

Guam Community College

P.O. Box 23069, Barrigada, Guam 96921

www.guamcc.edu

MEMORANDUM

TO: President’s Office

FROM: Rosemary Loveridge (Chair, Standard IV, Leadership and Governance)

DATE: May 1, 2017

SUBJECT: Governance Committees’ Year End Report for AY 2016-2017

*Instructions: Update the committee’s accomplishments for the 2016-2017 year. Complete the self-assessment. Make recommendations for 2017-2018 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.*

* **Standard IV: Leadership and Governance Committee**
* **Committee Members**

Chair: Rosemary Loveridge

Members: Faculty: Jennifer Artero, Barbara Mafnas, Rachel Lee

Team Advisor: Marlena Montague

Administrator: Carmen Santos

Staff: Cheryl San Nicolas, Vangie Aguon, Rowena Perez

Students: Adrian Davis, Liza San Augustin

Board Member: Deborah C. Belenger

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| --- | --- | --- | --- | --- | --- |
| Initiatives | | Completed | Carried Forward | Will Not Pursue | Status Description |
| 1. | Accreditation Basics Online Certificate | Y |  |  |  |
| 2. | ISER Draft I, Fall 2017 | Y |  |  |  |
| 3. | ISER Draft II, Spring 2017 | Y |  |  |  |
| 4. | ISER Draft III, Spring 2017 | Y |  |  |  |
| 5. |  |  |  |  |  |
| 6. |  |  |  |  |  |
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| 8. |  |  |  |  |  |
| 9. |  |  |  |  |  |
| 10. |  |  |  |  |  |

**Self Assessment**

* To what degree has the committee met its roles and responsibilities?

**Standard IV members have worked and collaborated throughout AY 16-17. ISER Draft I was submitted to ALO Fall 2017, Draft II and III were submitted Spring 2017 per request. The committee additionally communicated via a Whatsapp phone link and communicated well as a team, such as meeting times, meeting places, and feedback on document searches etc.**

* How could the committee improve its effectiveness in regard to meeting its roles and responsibilities?
* How effective was the committee in completing its goals?

**Committee members were able to complete the goals for writing and submitting on time, three drafts of the ISER. It was very effective having additional experts (Administration, BOT members, Students) added to the steering committee Spring 2017.**

* How might the committee improve its effectiveness in regard to accomplishing its initiatives? **Add additional expert members one year earlier**
* What resources are needed to assist the committee in achieving its goals?

**Update inventory, availability of online evidence that needed to be posted as links to Standard IV draft document.**

* List the committee’s recommendations for changing the description or composition of the committee to achieve its initiatives addressed for next year.

**It has been very effective to have steering committee members made up of team advisor, faculty, staff, administrator, students, and board of trustee member, join the committee as we near ISER completion.**

**Recommendations**

* What topics should be addressed by this committee next year?

**Preparing for ACCJC site visit, March 2018**

* Are there any additional roles or responsibilities this committee should be addressing?

**No**

* What issues, initiatives or work has the committee identified that other committee(s) and/or departments should address next year?

**The College needs to update, before ACCJC visit, the participatory governance structure and handbook, GCC Organizational Chart, and the by-laws for the CRC Curriculum Review Committee following the new verbiage in the 2017-2023 Faculty-Union Agreement.**

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