

Guam Community College
Committee on College Assessment (CCA)
2 p.m. President's Conference Room (PCR)
October 14, 2016

AGENDA

I. Call to order

II. Roll Call

Programs/Units Rating Recommendations

- Development & Alumni Relations Office, Administrative Unit Level Assessment Report
- Early Childhood Education AS/Certificate, Program Unit Level Assessment Report
- Early Childhood Education AS/Certificate, Course Unit Level Assessment Report
- Education AA/Certificate, Program Unit Level Assessment Report
- Education AA/Certificate, Course Unit Level Assessment Report
- Education/Cosmetology Department Courses, Course Unit Level Assessment Report
- Health Services Center, Student Services Unit Level Assessment Report
- Learning Resource Center, Student Services Unit Level Assessment Report
- Office of the President, Administrative Unit Level Assessment Report
- Tourism & Hospitality Department Courses, Course Unit (JA108, JA110, JA111, & JA210) Level Assessment Report

Curriculum Revision

- Accounting AS, Course (AC211, AC212 & AC225)
- Math & Science Department Courses (MA095 & MA108)
- Medical Assisting AS & Certificate, Program Unit Level
- Medical Assisting AS/Certificate, Course Unit (HL131, MS125, MS141, MS140, MS121, MS101, MS160, MS180, MS210, MS292,
- Visual Communications (Secondary), Course (CTVC051, CTVC052)
- Visual Communications AS, Course Units (VC101, VC126, VC128, VC161, VC211, VC221, VC222, VC231, VC232, VC291, VC292,
- NU110, NU160, NU220, NU292 (No Data Collected for NU101)

Data Collection/Implementation Status

- Early Child Education (Secondary), Program Unit Level Data Collection Status
- Early Child Education (Secondary), Course Unit Level Data Collection Status
- Electronics-Computer Networking (Secondary), Program Unit Level Data Collection Status
- Electronics-Computer Networking (Secondary), Course Unit Level Data Collection Status
- English Department Courses (EN100R)
- Marketing (Secondary) Program Unit Level Data Collection Status
- Marketing (Secondary) Course Unit Level Data Collection Status
- Nursing & Allied Health Department Courses, Course (EMS103, HL202) Unit Data Collection Status

- Tourism & Hospitality Department Courses, Course Unit Level Data Collection Status (JA108, JA110, JA111 & JA210)

III. Old Business

- Annual Assessment Awards/Success on the Walls Project - Update
- Joint Learning Outcomes Committee and CCA committee meeting – Update
- CFS from review teams due to AIER the Monday after CCA's Rating
- CFS from authors due to AIER two Mondays after CCA's Rating

IV. New Business

- Fall 2016 Assessment Leadership Outreach
- CCA Goals for AY2016 - 2017

V. Next meeting – October 21, 2016 in the President's Conference Room

VI. Adjournment

Guam Community College
Committee on College Assessment (CCA)
2 p.m. Presidents Conference Room (PCR)
Friday, October 14, 2016 (Fall 2016)
Sign-In

No.	Name	Position	Signature
1.	Aguon, Vangie	Administrative Assistant, Office of Assessment, Institutional Effectiveness & Research (AIER)	
2.	Analista, Hernalin	Assistant Professor, TSS, Vocational Guidance Program	
3.	Bilong, Danilo	Program Specialist, Alumni Relations & Fundraising	
4.	Camacho, Johanna	Program Coordinator II, Admissions & Registration	
5.	Davis, Adrian	Student Representative, Board of Trustee	
6.	Garcia, Ava	Program Specialist, Adult Education Office	
7.	Manibusan, Doris	Administrative Assistant, Dean's Office/TSS	
8.	Montague, Marlena	Assistant Director, Office of Assessment, Institutional Effectiveness & Research (AIER)	
9.	Perez, Anjelica	Institutional Researcher, Office of Assessment, Institutional Effectiveness & Research	
10.	Roberto, Joachim (Peter)	Postsecondary Instructor, TPS – Criminal Justice & Social Science	
11.	Schrage, Marivic	Assistant Professor (Secondary), TPS, Tourism & Hospitality	
12.	Teng, Zhaopei	Postsecondary Instructor, TSS – Computer Science	
13.	Williams, Pilar	Associate Dean, TPS	
14.	Uchima, Katsuyoshi	Postsecondary Assistant Instructor, TPS – Allied Health	
15.	Yanger, Gil	Assistant Instructor, TPS – Construction Trades	
16.	Somera Dr., R. Ray	Ex-Officio Vice President for Academic Affairs Division	
17.			

COMMITTEE ON COLLEGE ASSESSMENT (CCA)
MINUTES (Update #351)
2 p.m. President's Conference Room
Friday, October 14, 2016 (Fall Term)

I. Call to Order – 2 p.m.

II. Roll Call

Members present: Gil Yanger (Chair), Marlena Montague (Co-Chair), Vangie Aguon, Hernalin Analista, Anjelica Perez, Joachim P. Roberto, Yvonne Tam Zhaopei Teng and Katsuyoshi Uchima

Members absent: Danilo Bilong, Johanna Camacho (Office Coverage), Adrian Davis, Ava Garcia (Off-Island), Doris Manibusan (Leave), Marivic Schrage, and Pilar Williams (Meeting)

III. Approval of prior Minutes/Update #349 May 6, 2016 – IT WAS MOVED BY HERNALIN ANALISTA TO APPROVE, SECONDED BY ZHAOPEI TENG THAT THE MINUTES/UPDATE #349 FOR MAY 6, 2016 BE APPROVED. Motion carried.

Programs/Units Rating Recommendations –

Team 1

- Education/Cosmetology Department Courses, Course Unit level Assessment Report – YVONNE TAM MOTIONED TO RESUBMIT, SECONDED BY MARLENA MONTAGUE. Motion carried.
- Tourism & Hospitality Department Courses, (JA108, JA110, JA111, JA210) Course Unit Level Assessment Report - TABLE

Team 2

- Office of the President, Administrative Unit Level Assessment Report - TABLE

Team 3

- Development & Alumni Relations, Administrative Unit Level Assessment Report – ZHAOPEI TENG MOTIONED TO APPROVE WITH MINOR CHANGES, SECONDED BY KATSUYOSHI UCHIMA. Motion carried.
- Early Childhood Education AS/Certificate, Program Unit Level Assessment Report – YVONNE TAM MOTIONED TO RESUBMIT, SECONDED BY MARLENA MONTAGUE. Motion carried.

- Early Childhood Education AS/Certificate, Course Unit Level Assessment Report – YVONNE TAM MOTIONED TO RESUBMIT, SECONDED BY KATSUYOSHI UCHIMA. Motion carried.
- Education AA/Certificate, Program Unit Level Assessment Report – MARLENA MONTAGUE MOTIONED TO APPROVE, SECONDED BY ZHAOPEI TENG. Motion carried.
- Education AA/Certificate, Course Unit Level Assessment Report – YVONNE TAM MOTIONED TO RESUBMIT, SECONDED BY HERNALIN ANALISTA. Motion carried.
- Health Services Center, Student Services Unit Level Assessment Report – VANGIE AGUON MOTIONED TO APPROVE, SECONDED BY KATSUYOSHI UCHIMA. Motion carried.

Team 4

- Learning Resources Center, Student Services Unit Level Assessment Report – TABLE

Curriculum Revision

- Accounting AS, Course (AC211, AC212 & AC225)
- Math & Science Department Courses (MA095 & MA108)
- Medical Assisting AS/Certificate, Program Unit Level
- Medical Assisting AS/Certificate, Course Unit Level (HL131, MS101, MS121, MS125, MS140, MS141, MS160, MS180, MS210 & MS292)
- NU110, NU160, NU220, NU292 (No Data Collected for NU101)
- Visual Communications (Secondary), Course (CTVC051 & CTVC052)
- Visual Communications AS, Course Units (VC101, VC126, VC128, VC161, VC211, VC221, VC222, VC231, VC232, VC291, VC292)

Data Collection/Implementation Memo

- Early Childhood Education (Secondary), Program Unit Level Data Collection Status
- Early Childhood Education (Secondary), Course Unit level Data Collection Status
- Electronics-Computer Networking (Secondary), Program Unit Level Data Collection Status
- Electronics-Computer Networking (Secondary), Course Unit Level Data
- English Department Courses (EN100R)
- Marketing (Secondary), Program Unit Level Data Collection Status
- Marketing (Secondary), Course Unit Level Data Collection Status
- Nursing & Allied Health Department Courses, Course (EMS103, HL202) Unit Data Collection Status
- Tourism & Hospitality Department Courses, Course Unit Level Data Collection Status (JA108, JA110, JA111 & JA210)

October 14, 2016

President's Conference Room (PCR)

IV. Old Business

- Annual Assessment Awards/Success on the Walls Project - Update
- Joint Learning Outcomes Committee and CCA committee meeting – No meeting.
- CFS from review teams due to AIER the Monday after CCA's Rating –
- CFS from author due to AIER two Mondays after CCA's Rating –

V. New Business

- Fall 2016 Assessment Leadership Outreach
- CCA Goals for AY2016-2017

**VI. Next Meeting – October 21, 2016 in the President's Conference Room (PCR)
2 p.m.**

VII. Adjournment: IT WAS MOVED BY KATSUYOSHI UCHIMA, SECONDED BY YVONNE TAM TO ADJOURN. Motion carried. Meeting adjourned at 3 p.m.

Guam Community College
Committee on College Assessment (CCA)
2 p.m. President's Conference Room (PCR)
October 21, 2016 (Meeting cancelled, ISER Training)
October 28, 2016

AGENDA

- I. Call to order
- II. Roll Call
- III. Approval of prior minutes/update - TABLE

Programs/Units Rating Recommendations

Team 1

- Tourism & Hospitality Department Courses, Course Unit (JA108, JA110, JA111, & JA210) Level Assessment Report

Team 2

- Assessment & Counseling, Student Services Unit Level Assessment Report
- Center for Student Involvement, Student Services Unit Level Assessment Report
- Facilities, Administrative Unit Level Assessment Report
- Office of the President, Administrative Unit Level Assessment Report

Team 3

- High School Equivalency Office, Student Services Unit Level Assessment Report

Team 4

- Learning Resource Center, Student Services Unit Level Assessment Report
- Student Support Services, Student Services Administrative Unit Level Plan
- Work-Keys, Administrative Unit Level Assessment Report

Curriculum Revision

- English Department Courses, Course Unit Level (EN194)
- Marketing AS/Certificate, Program Unit Level
- Marketing AS/Certificate, Course Unit Level (MK125)
- Math & Science Department Courses, Course Unit Level (MA108)
- Practical Nursing Certificate, Program Unit Level
- Supervision & Management AS/Certificate, Program Unit Level
- Supervision & Management AS/Certificate, Course Unit (SM205, SM208 & SM211)
- Visual Communications AS, Program Unit Level

Data Collection/Implementation Status

- English Department Courses, Course Unit Level (EN111, EN210, TH101) Data Collection Status
- Nursing & Allied Health Department Courses, Course Unit Level (HL202) Data Collection Status
- Practical Nursing Certificate, Course Unit (NU140) Level Data Collection Status

IV. Old Business

- Annual Assessment Awards/Success on the Walls Project - Update
- Joint Learning Outcomes Committee and CCA committee meeting – Update
- CFS from review teams due to AIER the Monday after CCA's Rating
- CFS from authors due to AIER two Mondays after CCA's Rating

V. New Business

- CCA Goals for AY2016 - 2017
- SLO Training

VI. Next meeting – November 4, 2016 in the President's Conference Room

VII. Adjournment

COMMITTEE ON COLLEGE ASSESSMENT (CCA)
MINUTES (Update #352)
2 p.m. President's Conference Room
Friday, October 28, 2016 (Fall Term)

I. Call to Order – 2:04 p.m.

II. Roll Call

Members present: Gil Yanger (Chair), Vangie Aguon, Hernalin Analista, Danilo Bilong, Anjelica Perez, Joachim P. Roberto, Yvonne Tam and Katsuyoshi Uchima

Members absent: Johanna Camacho, Adrian Davis, Ava Garcia, Doris Manibusan, Marlena Montague (Meeting), Vicky Schrage, Zhaopei Teng and Pilar Williams

Approval of prior Minutes – Update#350/Minutes September 2, 2016 and Update#351/Minutes October 14, 2016

Programs/Units Rating Recommendations –

Team 1

- Tourism & Hospitality Department Courses, Course Unit (JA108, JA110, JA111 & JA210) Level Assessment Report – KATSUYOSHI UCHIMA MOTIONED TO RESUBMIT, SECONDED BY VANGIE AGUON. Motion carried.

Team 2

- Assessment & Counseling, Student Services Unit Level Assessment Report - KATSUYOSHI UCHIMA MOTIONED TO RESUBMIT, SECONDED BY VANGIE AGUON. Motion carried.
- Center for Student Involvement, Student Services Unit Level Assessment Report – YVONNE TAM MOTIONED TO RESUBMIT, SECONDED BY YVONNE TAM. Motion carried.
- Facilities, Administrative Unit Level Assessment Report – HERNALIN ANALISTA MOTIONED TO APPROVE, SECONDED BY DANILO BILONG. Motion carried.
- Office of the President, Administrative Unit Level Assessment Report – TABLE

Team 3

- High School Equivalency Office, Student Services Unit Level Assessment Report – TABLE

Team 4

- Learning Resource Center, Student Services Unit Level Assessment Report – TABLE
- Student Support Services, Student Services Administrative Unit Level Plan – TABLE
- Work-Keys, Administrative Unit Level Assessment Report – TABLE

Curriculum Revision

- English Department Courses, Course Unit Level (EN194)
- Human Services AS, Program Unit Level
- Marketing AS/Certificate, Program Unit Level
- Marketing AS/Certificate, Course Unit Level (MK125)
- Math & Science Department Courses, Course Unit Level (MA108)
- Practical Nursing Certificate, Program Unit Level
- Supervision & Management AS/Certificate, Program Unit Level
- Supervision & Management AS/Certificate, Course Unit (SM205, SM208 & SM211)
- Visual Communications AS, Program Unit Level

Data Collection/Implementation Memo

- English Department Courses, Course Unit Level Data Collection Status (EN111, EN210, TH101).
- Nursing & Allied Health Department Courses, Course Unit Level Data Collection Status (HL202).
- Practical Nursing Certificate, Course Unit Level Data Collection Status (NU140).

III. Old Business - TABLE

- Annual Assessment Awards/Success on the Walls Project - Update
- Joint Learning Outcomes Committee and CCA committee meeting - Update
- CFS from review teams due to AIER the Monday after CCA's Rating –
- CFS from author due to AIER two Mondays after CCA's Rating –

IV. New Business – TABLE

- Fall 2016 Assessment Leadership Outreach
- CCA Goals for AY2016-2017
- SLO Training

V. Next Meeting – November 4, 2016 in D-Wing, Rm. D6

VI. Adjournment: IT WAS MOVED BY YVONNE TAM, SECONDED BY DANILO BILONG TO ADJOURN. Motion carried. Meeting adjourned at 3 p.m.

Guam Community College
Committee on College Assessment (CCA)
2 p.m. D-Wing/D3
November 4, 2016

AGENDA

- I. Call to order
- II. Roll Call
- III. Approval of prior minutes/update - TABLE

Programs/Units Rating Recommendations

- High School Equivalency Office, Student Services Unit Level Assessment Report
- Learning Resource Center, Student Services Unit Level Assessment Report
- Office of the President, Administrative Unit Level Assessment Report
- Office of Sustainability, Administrative Unit Level Assessment Report
- Planning and Development, Administrative Unit Level Assessment Report
- Student Support Services, Student Services Administrative Unit Level Plan
- Work-Keys, Administrative Unit Level Assessment Report

Curriculum Revision

- English Department Courses, Course Unit Level (EN194)
- Marketing AS/Certificate, Program Unit Level
- Marketing AS/Certificate, Course Unit Level (MK125)
- Math & Science Department Courses, Course Unit Level (MA095, MA108)
- Practical Nursing Certificate, Program Unit Level
- Supervision & Management AS/Certificate, Program Unit Level
- Supervision & Management AS/Certificate, Course Unit (SM205, SM208 & SM211)
- Visual Communications AS, Program Unit Level

Data Collection/Implementation Status

- English Department Courses, Course Unit Level (EN111, EN210, TH101) Data Collection Status
- Nursing & Allied Health Department Courses, Course Unit Level (HL202) Data Collection Status
- Practical Nursing Certificate, Course Unit (NU140) Level Data Collection Status

IV. Old Business

- Annual Assessment Awards/Success on the Walls Project - Update
- Joint Learning Outcomes Committee and CCA committee meeting – Update
- CFS from review teams due to AIER the Monday after CCA's Rating
- CFS from authors due to AIER two Mondays after CCA's Rating

V. New Business

- CCA Goals for AY2016 - 2017
- SLO Training

VI. Next meeting – November 18, 2016 in D-Wing/D3

VII. Adjournment

COMMITTEE ON COLLEGE ASSESSMENT (CCA)
MINUTES (Update #353)
2 p.m. D-Wing/D3
Friday, November 4, 2016 (Fall Term)

I. Call to Order – 2:01 p.m.

II. Roll Call

Members present: Gil Yanger (Chair), Marlena Montague (Co-Chair), Vangie Aguon, Hernalin Analista, Danilo Bilong, Doris Manibusan, Joachim P. Roberto, Yvonne Tam, Zhaopei Teng, and Katsuyoshi Uchima

Members absent: Johanna Camacho, Adrian Davis, Ava Garcia, Anjelica Perez, Marivic Schrage, and Pilar Williams (Meeting)

III. Approval of prior Minutes/Update - Update#352/Minutes October 28, 2016

Programs/Units Rating Recommendations –

- High School Equivalency Office, Student Services Unit Level Assessment Report –KATSUYOSHI UCHIMA MOTIONED TO APPROVE, SECONDED BY DANILO BILONG. Motion carried.
- Learning Resource Center, Student services Unit Level Assessment Report – KATSUYOSHI UCHIMA MOTIONED TO APPROVE, SECONDED BY DANILO BILONG. Motion carried.
- Office of the President, Administrative Unit Level Assessment Report – KATSUYOSHI UCHIMA MOTIONED TO APPROVE, SECONDED BY DORIS MANIBUSAN. Motion carried.
- Office of Sustainability, Administrative Unit Level Assessment Report – KATSUYOSHI UCHIMA MOTIONED TO APPROVE, SECONDED BY VANGIE AGUON. Motion carried.
- Planning & Development, Administrative Unit Level Assessment Report – KATSUYOSHI UCHIMA MOTIONED TO RESUBMIT, SECONDED BY DANILO BILONG. Motion carried.
- Student Support Services, Student Services Unit Level Assessment Plan – KATSUYOSHI UCHIMA MOTIONED TO TABLE, SECONDED BY DORIS MANIBUSAN. Motion carried.
- Work Experience, Administrative Unit Level Assessment Plan – KATSUYOSHI UCHIMA MOTIONED TO RESUBMIT, SECONDED BY DANILO BILONG.

Curriculum Revision

- English Department Courses, Course Unit Level (EN194)
- Marketing AS/Certificate, Program Unit Level
- Marketing AS/Certificate, Course Unit Level
- Math & Science Department Courses, Course Unit Level (MA095, MA108)
- Practical Nursing Certificate, Program Unit Level
- Supervision & Management AS/Certificate, Program Unit Level
- Supervision & Management AS/Certificate, Course Unit (SM205, SM208, & SM211)
- Visual Communications AS, Program Unit Level

Data Collection/Implementation Memo - Table

- English Department Courses, Course Unit Level (EN111, EN210, TH10) Data Collection Status
- Nursing & Allied Health Department Courses, Course Unit Level (HL202) Data Collection Status
- Practical Nursing Certificate, Course Unit Level (NU140) Data Collection Status

IV. Old Business – Table

- Annual Assessment Awards/Success on the Walls Project - Update
- Joint Learning Outcomes Committee and CCA committee meeting – No meeting.
- CFS from review teams due to AIER the Monday after CCA's Rating –
- CFS from author due to AIER two Mondays after CCA's Rating –

V. New Business

- CCA Goals for AY2016-2017
- SLO Training

**VI. Next Meeting – November 18, 2016 in D-Wing/D3
2 p.m.**

VII. Adjournment: IT WAS MOVED BY JOACHIM P. ROBERTO, SECONDED KATSUYOSHI UCHIMA TO ADJOURN. Motion carried. Meeting adjourned at 3 p.m.

Guam Community College
Committee on College Assessment (CCA)
2 p.m. Allied Health Bldg., 2nd Floor Rm. 3223
November 11, 2016 (Veterans Day/Holiday)
November 18, 2016

AGENDA

- I. Call to order
- II. Roll Call
- III. Approval of prior minutes/update - TABLE

Programs/Units Rating Recommendations

Team 1

- Business Office, Administrative Unit Level Assessment Report

Team 2

- Academic Technologies, Administrative Unit Level Assessment Plan
- Assessment & Counseling, Student Services Unit Level Assessment Report
- Center for Student Involvement, Student Services Unit Level Assessment Report
- Facilities, Administrative Unit Level Assessment Report
- Materials Management, Administrative Unit Level Assessment Report

Team 3

- Human Resources Office, Administrative Unit Level Assessment Report
- Management Information Systems Office, Administrative Unit Level Assessment Report

Team 4

- Student Support Services, Student Services Administrative Unit Level Plan

Curriculum Revision

- Criminal Justice AS/Certificate, Course Unit Level (CJ102 & CJ205)
- English Department Courses, Course Unit Level (EN194)
- Human Services AS, Program Unit Level
- Office Technology, Course Unit Level (OA211 & OA292)
- Marketing AS/Certificate, Program Unit Level
- Marketing AS/Certificate, Course Unit Level (MK125)
- Math & Science Department Courses, Course Unit Level (MA108)
- Practical Nursing Certificate, Program Unit Level
- Social Science & Criminal Justice Department Courses, (CJ104, HI121, HI122, PS140 & PY120)
- Supervision & Management AS/Certificate, Program Unit Level
- Supervision & Management AS/Certificate, Course Unit (SM205, SM208 & SM211)
- Visual Communications AS, Program Unit Level

Data Collection/Implementation Status

- English Department Courses, Course Unit Level (EN111, EN210, TH101) Data Collection Status
- Health Career & Science (Secondary), Program Unit Level Data Collection Status

- Health Career & Science (Secondary), Course Unit Level Data Collection Status
- Nursing & Allied Health Department Courses, Course Unit Level (HL202) Data Collection Status
- Practical Nursing Certificate, Course Unit (NU140) Level Data Collection Status

IV. Old Business

- Annual Assessment Awards/Success on the Walls Project - Update
- Joint Learning Outcomes Committee and CCA committee meeting – Update
- CFS from review teams due to AIER the Monday after CCA's Rating
- CFS from authors due to AIER two Mondays after CCA's Rating

V. New Business

- CCA Goals for AY2016 - 2017
- SLO Training/Schedule Training Date

VI. Next meeting – December 2, 2016 in the Allied Health Bldg., Rm. 3223

VII. Adjournment

Guam Community College
Committee on College Assessment (CCA)
2 p.m. Allied Health Bldg. 2nd Floor Rm. 3223
Friday, November 4, 2016 (Fall 2016)
Sign-In

No.	Name	Position	Signature
1.	Aguon, Vangie	Administrative Assistant, Office of Assessment, Institutional Effectiveness & Research (AIER)	
2.	Analista, Hernalin	Assistant Professor, TSS, Vocational Guidance Program	
3.	Bilong, Danilo	Program Specialist, Alumni Relations & Fundraising	
4.	Camacho, Johanna	Program Coordinator II, Admissions & Registration	
5.	Davis, Adrian	Student Representative, Board of Trustee	
6.	Garcia, Ava	Program Specialist, Adult Education Office	
7.	Manibusan, Doris	Administrative Assistant, Dean's Office/TSS	
8.	Montague, Marlena	Assistant Director, Office of Assessment, Institutional Effectiveness & Research (AIER)	
9.	Perez, Anjelica	Institutional Researcher, Office of Assessment, Institutional Effectiveness & Research	
10.	Roberto, Joachim (Peter)	Postsecondary Instructor, TPS – Criminal Justice & Social Science	
11.	Schrage, Marivic	Assistant Professor (Secondary), TPS, Tourism & Hospitality	
12.	Tam, Yvonne	Assistant Professor (Secondary), TPS, Marketing	
13.	Teng, Zhaopei	Postsecondary Instructor, TSS – Computer Science	
14.	Williams, Pilar	Associate Dean, TPS	
15.	Uchima, Katsuyoshi	Postsecondary Assistant Instructor, TPS – Allied Health	
16.	Yanger, Gil	Assistant Instructor, TPS – Construction Trades	
17.	Somera Dr., R. Ray	Ex-Officio Vice President for Academic Affairs Division	
18.			

COMMITTEE ON COLLEGE ASSESSMENT (CCA)

MINUTES (Update #354)

2 p.m. Allied Health Bldg., 2nd Floor Rm. 3223

November 11, 2016 (Veterans Day/Holiday)

Friday, November 18, 2016 (Fall Term)

I. Call to Order – 2:15 p.m.

II. Roll Call

Members present: Katsuyoshi Uchima (Past Chair), Hernalin Analista, Vangie Aguon, Hernalin Analista, Anjelica Perez, Marivic Schrage, Yvonne Tam, and Zhaopei Teng

Members absent: Marlana Montague (ACCJC/Majuro), Danilo Bilong, Johanna Camacho, Adrian Davis, Ava Garcia, Doris Manibusan, Joachim P. Roberto, and Gil Yanger

III. Approval of prior Minutes/Update - Update#353/Minutes, November 4, 2016

Programs/Units Rating Recommendations –

Team 1

- Business Office, Administrative Unit Level Assessment Report – KATSUYOSHI UCHIMA MOTIONED TO APPROVE WITH MINOR CHANGES, SECONDED BY VANGIE AGUON. Motion carried.

Team 2

- Academic Technologies, Administrative Unit level Assessment Plan – VANGIE AGUON MOTIONED TO APPROVE WITH MINOR CHANGES, SECONDED BY HERNALIN ANALISTA. Motion carried.
- Assessment & Counseling, Student Services Unit Level Assessment Report – KATSUYOSHI UCHIMA MOTIONED TO RESUBMIT, SECONDED BY HERNALIN ANALISTA. Motion carried.
- Center for Student Involvement, Student Services Unit Level Assessment Report – VANGIE AGUON MOTIONED TO RESUBMIT, SECONDED BY ZHAOPEI TENG. Motion carried.
- Facilities, Administrative Unit Level Assessment Report – Approved in the previous meeting.
- Materials Management Office, Administrative Unit Level Assessment Report – VANGIE AGUON MOTIONED TO RESUBMIT, SECONDED BY ZHAOPEI TENG. Motion carried.

Team 3

- Human Resources Office, Administrative Unit Level Assessment Report – YVONNE TAM MOTIONED TO RESUBMIT, SECONDED BY HERNALIN ANALISTA. Motion carried.
- Management Information Systems Office, Administrative Unit Level Assessment Report – YVONNE TAM MOTIONED TO TABLE, SECONDED BY MARIVIC SCHRAGE. Motion carried.

Team 4

- Student Support Services, Student Services Unit Level Assessment Report – ZHAOPEI TENG MOTIONED TO RESUBMIT, SECONDED BY HERNALIN ANALISTA. Motion carried.

Curriculum Revision - Table

- Criminal Justice AS/Certificate, Course Unit Level (CJ102 & CJ205)
- English Department Courses, Course Unit Level (EN194)
- Human Services AS, Program Unit Level
- Office Technology, Course Unit Level (OA211, & OA292)
- Marketing AS/Certificate, Program Unit Level
- Marketing AS/Certificate, Course Unit Level (MK125)
- Math & Science Department Courses, Course Unit Level (MA108)
- Practical Nursing Certificate, Program Unit Level
- Social Science & Criminal Justice Department Courses (CJ104, HI121, HI122, PS140 & PY120)
- Supervision & Management AS/Certificate, Program Unit Level
- Supervision & Management AS/Certificate, Course Unit Level (SM205, SM208 & SM211)
- Visual Communication AS, Program Unit Level

Data Collection/Implementation Memo

- English Department Courses, Course Unit Level (EN111, EN210, TH101) Data Collection Status
- Health Career & Science (Secondary), Program Unit Level Data Collection Status
- Health Career & Science (Secondary), Course Unit Level Data Collection Status
- Nursing & Allied Health Department Courses, Course Unit Level (HL202) Data Collection Status
- Practical Nursing Certificate, Course Unit Level (NU140) Data Collection Status

IV. Old Business

- Annual Assessment Awards/Success on the Walls Project - Update
- Joint Learning Outcomes Committee and CCA committee meeting –
- CFS from review teams due to AIER the Monday after CCA's Rating –

November 18, 2016

President's Conference Room (PCR)

- CFS from author due to AIER two Mondays after CCA's Rating –

V. New Business - Table

- CCA Goals for AY2016-2017
- SLO Training/Schedule Training Date

**VI. Next Meeting – December 2, 2016 in the Allied Health Bldg., Rm. 3223
2 p.m.**

VII. Adjournment: IT WAS MOVED BY YVONNE TAM, SECONDED BY
ZHAOPEI TENG TO ADJOURN. Motion carried. Meeting adjourned at 2:54 p.m.

Guam Community College
Committee on College Assessment (CCA)
2 p.m. Allied Health Bldg., 2nd Floor Rm. 3223
December 2, 2016

AGENDA

- I. Call to order
- II. Roll Call
- III. Approval of prior minutes/update - TABLE

Programs/Units Rating Recommendations

Team 1

- Computer Science AS/Certificate, Course Unit Level Assessment Report
- Computer Science AS/Certificate, Program Unit Level Assessment Report

Team 2

- Academic Technologies, Administrative Unit Level Assessment Report
- Admissions & Registration, Student Services Unit Level Assessment Plan
- Student Financial Aid, Student Services Unit Level Assessment Report

Team 4

- Board of Trustees, Administrative Unit Level Assessment Report
- Communications & Promotions, Administrative Unit Level Assessment Report
- Environmental Health & Safety, Administrative Unit Level Assessment Report

Curriculum Revision

- Civil Engineering Technology AS, Course Unit Level (CE210, CE213, CE214, CE222 & CE224)
- Construction Technology Certificate, Course Unit Level (CT182)
- Criminal Justice AS/Certificate, Course Unit Level (CJ102 & CJ205)
- English Department Courses, Course Unit Level (EN194)
- Human Services AS, Program Unit Level
- Office Technology, Course Unit Level (OA211 & OA292)
- Marketing AS/Certificate, Program Unit Level
- Marketing AS/Certificate, Course Unit Level (MK125)
- Math & Science Department Courses, Course Unit Level (MA108)
- Practical Nursing Certificate, Program Unit Level
- Social Science & Criminal Justice Department Courses, (CJ104, HI121, HI122, PS140 & PY120)
- Supervision & Management AS/Certificate, Program Unit Level
- Supervision & Management AS/Certificate, Course Unit Level (SM205, SM208 & SM211)
- Survey Technology AS/Certificate, Course Unit Level (SU230, SU240, SU241, SU250, SU251, SU280 & SU292)
- Visual Communications AS, Program Unit Level
- Visual Communications AS, Course Unit Level (VC101, VC126, VC128, VC161, VC211, VC221, VC222, VC231, VC232, VC291 & VC292)

Data Collection/Implementation Status

- English Department Courses, Course Unit Level (EN111, EN210, TH101) Data Collection Status
- Health Career & Science (Secondary), Program Unit Level Data Collection Status
- Health Career & Science (Secondary), Course Unit Level Data Collection Status
- Nursing & Allied Health Department Courses, Course Unit Level (HL202) Data Collection Status
- Practical Nursing Certificate, Course Unit (NU140) Level Data Collection Status

IV. Old Business

- Annual Assessment Awards/Success on the Walls Project - Update
- Joint Learning Outcomes Committee and CCA committee meeting – Update
- CFS from review teams due to AIER the Monday after CCA's Rating
- CFS from authors due to AIER two Mondays after CCA's Rating

V. New Business

- CCA Retreat for Spring 2017
- CCA Goals for AY2016 - 2017
- SLO Training/Schedule Training Date

VI. Last meeting for the semester – December 9, 2016 in the Allied Health Bldg., Rm. 3223

VII. Adjournment

Guam Community College
Committee on College Assessment (CCA)
2 p.m. Allied Health Bldg. 2nd Floor Rm. 3223
Friday, December 2, 2016 (Fall 2016)
Sign-In

No.	Name	Position	Signature
1.	Aguon, Vangie	Administrative Assistant, Office of Assessment, Institutional Effectiveness & Research (AIER)	
2.	Analista, Hernalin	Assistant Professor, TSS, Vocational Guidance Program	
3.	Bilong, Danilo	Program Specialist, Alumni Relations & Fundraising	
4.	Camacho, Johanna	Program Coordinator II, Admissions & Registration	
5.	Davis, Adrian	Student Representative, Board of Trustee	
6.	Garcia, Ava	Program Specialist, Adult Education Office	
7.	Manibusan, Doris	Administrative Assistant, Dean's Office/TSS	
8.	Montague, Marlena	Assistant Director, Office of Assessment, Institutional Effectiveness & Research (AIER)	
9.	Perez, Anjelica	Institutional Researcher, Office of Assessment, Institutional Effectiveness & Research	
10.	Roberto, Joachim (Peter)	Postsecondary Instructor, TPS – Criminal Justice & Social Science	
11.	Schrage, Marivic	Assistant Professor (Secondary), TPS, Tourism & Hospitality	
12.	Tam, Yvonne	Assistant Professor (Secondary), TPS, Marketing	
13.	Teng, Zhaopei	Postsecondary Instructor, TSS – Computer Science	
14.	Williams, Pilar	Associate Dean, TPS	
15.	Uchima, Katsuyoshi	Postsecondary Assistant Instructor, TPS – Allied Health	
16.	Yanger, Gil	Assistant Instructor, TPS – Construction Trades	
17.	Somera Dr., R. Ray	Ex-Officio Vice President for Academic Affairs Division	
18.			

COMMITTEE ON COLLEGE ASSESSMENT (CCA)
MINUTES (Update #355)
2 p.m. Allied Health Bldg., 2nd Floor Rm. 3223
November 25, 2016 (No Meeting/Thanksgiving Break)
Friday, December 2, 2016 (Fall Term)

I. Call to Order – 2 p.m.

II. Roll Call

Members present: Katsuyoshi Uchima, Marlana Montague (Co-Chair), Hernalin Analista, Vangie Aguon, Danilo Bilong, Doris Manibusan, Anjelica Perez, Joachim P. Roberto, Yvonne Tam, Zhaopei Teng

Members absent: Gil Yanger (Leave), Johanna Camacho, Adrian Davis, Ava Garcia (Meeting/Students), Marivic Schrage, and Pilar Williams (Meeting)

III. Approval of prior Minutes/Update – Update#354/Minutes November 18, 2016

Programs/Units Rating Recommendations –

Team 1

- Computer Science AS/Certificate, Course Unit Level Assessment Report - KATSUYOSHI UCHIMA MOTIONED TO APPROVE WITH MINOR CHANGES, SECONDED BY MARLENA MONTAGUE. Motion carried.
- Computer Science AS/Certificate, Program Unit Level Assessment Report – KATSUYOSHI UCHIMA MOTIONED TO RESUBMIT, SECONDED BY MARLENA MONTAGUE. Motion carried.

Team 2

- Academic Technologies, Administrative Unit level Assessment Report – VANGIE AGUON MOTIONED TO RESUBMIT, SECONDED BY KATSUYOSHI UCHIMA. Motion carried.
- Admissions & Registration, Student Services Unit level Assessment Plan – VANGIE AGUON MOTIONED TO RESUBMIT, SECONDED BY KATSUYOSHI UCHIMA. Motion carried.
- Student Financial Aid, Student Services Unit Level Assessment Report – VANGIE AGUON MOTIONED TO RESUBMIT, SECONDED BY DORIS MANIBUSAN. Motion carried.

Team 3

- Human Resources Office, Administrative Unit Level Assessment Report – MARLENA MONTAGUE MOTIONED TO APPROVE, SECONDED BY DANILO BILONG. Motion carried.

Team 4

- Board of Trustees, Administrative Unit Level Assessment Report – ZHAOPEI TENG MOTIONED TO APPROVE WITH MINOR CHANGES, SECONDED BY DORIS MANIBUSAN. Motion carried.
- Communications & Promotions, Administrative Unit Level Assessment Report – ZHAOPEI TENG MOTIONED TO RESUBMIT, SECONDED BY DANILO BILONG. Motion carried.
- Environmental Health & Safety, Administrative Unit Level Assessment Report – Table

Curriculum Revision

- Civil Engineering Technology AS, Course Unit Level (CE210-simplify SLO, CE213 –Single Verb, CE214, CE222-Remove “Appropriate”, & CE224-Re-word “solve problems”)
- Construction Technology Certificate, Course Unit Level (CT182)
- Criminal Justice AS/Certificate, Course Unit Level (CJ102-Do not use acronyms, & CJ205)
- English Department Courses, Course Unit Level (EN194)
- Human Services AS, Program Unit Level
- Office Technology, Course Unit Level (OA211 & OA292)
- Marketing AS/Certificate, Program Unit Level
- Marketing AS/Certificate, Course Unit Level (MK125)
- Math & Science Department Courses, Course Unit Level (MA108)
- Practical Nursing Certificate, Program Unit Level
- Social Science & Criminal Justice Department Courses, (CJ104, HI121 HI122, PS140, & PY120)
- Supervision & Management AS/Certificate, Program Unit Level
- Supervision & Management AS/Certificate, Course Unit Level (SM205, SM208, SM211)
- Survey Technology AS/Certificate, Course Unit Level (SU230, SU240, SU241, SU250, SU251, SU280 & SU292)
- Visual Communications AS, Program Unit Level
- Visual Communications AS, Course Unit Level (VC101, VC126, VC128, VC161, VC211, VC221, VC222, VC231, VC232, VC291, & VC292)

Data Collection/Implementation Memo

- English Department Courses, Course Unit Level (EN111, EN210, TH101) Data Collection Status
- Health Career & Science (Secondary), Program Unit Level Data Collection Status
- Health Career & Science (Secondary), Course Unit Level Data Collection Status
- Nursing & Allied Health Department Courses, Course Unit Level (HL202) Data Collection Status

December 2, 2016

Allied Health Bldg. Rm. 3223

- Practical Nursing Certificate, Course Unit Level (NU140) Data Collection Status

IV. Old Business

- Annual Assessment Awards/Success on the Walls Project - Update
- Joint Learning Outcomes Committee and CCA committee meeting – Update
- CFS from review teams due to AIER the Monday after CCA's Rating –
- CFS from author due to AIER two Mondays after CCA's Rating –

V. New Business

- CCA Retreat for Spring 2017
- CCA Goals for AY2016-2017
- SLO Training/Schedule Training Date

VI. Last Meeting for Semester – December 9, 2016 in the Allied Health Bldg. Rm. 3223

VII. Adjournment: IT WAS MOVED BY DANILO BILONG, SECONDED BY JOACHIM P. ROBERTO TO ADJOURN. Motion carried. Meeting adjourned at 3 p.m.

Guam Community College
Committee on College Assessment (CCA)
Electronic Voting
December 9, 2016

AGENDA

- I. Call to order
- II. Roll Call
- III. Approval of prior minutes/update - TABLE

Programs/Units Rating Recommendations

Team 2

- Admissions & Registrations Office, Student Services Unit level Assessment Plan/Resubmittal

Team 4

- Environmental Health & Safety, Administrative Unit Level Assessment Report

Curriculum Revision

- Civil Engineering Technology AS, Course Unit Level (CE210, CE213, CE214, CE222 & CE224)
- Construction Technology Certificate, Course Unit Level (CT182)
- Criminal Justice AS/Certificate, Course Unit Level (CJ102 & CJ205)
- English Department Courses, Course Unit Level (EN194)
- Human Services AS, Program Unit Level
- Office Technology, Course Unit Level (OA211 & OA292)
- Marketing AS/Certificate, Program Unit Level
- Marketing AS/Certificate, Course Unit Level (MK125)
- Math & Science Department Courses, Course Unit Level (MA108)
- Practical Nursing Certificate, Program Unit Level
- Social Science & Criminal Justice Department Courses, (CJ104, HI121, HI122, PS140 & PY120)
- Supervision & Management AS/Certificate, Program Unit Level
- Supervision & Management AS/Certificate, Course Unit Level (SM205, SM208 & SM211)
- Survey Technology AS/Certificate, Course Unit Level (SU230, SU240, SU241, SU250, SU251, SU280 & SU292)
- Visual Communications AS, Program Unit Level
- Visual Communications AS, Course Unit Level (VC101, VC126, VC128, VC161, VC211, VC221, VC222, VC231, VC232, VC291 & VC292)

Data Collection/Implementation Status

- English Department Courses, Course Unit Level (EN111, EN210, TH101) Data Collection Status
- Health Career & Science (Secondary), Program Unit Level Data Collection Status
- Health Career & Science (Secondary), Course Unit Level Data Collection Status
- Nursing & Allied Health Department Courses, Course Unit Level (HL202) Data

Collection Status

- Practical Nursing Certificate, Course Unit (NU140) Level Data Collection Status

IV. Old Business

- Annual Assessment Awards/Success on the Walls Project - Update
- Joint Learning Outcomes Committee and CCA committee meeting – Update
- CFS from review teams due to AIER the Monday after CCA's Rating
- CFS from authors due to AIER two Mondays after CCA's Rating

V. New Business

- CCA Goals for AY2016 - 2017
- SLO Training/Schedule Training Date

VI. Next Meeting- CCA Retreat/January 27, 2017 (Venue/Suggestions)

VII. Adjournment

Guam Community College
Committee on College Assessment (CCA)
Electronic Voting
Friday, December 2, 2016 (Fall 2016)
Sign-In

No.	Name	Position	Signature
1.	Aguon, Vangie	Administrative Assistant, Office of Assessment, Institutional Effectiveness & Research (AIER)	
2.	Analista, Hernalin	Assistant Professor, TSS, Vocational Guidance Program	
3.	Bilong, Danilo	Program Specialist, Alumni Relations & Fundraising	
4.	Camacho, Johanna	Program Coordinator II, Admissions & Registration	
5.	Davis, Adrian	Student Representative, Board of Trustee	
6.	Garcia, Ava	Program Specialist, Adult Education Office	
7.	Manibusan, Doris	Administrative Assistant, Dean's Office/TSS	
8.	Montague, Marlena	Assistant Director, Office of Assessment, Institutional Effectiveness & Research (AIER)	
9.	Perez, Anjelica	Institutional Researcher, Office of Assessment, Institutional Effectiveness & Research	
10.	Roberto, Joachim (Peter)	Postsecondary Instructor, TPS – Criminal Justice & Social Science	
11.	Schrage, Marivic	Assistant Professor (Secondary), TPS, Tourism & Hospitality	
12.	Tam, Yvonne	Assistant Professor (Secondary), TPS, Marketing	
13.	Teng, Zhaopei	Postsecondary Instructor, TSS – Computer Science	
14.	Williams, Pilar	Associate Dean, TPS	
15.	Uchima, Katsuyoshi	Postsecondary Assistant Instructor, TPS – Allied Health	
16.	Yanger, Gil	Assistant Instructor, TPS – Construction Trades	
17.	Somera Dr., R. Ray	Ex-Officio Vice President for Academic Affairs Division	
18.			

Guam Community College
Committee on College Assessment (CCA)
President's Conference Room (PCR)
February 17, 2017
2 p.m. – 3 p.m.

AGENDA

- I. Call to order
- II. Roll Call
- III. Approval of prior minutes/update – February 10, 2017 Minutes/Update #357

Programs/Units Rating Recommendations

Team 1

- Accommodative Services, Program Unit Level Assessment Plan
- Work Experience (Secondary), Program Unit Level Assessment Plan

Team 2

- Admissions & Registration, Program Unit Level Assessment Plan (Incomplete)

Team 3

- English Department Courses, Course Unit Level Assessment Plan (EN110 & EN125)

Team 4

- Environmental Health & Safety, Administrative Unit Level Assessment Report
- Student Support Services, Administrative Unit Level Assessment Plan

Curriculum Revision

- Civil Engineering Technology AS, course Unit Level (CE210, CE213, CE214, CE222 & CE224)
- Construction Technology Certificate, Course Unit Level (CT182)
- Criminal Justice AS/Certificate, Course Unit Level (CJ102 & CJ205)
- English Department Courses, Course Unit Level (EN194)
- Human Services AS, Program Unit Level
- Office Technology AS/Certificate, Course Unit Level (OA211 & OA292)
- Marketing AS/Certificate, Program Unit Level
- Marketing AS/Certificate, Course Unit Level (MK125)
- Practical Nursing Certificate, Program Unit Level
- Social Science & Criminal Justice Department Courses (CJ104, HI121, HI122, PS140 & PY120)
- Supervision & Management AS/Certificate, Program Unit Level
- Supervision & Management AS/Certificate, Course Unit Level (SM205, SM208 & SM211)
- Survey Technology AS/Certificate, Course Unit Level (SU230, SU240, SU241, SU250, SU251, SU280 & SU292)
- Visual Communications AS, Program Unit Level
- Visual Communications AS, Course Unit Level (VC101, VC126, VC128, VC161, VC211, VC221, VC222, VC231, VC232, VC292 & VC292)

Data Collection/Implementation Status

- English Department Courses, Course Unit Level (EN111, EN210, TH101) Data Collection Status
- Health Career & Science (Secondary), Program Unit Level Data Collection Status
- Health Career & Science (Secondary), Course Unit Level Data Collection Status
- Nursing & Allied Health Department Courses, Course Unit Level (HL202) Data Collection Status
- Practical Nursing Certificate, Course Unit (NU140) Level Data Collection Status

IV. Old Business

- Annual Assessment Awards/Success on the Walls Project - Update
- Joint Learning Outcomes Committee and CCA committee meeting – Update
- CFS from review teams due to AIER the Monday after CCA's Rating
- CFS from authors due to AIER two Mondays after CCA's Rating

V. New Business

- Advisory Committee Requirements for Gen. Ed. Revision/Clarify
- Non-Credit Courses (Adult High School Diploma Program & Adult Basic Education)
- CCA Goals for AY2016 - 2017
- SLO Training/Schedule Training Date
- SLO Feedback Form
- Task in Preparation for Accreditation
- Accreditation – Invite Wilson

VI. Next Meeting- February 24, 2017 in the PCR

VII. Adjournment

COMMITTEE ON COLLEGE ASSESSMENT (CCA)
MINUTES (Update #358)
President's Conference Room
Friday, February 17, 2017
2 p.m. – 3 p.m.

I. Call to Order – 2 p.m.

II. Roll Call

Members present: Katsuyoshi Uchima (Past Chair), Marlena Montague (Co-Chair), Vangie Aguon, Hernalin Analista, Johanna Camacho, Doris Manibusan, Anjelica Perez, Joachim Roberto, Yvonne Tam and Zhaopei Teng

Members absent: Gil Yanger (Leave), Danilo Bilong, Adrian Davis, Ava Garcia (Meeting/Students), Marivic Schrage and Pilar Williams (Leave)

III. Approval of prior Minutes/Update – Minutes/Update #357 February 10, 2017 - TABLE

Programs/Units Rating Recommendations –

Team 1

- Accommodative Services, Student Services Unit Level Assessment Report – The report is incomplete. Kat will meet with author to assist in completing the report.

Team 2

- Admissions & Registrations, Student Services Unit Level Assessment Plan (Incomplete) – The plan is still incomplete.

Team 3

- English Department Courses, Course Unit Level Assessment Plan (EN110 & EN125) – MARLENA MONTAGUE MOTIONED TO APPROVE COURSE NUMBER EN110, SECONDED BY VANGIE AGUON. Motion carried. MARLENA MONTAGUE MOTIONED TO RESUBMIT COURSE NUMBER EN125, SECONDED BY ZHAOPEI TENG. Motion carried.

Team 4

- Environmental Health & Safety, Administrative Unit Level Assessment Report – ZHAOPEI TENG MOTIONED TO APPROVE WITH MINOR CHANGES, SECONDED BY HERNALIN ANALISTA. Motion carried.
- Student Support Services, Student Services Unit Level Assessment Plan – ZHAOPEI TENG MOTIONED TO RESUBMIT, SECONDED BY DORIS MANIBUSAN. Motion carried.

SLO Review/Curriculum Revision

- Civil Engineering Technology AS, Course Unit Level (CE210, CE213, CE214, CE222 & CE224)
- Construction Technology Certificate, Course Unit Level (CT182)
- Criminal Justice AS/Certificate, Course Unit Level (CJ102 & CJ205)
- English Department Courses, Course Unit Level (EN194)
- Human Services AS, Program Unit Level
- Office Technology AS/Certificate, Course Unit level (OA211 & OA292)
- Marketing AS/Certificate, Program Unit Level
- Marketing AS/Certificate, Course Unit Level (MK125)
- Practical Nursing Certificate, Program Unit Level
- Social Science & Criminal Justice Department Courses (CJ104, HI121, HI122, PS140 & PY120)
- Supervision & Management AS/Certificate, Program Unit Level
- Supervision & Management AS/Certificate, Course Unit level (SM205, SM208 & SM211)
- Survey Technology AS/Certificate, course Unit Level (SU230, SU240, SU241, SU251, SU280, & SU292)
- Visual Communications AS, Program Unit Level
- Visual Communications AS, Course Unit Level (VC101, VC126, VC128, VC161, VC211, VC222, VC231, VC232, VC2920)

Date Collection/Implementation Status

- English Department Courses, Course Unit Level (EN111, EN210, TH101)
Data Collection Status
- Health Career & Science (Secondary), Program Unit Level Data Collection Status
- Health Career & Science (Secondary), Course Unit Level Data Collection Status
- Nursing & Allied Health Department Courses, Course Unit Level (HL202)
Data Collection Status
- Practical Nursing Certificate, Course Unit (NU140) Level Data Collection Status

IV. Old Business - TABLE

- Annual Assessment Awards/Success on the Walls Project –
- Joint Learning Outcomes Committee and CCA committee meeting –
- CFS from review teams due to AIER the Monday after CCA's Rating –
- CFS from author due to AIER two Mondays after CCA's Rating –

V. New Business - TABLE

- Advisory Committee Requirements for Gen. Ed. Revision/Clarify –
- Non-Credit Courses (Adult High School Diploma Program & Adult Basic Education)

February 17, 2017

President's Conference Room (PCR)

- CCA Goals for AY2016-2017
- SLO Training/Schedule Training Date
- SLO Feedback Form
- Task in Preparation for Accreditation
- Accreditation – Invite Wilson.

**VI. Next Meeting – February 24, 2017 in the President's Conference Room (PCR)
2 p.m.**

VII. Adjournment: IT WAS MOVED BY YVONNE TAM SECONDED BY JOHANNA CAMACHO TO ADJOURN. Motion carried. Meeting adjourned at 3 p.m.

Guam Community College
Committee on College Assessment (CCA)
President's Conference Room (PCR)
February 24, 2017
2 p.m. – 3 p.m.

AGENDA

- I. Call to order
- II. Roll Call
- III. Approval of prior minutes/update – February 10, 2017 Minutes/Update #357 & February 17, 2017 Minutes/Update #358

Programs/Units Rating Recommendations

Team 1

- Computer Science AS/Certificate, Program Unit Level Assessment Report (Resubmitted)

Team 2

- Admissions & Registrations, Student Services Unit Level Assessment Plan (Resubmitted)
- Assessment & Counseling, Student Service Unit Level Assessment Report (Resubmitted)
- Student Financial Aid, Student Service Unit Level Assessment Report (Resubmitted)

Team 3

- Human Resources, Administrative Unit Level Assessment Report (Resubmitted)

Team 4

- Communications & Promotions, Administrative Unit Level Assessment Report (Resubmitted)
- Student Support Services, Student Services Unit Level Assessment Plan (Resubmitted)

SLO Review/Curriculum Revision

- Civil Engineering Technology AS, course Unit Level (CE210, CE213, CE214, CE222 & CE224)
- Construction Technology Certificate, Course Unit Level (CT182)
- Criminal Justice AS/Certificate, Course Unit Level (CJ102 & CJ205)
- English Department Courses, Course Unit Level (EN194)
- Human Services AS, Program Unit Level
- Office Technology AS/Certificate, Course Unit Level (OA211 & OA292)
- Marketing AS/Certificate, Program Unit Level
- Marketing AS/Certificate, Course Unit Level (MK125)
- Practical Nursing Certificate, Program Unit Level
- Social Science & Criminal Justice Department Courses (CJ104, HI121, HI122, PS140 & PY120)
- Supervision & Management AS/Certificate, Program Unit Level
- Supervision & Management AS/Certificate, Course Unit Level (SM205, SM208 & SM211)
- Survey Technology AS/Certificate, Course Unit Level (SU230, SU240, SU241,

- SU250, SU251, SU280 & SU292)
- Visual Communications AS, Program Unit Level
- Visual Communications AS, Course Unit Level (VC101, VC126, VC128, VC161, VC211, VC221, VC222, VC231, VC232, VC292 & VC292)

Data Collection/Implementation Status

- English Department Courses, Course Unit Level (EN111, EN210, TH101) Data Collection Status
- Health Career & Science (Secondary), Program Unit Level Data Collection Status
- Health Career & Science (Secondary), Course Unit Level Data Collection Status
- Nursing & Allied Health Department Courses, Course Unit Level (HL202) Data Collection Status
- Practical Nursing Certificate, Course Unit (NU140) Level Data Collection Status

IV. Old Business

- Annual Assessment Awards/Success on the Walls Project - Update
- Joint Learning Outcomes Committee and CCA committee meeting – Update
- CFS from review teams due to AIER the Monday after CCA's Rating
- CFS from authors due to AIER two Mondays after CCA's Rating

V. New Business

- Advisory Committee Requirements for Gen. Ed. Revision/Clarify
- Non-Credit Courses (Adult High School Diploma Program & Adult Basic Education)
- CCA Goals for AY2016 - 2017
- SLO Training/Schedule Training Date
- SLO Feedback Form
- Task in Preparation for Accreditation
- Accreditation – Invite Wilson

VI. Next Meeting - March 3, 2017 in the PCR

VII. Adjournment

COMMITTEE ON COLLEGE ASSESSMENT (CCA)
MINUTES (Update #359)
President's Conference Room
Friday, February 24, 2017
2 p.m. – 3 p.m.

I. Call to Order – 2 p.m.

II. Roll Call

Members present: Katsuyoshi Uchima (Past Chair), Marlena Montague (Co-Chair), Vangie Aguon, Hernalin Analista, Johanna Camacho, Doris Manibusan, Anjelica Perez, Joachim P. Roberto, Yvonne Tam, Zhaopei Teng and Pilar Williams

Members absent: Gil Yanger (Leave), Danilo Bilong, Adrian Davis, Ava Garcia (Meeting/Students), and Marivic Schrage (Class)

III. Approval of prior Minutes/Update – Minutes/Update #357 February 10, 2017 - TABLE

Programs/Units Rating Recommendations –

Team 1

- Computer Science AS/Certificate, Program Unit Level Assessment Report (Resubmitted) – Table

Team 2

- Admissions & Registrations, Student Services Unit Level Assessment Plan (Resubmitted) – Table
- Assessment & Counseling, Student Services Unit Level Assessment Report (Resubmitted) – VANGIE AGUON MOTIONED TO APPROVE, SECONDED BY PILAR WILLIAMS. Motion carried.
- Student Financial Aid, Student Services Unit Level Assessment Report (Resubmitted) – Table

Team 3

- Human Resources, Administrative Unit level Assessment Report (Resubmitted) – MARLENA MONTAGUE MOTIONED TO APPROVE, SECONDED BY JOACHIM P. ROBERTO. Motion carried.

Team 4

- Communications & Promotions, Administrative Unit Level Assessment Report (Resubmitted) – ZHAOPEI TENG MOTIONED TO RESUBMIT, SECONDED BY YVONNE TAM. Motion carried.
- Student Support Services, Student Services Unit Level Assessment Plan (Resubmitted) – PILAR WILLIAMS MOTIONED TO APPROVE, SECONDED BY PILAR WILLIAMS. Motion carried.

SLO Review/Curriculum Revision – Please review SLOs under your teams and give feedback at the next meeting.

- Civil Engineering Technology AS, Course Unit Level (CE210, CE213, CE214, CE222 & CE224)
- Construction Technology Certificate, Course Unit Level (CT182)
- Criminal Justice AS/Certificate, Course Unit Level (CJ102 & CJ205)
- English Department Courses, Course Unit Level (EN194)
- Human Services AS, Program Unit Level
- Office Technology AS/Certificate, Course Unit level (OA211 & OA292)
- Marketing AS/Certificate, Program Unit Level
- Marketing AS/Certificate, Course Unit Level (MK125)
- Practical Nursing Certificate, Program Unit Level
- Social Science & Criminal Justice Department Courses (CJ104, HI121, HI122, PS140 & PY120)
- Supervision & Management AS/Certificate, Program Unit Level
- Supervision & Management AS/Certificate, Course Unit level (SM205, SM208 & SM211)
- Survey Technology AS/Certificate, course Unit Level (SU230, SU240, SU241, SU250, SU251, SU280, & SU292)
- Visual Communications AS, Program Unit Level
- Visual Communications AS, Course Unit Level (VC101, VC126, VC128, VC161, VC221, VC222, VC231, VC232, VC292)

Date Collection/Implementation Status

- English Department Courses, Course Unit Level (EN111, EN210, TH101)
Data Collection Status
- Health Career & Science (Secondary), Program Unit Level Data Collection Status
- Health Career & Science (Secondary), Course Unit Level Data Collection Status
- Nursing & Allied Health Department Courses, Course Unit Level (HL202)
Data Collection Status
- Practical Nursing Certificate, Course Unit (NU140) Level Data Collection Status

IV. Old Business - TABLE

- Annual Assessment Awards/Success on the Walls Project –
- Joint Learning Outcomes Committee and CCA committee meeting –
- CFS from review teams due to AIER the Monday after CCA's Rating –
- CFS from author due to AIER two Mondays after CCA's Rating –

V. New Business - TABLE

- Advisory Committee Requirements for Gen. Ed. Revision/Clarify –

February 24, 2017

President's Conference Room (PCR)

- Non-Credit Courses (Adult High School Diploma Program & Adult Basic Education)
- CCA Goals for AY2016-2017
- SLO Training/Schedule Training Date
- SLO Feedback Form
- Task in Preparation for Accreditation
- Accreditation – Invite Wilson

**VI. Next Meeting – March 3, 2017 in the President's Conference Room (PCR)
2 p.m.**

VII. Adjournment: IT WAS MOVED BY YVONNE TAM SECONDED BY JOHANNA CAMACHO TO ADJOURN. Motion carried. Meeting adjourned at 3:10 p.m.

Guam Community College
Committee on College Assessment (CCA)
President's Conference Room (PCR)
March 3, 2017
2 p.m. – 3 p.m.

AGENDA

- I. Call to order
- II. Roll Call
- III. Approval of prior minutes/update – February 10, 2017 Minutes/Update #357 & February 17, 2017 Minutes/Update #358

Programs/Units Rating Recommendations

Team 1

- Computer Science AS/Certificate, Program Unit Level Assessment Report (Resubmitted)

Team 2

- Admissions & Registrations, Student Services Unit Level Assessment Plan (Resubmitted)
- Materials Management Office, Administrative Unit Level Assessment Report (Resubmitted)
- Student Financial Aid, Student Service Unit Level Assessment Report (Resubmitted)

Team 3

- Human Resources, Administrative Unit Level Assessment Report (Resubmitted)

SLO Review/Curriculum Revision

- Civil Engineering Technology AS, course Unit Level (CE210, CE213, CE214, CE222 & CE224)
- Construction Technology Certificate, Course Unit Level (CT182)
- Criminal Justice AS/Certificate, Course Unit Level (CJ102 & CJ205)
- English Department Courses, Course Unit Level (EN194)
- Human Services AS, Program Unit Level
- Office Technology AS/Certificate, Course Unit Level (OA211 & OA292)
- Marketing AS/Certificate, Program Unit Level
- Marketing AS/Certificate, Course Unit Level (MK125)
- Practical Nursing Certificate, Program Unit Level
- Social Science & Criminal Justice Department Courses (CJ104, HI121, HI122, PS140 & PY120)
- Supervision & Management AS/Certificate, Program Unit Level
- Supervision & Management AS/Certificate, Course Unit Level (SM205, SM208 & SM211)
- Survey Technology AS/Certificate, Course Unit Level (SU230, SU240, SU241, SU250, SU251, SU280 & SU292)

- Visual Communications AS, Program Unit Level
- Visual Communications AS, Course Unit Level (VC101, VC126, VC128, VC161, VC211, VC221, VC222, VC231, VC232, VC292 & VC292)

IV. Old Business

- Annual Assessment Awards/Success on the Walls Project - Update
- Joint Learning Outcomes Committee and CCA committee meeting – Update
- CFS from review teams due to AIER the Monday after CCA's Rating
- CFS from authors due to AIER two Mondays after CCA's Rating

V. New Business

- Advisory Committee Requirements for Gen. Ed. Revision/Clarify
- Non-Credit Courses (Adult High School Diploma Program & Adult Basic Education)
- CCA Goals for AY2016 - 2017
- SLO Training/Schedule Training Date
- SLO Feedback Form
- Task in Preparation for Accreditation
- Accreditation – Invite Wilson

VI. Next Meeting - March 10, 2017 in the PCR

VII. Adjournment

COMMITTEE ON COLLEGE ASSESSMENT (CCA)
MINUTES (Update #360)
President's Conference Room
Friday, March 3, 2017
2 p.m. – 3 p.m.

I. Call to Order – 2 p.m.

II. Roll Call

Members present: Katsuyoshi Uchima (Past Chair), Danilo Bilong, Doris Manibusan, Anjelica Perez & Pilar Williams

Members absent: Vangie Aguon, Hernalin Analista, Johanna Camacho, Adrian Davis, Ava Garcia (Meeting/Students), Marlena Montague (Co-Chair), Joachim P. Roberto, Marivic Schrage (Class), Yvonne Tam & Zhaopei Teng

III. Approval of prior Minutes/Update - Table

Programs/Units Rating Recommendations –

Team 1

- Computer Science AS/Certificate, Program Unit Level Assessment Report (Resubmitted)

Team 2

- Admissions & Registrations, Student Services Unit Level Assessment Plan (Resubmitted) – DANILO BILONG MOTIONED TO APPROVE, SECONDED BY DORIS MANIBUSAN. Motion carried.
- Materials Management Office, Administrative Unit Level Assessment Report – DORIS MANIBUSAN MOTIONED TO RESUBMIT, SECONDED BY PILAR WILLIAMS. Motion carried.
- Student Financial Aid, Student Services Unit Level Assessment Report – Table

Team 3

- Human Resources, Administrative Unit Level Assessment Report – Administrative Unit was approved in the previous meeting (February 24, 2017).

SLO Review/Curriculum Revision -Table

- Civil Engineering Technology AS, Course Unit Level (CE210, CE213, CE214, CE222 & CE224)
- Construction Technology Certificate, Course Unit Level (CT182)
- Criminal Justice AS/Certificate, Course Unit Level (CJ102 & CJ205)
- English Department Courses, Course Unit level (EN194)
- Office Technology AS/Certificate, Course Unit Level (OA211& OA292)

March 3, 2017

President's Conference Room (PCR)

- Marketing AS/Certificate, Program Unit Level
- Marketing AS/Certificate, Course Unit Level (MK125)
- Practical Nursing Certificate, Program Unit Level
- Social Science & Criminal Justice Department Courses (CJ104, HI121, HI122, PS140 & PY120)
- Supervision & Management AS/Certificate, Program Unit Level
- Supervision & Management AS/Certificate, Course Unit level (SM205, SM208 & SM211)
- Survey Technology AS/Certificate, Course Unit Level (SU230, SU240, SU241, SU250, SU251, SU280 & SU292)
- Visual Communications AS, Program Unit Level
- Visual Communications AS, Course Unit Level (VC101, VC126, VC128, VC161, VC211, VC221, VC222, VC231, VC232 & VC292)

IV. Old Business - Table

- Annual Assessment Awards/Success on the Walls Project –
- Joint Learning Outcomes Committee and CCA committee meeting –
- CFS from review teams due to AIER the Monday after CCA's Rating –
- CFS from author due to AIER two Mondays after CCA's Rating –

V. New Business - Table

- Advisory Committee Requirements for Gen. Ed. Revision/Clarify –
- Non-Credit Courses (Adult High School Diploma Program & Adult Basic Education)
- CCA Goals for AY2016-2017
- SLO Training/Schedule Training Date
- SLO Feedback Form
- Task in Preparation for Accreditation
- Accreditation – Invite Wilson

VI. Next Meeting – March 10, 2017 in the PCR

VII. Adjournment: IT WAS MOVED BY PILAR WILLIAMS, SECONDED BY DORIS MANIBUSAN TO ADJOURN. Motion carried. Meeting adjourned at 3 p.m.

Guam Community College
Committee on College Assessment (CCA)
Tech. Center 1102
March 10, 2017
2 p.m. – 3 p.m.

AGENDA

- I. Call to order
- II. Roll Call
- III. Approval of prior minutes/update – February 10, 2017 Minutes/Update #357 & February 17, 2017 Minutes/Update #358, February 24, 2017 Minutes Update #359

Programs/Units Rating Recommendations

Team 1

- Health Career & Sciences (Secondary), Program Unit Level Assessment Plan (Resubmitted)
- Tourism & Hospitality Department Courses, Course Unit Level Assessment Report (JA110 & JA111)

Team 2

- Student Financial Aid, Student Service Unit Level Assessment Report (Resubmitted)

SLO Review/Curriculum Revision

- Civil Engineering Technology AS, course Unit Level (CE210, CE213, CE214, CE222 & CE224)
- Construction Technology Certificate, Course Unit Level (CT182)
- Criminal Justice AS/Certificate, Course Unit Level (CJ102 & CJ205)
- English Department Courses, Course Unit Level (EN194)
- Human Services AS, Program Unit Level
- Office Technology AS/Certificate, Course Unit Level (OA211 & OA292)
- Marketing AS/Certificate, Program Unit Level
- Marketing AS/Certificate, Course Unit Level (MK125)
- Math Department Courses, Course Unit Level MA108
- Practical Nursing Certificate, Program Unit Level
- Social Science & Criminal Justice Department Courses (CJ104, HI121, HI122, PS140 & PY120)
- Supervision & Management AS/Certificate, Program Unit Level
- Supervision & Management AS/Certificate, Course Unit Level (SM205, SM208 & SM211)
- Survey Technology AS/Certificate, Course Unit Level (SU230, SU240, SU241, SU250, SU251, SU280 & SU292)
- Visual Communications AS, Program Unit Level
- Visual Communications AS, Course Unit Level (VC101, VC126, VC128, VC161, VC211, VC221, VC222, VC231, VC232, VC292 & VC292)

IV. Old Business

- Annual Assessment Awards/Success on the Walls Project - Update
- Joint Learning Outcomes Committee and CCA committee meeting – Update
- CFS from review teams due to AIER the Monday after CCA's Rating
- CFS from authors due to AIER two Mondays after CCA's Rating

V. New Business

- Evaluation Team Visit Takeaways/AVP and Marlana
- Advisory Committee Requirements for Gen. Ed. Revision/Clarify
- Non-Credit Courses (Adult High School Diploma Program & Adult Basic Education)
- CCA Goals for AY2016 - 2017
- SLO Training/Schedule Training Date
- SLO Feedback Form
- Task in Preparation for Accreditation
- Accreditation – Invite Wilson

VI. Next Meeting - March 17, 2017 in the PCR

VII. Adjournment

COMMITTEE ON COLLEGE ASSESSMENT (CCA)
MINUTES (Update #361)
President's Conference Room (PCR)
Friday, March 10, 2017
2 p.m. – 3 p.m.

I. Call to Order – 2 p.m.

II. Roll Call

Members present: Katsuyoshi Uchima (Chair), Marlena Montague (Co-Chair), Vangie Aguon, Hernalin Analista, Danilo Bilong, Johanna Camacho, Doris Manibusan, Anjelica Perez, Joachim Roberto, Yvonne Tam, Zhaopei Teng and Gil Yanger

Members absent: Adrian Davis, Ava Garcia (Meeting w/students), Marlena Montague (Meeting), Marivic Schrage, Pilar Williams (Leave)

III. Approval of prior Minutes/Update #357 February 10, 2017, Minutes/Update #358 February 17, 2017, Minutes/Update #359 February 24, 2017- DORIS MANIBUSAN MOTIONED TO APPROVE MINUTES, SECONDED BY JOHANNA CAMACHO. Motion carried.

Programs/Units Rating Recommendations –

Team 1

- Health Career & Sciences (Secondary), Program Unit Level Assessment Plan (Resubmitted) - KATSUYOSHI MOTIONED TO APPROVE WITH MINOR CHANGES, SECONDED BY HERNALIN ANALISTA. Motion carried.
- Tourism & Hospitality Department Courses, Course Unit Level Assessment Report (JA110 & JA111) – KATSUYOSHI UCHIMA MOTIONED TO APPROVE, SECONDED BY HERNALIN ANALISTA. Motion carried.

Team 2

- Student Financial Aid, Student Services Unit Level Assessment Report (Resubmitted) – VANGIE AGUON MOTIONED TO APPROVE WITH MINOR CHANGES, SECONDED BY ZHAOPEI TENG. Motion carried.

SLO Review/Curriculum Revision

- Civil Engineering Technology AS, Course Unit Level (CE210, CE213, CE214, CE222 & CE224)
- Construction Technology Certificate, Course Unit Level (CT182)
- Criminal Justice AS/Certificate, Course Unit Level (CJ102, & CJ205)

March 10, 2017

President's Conference Room (PCR)

- English Department Courses, Course Unit Level (EN194)
- Human Services AS, Program Unit Level
- Office Technology AS/Certificate, Course Unit Level (OA211 & OA292)
- Marketing AS/Certificate, Program Unit Level
- Marketing AS/Certificate, Course Unit Level (MK125)
- Math Department Courses, Course Unit Level (MA108)
- Practical Nursing Certificate, Program Unit Level
- Social Science & Criminal Justice Department Courses (CJ104, HI121, HI122, PS140 & PY120)
- Supervision & Management AS/Certificate, Program Unit Level
- Supervision & Management AS/Certificate, Course Unit Level (SM205, SM208 & SM211)
- Survey Technology AS/Certificate, Course Unit Level (SU230, SU240, SU241, SU250, SU251, SU280 & SU292)
- Visual Communications AS, Program Unit Level
- Visual Communications AS, Course Unit Level (VC10, VC126, VC128, VC161, VC211, VC221, VC222, VC231, VC232 & VC292)

IV. Old Business

- Annual Assessment Awards/Success on the Walls Project – Awaiting Dr. Ray's approval.
- Joint Learning Outcomes Committee and CCA committee meeting – No meeting.
- CFS from review teams due to AIER the Monday after CCA's Rating –
- CFS from author due to AIER two Mondays after CCA's Rating –

V. New Business

- Evaluation Team Visit Takeaways/AVP and Marlana –
- Advisory Committee Requirements for Gen. Ed. Revision/Clarify – Remove from agenda.
- Non-Credit Courses (Adult High School Diploma Program & Adult Basic Education) - Marlana will speak with Ava Garcia regarding this matter.
- CCA Goals for AY2016-2017
- SLO Training/Schedule Training Date – The committee suggested training next Friday, March 17, 2017.
- SLO feedback form – No updates at this time.
- Task in Preparation for Accreditation – Accreditation Visit is scheduled for March 12, 2017 – March 15, 2017. Members will assist authors with their assessment. Follow up on employees who have not completed their Accreditation Basics Course.
- Invite Wilson – Invite Wilson to CCA to speak about the last accreditation visit.

March 10, 2017

President's Conference Room (PCR)

VI. Next Meeting – March 17, 2017 in the PCR Break).

VII. Adjournment: IT WAS MOVED BY DANILO BILONG, SECONDED BY JOACHIM P. ROBERTO TO ADJOURN. Motion carried. Meeting adjourned at 3 p.m.

Guam Community College
Committee on College Assessment (CCA)
President's Conference Room (PCR)
March 17, 2017
2 p.m. – 3 p.m.

AGENDA

- I. Call to order
- II. Roll Call
- III. Approval of prior minutes/update – February 10, 2017 Minutes/Update #357 TABLE

Programs/Units Rating Recommendations

Team 1

- SLO Review/Curriculum Revision - Automotive Service Technology (Secondary), Course Unit Level (CTME050A, CTME050B, CTME066, CEME065, CTME075 & CTME077)

Team 2

- Developmental Education, Program Unit Level Assessment Plan
- Developmental Education, Course Unit Level Assessment Plan
- Materials Management Office, Administrative Unit Level Assessment Report (Resubmitted)

Team 3

- SLO Review/Curriculum Revision - Automotive Technology Certificate, Program Unit Level (Industry Certification in Light Duty Hybrid Electric Vehicle Technology)

Team 4

- Apprenticeship Training Program, Student Services Unit Level Assessment Report
- Communications & Promotions, Administrative Unit Level Assessment Report (Resubmitted)

Request for Extension

- Accounting AS, Program & Course Unit Level Assessment Plan – *May 8, 2017 Deadline*
- Business Department Courses, Course Unit Level Assessment Plan – *October 9, 2017 Deadline*
- Food & Beverage Management AS, Program & Course Unit Level Assessment Plan – *May 8, 2017 Deadline*
- International Hotel Management AS, Program & Course Unit Level Assessment Plan – *May 8, 2017 Deadline*
- Medical Assisting AS/Certificate, Program & Course Unit Level Assessment Plan – *April 17, 2017 Deadline*
- ProStart Program (Secondary), Program & Course Unit Level Assessment Plan – *May 8, 2017 Deadline*
- Visual Communications AS, Program & Course Unit Level Assessment Plan – *October 9, 2017 Deadline*
- Visual Communications Secondary, Program & Course Unit Level Assessment Plan – *April 21, 2017 Deadline*

Data Collections/Implementation Status

- Admissions & Registration, Student Services Unit Level Data Collection Status
- Development & Alumni Relations Office, Administrative Unit Level Implementation Status
- High School Equivalency Office, Student Services Unit Level Implementation Status
- Office of the President, Administrative Unit Level Implementation Status
- Office of Sustainability, Administrative Unit Level Implementation Status
- Planning & Development, Administrative Unit Level Implementation Status

IV. Old Business

- Annual Assessment Awards/Success on the Walls Project - Update
- Joint Learning Outcomes Committee and CCA committee meeting – Update
- CFS from review teams due to AIER the Monday after CCA's Rating
- CFS from authors due to AIER two Mondays after CCA's Rating

V. New Business

- SLO Training for CCA Members/Dr. Liz Diego
- CCA Goals for AY2016 - 2017
- SLO Feedback Form
- Accreditation – Invite Wilson

VI. Next Meeting - March 24, 2017 in the PCR

VII. Adjournment

COMMITTEE ON COLLEGE ASSESSMENT (CCA)
MINUTES (Update #362)
President's Conference Room (PCR)
Friday, March 17, 2017
2 p.m. – 3 p.m.

I. Call to Order – 2 p.m.

II. Roll Call

Members present: Katsuyoshi Uchima (Chair), Marlena Montague (Co-Chair), Vangie Aguon, Hernalin Analista, Danilo Bilong, Johanna Camacho, Doris Manibusan, Anjelica Perez, Joachim Roberto, Yvonne Tam, Zhaopei Teng and Gil Yanger

Members absent: Adrian Davis, Ava Garcia (Meeting w/students), Marlena Montague (Meeting), Marivic Schrage, Pilar Williams (Leave)

III. Approval of prior Minutes/Update#360 March 3, 2017 and Minutes/Update#361 March 10, 2017

Programs/Units Rating Recommendations –

Team 1

- SLO Review/Curriculum Revision – Automotive Service Technology (Secondary) Course Unit Level (CTME050A, CTME050B, CTME066, CTME065, CTME075 & CTME077) – SLOs are measureable.

Team 2 – Table

- Developmental Education, Program Unit Level Assessment Plan –
- Developmental Education, Course Unit Level Assessment Plan –
- Materials Management Office, Administrative Unit Level Assessment Report (Resubmitted) –

Team 3

- SLO Review/Curriculum Revision – Automotive Technology Certificate, Program Unit Level (Industry Certification in Light Duty Hybrid Electric Vehicle Technology)

Team 4

- Apprenticeship Training Program, Student Services Unit Level Assessment Report –
- Communications & Promotions, Administrative Unit Level Assessment Report (Resubmitted)

March 17, 2017

President's Conference Room (PCR)

Request for Extension

- Accounting AS, Program & Course Unit Level Assessment Plan – May 8, 2017 Deadline
- Business Department Courses, Course Unit Level Assessment Plan – October 9, 2017 Deadline
- Food & Beverage Management AS, Program & Course Unit Level Assessment Plan – May 8, 2017 Deadline
- International Hotel Management AS, Program & Course Unit Level Assessment Plan – May 8, 2017 Deadline
- Medical Assisting AS/Certificate, Program & Course Unit Level Assessment Plan – April 17, 2017 Deadline
- ProStart Program (Secondary), Program & Course Unit Level Assessment Plan – May 8, 2017 Deadline
- Visual Communications AS, Program & Course Unit Level Assessment Plan – May 8, 2017 Deadline
- Visual Communications (Secondary), Program & Course Unit Level Assessment Plan – April 21, 2017 Deadline

Data Collection/Implementation Status

- Admissions & Registration, Student Services Unit Level Data Collection Status
- Development & Alumni Relations Office, Administrative Unit Level Implementation Status
- High School Equivalency Office, Student Services Unit Level Implementation Status
- Office of the President, Administrative Unit Level Implementation Status
- Office of Sustainability, Administrative Unit Level Implementation Status
- Planning & Development, Administrative Unit Level Implementation Status

IV. Old Business

- Annual Assessment Awards/Success on the Walls Project – Awaiting Dr. Ray's feedback.
- Joint Learning Outcomes Committee and CCA committee meeting – No meeting.
- CFS from review teams due to AIER the Monday after CCA's Rating –
- CFS from author due to AIER two Mondays after CCA's Rating –

V. New Business

- SLO Training for CCA Members/Dr. Liz Diego
- CCA Goals for AY2016-2017
- SLO Feedback Form – No updates at this time.
- Invite Wilson – Invite Wilson to CCA to speak about the last accreditation visit.

March 17, 2017

President's Conference Room (PCR)

VI. Next Meeting – March 24, 2017 in the PCR

VII. Adjournment: IT WAS MOVED BY DANILO BILONG, SECONDED BY JOACHIM P. ROBERTO TO ADJOURN. Motion carried. Meeting adjourned at 3 p.m.

Guam Community College
Committee on College Assessment (CCA)
President's Conference Room (PCR)
March 24, 2017
2 p.m. – 3 p.m.

AGENDA

- I. Call to order
- II. Roll Call
- III. Approval of prior minutes/update – February 10, 2017 Minutes/Update #357 TABLE

Programs/Units Rating Recommendations

Team 1

- SLO Review/Curriculum Revision - Automotive Service Technology (Secondary), Course Unit Level (CTME050A, CTME050B, CTME066, CEME065, CTME075 & CTME077)

Team 2

- Developmental Education, Program Unit Level Assessment Plan
- Developmental Education, Course Unit Level Assessment Plan
- Materials Management Office, Administrative Unit Level Assessment Report (Resubmitted)

Team 3

- SLO Review/Curriculum Revision - Automotive Technology Certificate, Program Unit Level (Industry Certification in Light Duty Hybrid Electric Vehicle Technology)

Team 4

- Apprenticeship Training Program, Student Services Unit Level Assessment Report
- Communications & Promotions, Administrative Unit Level Assessment Report (Resubmitted)

Request for Extension

- Accounting AS, Program & Course Unit Level Assessment Plan – *May 8, 2017 Deadline*
- Business Department Courses, Course Unit Level Assessment Plan – *October 9, 2017 Deadline*
- Culinary Arts AA, Program & Course Unit Level Assessment Plan – *May 8, 2017 Deadline*
- Food & Beverage Management AS, Program & Course Unit Level Assessment Plan – *May 8, 2017 Deadline*
- International Hotel Management AS, Program & Course Unit Level Assessment Plan – *May 8, 2017 Deadline*
- Medical Assisting AS/Certificate, Program & Course Unit Level Assessment Plan – *April 17, 2017 Deadline*
- ProStart Program (Secondary), Program & Course Unit Level Assessment Plan – *May 8, 2017 Deadline*
- Tourism & Travel Management AS, Program & Course Unit Level Assessment Plan – *May 8, 2017 Deadline*

- Visual Communications AS, Program & Course Unit Level Assessment Plan – *October 9, 2017 Deadline*
- Visual Communications Secondary, Program & Course Unit Level Assessment Plan – *May 8, 2017 Deadline*

Data Collections/Implementation Status

- Admissions & Registration, Student Services Unit Level Data Collection Status
- Development & Alumni Relations Office, Administrative Unit Level Implementation Status
- High School Equivalency Office, Student Services Unit Level Implementation Status
- Office of the President, Administrative Unit Level Implementation Status
- Office of Sustainability, Administrative Unit Level Implementation Status
- Planning & Development, Administrative Unit Level Implementation Status

IV. Old Business

- Annual Assessment Awards/Success on the Walls Project - Update
- Joint Learning Outcomes Committee and CCA committee meeting – Update
- CFS from review teams due to AIER the Monday after CCA's Rating
- CFS from authors due to AIER two Mondays after CCA's Rating

V. New Business

- CCA Goals for AY2016 - 2017
- SLO Feedback Form
- Accreditation – Invite Wilson

VI. Next Meeting - March 31, 2017 in the PCR

VII. Adjournment

COMMITTEE ON COLLEGE ASSESSMENT (CCA)
MINUTES (Update #363)
President's Conference Room (PCR)
Friday, March 24, 2017
2 p.m. – 3 p.m.

I. Call to Order – 2:12 p.m.

II. Roll Call

Members present: Katsuyoshi Uchima (Chair), Marlena Montague (Co-Chair), Vangie Aguon, Anjelica Perez, Yvonne Tam, Zhaopei Teng and Gil Yanger

Members absent: Hernalin Analista, Danilo Bilong, Johanna Camacho, Adrian Davis, Ava Garcia (Meeting w/students), Doris Manibusan, Joachim P. Roberto, Marivic Schrage, Pilar Williams (Meeting)

III. Approval of prior Minutes/Update#362 March 17, 2017

Programs/Units Rating Recommendations –

Team 1

- SLO Review/Curriculum Revision – Automotive Service Technology (Secondary) Course Unit Level (CTME050A “Upon successful completion”, CTME050B Good, CTME066-Good, CTME065-Good, CTME075-Good, & CTME077-Good) – SLOs are measureable.

Team 2 – Table

- Developmental Education, Program Unit Level Assessment Plan –
- Developmental Education, Course Unit Level Assessment Plan –
- Materials Management Office, Administrative Unit Level Assessment Report (Resubmitted) –

Team 3

- SLO Review/Curriculum Revision – Automotive Technology Certificate, Program Unit Level (Industry Certification in Light Duty Hybrid Electric Vehicle Technology) (AST100-Good, AST130-Good, AST150-Good, AST160-Good, AST180A-Good)

Team 4

- Apprenticeship Training Program, Student Services Unit Level Assessment Report – Table
- Communications & Promotions, Administrative Unit Level Assessment Report (Resubmitted) – MARLENA MONTAGUE MOTIONED TO APPROVE, SECONDED BY VANGIE AGUON.

Request for Extension

- Accounting AS, Program & Course Unit Level Assessment Plan – May 8, 2017 Deadline
- Business Department Courses, Course Unit Level Assessment Plan – October 9, 2017 Deadline
- Food & Beverage Management AS, Program & Course Unit Level Assessment Plan – May 8, 2017 Deadline
- International Hotel Management AS, Program & Course Unit Level Assessment Plan – May 8, 2017 Deadline
- Medical Assisting AS/Certificate, Program & Course Unit Level Assessment Plan – April 17, 2017 Deadline
- ProStart Program (Secondary), Program & Course Unit Level Assessment Plan – May 8, 2017 Deadline
- Visual Communications AS, Program & Course Unit Level Assessment Plan – May 8, 2017 Deadline
- Visual Communications (Secondary), Program & Course Unit Level Assessment Plan – April 21, 2017 Deadline

Data Collection/Implementation Status

- Admissions & Registration, Student Services Unit Level Data Collection Status
- Development & Alumni Relations Office, Administrative Unit Level Implementation Status
- High School Equivalency Office, Student Services Unit Level Implementation Status
- Office of the President, Administrative Unit Level Implementation Status
- Office of Sustainability, Administrative Unit Level Implementation Status
- Planning & Development, Administrative Unit Level Implementation Status

IV. Old Business

- Annual Assessment Awards/Success on the Walls Project – Marlana will follow up with Dr. Ray.
- Joint Learning Outcomes Committee and CCA committee meeting – Gill will meet with Tressa. New Chair will be A.J. Sunga. Gil will schedule a meeting with A.J. Sunga.
- CFS from review teams due to AIER the Monday after CCA's Rating –
- CFS from author due to AIER two Mondays after CCA's Rating –

V. New Business

- SLO Training for CCA Members/Dr. Liz Diego
- CCA Goals for AY2016-2017
- SLO Feedback Form – No updates at this time.
- Invite Wilson – Committee will invite Wilson in the Fall of 2017.

VI. Next Meeting – March 24, 2017 in the PCR

VII. Adjournment: IT WAS MOVED BY YVONNE TAM, SECONDED BY ZHAOPEI TENG TO ADJOURN. Motion carried. Meeting adjourned at 3 p.m.

Guam Community College
Committee on College Assessment (CCA)
President's Conference Room (PCR)
March 31, 2017
2 p.m. – 3 p.m.

AGENDA

- I. Call to order
- II. Roll Call
- III. Approval of prior minutes/update – February 10, 2017 Minutes/Update #357 TABLE

Programs/Units Rating Recommendations

Team 1

- Health Careers & Science (Secondary), Program Unit Level Assessment Report
- Health Careers & Science (Secondary), Course Unit Level Assessment Report
- SLO Review/Curriculum Revision - Accounting AS, Program & Course Unit Level (AC211, AC223, AC233 & AC240)

Team 2

- Developmental Education, Program Unit Level -
- SLO Review/Curriculum Revision - Developmental Education, Course Unit Level (EN100B, EN100W, EN100R, MA085, MA095 & MA108)
- Materials Management Office, Administrative Unit Level Assessment Report (Resubmitted)
- Tourism (Lodging Management Program) Program Unit Level Assessment Report
- Tourism (Lodging Management Program) Course Unit Level Assessment Report
- Tourism & Travel Management AS, Course Unit Level Assessment Plan (HS257)
- SLO Review/Curriculum Revision – Math Department Courses, Course Unit Level (MA095)
- SLO Review/Curriculum Revision - Visual Communications (Secondary), Program & Course Unit Level (CTVC051, CTVC052, CTVC053 & CTVC054)

Team 3

- Electronics & Computer Networking (Secondary), Program & Course Unit Level Assessment Report
- Marketing (Secondary) Program & Course Unit Level Assessment Report
- SLO Review/Curriculum Revision – Supervision & Management AS/Certificate, Program & Course Unit Level (SM208, SM220, SM225, SM108, SM215, SM225, & SM205)

Team 4

- Apprenticeship Training Program, Student Services Unit Level Assessment Report -
- Marketing AS, Program & Course Unit Level Assessment Plan (MK124, MK125, MK205, MK206, MK208 & MK224)
- SLO Review/Curriculum Revision - Visual Communications AS, Course Unit (VC125, VC127 & VC212)

Request for Extension

- Culinary Arts AA, Program & Course Unit Level Assessment Plan – *May 8, 2017*

Deadline

- Supervision & Management AS/Certificate, Program & Course Unit Level Assessment Plan – *October 9, 2017 Deadline*
- Tourism & Travel Management AS, Program & Course Unit Level Assessment Plan - *May 8, 2017 Deadline*
- Visual Communications AS, Program & Course Unit Level Assessment Plan – *May 8, 2017 Deadline*

Data Collections/Implementation Status

- Assessment & Counseling, Student Services Unit Level Implementation Status
- Health Career& Sciences (Secondary), Program & Course Unit Level Data Collection Status
- Learning Resources Center, Student Services Unit Level Implementation Status
- Materials Management Office, Administrative Unit Level Assessment Implementation Memo
- Marketing (Secondary), Program & Course Unit Level Data Collection Status
- Health Services Center, Student Services Unit Level Implementation Status

IV. Old Business

- Annual Assessment Awards/Success on the Walls Project - Update
- Joint Learning Outcomes Committee and CCA committee meeting – Update
- CFS from review teams due to AIER the Monday after CCA's Rating
- CFS from authors due to AIER two Mondays after CCA's Rating

V. New Business

- ACCJC Accreditation Basics Course for CCA
- CCA Goals for AY2016 - 2017
- SLO Feedback Form
- Accreditation – Invite Wilson

VI. Next Meeting – April 7, 2017 in the PCR

VII. Adjournment

COMMITTEE ON COLLEGE ASSESSMENT (CCA)
MINUTES (Update #363)
President's Conference Room (PCR)
Friday, March 31, 2017
2 p.m. – 3 p.m.

I. Call to Order – 2 p.m.

II. Roll Call

Members present: Marlena Montague (Co-Chair), Hernalin Analista, Danilo Bilong, Doris Manibusan, Anjelica Perez, Joachim Roberto, Yvonne Tam and Zhaopei Teng

Members absent: Vangie Aguon, Johanna Camacho, Adrian Davis, Ava Garcia (Meeting/Students), Marivic Schrage, Katsuyoshi Uchima, Pilar Williams (Leave) and Gil Yanger

III. Approval of prior Minutes/Update - Table

Programs/Units Rating Recommendations

Team 1

- Accommodative Services/Title IX, Student Services Unit Level Assessment Report – HERNALIN ANALISTA MOTIONED TO APPROVE WITH MINOR CHANGES, SECONDED BY JOACHIM P. ROBERTO. Motion carried.
- Health Careers & Science (Secondary), Program Unit Level Assessment Report – ZHAOPEI TENG MOTIONED TO RESUBMIT, SECONDED BY DORIS MANIBUSAN. Motion carried.
- Health Careers & Science (Secondary), Course Unit Level Assessment Report – HERNALIN ANALISTA MOTIONED TO RESUBMIT, SECONDED BY DANILO BILONG. Motion carried.
- SLO Review/Curriculum Revision – Accounting AS, Program & Course Unit Level (AC211, AC223, AC233 & AC240)

Team 2

- Developmental Education, Program Unit Level – Table
- SLO Review/Curriculum Revision – Developmental Education, Course Unit Level (EN100B, EN100W, EN100R, MA085, MA095 & MA108).
- Materials Management Office, Administrative Unit Level Assessment Report – DORIS MANIBUSAN MOTIONED TO APPROVE, SECONDED BY ZHAOPEI TENG. Motion carried.

March 31, 2017

President's Conference Room (PCR)

- Tourism & Travel Management AS, Program & Course Unit Level Assessment Plan – *May 8, 2017 Deadline*
- Visual Communications AS, Program & Course Unit Level Assessment Plan – *May 8, 2017 Deadline*

Data Collections/Implementation Status

- Assessment & Counseling, Student Services Unit Level Implementation Status
- Health Careers & Science (Secondary), Program & Course Unit Level Data Collection Status
- Learning Resources Center, Student Services Unit Level Implementation Status
- Materials Management Office, Administrative Unit Level Assessment Implementation Memo
- Marketing (Secondary), Program & Course Unit Data Collection Status
- Health Services Center, Student Services Unit Level Implementation Status

IV. Old Business

- Annual Assessment Awards/Success on the Walls Project – Awaiting Dr. Ray's approval before sending out for printing.
- Joint Learning Outcomes Committee and CCA meeting – No update at this time.
- CFS from review teams due to AIER the Monday after CCA's Rating
- CFS from authors due to AIER two Mondays after CCA's Rating.

V. New Business

- ACCJC Accreditation Basics Course for CCA – Members will complete the course on April 21, 2017.
- CCA Goals for AY2016-2017 – Review goals
- SLO Feedback Form – Working on form to send to authors after CCA review.
- Accreditation/Invite Wilson – Wait till next semester to invite Wilson.

VI. Next Business

- **April 7, 2017**

VII. Adjournment: IT WAS MOVED BY ZHAOPEI TENG, SECONDED BY YVONNE TAM TO ADJOURN. Motion carried. Meeting adjourned at 3 p.m.

Guam Community College
Committee on College Assessment (CCA)
President's Conference Room (PCR)
April 7, 2017
2 p.m. – 3 p.m.

AGENDA

- I. Call to order
- II. Roll Call
- III. Approval of prior minutes/update –

Programs/Units Rating Recommendations

Team 1

- Accommodative Services/Title IX, Student Services Unit Level Assessment Report (Resubmitted)

Team 2

- Academic Technologies, Administrative Unit Level Assessment Report (Resubmitted)
- Tourism & Travel Management AS, Course (HS292) Unit Level Assessment Plan

Team 3

- Project Aim, Student Services Unit Level Assessment Report

Data Collections/Implementation Status

- Academic Technologies, Administrative Unit Level Implementation Status
- Accommodative Services, Administrative Unit Level Implementation Status
- Business Office, Administrative Unit Level Implementation Status
- Environmental Health & Safety Office, Implementation Status
- Management Information Systems, Administrative Unit Level Implementation Status
- Math & Science Department Courses (MA110A, MA161A, SI101, SI110, SI110L & SI155), Course Unit Level Data Collection Status
- Student Financial Aid, Implementation Status

IV. Old Business

- Annual Assessment Awards/Success on the Walls Project - Update
- Joint Learning Outcomes Committee and CCA committee meeting – Update
- CFS from review teams due to AIER the Monday after CCA's Rating
- CFS from authors due to AIER two Mondays after CCA's Rating

V. New Business

- ACCJC Accreditation Basics Course for CCA
- CCA Goals for AY2016 - 2017
- SLO Feedback Form

VI. Next Meeting – April 21, 2017 in the PCR (No meeting on April 14, 2017/Spring Break)

VII. Adjournment

COMMITTEE ON COLLEGE ASSESSMENT (CCA)
MINUTES (Update #364)
President's Conference Room (PCR)
Friday, April 7, 2017
2 p.m. – 3 p.m.

I. Call to Order – 2:11 p.m.

II. Roll Call

Members present: Katsuyoshi Uchima (Past Chair), Marlena Montague (Co-Chair), Vangie Aguon, Doris Manibusan, Anjelica Perez, Joachim Roberto, Zhaopei Teng and Pilar Williams

Members absent: Hernalin Analista, Johanna Camacho, Adrian Davis, Ava Garcia, Marivic Schrage, Yvonne Tam and Gil Yanger (Leave),

III. Approval of prior Minutes/Update #357 February 10, 2017, Minutes/Update #358 February 17, 2017, Minutes/Update #359 February 24, 2017

Programs/Units Rating Recommendations –

Team 1

- Accommodative Services, Program Unit Level Assessment Report – KATSUYOSHI UCHIMA MOTIONED TO APPROVE WITH MINOR CHANGES, SECONDED BY JOACHIM P. ROBERTO. Motion carried.

Team 2

- Academic Technologies, Administrative Unit Level Assessment Report (Resubmitted) – VANGIE AGUON MOTIONED TO RESUBMIT, SECONDED BY PILAR WILLIAMS. Motion carried.
- Tourism & Travel Management AS, Course Unit Level Assessment Plan – Table (team member will call author).
- Project Aim, Student Services Unit Level Assessment Report –Table (team member will speak with author).

Data Collection/Implementation Status – Chair asked that members check TracDat and verify if authors inputted information.

IV. Old Business

- Annual Assessment Awards/Success on the Walls Project – Awaiting Dr. Ray's approval.

April 7, 2017

President's Conference Room (PCR)

- Joint Learning Outcomes Committee and CCA committee meeting – No meeting.
- CFS from review teams due to AIER the Monday after CCA's Rating –
- CFS from author due to AIER two Mondays after CCA's Rating –

V. New Business

- ACCJC Accreditation Basics course for CCA – Committee members will complete the Accreditation Basics course together.
- CCA Goals for AY2016-2017 – Chair will prepare End of the Year Report. Need to clarify when the report is due.
- SLO Feedback Form – Committee will come up with a form for SLO feedback.

VI. Next Meeting – April 21, 2017 in the PCR (No meeting on April 14, 2017/Spring Break).

VII. Adjournment: IT WAS MOVED BY DANILO BILONG, SECONDED BY JOACHIM P. ROBERTO TO ADJOURN. Motion carried. Meeting adjourned at 3 p.m.

Guam Community College
Committee on College Assessment (CCA)
President's Conference Room (PCR)
April 21, 2017
2 p.m. – 3 p.m.

AGENDA

- I. Call to order
- II. Roll Call
- III. Approval of prior minutes/update – Minutes/Update#

Programs/Units Rating Recommendations

Team 1

- Health Career & Science (Secondary), Course Unit Level Assessment Report (Resubmitted)

Team 2

- Developmental Education, Program Unit Level Assessment Plan- Table
- SLO Review/Curriculum Revision – Developmental Education, Course Unit Level (EN100B, EN100W, EN100R, MA085, MA095 & MA108)
- Visual Communications (Secondary), Program Unit Level Assessment Plan
- Visual Communications (Secondary), Course Unit Level Assessment Plan

Team 3

- Marketing (Secondary) Program Unit Level Assessment Report
- Human Services AS, Program Unit Level Assessment Plan
- Human Services AS, Course Unit Level Assessment Plan
- Project Aim, Student Services Unit Level Assessment Report
- Reach for College, Student Services Unit Level Assessment Plan

Team 4

- Apprenticeship Training Program , Student Services Unit Level Assessment Report

IV. Old Business

- Annual Assessment Awards/Success on the Walls Project - Update
- Joint Learning Outcomes Committee and CCA committee meeting – Update
- CFS from review teams due to AIER the Monday after CCA's Rating
- CFS from authors due to AIER two Mondays after CCA's Rating

V. New Business

- ACCJC Accreditation Basics Course for CCA
- CCA Goals for AY2016 - 2017
- SLO Feedback Form

VI. Next Meeting – April 28, 2017 in the PCR

VII. Adjournment

COMMITTEE ON COLLEGE ASSESSMENT (CCA)
MINUTES (Update #365)
President's Conference Room (PCR)
Friday, April 21, 2017
2 p.m.

I. Call to Order – 2 p.m.

II. Roll Call

Members present: Gil Yanger (Chair), Marlena Montague (Co-Chair), Vangie Aguon, Hernalin Analista, Doris Manibusan, Anjelica Perez, Joachim Roberto, Yvonne Tam and Zhaopei Teng

Members absent: Danilo Bilong, Johanna Camacho, Adrian Davis, Ava Garcia, Marivic Schrage and Pilar Williams

III. Approval of prior Minutes:

IT WAS MOVED BY KATSUYOSHI UCHIMA TO APPROVE, SECONDED BY JOACHIM P. ROBERTO THAT THE MEETING MINUTES/UPDATE #363 FOR MARCH 31, 2017 BE APPROVED. Motion carried.

IT WAS MOVED BY ZHAOPEI TENG TO APPROVE, SECONDED BY YVONNE TAM THAT THE MEETING MINUTES/UPDATE #364 FOR APRIL 7, 2017 BE APPROVED. Motion carried.

Programs/Units Rating Recommendations –

Team 1

- Health Career & Science (Secondary), Course Unit Level Assessment Report (Resubmitted) – KATSUYOSHI UCHIMA MOTIONED TO APPROVE, SECONDED BY DORIS MANIBUSAN. Motion carried.

Team 2

- Developmental Education, Program Unit Level Assessment Plan – Table SLO Review/Curriculum Revision – Developmental Education, Course Unit Level (EN100B, EN100W, EN100R, MA085, MA095, & MA108)
- Visual Communications (Secondary), Program Unit Level Assessment Plan – MARLENA MONTAGUE MOTIONED TO APPROVE, SECONDED BY KATSUYOSHI UCHIMA. Motion carried.
- Visual Communications (Secondary), Course Unit Level Assessment Plan – MARLENA MONTAGUE MOTIONED TO APPROVE, SECONDED BY JOACHIM P. ROBERTO. Motion carried.

Team 3

- Marketing (Secondary) Program Unit Level Assessment Report – Table
- Human Services AS, Program Unit Level Assessment Plan – VANGIE AGUON MOTIONED TO APPROVE WITH MINOR CHANGES, SECONDED BY KATSUYOSHI UCHIMA. Motion carried.
- Human Services AS, Course Unit Level Assessment Plan – MARLENA MONTAGUE MOTIONED TO APPROVE, SECONDED BY KATSUYOSHI UCHIMA. Motion carried.
- Project Aim, Student Services Unit Level Assessment Report – Table, team member will assist author.
- Reach for College, Student Services Unit Level Assessment Plan – Table, team member will assist author.

Team 4

- Apprenticeship Training Program, Student Services Unit Level Assessment Report – Table (Team member will assist author).

IV. Old Business

- Annual Assessment Awards/Success on the Walls Project – Vangie will call vendors for price quotes.
- Joint Learning Outcomes Committee and CCA committee meeting - No updates at this time.
- CFS from review teams due to AIER the Monday after CCA's Rating –
- CFS from author due to AIER two Mondays after CCA's Rating –

V. New Business

- ACCJC Accreditation Basics Course for CCA – Committee members will take the course on April 28, 2017 in preparation of ACCJC team visit in March of 2018.
- CCA Goals for AY2016-2017 – Chair will complete the *Year End Report for AY 2016-2017* and send to the AVP and CCA.
- SLO Feedback Form – AIER will follow up with Frank at MIS to schedule training on google docs.

VI. Next Meeting – April 28, 2017 in Bldg. E, Rm. 207.
2 p.m.

VII. Adjournment: IT WAS MOVED BY ZHAOPEI TENG TO ADJOURN, SECONDED BY JOACHIM P. ROBERTO. Motion carried. Meeting adjourned at 3:30 p.m.

Guam Community College
Committee on College Assessment (CCA)
Building E, Rm. 207
April 28, 2017
2 p.m. – 3 p.m.

AGENDA

- I. Call to order
- II. Roll Call
- III. Approval of prior minutes/update – Minutes/Update# 365 April 21, 2017 and Minutes/Update# 362 March 24, 2017

Programs/Units Rating Recommendations

Team 2

- Developmental Education, Program Unit Level Assessment Plan
- SLO Review/Curriculum Revision – Developmental Education, Course Unit Level (EN100B, EN100W, EN100R, MA085, MA095 & MA108)

Team 3

- Project Aim, Student Services Unit Level Assessment Report
- Reach for College, Student Services Unit Level Assessment Plan

Team 4

- Apprenticeship Training Program , Student Services Unit Level Assessment Report

IV. Old Business

- Annual Assessment Awards/Success on the Walls Project - Update
- Joint Learning Outcomes Committee and CCA committee meeting – Update
- CFS from review teams due to AIER the Monday after CCA's Rating
- CFS from authors due to AIER two Mondays after CCA's Rating

V. New Business

- ACCJC Accreditation Basics Course for CCA
- CCA Goals for AY2016 – 2017
- SLO Feedback Form

VI. Next Meeting – May 5, 2017 in Bldg. E, Rm. 207 (Last CCA Meeting)

VII. Adjournment

COMMITTEE ON COLLEGE ASSESSMENT (CCA)
MINUTES (Update #366)
Building E, Rm. 207
Friday, April 28, 2017
2 p.m. – 3 p.m.

I. Call to Order – 2 p.m.

II. Roll Call

Members present: Gil Yanger (Chair), Marlena Montague (Co-Chair), Vangie Aguon, Hernalin Analista, Danilo Bilong, Doris Manibusan, Anjelica Perez, Joachim Roberto, Yvonne Tam and Zhaopei Teng

Members absent: Johanna Camacho, Adrian Davis, Ava Garcia, Marivic Schrage, Pilar Williams (Meeting) and Katsuyoshi Uchima

III. Approval of prior minutes: IT WAS MOVED BY JOACHIM P. ROBERTO TO APPROVE, SECONDED BY DORIS MANIBUSAN THAT THE MEETING MINUTES UPDATE #365 FOR APRIL 21, 2017 AND UPDATE #363 FOR MARCH 24, 2017 ARE APPROVED. Motion carried.

Programs/Units Rating Recommendations –

Team 2

- Developmental Education, Program Unit Level Assessment Plan – Table SLO Review/Curriculum Revision – Developmental Education, Course Unit Level (EN100B, EN100W, EN100R, MA085, MA095 & MA108)

Team 3

- Project Aim, Student Services Unit Level Assessment Report – MARLENA MONTAGUE MOTIONED TO APPROVE, SECONDED BY JOACHIM P. ROBERTO. Motion carried.
- Reach for College, Student Services Unit Level Assessment Plan – MARLENA MONTAGUE MOTIONED TO APPROVE WITH MINOR CHANGES, SECONDED BY DORIS MANIBUSAN. Motion carried.

Team 4

- Apprenticeship Training Program, Student Services Unit Level Assessment Report – MARLENA MONTAGUE MOTIONED TO APPROVE, SECONDED BY DORIS MANIBUSAN. Motion carried.

IV. Old Business

- Annual Assessment Awards/Success on the Walls Project – No updates at this time.
- Joint Learning Outcomes Committee and CCA committee meeting - No updates at this time.
- CFS from review teams due to AIER the Monday after CCA's Rating –
- CFS from author due to AIER two Mondays after CCA's Rating –

V. New Business

- ACCJC Accreditation Basics Course for CCA – The following committee members completed the Accreditation Basics Course today, April 28, 2017.
 - ✓ Hernalin Analista
 - ✓ Joachim P. Roberto
 - ✓ Zhaopei Teng
 - ✓ Gil Yanger
- CCA Goals for AY2016-2017 – No Updates at this time.
- SLO Feedback Form – No updates at this time.

VI. Next Meeting – May 5, 2017 in Bldg. E, Rm. 207 at 2 p.m. (Last Meeting for CCA).

VII. Adjournment: IT WAS MOVED BY JOACHIM P. ROBERTO TO ADJOURN, SECONDED BY DORIS MANIBUSAN. Motion carried. Meeting adjourned at 2:45 p.m.

Guam Community College
Committee on College Assessment (CCA)
Building E, Rm. 207
May 5, 2017
2 p.m. – 3 p.m.

AGENDA

- I. Call to order
- II. Roll Call
- III. Approval of prior minutes/update – Minutes/Update# 366 April 28, 2017 and Minutes/Update# 360 March 3, 2017, #361 March 10, 2017 & #362 March 17, 2017

Programs/Units Rating Recommendations

Team 1

- Accounting AS, Program Unit Level Assessment Plan
- Accounting AS, Course Unit Level Assessment Plan
- Culinary Arts AA, Course Unit Level Assessment Plan (CUL120, CUL220, CUL240, CUL280, CUL293, HFB215, HS140)
- International Hotel Management AS, Program Unit Level Assessment Plan
- International Hotel Management AS, Course Unit Level Assessment Plan (HS150, HS211, HS216)

Team 2

- Developmental Education, Program Unit Level Assessment Plan
- SLO Review/Curriculum Revision – Developmental Education, Course Unit Level (EN100B, EN100W, EN100R, MA085, MA095 & MA108)
- Tourism & Travel Management AS, Course Unit Level Assessment Plan (HS152)

Team 3

- Marketing (Secondary), Program Unit Level Assessment Report

IV. Old Business

- Annual Assessment Awards/Success on the Walls Project - Update
- Joint Learning Outcomes Committee and CCA committee meeting – Update
- CFS from review teams due to AIER the Monday after CCA's Rating
- CFS from authors due to AIER two Mondays after CCA's Rating

V. New Business

- VPAA Committee Interest Form (May 12, 2017/Deadline)

VI. Next Meeting – September 1, 2017

VII. Adjournment

COMMITTEE ON COLLEGE ASSESSMENT (CCA)
MINUTES (Update #367)
Building E, Rm. 207
Friday, May 5, 2017
2 p.m. – 3 p.m.

I. Call to Order – 2 p.m.

II. Roll Call

Members present: Gil Yanger (Chair), Marlena Montague (Co-Chair), Vangie Aguon, Hernalin Analista, Danilo Bilong, Doris Manibusan, Anjelica Perez, Joachim Roberto, Yvonne Tam and Zhaopei Teng

Members absent: Johanna Camacho, Adrian Davis, Ava Garcia, Marivic Schrage, Pilar Williams (Meeting) and Katsuyoshi Uchima

III. Approval of prior minutes: IT WAS MOVED BY KATSUYOSHI UCHIMA TO APPROVE, SECONDED BY PILAR WILLIAMS THAT THE MEETING MINUTES UPDATE #366 FOR APRIL 28, 2017 BE APPROVED. Motion carried.

IT WAS MOVED BY DORIS MANIBUSAN TO APPROVE, SECONDED BY PILAR WILLIAMS THAT THE MEETING MINUTES UPDATE #360 FOR MARCH 3, 2017 BE APPROVED. Motion carried.

Programs/Units Rating Recommendations –

Team 1

- Accounting AS, Program Unit Level Assessment Plan – Kat will contact the DC.
- Accounting AS, Course Unit Level Assessment Plan – Kat will contact the DC.
- Culinary Arts AA, Course Unit Level Assessment Plan (CUL120, CUL220, CUL240, CUL280, CUL293, HFB215, HS140). – Kat will contact the DC.
- International Hotel Management AS, Program Unit Level Assessment Plan – Kat will contact the DC.
- International Hotel Management AS, Course Unit Level Assessment Plan (HS150, HS211, HS216) – Kat will contact the DC.

Team 2

- Developmental Education, Program Unit Level Assessment Plan – Not Rated

- SLO Review/Curriculum Revision – Developmental Education, Course Unit Level (EN100B, EN100W, EN100R, MA085, MA095 & MA108 – Not Rated.
- Tourism & Travel Management AS, Course Unit Level Assessment Plan (HS152) – JOACHIM P. ROBERTO MOTIOEND TO RESUBMIT, SECONDED BY KATSUYOSHI UCHIMA. Motion carried.

Team 3

- Marketing (Secondary), Program Unit Level Assessment Report – Not Rated, incomplete.

IV. Old Business

- Annual Assessment Awards/Success on the Walls Project – AIER is waiting for price quotes for posters.
- Joint Learning Outcomes Committee and CCA Committee meeting – KATSUYOSHI UCHIMA MOTIONED TO REMOVE ITEM FROM AGENDA, SECONDED BY JOACHIM P. ROBERTO. Motion carried.
- CFS from review teams due to AIER the Monday after CCA's Rating -
- CFS from authors due to AIER two Mondays after CCA's Rating

V. New Business

- VPAA Committee Interest Form (May 12, 2017/Deadline) – The deadline to submit forms for committee interest is May 12, 2017.

VI. Next Meeting – September 1, 2017

VII. Adjournment – IT WAS MOVED BY JOACHIM P. ROBERTO TO ADJOURN, SECONDED BY DORIS MANIBUSAN. Motion carried. Meeting adjourned at 3 p.m.