



Received


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Academic Affairs Division
Vice President's Office

MEMORANDUM

TO: Mary A.Y. Okada, Ed.D.
President

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

FROM: Liza San Agustin, President 
Council On Postsecondary Student Affairs (COPSA)

DATE: June 21, 2017

SUBJECT: COPSA Year End Report for AY 2016-2017

This Council on Postsecondary Student Affairs (COPSA) Year End Report is respectfully submitted by the 2016-2017 COPSA Officers, Advisors and the Center of Student Involvement (CSI) staff:

1. Liza San Agustin – President
2. Rodeson Basto – Vice President
3. Kelly Cook – Secretary
4. Adrian Flores – Treasurer
5. Luke Fernandez – Parliamentarian
6. John Martinez – Public Relations Officer
7. Troy Lizama – Advisor
8. Kathryn Maloney - Advisor
9. KristiAnna Santos, Ph.D. – Advisor
10. Carl Torres II – Advisor
11. Bobbie Leon Guerrero – CSI Program Specialist
12. Donnie Lizama – CSI Program Coordinator II
13. Latisha Leon Guerrero – CSI Program Coordinator I

Initiatives		Completed	Carried Forward	Will Not Pursue	Status Description
1.	Take the lead in fostering educational growth, cultural and social assimilation, ethnic appreciation and equal access to all college programs	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	1) FALL and SPRING New Student Orientation Completed 08-03-16 and 12-28-16 2) FALL and SPRING Festival Completed 09-22-16 and 03-30-17 3) Recreational Student Activities All completed 04-28-17

2.	Support the overall educational mission of Guam Community College, as it relates to student interests.	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	1) Distribute funding to the recognized student organizations <i>Completed 09-14-16</i> 2) "The Need to Lead" Conference <i>Completed 10-07-16</i> 3) "The EDGE" Conference <i>Completed 03-03-17</i> 4) Contractual purchases, supplies and equipment <i>To be completed by 09-15-17</i>
3.	Promote the continued creation and development of organizations, programs, and activities that address the needs and interests of GCC students.	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	1) FALL and SPRING Student Organization Officer & Advisor Induction Ceremony/Officer & Advisor Training/Health Certificate Workshop <i>Completed 09-02-16 and 02-10-17</i> 2) New student recruitment <i>Completed 04-28-16</i> 3) Promotions, Conferences and Training Workshops <i>Completed 04-15-17</i> 4) COPSA Officers / Board of Trustees Student Member Elections <i>Completed 03-30-17</i> 5) COPSA Officer Induction Ceremony <i>To be completed 07-15-17</i> 6) Graduation Activities <i>To be completed 05-12-17</i>

Self-Assessment

- **To what degree has COPSA met its roles and responsibilities?**
 - Throughout the year COPSA held student activities.
 - COPSA guides the work of recognized GCC Student organizations.
 - COPSA regularly holds General Membership meetings where students are given the opportunity to 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 General Membership meetings, the resolutions and/or updates to the concerns are reported and discussed.
 - Several COPSA officers serve as committee members of the following Institutional Committees:
 - Resources, Planning and Facilities Committee
 - College Governing Council
 - Occupational Safety & Health / American Disability Act (ADA) Task Force
 - Banner Committee
 - College Technology Committee

At all COPSA General Membership 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 General Membership meeting minutes reflect these reports and are disseminated to all attendees. Electronic copies of the meeting minutes are also available on the MyGCC Portal under the COPSA page on Sites.

- **How could COPSA improve its effectiveness in regard to meeting its roles and responsibilities?**
 - The newly elected COPSA Officers meet during the summer months for leadership training sessions conducted by the Center for Student Involvement. Effectiveness is discussed during the sessions. By the end of the summer, a calendar of events is set for the academic year to achieve their goals. The COPSA Officers then work together to ensure that all activities are completed and their goals are accomplished.
- **How effective was COPSA in completing its goals?**
 - Very effective.
 - At the regularly scheduled General Membership meetings, students are informed and involved with what was happening around the campus.
- **How might COPSA improve its effectiveness in regard to accomplishing its initiatives?**
 - Increase social media exposure to promote activities.
- **What resources are needed to assist COPSA in achieving its goals?**
 - Student activities fees are used to assist COPSA in achieving its goals.
- **List COPSA's recommendations for changing the description or composition of COPSA to achieve its initiatives addressed for next year.**
 - This will be discussed during the summer leadership training sessions.

Recommendations

- **What topics should be addressed by COPSA next year?**
 - Review and revise, if necessary, the COPSA By-Laws and Constitution.
 - Review and revise the COPSA Plan of Action.
- **Are there any additional roles or responsibilities COPSA should be addressing?**
 - This will be discussed during the summer leadership training sessions
- **What issues, initiatives or work has COPSA identified that other committee(s) and/or departments should address next year?**
 - This will be discussed during the summer leadership training sessions

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