

Guam Community College

P.O. Box 23069, Barrigada, Guam 96921

www.guamcc.edu

MEMORANDUM

TO: President’s Office

FROM:

DATE:

SUBJECT: Governance Committees’ Year End Report for AY 2014-2015

*Instructions: Update the committee’s accomplishments for the 2014-2015 year. Complete the self-assessment. Make recommendations for 2015-2016 for this or other committees.*

*NOTE: The committee chair (co-chairs) is (are) responsible for completing reports following dialogue with the committee. As a committee, please assess progress toward these goals. Assessment of the committee’s progress toward these goals is a critical part of the annual cycle of assessment where outcomes lead to change and improvement.*

* **Name of the Committee**
* **Committee Members** (chair and liaison noted)

|  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- |
| Initiatives | | Completed | Carried Forward | Will Not Pursue | Status Description |
| 1. |  |  |  |  |  |
| 2. |  |  |  |  |  |
| 3. |  |  |  |  |  |
| 4. |  |  |  |  |  |
| 5. |  |  |  |  |  |
| 6. |  |  |  |  |  |
| 7. |  |  |  |  |  |
| 8. |  |  |  |  |  |
| 9. |  |  |  |  |  |
| 10. |  |  |  |  |  |

**Self Assessment**

* To what degree has the committee met its roles and responsibilities?
* How could the committee improve its effectiveness in regard to meeting its roles and responsibilities?
* How effective was the committee in completing its goals?
* How might the committee improve its effectiveness in regard to accomplishing its initiatives?
* What resources are needed to assist the committee in achieving its goals?
* List the committee’s recommendations for changing the description or composition of the committee to achieve its initiatives addressed for next year.

**Recommendations**

* What topics should be addressed by this committee next year?
* Are there any additional roles or responsibilities this committee should be addressing?
* What issues, initiatives or work has the committee identified that other committee(s) and/or departments should address next year?

Please upload this document to the appropriate GCC site page, and submit an electronic copy to the Office of Assessment, Institutional Effectiveness and Research (AIER) at aier@guamcc.edu