From:	Marlena Montague [marlena.montague@guamcc.edu]
Sent:	Thursday, March 12, 2015 3:08 PM
To:	'Anthony Roberto'; 'Antonia M. Chamberlain'; 'Rosanna Martinez'; 'patrick.clymer@guamcc.edu'; 'Gil Yanger'; 'Zhaopei Teng'; 'Frederick Tupaz'; 'Guerrero, Norma'; 'Sally Sablan'; 'John Jocson'; 'theresaann.datuin@guamcc.edu'; 'Tonirose.Concepcion@guamcc.edu'; 'vera.deoro@guamcc.edu'; 'pilar.pangelinan@guamcc.edu'
Cc:	'R. Ray D. Somera'; 'Gina Charfauros Tudela'; 'Michael Chan'; 'barbara.leonguerrero@guamcc.edu'; 'Marlena Montague'; 'Santos, Carmen'
Subject:	RE: Participatory Governance Structure Handbook Training

Hafa Adai Governance Team!

March is here and the semester has been a productive semester! I'm reaching out to touch base with you now before the next several weeks of this semester come and go!

Along with the regular posting of meeting minutes and agendas on MyGCC, I'd like to remind committee leaders to send the same documents to aier@guamcc.edu. Additionally, the Faculty Senate, Staff Senate, and COPSA Governance Year End Reports should be coming together pretty quickly for the academic year's submission. Please contact me if you need any assistance.

Here are some quick links to the relevant documents to assist with these reports and submissions (also available on MyGCC Governance tab):

Governance Report Templates
Year-End Report Template
Meeting Minutes Template
Meeting Agendas Template

Handbooks:
GCC Participatory Governance Handbook

Marlena O.P. Montague
Assistant Director
Assessment, Institutional Effectiveness & Research
671.735.5612
www.guamcc.edu/Runtime/aier.aspx

From: R. Gary Hartz [mailto:ronald.hartz@guamcc.edu]
Sent: Friday, January 16, 2015 8:57 AM
To: Anthony Roberto; Antonia M. Chamberlain; Rosanna Martinez; Elmarie Anderson; Latisha Ann Leon Guerrero
Cc: R. Gary Hartz; R. Ray D. Somera; Gina Charfauros Tudela; Michael Chan; Marlena O. Montague
Subject: Re: Participatory Governance Structure Handbook Training

Hafa Adai governance team,

Thank you for a productive meeting yesterday. Toni, I hope you are feeling better, and Elmarie, I am sorry you were unable to make it.

Here are a few key points:

-I've sent the announcement and agenda to Jayne and her team, for promotion via MyGCC.

-Let's meet at 3pm in the MPA at 3:00 p.m. on January 23 in order to set up projector and chairs, and to welcome participants.

-We divided up the agenda, identifying who will be talking under which items. Please review the annotated agenda below and let me know if you have questions, additions or recommendations.

-The length of the formal presentation should be approximately 40 minutes, leaving room for questions and discussion.

-I'll create and share a basic PowerPoint presentation that will be on the screen behind us at the MPA.

Thanks, all, for your hard work and collaboration. I am excited to for us to share this important information with the GCC community. **PLEASE PROMOTE THIS EVENT TO ALL, using the Agenda that will be posted on MyGCC.**

Senseramente,

Gary

Participatory Governance Structure Handbook Training

January 23, 2015, 3:30 p.m.

GCC Multi-Purpose Auditorium

Annotated Agenda

1) Welcome and Introductions

Gary leads, sharing about GCC's governance history and philosophy; we all introduce ourselves and our roles.

2) The new Participatory Governance Structure Handbook

Gary leads, all are welcome to share.

3) Central Governance Bodies for Each Constituency

I share the table from the Handbook, explaining how to interpret it. Rosanna shares about COPSA and its role within governance. Tony shares about Faculty Senate and its role within governance. Toni or Latisha share about Staff Senate and its role within governance. Gary will identify who shares about the CGC.

4) Faculty Committees

Tony introduces chairpersons of FS committees, who will give a brief overview of their committees' charges, membership and roles. (In their absence, Tony will briefly discuss the committees)

5) Institutional Committees

College Governing Council leaders introduce chairpersons of the committees reporting to the CGC, who will give a brief overview of their committees' charges, membership and roles. Elmarie outlines the role of the Board of Trustees in the governance process. (In their absence, Gary will identify who will briefly discuss governance bodies as needed)

6) Expectations of all Governance Bodies

Gary leads with all sharing. Focus is on maintaining a MyGCC page for transparency, the AIER role as document repository, and end-of-year reporting responsibilities.

7) Historical Examples of the Participatory Governance Process in Action

Each presenter shares at least one example of how governance has addressed items from COPSA, and items routed from governance committees to Faculty Senate, Staff Senate and then CGC/President/BOT as appropriate. Presentation attendees are also encouraged to share.

8) Questions and Discussion

Presentation attendees ask questions, which will serve to clarify how to fully utilize the governance process. Recommendations for improvements to the Handbook will be received, with Handbook changes made soon afterwards, as appropriate.

R. Gary Hartz
Associate Dean
Technology and Student Services
Guam Community College
P.O. Box 23069 GMF
Barrigada, GU 96921
(671) 735-0205

Sinangan Misión: Guiya i Kulehon Kumunidåt Guåhan, i mas takhilo'
mamanaguen fina'che'cho' yan i teknikåt na kinahulo' i manfáfache'cho'
ya u na' guåguaha nu i manakhilo' yan manmaolek na tiningo' ni i
manmafananågui yan i fina'na'guen cho'cho' gi iya Maikronesiha.

On Wed, Jan 7, 2015 at 1:38 PM, R. Gary Hartz <ronald.hartz@guamcc.edu> wrote:
Hafa Adai Governance Leaders!

I am writing to remind you that we are tentatively scheduled to hold a training session on the
Participatory Governance Structure Handbook, on January 23 at 3:30pm. I've submitted a room
utilisation request to Student Support Services and will let you know when I hear back from them.

It probably makes sense for us all to get together once before the training session, to finalize what
will be covered, and to divide up roles. Are you available Wednesday, January 14 or Thursday,
January 15 in the afternoons? Please let me know if you are, and at what times you would be
available. We can have a 1 hour-maximum meeting in my office.

Sound ok?

I look forward to seeing you all soon.

Senseramente,

Gary

R. Gary Hartz
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ya u na' guáguaha nu i manakhilo' yan manmaolek na tiningo' ni i
manmafananågui yan i fina'na'guen cho'cho' gi iya Maikronesiha.

On Thu, Oct 23, 2014 at 4:15 PM, R. Gary Hartz <ronald.hartz@guamcc.edu> wrote:
Hafa Adai Dr. Ray,

Here's an update regarding what we are thinking of doing, in terms of conducting a training session for all participatory governance stakeholder groups. Tony Roberto, Toni Chamberlain, Rosanna Martinez and I met this afternoon and came up with what's below. Please let us know of any feedback you have. We are scheduled to meet once again on Thursday, December 11 at 3pm.

Target Date and Location:
-3:30pm, Friday, January 23, MPA. Rationale for waiting until spring: Friday afternoons are the only time when secondary and postsecondary faculty are all available, but there seem to be commitments each Friday afternoon, scheduled through December. Getting on the calendar for January, before other meetings are scheduled, would provide for highest possible participation.

Facilitators:
Tony Roberto (faculty), Toni Chamberlain (staff), Rosanna Martinez (students) and Gary Hartz (administration)

Agenda:
1) Welcome and Introductions

2) The new Participatory Governance Structure Handbook: (What is it? Where can it be found? What is the Spirit of Participatory Governance?)

3) Central Governance Bodies for Each Constituency: (Faculty Senate, Staff Senate, COPSA.)

4) Faculty Committees (Each Committee Chair briefly shares charge, make-up of committee.)

5) Institutional Committees (Each Committee Chair briefly shares change, make-up of committee.)

6) Expectations of all Governance Bodies (Maintaining MyGCC site, sending documents to AIER, End of Year Report, Accountability Report.)

7) Historical Examples of the Participatory Governance Process in Action

8) Questions and discussion.

Thanks!

Gary
R. Gary Hartz
Associate Dean

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