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GUAM COMMUNITY COLLEGE
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FOR: DR. RAY
Poplar
04/05/13

DM 4/4/13
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Memorandum

Guam Community College
Human Resources

TO: Dr. Mary A.Y. Okada, President
Carmen K. Santos, Vice President Finance & Administration
Reilly Ridgell, Dean for School of Trades & Professional Services
Dr. Gina Tudela, Dean for School of Technology & Student Services
Joanne Ige, Associate Dean for School of Technology & Student Services
Dr. Michael Chan, Associate Dean for School of Technology & Student Services
Dr. Karen M. Sablan, Associate Dean for School of Trades & Professional Services
Barry Mead, Adjunct Associate Dean for School of Trades & Professional Services

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

FROM: Marlena Montague, Assistant Director, AIER

SUBJECT: Assessment Compliance Update for Spring 2013 Term (March 11, 2013 deadline)

DATE: April 1, 2013

Guam Community College
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APR 15 2013

PRESIDENT'S OFFICE
Initials: *[Signature]*

Guam Community College
Dean's Office, TPS

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Date: 4/4/13
Initials: *[Signature]*

This is to provide you with an update of the **spring 2013** term assessment compliance. It is important to note the college's progress on course level assessment which is at 71% compliance with the goal of assessing 100% of the courses listed in the college catalog. Today, the college is assessing 298 of the 421 courses listed in the spring 2013 college catalog.

Spring 2013 (March 11, 2013) Assessment Compliance Matrix
(N/A=NOT APPLICABLE; N=NON-COMPLIANT; Y=COMPLIANT)

Person Responsible	Group	Program/Unit	Division	Program-level/Admin/Student Service Unit Assessment	Course-level Assessment
Robin Roberson	A	Accounting, AS	TPS	Y	Y
Christopher Dennis	A & B	Automotive Service Technology AS & Certificate	TPS	Y	Y

Person Responsible	Group	Program/Unit	Division	Program-level/Admin/Student Service Unit Assessment	Course-level Assessment
Gil Yanger	A	Civil Engineering Technology	TPS	Y	Y
Ricky Tyquiengco	A	Computer Networking AS	TSS	Y	Y
Ricky Tyquiengco	A & B	Computer Science AS & Certificate	TSS	Y	Y
Jose Munoz	A & B	Criminal Justice AS & Certificate	TPS	Y	Y
Norman Aguilar	AA	Culinary Arts AA	TPS	N	N
Sarah Leon Guerrero	A & B	Early Childhood Education AS & Certificate	TPS	Y	Y
Sarah Leon Guerrero	A & B	Education, AA & Certificate	TPS	Y	Y
Norman Aguilar	A	Food & Beverage Management AS	TPS	N	N
Norman Aguilar	A	Hotel Operations & Management AS	TPS	N	N
Lisa Baza-Cruz	A	Liberal Studies AA	TSS	Y	Y
Robin Roberson	A	Marketing AS	TPS	Y	Y
Dorothy-Lou Manglona	A & B	Medical Assisting AS & Certificate	TPS	Y	Y
Ricky Tyquiengco	A & B	Office Technology AS & Certificate	TSS	Y	Y
Gil Yanger	A	Pre-Architectural Drafting AS	TPS	Y	Y
Robin Roberson	A & B	Supervision & Management AS & Certificate	TPS	Y	Y
Gil Yanger	A & B	Surveying Technology AS & Certificate	TPS	Y	Y
Norman Aguilar	A	Tourism & Travel Management AS	TPS	Y	N (Artifacts uploaded; H. Gamble 50% TracDat data entry completed; student work due 4/5/13)
Robin Roberson	A	Visual Communications AS	TPS	Y	Y
Gil Yanger	B	Computer Aided Design & Drafting, Certificate	TPS	Y	Y
Gil Yanger	B	Construction Technology, Certificate	TPS	Y	Y
Jose Munoz	B	Fire Science Technology, Certificate	TPS	N (Department submitted archive memo)	N
Christopher Dennis	B	Medium Heavy Truck Diesel Technology, Certificate	TPS	Y	Y

Person Responsible	Group	Program/Unit	Division	Program-level/Admin/Student Service Unit Assessment	Course-level Assessment
Dorothy-Lou Manglona	B	Practical Nursing, Certificate	TPS	Y	Y
Dorothy-Lou Manglona	B	Pre-Nursing, Certificate	TPS	Y	Y
John Payne	C	Accommodative Services	TSS	Y	N/A
Patrick Clymer	C	Admissions & Registration	AVP	N (Completed on 3/28/13)	N/A
Terry Barnhart	C	Apprenticeship Training Program	TPS	Y	N/A
Anthony Roberto	C	Assessment & Counseling	TSS	Y	N/A
Bertha Guerrero	C	Board of Trustee	President	Y (Every 2 Years)	N/A
Carmen Santos	C	Business Office	F&A	Y	N/A
Barbara Leon Guerrero	C	Center for Civic Engagement	TSS	Y	N/A
Barbara Leon Guerrero	C	Center for Student Involvement	TSS	Y	N/A
Christine Sison	C	College Access Challenge Grant Program	TSS	Y	N/A
Jayne Flores	C	Communications & Promotions	President	N (Completed on 3/27/13)	N/A
		Continuing Education & Workforce Development			
Rowena Perez	C		AVP	Y	N/A
Bonnie Mae Datuin	C	Development & Alumni Relations	President	Y	N/A
Greg Manglona	C	Environmental Health & Safety	VP F&A	Y	N/A
Doris Perez	C	Facilities	VP F&A	Y	N/A
Bertha Guerrero	C	Foundation Board	President	Y (Every 2 Years)	N/A
Emma Bataclan	C	Health Services Center	TSS	Y	N/A
Joann Muna	C	Human Resources Office	VP F&A	Y	N/A
Bob Neff	C	Learning Resource Center	TSS	Y	N/A
Frank Camacho	C	Management Information Systems	VP F&A	Y	N/A
Joleen Evangelista	C	Materials Management	VP F&A	Y	N/A
Esther Muna	C	Office of the President	President	Y	N/A
Doris Perez	C	Planning & Development	President	Y	N/A
Huan Hosei	C	Project AIM/TRiO	TSS	Y	N/A
Micki Lonsdale	C	Student Financial Aid	VP F&A	Y	N/A
John Payne	C	Student Support Services	TSS	Y	N/A

Person Responsible	Group	Program/Unit	Division	Program-level/Admin/Student Service Unit Assessment	Course-level Assessment
Priscilla Johns	D	Adult Education Program, Adult High School Diploma (AHS)	TSS	Y	N/A
Priscilla Johns	D	Adult Education Program, Basics Skills (ABS)	TSS	Y	N/A
Wilson Tam	D	Adult Education Program, English as a Second Language (ESL)	TSS	N/A	Y
Dorothy-Lou Manglona	D	Allied Health Department Courses	TPS	N/A	N
Dorothy-Lou Manglona	D	Allied Health, Introduction to Health Occupations	TPS	N/A	Y
Christopher Dennis	D	Automotive Service Technology (Secondary)	TPS	Y	Y
Christopher Dennis	D	Automotive, Collision Repair & Refinishing Technology (Secondary)		Y	Y
Robin Roberson	D	Business, Marketing, and Visual Communications Department Courses	TPS	N/A	Y
Gil Yanger	D	Construction Department Courses	TPS	N/A	Y
Gil Yanger	D	Construction Trades (Secondary)	TPS	Y	Y
Sarah Leon Guerrero	D	Cosmetology Courses	TPS	N/A	(Plan begins Fall 2013)
Jose Munoz	D	Criminal Justice & Social Science Department Courses	TPS	N/A	Y (Out of Sync)
Sarah Leon Guerrero	D	Early Childhood Education (Secondary)	TPS	Y	Y
Ricky Tyquiengco	D	Electronics & Computer Networking (Secondary)	TSS	Y	Y
Ricky Tyquiengco	D	Electronics, Computer Science, and Office Technology Department Courses	TSS	N/A	Y
Lisa Baza-Cruz	D	English Department Courses	TSS	N/A	Y
Doris Perez	D	GED	TPS	Y	N/A
Norman Aguilar	D	Lodging Management Program (Secondary)	TPS	Y	Y
Robin Roberson	D	Marketing (Secondary)	TPS	Y	Y
Steve Lam	D	Math & Science Department Courses (MA & SI)	TSS	N/A	N (TracDat Data Input Memo)

Person Responsible	Group	Program/Unit	Division	Program-level/Admin/Student Service Unit Assessment	Course-level Assessment
					submitted on 3/15/13; TracDat evidence and data is incomplete; recommend one-on-one working session)
Norman Aguilar	D	ProStart (Secondary)	TPS	Y	Y
Norman Aguilar	D	Tourism & Hospitality Department Courses (CH, CI, HS, JA, KE)	TPS	N/A	Y
Christopher Dennis	D	Transportation Department Courses	TSS	N/A	Y
Robin Roberson	D	Visual Communications (Secondary)	TPS	Y (Out of Sync)	Y (Out of Sync)
Tony San Nicolas	D	Work Experience (Secondary)	TPS	Y	N/A

Please remind the assessment authors of the October 14, 2013 deadline.

Thank you for your support and contributions to the campus wide assessment process.

Copy: Dr. Ray Somera, Academic Affairs Vice President
Joann Muna, Human Resources Administrator