

GUAM COMMUNITY COLLEGE
 Learning Outcomes Committee, Meeting Minutes
 Friday, November 9, 3:30 p.m.
 Location: A-29

1) Call to Order:

Attendance:

	Name	E-mail	Present
1	John Armstrong	john.armstrong@guamcc.edu	e
2	Sandy Balbin	sandy.balbin@guamcc.edu	√
3	Lisa Baza-Cruz	lisa.bazacruz@guamcc.edu	√
4	Simone Bollinger	simone.bollinger@guamcc.edu	√
5	Frank Evangelista	frank.evangelista@guamcc.edu	e
6	Yvonne Flores	yvonne.flores@guamcc.edu	√
8	Norma Guerrero	norma.guerrero@guamcc.edu	√
9	R. Gary Hartz (Chairperson)	ronald.hartz@guamcc.edu	√
10	Polli Huseby	polli.huseby@guamcc.edu	√
11	John Michael Jocson	johnmichael.jocson@guamcc.edu	√
12	Paul Kerner	paul.kerner@guamcc.edu	e
13	Rose Marie Nanpei	rosemarie.nanpei@guamcc.edu	e
14	Nenita Perez	nenita.perez@guamcc.edu	e
15	Esther Rios	esther.rios@guamcc.edu	√
16	Sally Sablan	sally.sablan@guamcc.edu	√
17	Ben Sison	benjamin.sison@guamcc.edu	√
18	Anthony J. Sunga	anthonyjay.sunga@guamcc.edu	√
19	Patricia Terlaje (Chairperson-Elect)	patricia.terlaje@guamcc.edu	√

Volunteer to take minutes: Patty Terlaje

2) Welcome and Introductions

Meeting called to order at 3:36pm by Committee Chair Gary Hartz.

3) Approval of Prior Minutes:

Motion to approve minutes from last meeting made by John Jocson and seconded by Esther Rios. Motion carried unanimously.

4) Updates from the Chair:

Committees:

-Job Specifications & Faculty Eval. Committee meetings have concluded. Faculty feedback has been considered and/or incorporated.

-Union meeting, Friday, November 16, 2012, 3:30 pm, venue forthcoming, agenda items include concerns about increments.

-The LOC has been approved to have up to 20 members for AY2012-13. All current members are official.

-Eric Chong and Amada Manzana have revised the Course Checklist Template. Please use it, and let the Chairperson know of any concerns.

5) Old Business:

A. General Education Update:

The General Education group reported that they are in the process of interpreting the data received from the survey.

- B. Acalog:
Sign-in sheets for training distributed. If you can't make the training, note your name and time preferred
- C. Goals/Bylaws:
Revised with noted changes from last meeting. Motion to approve Goals/Bylaws from last meeting made by Sally Sablan and seconded by Simone Bollinger. Motion carried.
- D. Distance Education:
Need to refine policies to offer more Distance Education classes. Question on whether GCC has the infrastructure for course offerings. Chair asked for volunteer to work with him and Dr. Rey. Norma Guerrero volunteered.

6) New Business:

- A. Inconsistency grading criteria among same course sections brought up by Dr. Clare Camacho via Chair:
Questions: college adopt a grading system, developing rubrics within department, instructors' academic freedom, will continue discussion at next meeting.
- B.

7) Review / Approval of Curricular Documents

Course/Program	Action Taken
HL202	WC
HLS101	WC
CD180	WC
SO099	WC
MA107	NC
CT158	WC
SII30A and B	NC*

Previously AWC for spring 2012. Changes made, now approved.

Motion to accept the status of the above documents as indicated by the Chair, made by Lisa Baza Cruz. Seconded by Norma Guerrero. Motion carried.

8) Open Discussion:

- A. Esther Rios will email list of DCAPS courses.
- B. Dr. C. Camacho requested that the LOC discuss concerns about students not passing EN100R/EN100W and nearing program completion. Discussion on the following points: Only DCs should be waiving pre-requisites but others may have done so. English DC and instructors do not have access to Placement Test Scores to verify appropriate placement with courses. An option to resolve this concern is to ask students for their copy of Placement Test scores. Also, students receiving a "D" are not flagged by the Banner system and are allowed to continue to register for courses they should not take. The Chair will follow up on these concerns with Patrick Clymer.
- C. Dyads: The Chair will, over the course of the year, ask reviewers to review a similar number of documents. The Chair stressed timely review and return of checklist with the dyad's number instead of names included.
- D. MA107: After speaking with Patrick Clymer and the author, the Chair announced that concerns of GenEd reviewers were resolved; all language regarding substitutions was removed from the document. Instead, the course substitution form will be used as appropriate.
- E. Catalogs: The Chair requested copies for members, and will do so again.

9) Next Meeting: November 30, 3:30 p.m.

10) Adjournment: Motion to adjourn by John Jocson and seconded by Anthony Sunga. Motioned carried. Meeting adjourned at 4:38 pm