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5/27/14

MEMORANDUM

DATE: May 23, 2014

TO: R. Ray Somera, Ph.D.
Vice President, Academic Affairs Division

FROM: Jennifer Esteves Collins
President, Council On Postsecondary Student Affairs (COPSA)

CC: Marlena Montague, Assistant Director, AIER
Theresa Datuin, Chair, ACCJC Standard I
Tonirose Realica, Chair, ACCJC Standard II
Pilar Pangelinan, Chair, ACCJC Standard IV

RE: 2013-2014 COPSA Annual Report

RECEIVED
ACADEMIC AFFAIRS
Vice President's Office
Date: 5/27/14 Time: 9:16
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This Council on Postsecondary Student Affairs (COPSA) Annual Report is respectfully submitted on May 30, 2014, by the 2013-2014 COPSA Officers, Advisors and the Center of Student Involvement (CSI) staff:

1. Jennifer Esteves Collins – President
2. Elmarie Anderson – Vice President
3. Maria Massey – Secretary
4. Rosanna Martinez – Treasurer
5. Vicenta Lungred – Historian
6. Sally Sablan – Advisor
7. Elizabeth Duenas – Advisor
8. Troy Lizama – Advisor
9. Carl Torres – Advisor
10. Donnie Lizama – CSI Program Coordinator
11. Bobbie Leon Guerrero – CSI Program Specialist

The report includes: (1) progress of COPSA goals, (2) meeting attendance summaries, (3) recommendations for the following academic year.

Progress of COPSA goals:

A great amount of work went into meeting all of the COPSA goals. Attached is a matrix of the COPSA goals, in relation to the Guam Community College goals and the activities that were held to meet all the goals. Also attached are the calendars of events for both the fall and spring semesters.

During all the COPSA Executive meetings, students are given the opportunity discuss any concerns they may have related to the College. Thereafter, the COPSA President formally submits the concerns, via email, to the Program Specialist of the Center for Student Involvement, who then forwards the concerns to the respective offices that can address each concern. During the subsequent COPSA Executive meetings, the resolutions and/or updates to the concerns are reported and discussed.

Meeting Attendance Summaries:

COPSA regularly holds Commission meetings, which includes all Commission members: COPSA Officers and Advisors, Student Member on the Board of Trustees, the GCC Youth Congress Representatives, and the Center for Student Involvement. COPSA also regularly holds Executive meetings, which includes the Commission members, as well as, representatives from all officially recognized GCC student organizations. Attached are the meeting attendance summaries.

Several COPSA Officers also serve as committee members of the following:

Resources, Planning and Facilities Committee – Jennifer Esteves Collins and Rosanna Martinez
College Governing Council – Jennifer Esteves Collins and Elmarie Anderson
Board of Trustees – Steven Alvarez
Occupational Safety & Health / American Disability Act (ADA) Task Force - Maria Massey
Committee on College Assessment – Steven Alvarez
College Technology Committee – Shina Marmar and Elmarie Anderson

At all COPSA Executive meetings, the student representative(s) on the committees mentioned above are given the opportunity to report any updates that may be of interest or concern to the students. COPSA Executive meeting minutes reflect these reports and are disseminated to all attendees. Electronic copies of the meeting minutes are also available via Groups studio on the MyGCC Portal under the COPSA Groups page.

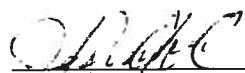
Recommendations for the following academic year:

Some recommendations from COPSA for AY2014-2015:

Review and revise, if necessary, the By-laws and Constitution of COPSA.

Review and revise the COPSA Plan of Action.

COPSA is grateful for the opportunity given to us to serve the GCC students and the community.



JENNIFER ESTEVES COLLINS
2013-2014 COPSA President
jennifer.esteves@guamcc.edu

Attachments: COPSA Goal Reporting Matrix
 CSI 2013-2014 Calendar of Events
 COPSA Executive Meetings Attendance Roster
 COPSA Commission Meeting Attendance Roster

2013-2014 Council on Postsecondary Student Affairs (COPSA) Goal Reporting Matrix

COPSA Goals	Related College Goals	COPSA Activities or Plan to address the goal	Current Status	Recommendations for goals next year
Take the lead in fostering educational growth, cultural and social assimilation, ethnic appreciation and equal access to all college programs.	Goal 2 - Conducive learning environment Transform the campus into a facility conducive for learning and teaching with a genuine sense of family spirit and dialogue among employees who are committed to student access and student success.	1) FALL and SPRING New Student Orientation 2) FALL and SPRING Festival 3) Recreational Student Activities	1) Completed 08.07.13 and 01.14.14 2) Fall Festival was cancelled due to inclement weather. Spring Festival Completed 04.09.14 3) Completed 04.02.14	Take the lead in fostering educational growth, cultural and social assimilation, ethnic appreciation and equal access to all college programs.
Support the overall educational mission of Guam Community College, as it relates to student interests.	Goal 3 - Improvement and accountability Enhance the existing integrated planning, review, and evaluation processes that provide for the allocation of resources based on assessment results and college-wide priorities, in order to boost improvement and accountability.	1) Distribute funding to the recognized student organizations 2) "Building A Stronger Workforce" Conference 3) "Students Leading Students" Leadership Conference 4) Contractual purchases, supplies and equipment	1) Completed 9.30.13 2) Completed 10.11.13 3) Completed 03.07.14 4) Completed 05.30.14	Support the overall educational mission of Guam Community College, as it relates to student interests.
Promote the continued creation and development of organizations, programs, and activities that address the needs and interests of GCC students.	Goal 4 - Visibility and engagement Promote the Guam Community College brand to achieve regional, national, and international recognition.	1) FALL and SPRING Student Organization Officer & Advisor Induction Ceremony/Officer & Advisor Training/Health Certificate Workshop 2) New student recruitment 3) Promotions, Conferences and Training Workshops 4) COPSA Officers / Board of Trustees Student Member Elections 5) COPSA Officer Induction Ceremony 6) Graduation Activities	1) Completed 09.06.13 and 02.07.14 2) Completed 03.18.14 3) Completed 05.30.14 4) Completed 04.09.14 5) Completed 05.30.14 6) Completed 05.16.14	Promote the continued creation and development of organizations, programs, and activities that address the needs and interests of GCC students.

Center for Student Involvement

Student Center Building 5000, Room 5101 Tel: 735-5518/5519 Email: csi@guamcc.edu

2013-2014 Academic Year: IMPORTANT DATES & ACTIVITIES for Students

(Locations, dates and times are subject to change, please watch for updates throughout the year)

FALL 2013

AUGUST	Time	Activity	Location
Wed., Aug. 7 th	9am 1pm	New Student Orientation <i>for students whose last name BEGINS with A-L</i> <i>for students whose last name BEGINS with M-Z</i>	MPA, Building 400
Wed., Aug. 14 th		1 st day of MW classes	
Thur., Aug. 15 th		1 st day of TTH classes	
Fri., Aug. 16 th		1 st day of FRI classes	
Sat., Aug. 17 th		1 st day of SAT classes	

SEPTEMBER	Time	Activity	Location
Mon., Sept. 2 nd		HOLIDAY – Labor Day	
Fri., Sept. 6 th	8:30am	Student Organization Officer & Advisor Induction Ceremony	MPA, Building 400
Fri., Sept. 6 th	9:30am – 3pm	Student Organization Officer & Advisor Training AND COPSA General Membership Meeting	MPA, Building 400
Fri., Sept. 6 th	3pm	Student Organization Health Certificate Workshop	MPA, Building 400
Wed., Sept 18 th	3pm	DEADLINE for student orgs to submit their 2013-2014 Plan of Action	CSI Office Bldg. 5000, Room 5101
Thur., Sept 19 th	4pm – 8pm	Fall Festival AND “Tour of the Pacific”	Student Center Courtyard
Fri., Sept. 20 th	12noon	COPSA General Membership Meeting	Student Center-Training Room #5108
Thur. – Sat. Sept. 26-28	7pm	UOG Theater Production: “God of Carnage” FREE for GCC students	UOG Fine Arts Theatre

OCTOBER	Time	Activity	Location
Thur. – Sat. Oct. 3-5	7pm	UOG Theater Production: “God of Carnage” FREE for GCC students	UOG Fine Arts Theatre
Fri., Oct. 4 th	12noon	COPSA General Membership Meeting	Student Center-Training Room #5108
Wed., Oct. 9 th	6pm	“Meet the GCC President” meetings	MPA, Building 400
Thur., Oct. 10 th	6pm	“Meet the GCC President” meetings	MPA, Building 400
Fri., Oct. 11 th	8:30am – 4:30pm	“Building A Stronger Workforce” conference	Guam Marriott Resort
Wed., Oct. 16 th	2pm	Deadline to submit candidate application for 2013-2014 GCC Youth Congress Representative	CSI Office Bldg. 5000, Room 5101
Fri., Oct. 18 th	12noon	COPSA General Membership Meeting	Student Center-Training Room #5108
Mon., Oct. 21 st	9am-4pm	Youth Congress elections <i>(GCC students ONLY: must be age 25 or younger)</i>	CSI Office Bldg. 5000, Room 5101

NOVEMBER	Time	Activity	Location
Fri., Nov. 1 st		HOLIDAY – All Soul’s Day	
Fri., Nov. 8 th	12noon	COPSA General Membership Meeting	Student Center-Training Room #5108
Fri., Nov. 8 th	12noon	Last day to withdraw from classes <i>(without a refund)</i>	Admissions Dept., Bldg. 2000
Mon., Nov. 11 th		HOLIDAY – Veteran’s Day	
Thur. – Sat Nov. 14-16	7pm	UOG Theater Production: One Act Festival FREE for GCC students	UOG Fine Arts Theatre
Fri., Nov. 15 th	12noon	COPSA General Membership Meeting	Student Center-Training Room #5108
Thur. – Sat Nov. 21-23	7pm	UOG Theater Production: One Act Festival FREE for GCC students	UOG Fine Arts Theatre
Tue., Nov. 26 th		Last day of TTH classes	
Thur., Nov. 28 th		HOLIDAY – Thanksgiving Day	
Fri., Nov. 29 th		Thanksgiving Break	

DECEMBER	Time	Activity	Location
Mon., Dec. 2 nd		Last day of MW classes	
Fri., Dec. 6 th		Last day of FRI classes	
Sat., Dec. 7 th		Last day of SAT classes	
Thur., Dec. 12 th		Semester ends --- Grades due	

Center for Student Involvement

Student Center Building 5000, Room 5101 Tel: 735-5518/5519 Email: csi@guamcc.edu

2013-2014 Academic Year: IMPORTANT DATES & ACTIVITIES for Students

(Locations, dates and times are subject to change, please watch for updates throughout the year)

SPRING 2014

JANUARY	Time	Activity	Location
Tues., Jan. 14 th	9am 1pm	New Student Orientation <i>for students whose last name BEGINS with A-L</i> <i>for students whose last name BEGINS with M-Z</i>	MPA, Building 400
Wed., Jan. 15 th		1 st day of MW classes	
Thur., Jan. 16 th		1 st day of T-TH classes	
Fri., Jan. 17 th		1 st day of FRI classes	
Sat., Jan. 18 th		1 st day of SAT classes	
Mon., Jan. 20 th		HOLIDAY – Martin Luther King Day	

FEBRUARY	Time	Activity	Location
Fri., Feb. 7 th	8:30am	Student Organization--Officer & Advisor Training	Student Center--Training Room #5108
Fri., Feb. 7 th	12noon	COPSA General Membership Meeting	Student Center--Training Room #5108
Fri., Feb. 7 th	3pm	Student Organization Health Certificate Workshop	Student Center--Training Room #5108
Wed., Feb. 12 th	5:30pm	COPSA "Movie Night"—Iron Man 3	Student Center Courtyard
Thur., Feb. 20 th	5:30pm	COPSA "Entertainment Night"	Student Center Courtyard
Fri., Feb. 21 st	12noon	COPSA General Membership Meeting	Student Center--Training Room #5108
Thur. – Sat. Feb. 27 th – Mar. 1 st	7pm	UOG Theater Production: "The Goat or Who is Sylvia?" FREE for GCC students	UOG Fine Arts Theatre

MARCH	Time	Activity	Location
Thur. – Sat. Mar. 6 th – 8 th	7pm	UOG Theater Production: "The Goat or Who is Sylvia?" FREE for GCC students	UOG Fine Arts Theatre
Fri., Mar. 7 th	8:30am – 4:30pm	"Students Leading Students" conference	Guam Marriott Resort
Thur., Mar. 13 th	5:30pm	COPSA "Entertainment Night"	Student Center Courtyard
Fri., Mar. 14 th	12noon	COPSA General Membership Meeting	Student Center--Training Room #5108
Mon., Mar. 17 th	6pm	"Meet the GCC President" meeting	MPA, Building 400
Tue., Mar. 18 th	6pm	"Meet the GCC President" meeting	MPA, Building 400
Wed., Mar. 19 th	3pm	Deadline to submit candidate application for 2014-15 COPSA Officer & BOT Student Member	CSI Office Bldg. 5000, Room 5101
Fri., Mar. 28 th	12noon	COPSA General Membership Meeting	Student Center--Training Room #5108

APRIL	Time	Activity	Location
Wed., Apr. 2 nd	5:30pm	COPSA "Entertainment Night"	Student Center Courtyard
Mon. – Tues. Apr. 7 th – 8 th	5:30pm	Campaign Forums	Student Center Courtyard
Wed. Apr. 9 th	4pm – 8pm	Spring Festival & "Tour of the Pacific"	Student Center Courtyard
Wed. Apr. 9 th	4pm – 8pm	Student Elections	Student Center Courtyard
Fri., Apr. 11 th	12noon	COPSA General Membership Meeting	Student Center--Training Room #5108
Fri., Apr. 11 th	12noon	Deadline to apply for Graduation	Admissions Dept., Bldg. 2000
Fri., Apr. 11 th	12noon	Last day to withdraw from classes <i>(without a refund)</i>	Admissions Dept., Bldg. 2000
Apr. 14 th – 18 th		SPRING BREAK	
Thur. – Sat. Apr. 24 th – 26 th	7pm	UOG Theater Production: "Pagat" FREE for GCC students	UOG Fine Arts Theatre
Fri., Apr. 25 th	12noon	COPSA General Membership Meeting	Student Center--Training Room #5108

MAY	Time	Activity	Location
Thur. – Sat. May 1 st – 3 rd	7pm	UOG Theater Production: "Pagat" FREE for GCC students	UOG Fine Arts Theatre
Fri., May 2 nd		Last day of FRI classes	
Sat., May 3 rd		Last day of SAT classes	
Tue., May 6 th		Last day of T-TH classes	
Wed., May 7 th		Last day of MW classes	
Mon., May 12 th		Semester ends --- Grades due	
Thur., May 15 th	12noon	Graduate Luncheon sponsored by COPSA	UOG Fieldhouse
Thur., May 15 th	1pm	Graduation Rehearsal	UOG Fieldhouse
Fri., May 16 th	6pm	Graduation Ceremony	UOG Fieldhouse

2013-2014 COPSA Executive Meetings ATTENDANCE ROSTER

COMM Members	6-Sep-13	20-Sep-13	4-Oct-13	18-Oct-13	8-Nov-13	15-Nov-13	7-Feb-14	21-Feb-14	14-Mar-14	28-Mar-14	11-Apr-14	25-Apr-14
Pres - Jennifer	X	X	X		X	X	X	X	No longer a GCC student	X	X	X
VP - Suann	X	X	X			X	X	X	No longer a GCC student			
VP - Elmarie							X	X	X	X	X	X
Sec - Maria									Appointed Vice President			
Sec - Elmarie	X	X	X		X	X	X	X	No longer a GCC student			
Treas - Lawrence	X	X	X		off-island	X	X	X	X	X	X	X
Treas - Rosanna							X	X	X	X	off-island	X
Hist - Vicenta							X	X		Appointed Treasurer		
Parli - Rosanna	X	X	X		X	X				Appointed Secretary		
PRO - Maria	X	sick	X		X	X	X	X	BOT mtg	X	BOT mtg	X
BOT - Steven	X		off-island		X	X	X	on-leave	on-leave	X	X	X
Advisor - Liz	X	X	X		X	X	in training	X	X			X
Advisor - Troy	X		X		X	X	in training	X	X	X	X	X
Advisor - Sally	X		X		X	X	X	X			X	X
Advisor - Carl			X			X	X		No longer a GCC student			
YC-Lawrence						X	X		X		X	
YC-Shina					X	X			Resigned			
YC-Janelle	X	X	X		X	X	X	X	X	off-island	X	X
CSI - Bobbie	X	X	X		X	X	X	X	X	off-island	X	X
CSI - Donnie												

(typhoon)

Student Organizations	6-Sep-13	20-Sep-13	4-Oct-13	18-Oct-13	8-Nov-13	15-Nov-13	7-Feb-14	21-Feb-14	14-Mar-14	28-Mar-14	11-Apr-14	25-Apr-14
ADULT HIGH	X	X	X		X		X	X	X	X	X*	X
AAUW	X		X		X		X	X	X	X	X	X
AJA						Officially recognized on Feb. 26, 2014			X	X		X
COLLEGIATE DECA												
DAS	X	X	X*		X	X	X	X	X	X		X
ECOWARRIORS	X	X	X		X	X	X	X	X	X		
ESO	X	X	X		X*							
HOSTS	X	X*	X		X	X	X	X	X	X	X	X
JCLUB	X	X	X		X	X	X	X	X*	X	X	X
MATH CLUB	X	X	X		X		X	X	X	X	X	X
MASO	X	X	X		X	X*	X	X	X	X	X	
MSA	X*	X	X		X	X	X	X	X	X	X	X
PTK	X	X	X		X	X	X	X	X	X	X	X
PNSA		X	X		X	X	X	X	X	X*	X	X
SCIENCE CLUB	X	X	X			X	X	X	X			
SJS	X		X		X	X			X	X	X	X
SMILE	X	X	X		X	X*	X	X	X	X	X	X
SPARC	X	X	X		X		X*	X	X		X	X*
TALENT CLUB	X		X		X	X	X		X	X		X
TOTAL Attendance	70	33	35	0	37	44	50	42	33	29	28	38

(typhoon)

2013-2014 COPSA Commission Meeting ATTENDANCE ROSTER

Summer & Fall 2013 Semester

Position	20-May-13	28-May-13	7-Jun-13	9-Jul-13	7-Aug-13	13-Sep-13	29-Oct-13	15-Nov-13	16-Dec-13
Pres - Jennifer	X	X	X	X	X	X	X	X	X
VP - Suann	X	X	X	X	X	X	X	X	X
Sec - Elmarie		X		X	X	X	X	X	X
Treas - Lawrence		X	X	X	X	X	X	X	X
Parli - Rosanna	X	X	X	X	X	X	X	X	X
PRO - Maria		X	X	X	X	X	X	X	X
BOT - Steven	X	X	X	X	X	sick	work	X	X
Advisor - Liz		X	X	X	X	X	X	X	X
Advisor - Troy			class	X	on-call	X	X		on-call
Advisor - Sally		X	on-call	X	on-call	X	X		on-call
Advisor - Carl	X	X	class	X		X	class	X	
YC-Lawrence	YC (Youth Congress representatives elected on October 21, 2013)								
YC-Shina									
YC-Janelle									
RESIGNED									
CSI - Bobbie	X	X	off-island	X	X	X	X	X	X
CSI - Donnie	X	X	X	X	X	X	off-island	X	sick

Spring 2014 Semester

Position	1/24 gathering	31-Jan-14	21-Feb-14	14-Mar-14	11-Apr-14	8-May-14
Pres - Jennifer	X	X	X	X	X	X
VP - Elmarie	X	X	X	X	X	X
Sec - Maria	X	X	X	X	X	X
Treas - Lawrence				No longer a GCC student		
Treas - Rosanna				X	X	X
Historian - Vicenta	X	X	X	X	off-island	X
Parli - Rosanna	X		X		appointed Treasurer	
BOT - Steven	X		X	X	X	X
Advisor - Liz	X	on-leave	on-leave	on-leave	X	X
Advisor - Troy	X	X	X	X		on-call
Advisor - Sally	X	X	X	X	X	X
Advisor - Carl	X		X		X	
YC-Lawrence				No longer a GCC student		
YC-Shina			X	X	X	
CSI - Bobbie	X	X	X	X	X	X
CSI - Donnie	X	on-leave	X	off-island	X	X

