| **TASK-A** | to maintain accreditation and enhance student enrichment programs |
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| 1. **Specific Activities to Address Task**
 | Expand the general education curriculum to include humanities and fine arts, as recommended by the 2006 ACCJC team report. |
| Person Responsible | AVP, Dean, TSS, and Faculty Senate Committee Chair |
| Timeline | Complete by the end of Spring 2010 |
| Status | Completed, Fall 2010 |
| Performance Measure | Publication of General Education Options in college catalogs, AY2010-2011, AY2011-2012 |
| Percent Completed | 100% |
| Next Steps | Develop new course guides to expand Fine Arts, options (e.g., Introduction to Theatre, etc.) TH101- Introduction to the Theater was adopted March 18, 2011 and was implemented in Fall 2011. In Fall 2011, 25 students were enrolled in TH101 with a total of 75 generated credits.  |
| Comments | Special program Review completed by Dean, TSS for Liberal Arts program (November 2010); as a result, existing courses will be revised and more Gen Ed options in Fine Arts are being planned. |
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| 1. **Specific Activities to Address Task**
 | Fully undertake the process of developing student learning outcomes at the course, program, and institutional level. |
| Person Responsible | AVP, Deans (TSS and TPS), Adjunct Associate Dean, relevant Faculty Senate Committee Chair |
| Timeline | Completed, Fall 2011 |
| Status | Program and course SLOs are completed and published in the AY2011-2012 catalog.  |
| Performance Measure | The Fall 2011 (AY 2011-2012) SLO and Curriculum Map Booklet is published online in MyGCC for faculty reflecting 100% compliance with the articulation of program and course level SLOs. 100% of the AY 2011-2012 Program and Course-level SLOs have been inputted intoTracDat. The Fall 2011 Catalog reflected course-level SLOs for the total 395 courses published in the catalog; program-level SLOs for the total 17 Certificate programs published in the catalog; and, program-level SLOs for the total 20 Associate degree programs published in the catalog.  |
| Percent Completed | 100% |
| Next Steps | Annual update of SLO and Curriculum Map Booklet to reflect course guide/syllabus revisions within the past academic year; Annual update of the Academic Catalog; Annual update of TracDat to reflect SLOs published in the Catalog. |
| Comments | Updated SLO and Curriculum Map Booklet distributed to faculty to stimulate dialogue and SLOs. Updated SLO and Curriculum Map Booklet uploaded to MyGCC.  |
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| 1. **Specific Activities to Address Task**
 | Expand the College’s program level approach to assessment to gradually include course level assessments. |
| Person Responsible | Assistant Director and Program Specialist, AIER, AVP, Deans (TSS and TPS), Department Chairs, Individual Faculty Members |
| Timeline | Continuous, based on 2-year assessment cycle |
| Status | Started in AY 2008-2009; ongoing |
| Performance Measure | 100% of Course-level SLOs published in the AY 2011-2012 Catalog have been entered into TracDat and are available for assessment units to utilize in their two-year assessment cycles. Assessment reports may be run out of TracDat. |
| Percent Completed | Course-level SLO Implementation Status assessment report for Group A (associate degree) is due on March 2012. Group B (certificate programs) course-level SLO assessment report is due on March 2012. Course-level Assessment Plan for Group D (secondary, general education, federally funded programs, developmental courses and related technical requirements/elective courses) is due on March 2012.  |
| Next Steps | Require all faculty members of Committee on College Assessment (CCA) to present results of their individual course assessments to serve as a model to the rest of the faculty. In Spring 2011, two AIER Brown Bag sessions were held titled, “It Can Be Done: Course-Level Assessment”, which presented the lessons learned from the assessment of ESL-English as a Second Language courses and the assessment of the Secondary Marketing Program. One of the benefits stated as a result of these assessments was the strengthening of the department’s curriculum. |
| Comments | Compile and publish results of course level assessments to showcase lessons learned and insights gained special program review on Work Experience program was completed by Associate Dean, TPS and Adjunct Associate Dean. |

| **TASK-B** | Link program effectiveness, institutional effectiveness and resource allocation to student learning outcomes |
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| 1. **Specific Activities to Address Task**
 | Utilize the ACCJC assessment template to incorporate program effectiveness, institutional effectiveness, and resource allocation to show linkage of SLO tin each category. |
| Person Responsible | Standard Committee Chairs, AVP, Planner IV, AIER, Expanded membership of the Self-Study Committees, (Standard I through IV) |
| Timeline | Complete self-study first draft by December 2010 |
| Status | Institutional Self Evaluation Report (ISER) was completed and sent to ACCJC on December 18, 2011.  |
| Performance Measure | A wiki or any other electronic feedback system needs to be set up to gather comments and suggestions on draft self-study report from the entire campus community |
| Percent Completed | 100% MyGCC Group Studio groups for each Standard Committee and the overall Report Development group utilized for campus feedback on the draft report was successful. 100% of the Accreditation Website ([www.guamcc.edu/acc12](http://www.guamcc.edu/acc12)) completed and available for all accreditation-related communications. 100% of the College’s dedicated assessment AIER Website ([www.guamcc.edu/aier](http://www.guamcc.edu/aier)) updated and available.  |
| Next Steps | Continuously update the dedicated Accreditation Website, MyGCC, the GCC public website, and the AIER website. |
| Comments | In consultation with the TSS Dean, work with a faculty member with expertise in electronic feedback systems to receive and manage campus ideas on self-study report. |
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| 1. **Specific Activities to Address Task**
 | Require the linkage of SLOs to program effectiveness, institutional effectiveness, and resource allocation in TracDat, under the leadership of the CCA and Office of AIER. |
| Person Responsible | Assistant Director, AIER, CCA Chair, AVP, Deans (TSS and TPS) |
| Timeline | Annually, based on yearly budget preparation cycle (by November of each year) |
| Status | Assessment authors had a better understanding of linking budget related data as shown on the TracDat reports for assessment cycle year 2010-2011 and 2011-2012. |
| Performance Measure | Submission of budget goals/objectives, performance indicators, anticipated outcomes to Business Office (by December 2011) as inputted in TracDat |
| Percent Completed | 100% of the 2012 budget goals, performance indicators and proposed outcomes have been inputted into TracDat for the AY2011-2012 assessment cycle data. |
| Next Steps | Review TracDat entries for consistency in content and format. Budget assessment work group established by the Finance and Administration VP was convened in Fall 2011 to review the success of the implementation of the budget-related components in TracDat based on assessments completed and guided by the FY2011 Budget. Results of analysis will be incorporated into upcoming budget development training sessions and the TracDat budget-related components are being reviewed for potential updates to better align the goal of incorporating these components into the assessment database. |
| Comments | Continue with TracDat training on linkages and budget development training. |
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| 1. **Specific Activities to Address Task**
 | Devise and maintain the consistent and accurate application of a measurement rubric linking SLOs to program performance, to institutional effectiveness, to resource allocation and attainment of GCC’s vision. |
| Person Responsible | Planner IV and Assistant Director, AIER, AVP |
| Timeline | Every other year implementation of ACCJC’s Rubric for Institutional Effectiveness to track campus perceptions on these interrelationships |
| Status | Completed, Fall 2010. 2nd round implementation of Rubric for Institutional Effectiveness (administered March to May 2010) |
| Performance Measure | Ad Hoc reports from TracDat track progress. Linkages between ILOs and other outcomes are reflected in TracDat, upon verification by CCA. |
| Percent Completed | 100% Publication of Institutional Effectiveness Survey Report by AIER (August 2010) |
| Next Steps | Study report recommendation for implementation in 2010 Institutional Effectiveness SurveyImplement the following recommendations as recorded in the August 2010 Institutional Effectiveness Survey Report:1. Ensure that all departments/units have a budget awareness session in preparing the department’s/unit’s budget for the fiscal year and solicit input and participation from the rank and file of faculty, administrators, and staff.
2. Ensure that all departments/units have an awareness session in the development of the department’s/unit’s institutional assessment process followed by a TracDat familiarization session to be conducted by the AIER Office.
3. Make certain that key representatives (faculty, administrators, and staff) involved in the College’s participatory governance and budgeting and decision-making processes are armed with adequate knowledge about these processes through regular consultations among themselves. Emphasize the need for representatives to give periodic presentations to their respective departments on the status and outcome of the planning and budgeting process as appropriate.
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| Comments | The Fall 2011 assessment and TracDat training will focus on how assessment results are tied to departmental budgets and how to incorporate this information into TracDat. |