      |      |      |      |      |      |      |       |
|--|------|------|------|------|------|------|------|------|------|------|------|------|------|------|------|-------|
|  | 2007 | 2008 | 2009 | 2010 | 2011 | 2012 | 2013 | 2014 | 2015 | 2016 | 2017 | 2018 | 2019 | 2020 | 2021 | Total |
| Accounting                                     | 0    | 6    | 0    | 1    | 0    | -    | -    | _    | -    | -    | -    | -    | -    | _    | -    | 7     |
| Automotive Service Technology (AST)            | 0    | 0    | 0    | 1    | 1    | 1    | 1    | 1    | 0    | 0    | 0    | 1    | 1    | 9    | 4    | 20    |
| Automotive Technology                          | 2    | 1    | _    | -    | -    | -    | -    | -    | -    | 1    | -    | 7    | -    | -    | _    | 3     |
| Computer Aided Design & Drafting <sup>51</sup> | -    | -    | -    | 0    | 0    | 0    | 0    | 0    | 1    | 3    | 2    | 1    | 4    | 3    | 0    | 14    |
| Computer Science                               | 3    | 2    | 1    | 0    | 1    | 0    | 0    | 3    | 0    | 1    | 0    | 1    | 0    | 2    | 0    | 14    |
| Construction Technology                        | 1    | 0    | 0    | 0    | 0    | 0    | 0    | 0    | 1    | 2    | 1    | 4    | 6    | 6    | 0    | 21    |
| Cosmetology <sup>52</sup>                      | 0    | 0    | 1    | 0    | 0    | 0    | 1    | -    | _    | -    | -    | -    | -    | -    | -    | 2     |
| Criminal Justice                               | 2    | 11   | 35   | 11   | 7    | 9    | 4    | 9    | 8    | 14   | 20   | 25   | 8    | 9    | 15   | 187   |
| Early Childhood Education                      | 3    | 2    | 3    | 3    | 27   | 1    | 1    | 4    | 2    | 0    | 2    | 18   | 21   | 21   | 16   | 124   |
| Education                                      | 0    | 2    | 8    | 2    | 1    | 1    | 1    | 2    | 0    | 2    | 1    | 1    | 0    | 2    | 0    | 23    |
| Emergency Management <sup>53</sup>             | _    | 0    | 0    | 0    | 0    | 0    | 0    | 0    | 0    | 0    | 0    | 0    | 0    | 0    | 0    | 0     |
| Environmental Technician                       | _    | -    | -    | -    | -    | -    | -    | _    | _    | 0    | 0    | 0    | 1    | 1    | 0    | 2     |
| Family Services                                | -    | -    | -    | -    | -    | -    | 0    | 1    | 1    | 1    | 0    | 3    | 2    | 1    | 5    | 14    |
| Fire Science                                   | 0    | 0    | 0    | 0    | 26   | 0    | 0    | 0    | 0    | 0    | 0    | 0    | 0    | 0    | 0    | 26    |
| Medical Assisting                              | 10   | 14   | 6    | 9    | 13   | 8    | 1    | 21   | 21   | 16   | 22   | 13   | 21   | 19   | 20   | 214   |
| Medium/Heavy Truck Diesel Tech54               | -    | -    | 0    | 0    | 0    | 0    | 0    | 0    | 0    | 0    | 0    | 0    | 0    | 0    | 0    | 0     |
| Office Technology                              | 0    | 0    | 0    | 0    | 1    | 0    | 0    | 1    | 0    | 0    | 0    | 0    | 0    | 5    | 2    | 9     |
| Practical Nursing <sup>55</sup>                | 0    | 14   | 19   | 32   | 34   | 20   | 18   | 17   | 21   | 22   | 18   | 17   | -    | -    | 0    | 232   |
| Pre-Nursing <sup>56</sup>                      | 0    | 0    | 0    | 0    | 0    | 3    | 10   | 14   | 11   | 12   | 6    | -    | _    | -    | -    | 56    |
| Sign Language Interpreting                     | 0    | 0    | 0    | 0    | 1    | -    | -    | _    | -    | _    | -    | -    | 10   | 6    | 1    | 18    |
| Supervision & Management                       | 0    | 1    | 0    | 0    | 0    | 0    | 0    | 2    | 0    | 0    | 0    | 2    | 2    | 0    | 0    | 7     |
| Surveying Technology                           | -    | _    | 0    | 0    | 0    | 0    | 0    | 0    | 0    | 0    | 0    | 0    | 0    | 0    | 0    | 0     |
| Systems Technology                             | 0    | 0    | 0    | _    | 1 _  | 0    |      | _    | _    | 10_0 | 100  | 1    | 1_   | -    | 0    | 0     |
| Subtotal                                       | 21   | 53   | 73   | 59   | 112  | 43   | 37   | 75   | 66   | 73   | 72   | 86   | 76   | 84   | 63   | 993   |

| CRAND TOTAL                                       | 270 | 204 | 412 | 244 | 201 | 2.40 | 405 | 267 | 420 | 405 | 166 | 402 | 274 | 416 | 227 | E00' |
|---|-----|-----|-----|-----|-----|------|-----|-----|-----|-----|-----|-----|-----|-----|-----|------|
| Subtotal  | 189 | 153 | 274 | 168 | 143 | 198  | 239 | 137 | 137 | 155 | 155 | 102 | 65  | 94  | 34  | 2243 |
| Nursing Assistant Industry Certification          | 0   | 0   | 0   | 0   | 0   | 0    | 0   | 0   | 0   | 0   | 0   | 4   | 0   | 7   | 0   | 1    |
| Journeyworker Certificate                         | 0   | 1   | 40  | 35  | 21  | 51   | 54  | 6   | 81  | 72  | 52  | 20  | 26  | 27  | 4   | 49   |
| Industry Certification                            | 0   | 0   | 0   | 0   | 0   | 0    | 0   | 0   | 0   | 0   | 0   | 0   | 0   | 0   | 0   | (    |
| Industry Certificate in Cosmetology <sup>58</sup> | 0   | 0   | 0   | 0   | 0   | 0    | 0   | 0   | 41  | 0   | 1   | 0   | 0   | 0   | 0   | 42   |
| High School Equivalency                           | 171 | 138 | 190 | 111 | 109 | 127  | 166 | 113 | 14  | 38  | 28  | 38  | 17  | 8   | 0   | 1268 |
| Criminal Justice Certificate                      | 1   | 2   | 30  | 0   | 0   | 0    | 0   | 0   | 0   | 0   | 2   | 2   | 0   | 0   | 0   | 37   |
| Adult High School Diploma <sup>57</sup>           | 17  | 12  | 14  | 22  | 13  | 20   | 19  | 18  | 1   | 45  | 72  | 38  | 22  | 52  | 30  | 395  |
| Other   |     |     |     |     |     |      |     |     |     |     |     |     |     |     |     |      |

| Associate of S   |       |      |       |      |      |      |       |      |      |      |      |      |      |      |      |       |
|--|-------|------|-------|------|------|------|-------|------|------|------|------|------|------|------|------|-------|
|  | 2007  | 2008 | 2009  | 2010 | 2011 | 2012 | 2013  | 2014 | 2015 | 2016 | 2017 | 2018 | 2019 | 2020 | 2021 | Total |
| Accounting   | 4     | 11   | 7     | 9    | 8    | 5    | 10    | 7    | 15   | 14   | 11   | 18   | 11   | 10   | 4    | 144   |
| Automotive<br>Service<br>Technology<br>(AST) <sup>35</sup> | 0     | 0    | 0     | 3    | 3    | 4    | 3     | 6    | 3    | 1    | 1    | 5    | 11   | 0    | 0    | 40    |
| AST – General<br>Service<br>Technician <sup>36</sup>       | -     | =    | -     | =    | -    | -    | =     | -    | =    | 2    | 7    | 0    | 0    | 4    | 3    | 16    |
| AST – Master<br>Service<br>Technician <sup>37</sup>        | -     | 1-1  | -     | -    | 2.00 | 17-  | 10-20 | 1_1  | 120  | 0    | 2    | 0    | 0    | 3    | 4    | 9     |
| Automotive<br>Technology <sup>38</sup>                     | 1     | 1    | 1     | 2    | 0    | -    | 1     | 1-1  | 1-0  | _    | -    | -    | -    | 1-1  | _    | 5     |
| Civil<br>Engineering<br>Technology <sup>39</sup>           | 0     | 0    | 0     | 0    | 0    | 0    | 0     | 0    | 0    | 0    | 3    | 1    | 0    | 2    | 0    | 6     |
| Computer<br>Networking <sup>40</sup>                       | 0     | 1    | 3     | 1    | 3    | 7    | 3     | 4    | 6    | 10   | 13   | 14   | 5    | 10   | 14   | 94    |
| Computer<br>Science  | 8     | 6    | 6     | 8    | 8    | 6    | 4     | 8    | 7    | 4    | 8    | 12   | 14   | 13   | 7    | 119   |
| Criminal Justice   | 5     | 14   | 14    | 11   | 21   | 12   | 11    | 18   | 31   | 23   | 19   | 24   | 28   | 30   | 31   | 292   |
| Early Childhood<br>Education                               | 9     | 6    | 10    | 17   | 20   | 13   | 15    | 22   | 27   | 29   | 21   | 37   | 25   | 29   | 30   | 310   |
| Electronics<br>Networking <sup>41</sup>                    | 0     | 1    |       | _    | _    | 7-2  | 12-20 | 1-1  | _    |      | 0    | 0    | 0    | 0    | 0    | 1     |
| Emergency<br>Management <sup>42</sup>                      | -     | 0    | 0     | 1    | 0    | 0    | 1     | 1    | 3    | 0    | 1    | 0    | 0    | 0    | 0    | 7     |
| Food &<br>Beverage<br>Management <sup>43</sup>             | 1-    | 1-1  | -     | -    | 0    | 6    | 1     | 0    | 2    | 1    | 7    | 3    | 0    | 1    | 0    | 21    |
| Foodservice<br>Management <sup>44</sup>                    | 1     | -    | -     |      | -    |      | -     | -    |      | -    | -    | -    | -    | -    | 7    | 7     |
| Hospitality<br>Industry<br>Management                      | 1     | 5    | 2     | 3    | 4    | -    | =     | -    | -    | 0    | 0    | 6    | 1    | 1    | 1    | 24    |
| Hotel Operations<br>& Management <sup>45</sup>             | 12-2  | 8_0  | 12_11 | 0    | 0    | 1    | 0     | 4    | 4    | 9    | 7    | 4    | 1    | 0    | 0    | 30    |
| Human<br>Services <sup>46</sup>                            | 1     | -    | 1     | -    |      | -    | 3-3   | 0    | 0    | 0    | 6    | 10   | 9    | 7    | 6    | 38    |
| International<br>Hotel<br>Management 47                    | -     | 1-0  | -     | -    | _    | -    | 1-3   | -    | -    | -    | -    | -    | 2    | 6    | 2    | 10    |
| Marketing  | 3     | 0    | 2     | 2    | 2    | 1    | 6     | 3    | 6    | 14   | 6    | 16   | 7    | 14   | 15   | 97    |
| Medical<br>Assisting                                       | 9     | 11   | 5     | 12   | 13   | 9    | 24    | 20   | 21   | 16   | 19   | 12   | 20   | 18   | 19   | 228   |
| Office<br>Technology                                       | 0     | 1    | 3     | 3    | 3    | 1    | 2     | 3    | 0    | 2    | 3    | 3    | 1    | 4    | 3    | 32    |
| Practical Nursing  |       |      |       |      | _    | _    |       | _    |      | _    | -    |      |      | 0    | 19   | 19    |
| Pre-Architectural<br>Drafting <sup>48</sup>                | 1,000 | 1    |       | 0    | 0    | 0    | 0     | 2    | 0    | 5    | 2    | 2    | 5    | 3    | 0    | 19    |
| Supervision &<br>Management                                | 6     | 11   | 0     | 5    | 8    | 4    | 8     | 5    | 10   | 13   | 9    | 11   | 9    | 14   | 3    | 116   |
| Surveying<br>Technology <sup>49</sup>                      | -     | 8_4  | 0     | 0    | 0    | 0    | 0     | 0    | 1    | 1    | 0    | 0    | 1    | 0    | 0    | 3     |
| Tourism &<br>Travel<br>Management <sup>50</sup>            | -     | -    |       | 3    | 0    | 2    | 1     | 1    | 5    | 11   | 13   | 18   | 6    | 15   | 17   | 92    |
| Visual<br>Communication                                    | 7     | 0    | 2     | 3    | 6    | 6    | 6     | 7    | 12   | 14   | 13   | 18   | 15   | 5    | 19   | 133   |
| Subtotal   | 53    | 68   | 55    | 83   | 99   | 77   | 95    | 111  | 153  | 169  | 171  | 214  | 171  | 189  | 204  | 1912  |

<sup>\*</sup>The Bachelor of Science in Career and Technical Education began in the fall semester of 2020. Completion is expected by Fall 2022.

# Possible Sources of Evidence Could Include:

- Examples from the institution's curriculum development and approval process (including processes for distinguishing lower and upper division content, if applicable)
- Examples illustrating the curriculum review cycle and criteria by which existing courses are reviewed and updated to ensure breadth, depth, and rigor appropriate to the content level
- Catalog listings of academic programs outlining expected learning outcomes.

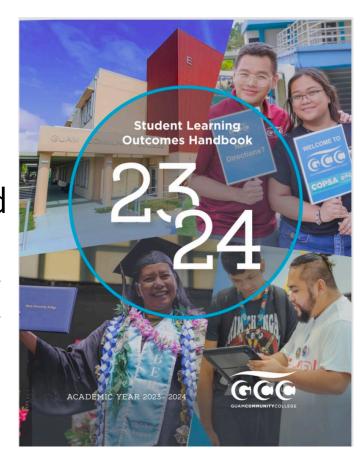
#### 2.2

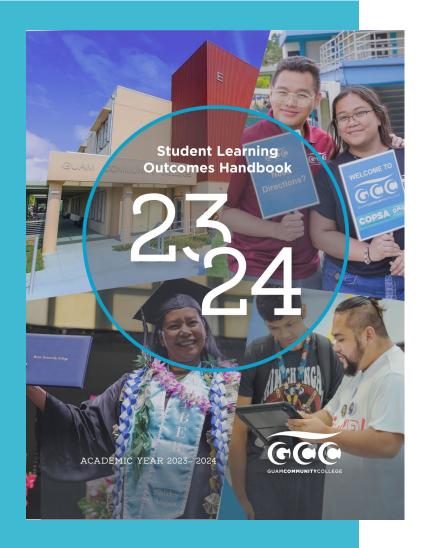
The institution, relying on faculty and other appropriate stakeholders, designs and delivers academic programs that reflect relevant discipline and industry standards and support equitable attainment of learning outcomes and achievement of educational goals.

- GCC's processes for curriculum design and development include appropriate faculty oversight for ongoing review, monitoring, and revision of programs in order to close identified gaps in student achievement.
- GCC's processes for curriculum design and development includes dialogue around student equity and maximizing equitable student success outcomes.
- GCC defines student learning outcomes for courses and academic programs (including degree and certificate programs).
- Development of learning outcomes includes consideration of feedback from workforce/industry partners, as appropriate for GCC's mission and program discipline.
- GCC provides students with accurate, current, and consistent student learning outcomes for the courses and programs in which they are enrolled.

# Possible Sources of Evidence Can Include:

- Examples of how student learning and achievement data inform ongoing curriculum design and development.
- Processes for establishing and maintaining currency and relevancy of learning outcomes (curriculum review, industry advisory discussions, etc.)
- Sample syllabi and corresponding course outlines.







#### POST SECONDARY COURSE REVISION AY 2021-2022

#### Post-Secondary Course Alpha and Number:

CM102

#### Post-Secondary Course Title:

Cosmetology II

Formerly (If Applicable include Alpha Number Course Title): N/a

College: TPS - Trades & Professional Services

Division: Education

APPROVED

Author 1: Janice Aguon

EFFECTIVE CATALOG: AY2022-2023

Author 2 (optional): Francine Taman

DATE APPROVED: 03/25/2022

Date Submitted to CRC: 12/11/2021

Date Reviewed by CRC: 02/15/2022

**EFFECTIVE BANNER TERM: 202280** 

| APPROVED BY             | NAME                      | SIGNATURE | DATE      |
|-------------------------|---------------------------|-----------|-----------|
| DEAN                    | Pilar P. Williams         | Planilles | 3.21.2022 |
| VP for ACADEMIC AFFAIRS | Virginia C. Tudela, Ph.D. | Mandale.  | 03.25.22  |

12/11/2021 14:14:09 12/11/2021

# All degree programs include a general education framework to ensure the development of broad knowledge, skills, and competencies related to communication, quantitative reasoning, critical thinking, information literacy, civic responsibility, and the ability to engage with diverse perspectives.

- GCC has a rationale for general education, developed with appropriate input from faculty, which serves as the basis for inclusion of courses in general education and is listed in the catalog.
- GCC's general education philosophy reflects its degree requirements and is consistent with expected norms in higher education for lower division coursework (and upper division coursework, if applicable).
- GCC's general education offerings provide opportunities for students to engage with the arts and humanities, sciences, mathematics, and social sciences.

# Possible sources of evidence

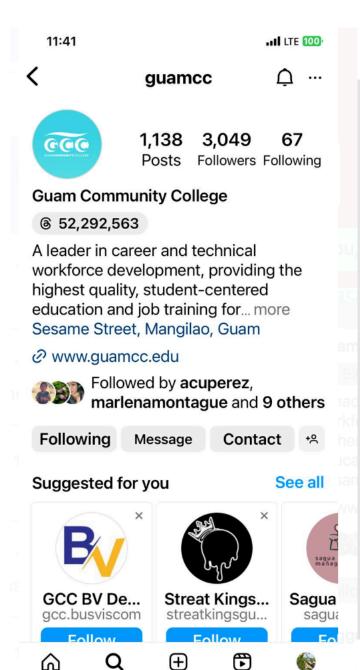
- General Education philosophy, as documented in institutional policy, catalogs, and/or other official publications.
- Documents and/or narrative detailing process for arriving at and reviewing philosophy for general education (including faculty input into general education).
- Documents and/or narrative outlining curricular processes that determine a course's inclusion in general education.
- Documents and/or narrative detailing expected learning outcomes of general education component indicating assessment results are used.
- Demonstration of GCC's commitment to global awareness and cultural competency
- Examples of how concepts named in the Standard are addressed throughout the curriculum and/or supported through student and learning support services.

# The institution communicates clear, accurate, and accessible information regarding programs, services, and resources that foster success in students' unique educational journeys.

- GCC provides students with accurate, current, and consistent student learning outcomes for the course and programs in which they are enrolled.
- GCC has mechanisms for ensuring effective communication with its students in multiple modalities regarding the programs, services, and resources available to support the student journey.
- GCC regularly review its communication practices, policies, procedures to ensure clarity, consistency, accuracy, and relevance.

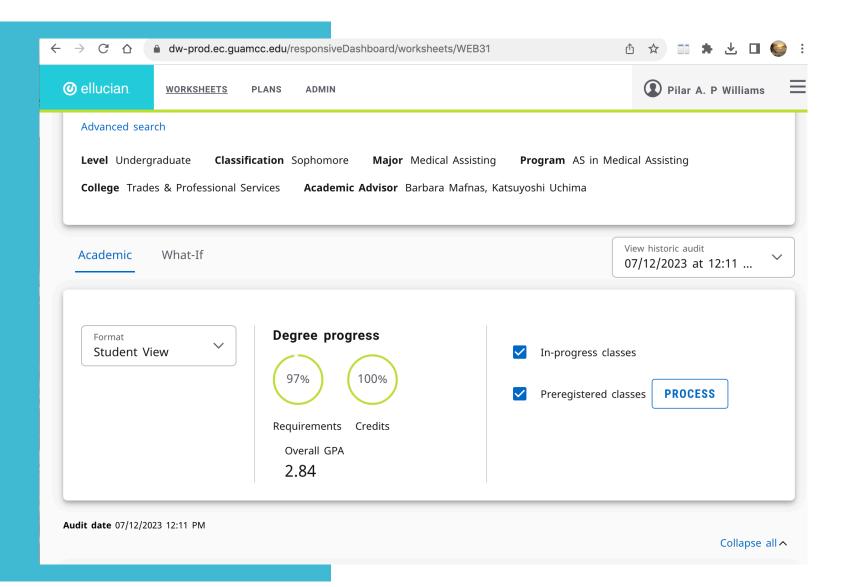
# Possible Sources of Evidence Could Include:

- Program information (from catalog, website, etc.) showing program learning outcomes for degree and certificate programs.
- Documents outlining GCC's processes for communicating learning outcomes to students.
- Sample syllabi and corresponding course outlines.
- Information (from catalog, website, etc.) regarding available student support services and learning support resources.
- Samples of student-facing communications in multiple formats, modalities, and (if applicable) languages, tailored to meet the needs of specific student populations.
- Examples of how the institution evaluates the effectiveness of its student-facing communications (communication survey results, website/social media analytics, processes for ensuring consistency of messages across multiple communication platforms, etc.)
- Examples of changes/ improvements in communication-in messaging, format, or modality resulting from evaluations.



# The institution holds itself accountable for student's success by scheduling courses in a manner that ensures degree and certificate programs can be completed in the expected period of time.

- GCC schedules classes in alignment with student needs and program pathways to ensure students have the opportunity to complete programs (including baccalaureate programs, if offered) within a reasonable period of time.
- GCC evaluates the degree to which scheduling facilitates timely completion of degrees, certificates, and transfer.
- GCC reflects on time-to-completion data in program review and institutional evaluation, and devises plans to improve completion rates.



# Possible Sources of Evidence Could Include:

- Program reviews that disaggregate student learning assessment data and student achievement data by mode of delivery.
- Examples of improvements to delivery modes and/or teaching methodologies that were made in order to address gaps in student learning and achievement.
- Institutional reports on diverse and changing needs of students and resulting plans for developing or improving delivery modes and teaching methodologies.
- Local guidelines that establish expectations for effectiveness and quality in distance education and/or correspondence education (if applicable)

The institution uses delivery modes and teaching methodologies that meet student and curricular needs and promote equitable student learning and achievement.

#### **Review Criteria:**

GCC regularly evaluates the effectiveness of its delivery modes and teaching methodologies to supporting equitable student learning and achievement, and uses results to guide improvements.

GCC has practices in place to ensure ongoing alignment with federal requirements for distance education and correspondence education, as defined in ACCJC's Policy on Distance Education and on Correspondence Education (if applicable).

## Distance Education Policy

#### Appendix B Distance and Correspondence Education Review Protocols

Adapt from existing Distance Education Review Guidelines -= see Guide for Peer Review Team Members, Guide to Institutional Self-Evaluation

DE Review Guidelines

#### Introduction

The Commission <u>Policy on Distance Education and on Correspondence Education</u> (in compliance with federal regulation <u>34 CFR § 602.3</u>) specifies that all learning opportunities provided by accredited institutions must have equivalent quality, accountability, and focus on student outcomes, regardless of mode of delivery.

In line with ACCJC's commitment to academic quality and continuous improvement, the review of distance education courses will follow the provisions outlined below. "Section 3. Consideration for Recommendations" includes questions related to the effects of the pandemic that peer review teams should take into consideration as part of their deliberations concerning any recommendations. These questions will provide peer review teams a broader context of the college's planning efforts and current situation and inform the team's review of the college's alignment with federal regulations and Standards concerning distance education.

#### **Guidelines for Reviewing Distance Education**

The guidelines below are suggested activities intended to promote consistency (1) in the way that institutions prepare for the peer review team, and (2) in the way that peer review teams observe distance education, especially online classes.

#### **Guidelines for Institutions**

- The college should inform distance education faculty that the peer review team will "observe" a
  randomly selected cadre of distance education classes from the semester prior to the
  comprehensive peer review.
- The college should work with the team chair and vice chair to provide a random sample of fully
  online distance education courses to observe. This sample should constitute 5% (not to exceed a
  maximum of 50) of the total number of distance education sections that were offered during the
  semester immediately preceding the semester of the comprehensive peer review.
- The college will provide peer reviewers with access to archived distance education classes from the semester immediately preceding the semester of the comprehensive peer review, affording them the opportunity to observe "regular and substantive" interaction through a full semester, quarter, or shortened term. Review of archived classes also ensures that the reviewers' presence in the online class will not interfere with instruction or course design.

### Possible Sources of Evidence

- Program reviews that disaggregate student learning assessment data and student achievement data by mode of delivery.
- Examples of improvements to delivery modes and/or teaching methodologies that were made in order to address gaps in student learning and achievement.
- Institutional reports on diverse and changing needs of students and resulting plans for developing or improving delivery modes and teaching methodologies.
- Local guidelines that establish expectations for effectiveness and quality in distance education and/or correspondence education (if applicable)

#### 2.7

The institution designs and delivers equitable and effective services and programs that support students in their unique educational journeys, address academic and nonacademic needs, and maximize their potential for success. Such services include library and learning resources, academic counseling and support, and other services the institution identifies as appropriate for its mission and student needs.

- GCC designs and delivers effective processes for identifying students' academic, non-academic, personal wellness, and basic needs.
- GCC designs and delivers effective intake and onboarding services such as orientation, registration, counseling, educational planning, financial aid workshops, and/or similar services that maximize preparation, success and retention.
- GCC designs and delivers effective learning support resources such as library collections, library instruction, learning labs, and tutoring services in a variety of modalities (face to face, hybrid, online, etc.) dependent on institutional mission and student need.
- GCC designs and delivers effective student support services such as counseling, academic advising, first year experience, veterans services, disability services, mental health services, etc. in a variety of modalities (face to face, hybrid, online, etc.) dependent on institutional mission and student need.
- GCC provides clear information and supports for students regarding transfer and career opportunities.
- GCC's documentation of and communication to students (catalogs, policies, procedures, etc.) regarding support services and expectations for their use are clear and consistent.
- GCC systematically collects and analyzes disaggregated data to evaluate the
  effectiveness of its support services and learning support resources in supporting
  equitable student success and uses the results for planning and improvement.

#### **Library | Learning Resource Center (LRC)**



Fall Semester 2023

Monday to Thursday: 8:00 am - 8:00 pm Friday: 8:00 am - 4:00 pm Saturday: 9 am - Noon The Guam Community College Learning Resource Center (Library) opened its new doors in December 2010 to provide learning resources and services to assist students in attaining their academic, career and personal goals. The GCC Library collection consists of approximately 22,000 print books, 150,000 e-Books, 50 print periodical subscriptions, more than 5,000 EBSCO full-text e-Periodicals, and over 1,000 videos and other multi-media items.

The Library offers an array of services including reference, individual and group instruction, Internet access, book loans, video check-outs, photocopying, magazines and newspapers, video viewing, meeting areas, group study facilities, and interlibrary loans.

In addition to sustaining our students' research and reference needs, the Learning Resource Center is also the first government of Guam building to be certified as LEED (Leadership in Energy and Environmental Design) Gold by the U.S. Green Building Council. The 22,000-square-foot structure features photovoltaic solar panels, digital temperature controls, energy-efficient windows and lighting, and furniture made of recyclable materials.

#### **Mission Statement:**

The mission of the Learning Resource Center is to provide learning resources and services to support and enrich the educational mission of Guam Community College.

#### Click here to access:

- GCCLIB Online Catalog Access to books and other media available in GCC Library.
- EBSCO ePeriodicals & eBooks Full-text ePeriodicals and eBooks available online.
- Library News The latest information about GCC Library.







#### 2.8

The institution fosters a sense of belonging and community with its students by providing multiple opportunities for engagement with the institution, programs, and peers. Such opportunities reflect the varied needs of the student population and effectively supports students' unique educational journeys.

- GCC creates formal and informal opportunities for students to engage with the institution, programs, and peers (e.g., cultural, academic, clubs, political, ethnicity-based engagement, networking, athletics, internships, career trainings).
- GCC establishes co-curricular and/or student engagement activities based on the needs of the students and community it serves, including the needs of student populations that have been historically under-resourced.
- If these programs are offered GCC ensures the quality of such programs and frequently assesses activities and programs (qualitative/quantitative).

The **Council on Postsecondary Student Affairs (COPSA)** is your GCC student government. **COPSA** plans student activities, guides the work of GCC Student Organizations, and ensures that the College fully considers the needs and interests of students in its decisions and offerings.



Jennette Yara



Katarina Hernandez COPSA Treasurer



Daniel Iriarte COPSA Vice President



Benjamin Hernandez Jr. COPSA Parliamentarian



Katrina Lin Lupera COPSA Secretary



Kaitlin Bautista COPSA Public Relations & Social Media Officer

Section Menu



#### **COPSA** | Council On Postsecondary Student Affairs

The Council On Postsecondary Student Affairs (COPSA) is the recognized representative body for student governance for all officially registered Postsecondary and Adult High School students.

COPSA serves as a voice for which student concerns are addressed to the GCC Administration; plans student activities; approves student organization budgets, and ensures that the College fully considers the needs and interests of students in its decisions and offerings.

#### **Board of Trustees Student Member**

The GCC Board of Trustees ensures that students receive the highest quality education and job training. Your voting Student Member on the Board ensures that your voice is heard and your concerns are addressed.

# Reporting Your Reflections in the Report

|     | Major Sections in the Self-Evaluation Suggested Report Length               |                 |  |  |  |  |  |  |  |  |  |
|-----|---|-----------------|--|--|--|--|--|--|--|--|--|
| For | ward to the Institutional Self-Evaluation                                   | 1 page          |  |  |  |  |  |  |  |  |  |
| A.  | A. Introduction: Institutional Context 2-5 pages                            |                 |  |  |  |  |  |  |  |  |  |
| B.  | Institutional Self-Evaluation of Alignment with the Accreditation Standards | 60-70 pages     |  |  |  |  |  |  |  |  |  |
| C.  | Checklist: Required documentation   | (no narratives) |  |  |  |  |  |  |  |  |  |
| D.  | Appendix: Additional Institutional Information                              | (no narratives) |  |  |  |  |  |  |  |  |  |

### Documenting Your Reflections in the Report

#### Forward to the Institutional Self-Evaluation Report:

- Overview of high-level themes that emerged from your self-evaluation
  - Areas of strength
  - Opportunities for improvement and innovation
- Provides readers with a sense of what you learned from the process
- 1 page maximum

**PRO TIP:** write this last, after the rest of the report has been finalized

### Documenting Your Reflections in the Report

## New prompt for the analysis of alignment with each Standard:

Provide a narrative response that analyzes your institution's alignment with the Standard. The narrative should address the review criteria and include supporting evidence/examples as appropriate. The narrative should also address any opportunities for innovation and areas for improving alignment that were identified during the self-evaluation process.

#### As you draft your response, it may be helpful to consider:

- What does the institution do to align with the Standard?
- What are the results? How effectively do these actions support equitable student success? How do you know?
- What did the institution learn?
- What will you do differently? How does your learning inform plans for action, improvement, and/or innovation?

### Other Important Information

#### **Appendix: Additional Institutional Information**

- Organizational charts
- List of additional locations where >50% of a program can be completed (if applicable)

### Important Links

#### **ACCJC Guides & Manuals**

https://accjc.org/guides-and-manuals/

#### **ACCJC Template**

https://docs.google.com/document/d/17jkFrFhciPuFxNgP7dRG-hgnd95l\_FPC/edit#heading=h.gjdgxs

#### Accreditation Webpage-2025

https://mygcc.guamcc.edu/web/accreditation-2025

### Standards Committee Tasks

- Selection of Chair & CoChair
- •ISER Development Calendar
- Weekly Progress Reports