



INTRODUCTION

The College's commitment to continuously improve its programs and services to its students and the community, work has begun in addressing the Actionable Improvement Plans that were recommended from the recent Institutional Self Evaluation Report (ISER) submitted to the Accrediting Commission for Colleges and Junior Colleges (ACCJC) for reaffirmation of accreditation. Included in addressing the Actionable Improvement Strategies (AIS) are the four (4) recommendations made from the Accreditation Team on their visit to the College to validate the accreditation.

Addressing the recommendations come in three phases. Phase 1 involves a report on the data collection process. Phase 2, involves a report on data analysis gathered for addressing the recommendations. Phase 3, is writing the report describing how the College has addressed the recommendations. Phases 1 and 2, mainly serve as the evidence gathering process of addressing the recommendations.

The following data collection report is for Fall 2012, the first report of academic year 2012-2013. The second report for the academic year will follow in May 2013.

STANDARD I –

Standard I focuses on the institutional mission, communicating that mission, and institutional effectiveness.

Actionable Items & Accreditation Visiting Team Recommendations and Status Updates

The following are the status updates of the Actionable Improvement Plans that were identified in the ISER and recommendations from the Accreditation Team during their evaluation of the GCC in March 2012 relevant to Standard I.

Standard 1B2. Engage all stakeholders in the College's continuous planning processes so that there is a clear understanding of roles and expectations among all constituents.

- Focus groups about the ISMP were held in September, October, and November 2012.
1. Source: Doris Perez, e-mail December 12, 2012. 2. Marlena Montequé, e-mail December 13, 2012. 3. The President's presentation to the November Focus group is being transcribed.
- On November 16, 2012, President Mary Okada held a town hall-style meeting with the campus community to provide information on the updates to the ISMP and to gather feedback from the campus on these updates. The meeting was followed by the College's annual Thanksgiving luncheon event. The President's presentation on ISMP updates was entitled "Moving Forward to 2014." AIER also has a copy of the presentation and is currently transcribing the meeting notes to electronic format. The Public Information Officer also took pictures at this event. Source: 4. President's November 16, 2012 PowerPoint presentation on ISMP updates. 5. MyGCC announcement sent to campus community, in an e-mail posted to MyGCC, confirmation e-mail from Jayne Flores. 6. AIER has a copy of the President's November 16th presentation, is currently transcribing the meeting notes to an electronic format and will provide the completed transcript to the Standard I Committee, e-mail sent 12/13/2012 by Marlena Montequé.
- 7. Institutional Master Plan update:
7.
<http://ifs.guamcc.edu/adminftp/academics/services/aad/aier/ismupdate20092014.pdf> (2009-2014).
- 8. E-mail of the MyGCC announcement about the ISMP meeting from November 16th.
- 9 A and 9 B. Two photos taken by the Public Information Officer, sent in two e-mails from the PIO on December 12, 2012.
- Focus groups about the ISMP were held in September, October, and November 2012.
Source: 10. Doris Perez, e-mail December 12, 2012.
- 11. Marlena Montequé, e-mail December 13, 2012. The President's presentation to the November Focus group is being transcribed.

Standard 1B5. Assess how well the College has communicated information about institutional quality to the public through a community wide survey.

- In September 29, 2010, Continuing Education completed a community survey about community interest in GCC courses. According to the results, there were 7 respondents to the survey.
Source: 12. September 29, 2010 survey results are attached to this report.

- The Public Information Officer received a quote for a branding survey with about 500 respondents. It would cost approximately \$18,000.00. **Source: 13. December 10, 2012 e-mail from Jayne Flores, Public Information Officer.**

Standard 1B6. Strengthen training of faculty and staff on linking program review, institutional effectiveness and resource allocation.

- In the spring of 2012, the Business Office conducted two Banner self-service training sessions on how to perform budget queries online on MyGCC. Faculty, administrators, and staff were invited to attend these sessions and a total of 44 participants attended the training sessions. **Source: 14. Business Office assessment report covering periods 11/10/2011 to 4/11/2013 has been requested.**
- 15. **Sign-in sheets for Banner training sessions.**
- At the August 1, 2012 Annual Department Chair Training, the Department Chairs received Finance and Administration training. 16. **Source: Annual Department Chair Training Agenda, August 2012.**
- On November 15, 2012, Edwin Limtutco informed Department Chairs that there budget trainings would be held on 11/21/2012, 11/26/2012 and 11/29/2012. The Department Chairs received budget training to tie resources to assessment at the DC meeting at those presentations. **Source: 17. Annual Department Chair Program Agenda, November 2012.**
- In Fall 2012, AIER presented TracDat training. **Source: 18. Sign in sheets from TracDat training.**

STANDARD I – EVIDENCE DIRECTORY

1. Doris Perez, e-mail December 12, 2012. Marlana Montequé, e-mail December 13, 2012.
2. E-mail from Marlana Montequé on December 13, 2012.
3. President's November Focus Group
4. President's November 16, 2012 PowerPoint presentation on ISMP updates.
5. MyGCC announcement sent to campus community, in an e-mail posted to MyGCC, confirmation e-mail from Jayne Flores, that the November 16th ISMP update was posted to MyGCC on November 7, 2012.
6. President's November 16, 2012 presentation.
7. Institutional Master Plan update:
<http://ifs.guamcc.edu/adminftp/academics/services/aad/aier/ismupdate20092014.pdf> (2009-2014)
8. E-mail of the MyGCC announcement about the ISMP meeting from November 16th.
9. Two photos taken by the Public Information Officer, sent in two e-mails from the PIO on December 12, 2012.
10. Doris Perez, e-mail December 12, 2012.
11. Marlana Montequé, e-mail December 13, 2012.
12. Survey results from Continuing Education's September 29, 2010 community survey.
13. December 10, 2012 e-mail from Jayne Flores, Public Information Officer.
14. Business Office assessment report covering periods 11/10/2011 to 4/11/2013 has been requested.
15. Sign-in sheets from Spring 2012 Banner Self-Service training sessions.
16. August 2012 Annual Department Chair Training Agenda.
17. Annual Department Chair Program Agenda, November 2012, requested.
18. Sign in sheets from TracDat training.

