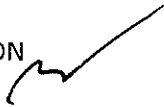


GUAM COMMUNITY COLLEGE
VP FOR ACADEMIC AFFAIRS DIVISION

MEMORANDUM

TO: REGISTRAR
FROM: VICE PRESIDENT, ACADEMIC AFFAIRS DIVISION
SUBJECT: COURSE GUIDES
DATE: MARCH 10, 2010



A session was held this morning to discuss several adult education course guides (SPO45, SPO45A, SP045B, SP040, ABE040, ABE041, and ESL) concerning contact hours, scale score range, and course alpha/numbering sequence. CASAS has been adopted as Guam's assessment tool for the adult education program. Accordingly, GCC will need to assess and ensure alignment of the learners' appraisal, pre and post test. Therefore, I am recommending the following effective Fall 2010:

- GED 050
CEDA 1104 CDEA 1116, GED 051*
1. Offer SP045A and SPO45B as co-requisites; students must take SP045A and SP045B at the same semester.
 2. Offer ABE040 and ABE041 as co-requisites; students must take ABE040 and ABE041 at the same semester.

Meanwhile, Dean Santos will coordinate activities to revisit the course guides and have them revised as appropriate.

c: Dean, TSS
Dean, TPS
Assistant Director, P&D
Adjunct Associate Dean, TSS
Program Specialist, AEO
Counseling Department