

Guam Community College
Office of the Vice President for Academic Affairs

Memorandum

TO: All Faculty

FROM: Dr. R. Ray D. Somera, Vice President for Academic Affairs 

SUBJECT: Annual Curriculum Review Cycle Schedule

DATE: September 15, 2014

As the College prepares to submit its Accreditation Midterm Report due in March of 2015, preparations for the next Accreditation site visit in March of 2018 has already begun. The College has approximately 3 years and 3 months before we submit our next Institutional Self Evaluation Report which will address the newly adopted Accreditation Standards for the 2018 visit.

Through the joint efforts of the Learning Outcomes Committee (LOC) and the Committee on College Assessment (CCA), an Annual Curriculum Review Cycle schedule has been developed to formalize the link between curriculum and the two-year cycle of assessment. This systematic cycle of review of the curriculum will ensure that the results of assessment are based on relevant and current curriculum.

The attached schedule details each deadline of curriculum in each of the College's offerings so that all curricula shall be current with the 5-year rule by the Spring of 2016. The Associate degree programs will begin the curriculum revision process in the Fall of 2014 for the Learning Outcomes Committee's review as detailed in the GCC Annual Curriculum Review Cycle Schedule. Once this curriculum has been approved, the academic assessment unit shall begin its two-year assessment cycle with an assessment plan by the Spring of 2015 and shall have completed at least one assessment cycle with the current curriculum.

The data used to support this initiative can be found in the 14th Annual Institutional Assessment Report published by the Office of Assessment, Institutional Effectiveness & Research (AIER), under curriculum audit. Please direct your questions or clarification (if any) to the same office, c/o AIER Assistant Director Marlena Montague.

Please be guided accordingly.

GCC's ANNUAL CURRICULUM REVIEW CYCLE SCHEDULE

EFFECTIVE FALL 2014

	Associate Degree W	Certificate Programs X	Secondary Programs Y	Department Courses Z
FALL 2014	Program (10 of 21 as of July 2014) • Program Adoption • Program Substantive Revision • Program Non-Substantive Revision • New or Pilot Programs DEADLINE: October 13, 2014			Course (126/205) • Course Adoption • Course Substantive Revision • Non-Substantive Revision DEADLINE: October 13, 2014
SPRING 2015	Course (126/205) • Course Adoption • Course Substantive Revision • Non-Substantive Revision DEADLINE: March 9, 2015	Program (9 of 17) • Program Adoption • Program Substantive Revision • Program Non-Substantive Revision • New or Pilot Programs DEADLINE: March 9, 2015		
FALL 2015		Course (33 of 55) • Course Adoption • Course Substantive Revision • Non-Substantive Revision DEADLINE: October 12, 2015	Program (4 of 10) • Program Adoption • Program Substantive Revision • Program Non-Substantive Revision • New or Pilot Programs DEADLINE: October 12, 2015	
SPRING 2016			Course (21 of 42) • Course Adoption • Course Substantive Revision • Non-Substantive Revision DEADLINE: March 14, 2016	

***DEADLINE:** The date that the Learning Outcomes Committee (LOC) should receive the curriculum changes for review.

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**ACCJC/WASC ACCREDITATION SITE VISIT:
MARCH 2018**



Kulchen Kumandit Gadhan

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EFFECTIVE FALL 2014

	Associate Degree W	Certificate Programs X	Secondary Programs Y	Department Courses Z
FALL 2016	Program • Program Adoption • Program Substantive Revision • Program Non-Substantive Revision • New or Pilot Programs DEADLINE: October 10, 2016			Course • Course Adoption • Course Substantive Revision • Non-Substantive Revision DEADLINE: October 10, 2016
SPRING 2017	Course • Course Adoption • Course Substantive Revision • Non-Substantive Revision DEADLINE: March 13, 2017	Program • Program Adoption • Program Substantive Revision • Program Non-Substantive Revision • New or Pilot Programs DEADLINE: March 13, 2017		
FALL 2017		Course • Course Adoption • Course Substantive Revision • Non-Substantive Revision DEADLINE: October 16, 2017	Program • Program Adoption • Program Substantive Revision • Program Non-Substantive Revision • New or Pilot Programs DEADLINE: October 16, 2017	
SPRING 2018			Course • Course Adoption • Course Substantive Revision • Non-Substantive Revision DEADLINE: March 12, 2018	

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