

Guam Community College

P.O. Box 23069, Barrigada, Guam 96921

www.guamcc.edu

MEMORANDUM

TO: President’s Office

FROM: Wendell Roden, Standards 1 Committee Chair

DATE: 4/11/16

SUBJECT: Governance Committees’ Year End Report for AY 2015-2016

*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.*

* **Accreditation Standards 1**
* **Wendell Roden (Chair), Barbara Rosario (Chair elect), Theresa Datuin, Ricky Tyquiengco, and Ronnie Abshire (members)**

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| --- | --- | --- | --- | --- |
| Initiatives | Completed | Carried Forward | Will Not Pursue | Status Description |
| 1. | Please See Attached | [x]  | [ ]  | [ ]  | Complete |
| 2. | Meeting Attendance | [x]  | [ ]  | [ ]  | Complete  |
| 3. | Monthly Individual Assignments  | [x]  | [ ]  | [ ]  | Complete |
| 4. | Monthly Compiled Committee Report | [x]  | [ ]  | [ ]  | Complete |
| 5. | Master Google Document | [ ]  | [x]  | [ ]  | Work in Progress |
| 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

Standards 1 Committee SY 2015-2016

Self-Assessment

Since the standards changed last year, we had to basically start our writing all over again this school year. Compared to the 2006-2012 cycle, 14 more sections have been added to Standards 1. In the beginning of the school year, we had 0% of our writing in narrative form. It was all in bullet / outline form. Our goal was to reach 75% in narrative form by the end of the school year, and we have accomplished that.

Each member of the committee was assigned either 5 or 6 sections to write in Standards 1. And each member has completed either 3 or 4 of their assigned sections. Furthermore, attendance at our individual committee meetings and group committee meetings has been good. Each member has only missed at most one meeting.

Next Fall, our writing will be 100% in narrative form AND with the footnotes included. As chair of this committee, I think we have accomplished a great deal, especially if you compare what he had in the beginning. I think we have been smart to use a master document in Google Docs so that everyone is working on the same big document.

This schoolyear, we basically worked independently from one another, but for next year, I think to improve our cohesiveness, we should plan more times where we sit down and read one another’s work. As chair, I see some repetitiveness in the writing but it’s only because we’re not fully aware of what our colleague is writing in their section. We will iron all that out next year.

Overall, our committee is on track to writing a descriptive and meaningful Standards 1 section for the accreditation report. We understand our assignment much better now and are confident in what we will be submitting.