

GUAM COMMUNITY COLLEGE
Learning Outcomes Committee Meeting Minutes
Friday, April 5, 2013, 3:30 p.m.
Location: A-29

I. Call to Order: 3:30pm

Volunteer to take Minutes: R. Nanpei

Attendance:

	Name	E-mail	Present
1	John Armstrong	john.armstrong@guamcc.edu	✓
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	Excused
6	Yvonne Flores	yvonne.flores@guamcc.edu	✓
7	Norma Guerrero	norma.guerrero@guamcc.edu	✓
8	Polli Huseby	polli.huseby@guamcc.edu	✓
9	John Michael Jocson	johnmichael.jocson@guamcc.edu	✓
10	Paul Kerner	paul.kerner@guamcc.edu	
11	Rose Marie Nanpei	rosemarie.nanpei@guamcc.edu	✓
12	Nenita Perez	nenita.perez@guamcc.edu	
13	Esther Rios	esther.rios@guamcc.edu	✓
14	Sally Sablan	sally.sablan@guamcc.edu	✓
15	Benjamin Sison	benjamin.sison@guamcc.edu	✓
16	Anthony Jay Sunga	anthonyjay.sunga@guamcc.edu	✓
17	Patricia Terlaje (Chairperson)	patricia.terlaje@guamcc.edu	✓

II. Guest Speakers: Dr. Ray Somera (IMSP & Mission), Gil Yanger (*Cancelled*), & Cathy Leon Guerrero (WE Coordinator)

A. GCC Mission Statement Feedback (see hardcopy handout)

- Proposed changes to mission statement will be accepted until September 2013.
- “My Group Studio” repository for feedback from students, faculty and administration.
- AIER will compile feedback.
- January 2014 – launching of new mission statement and ISMP.
- Review of mission statement done every six years for accreditation.

B. Big Picture Goals (see hardcopy handout)

- For accreditation March 2018
- Committees and faculty encouraged to go to portal and provide feedback/suggestions.

LOC Suggestions:

- J. Armstrong – Strengthening democratic values; empower students to transform their lives; evaluative judgment; transform lives as a higher learning institution.
- L. Baza-Cruz – Remove fear of college, reading and writing across curriculum, honoring Chamorro culture and integrate into curriculum (discussion with Dr. Somera), maintain high standards.
- S. Sablan – Student-centered

C. ACALOG

- SOP/Flowchart not established
- No Fall 2013 implementation due to LOC final meeting for the year.

Guest Speaker – Cathy Leon Guerrero (WE Program)

A. Course Guide and or Program Guide for Work Experience Program

- C. LG soliciting input from LOC members on whether WE Program should have its own program/course documents.

- Presently, WE as a program in assessment component used in evaluating service provided by WE Coordinators.
- Various skills assessment used to evaluate students in different programs are provided by individual instructors/departments for their respective programs or if they don't provide, WE coordinators create the skills assessment

Discussion:

- Suggestion by J. Jocson to adapt a blanket template for various disciplines and skills serviced by WE.
- Individual departments should provide skills checklist to assess students' skill levels.
- WE course guides should come from each department for each WE course
- Suggestion by P. Terlaje and J. Armstrong for C. LG to present this issue to DC's.

III. Approval of Prior Minutes

- J. Armstrong motioned; 2nd by P. Huseby. Motion carried.

IV. Old Business

- General Education Working Group update
 - J. Armstrong – no word on GE Committee reinstitution status; P. Terlaje will follow up
- Curriculum Manual and documents update/Voting on Manual
 - J. Armstrong motioned; 2nd by J. Jocson. Motion carried.
 - J. Armstrong motioned to add curriculum manual as goal #5; 2nd by S. Sablan. Motion carried.
- Election of Chairperson-Elect
 - Election held for Chair-elect. Facilitated by Bobbie (LOC administrative aide).
 - Paper ballot – N. Guerrero 11 votes; Donald Duck – 1 vote
 - Official: AY13-14 LOC Chairperson-Elect: Norma Guerrero

V. Documents for Consideration:

- J. Armstrong motioned to accept documents reviewed with recommendations noted; 2nd by AJ. Sung. Motion carried.

Date Dyad Rec'd	Documents	Status
2/25/13	FS103: Firefighter I	WC
2/25/13	CHLS102: Intelligence Analysis & Security Management	NC
2/27/13	Certificate of Completion/Mastery in Early Childhood	WC
2/27/13	Associate of Arts in Education	WC
2/27/13	CTSI050: Applied Anatomy & Physiology	WC
2/27/13	CTHC050: Health Careers & Science	WC
2/27/13	Certificate of Completion/Mastery Health Careers & Science Secondary	WC
3/4/13	CTE080: IT Essentials I	BTA
3/4/13	CTE081: IT Essentials II	BTA
3/8/13	FS104: Firefighter II	WC
3/13/13	CD110: Early Childhood Orientation	WC
3/13/13	CJ209: Concept of Police Operations	WC
3/12/13	CTHC060: Health Careers & Science II	WC
3/12/13	CTHC070: Health Careers & Science III	WC
3/12/13	Adult High School Diploma Program	WC
3/22/13	Associate of Arts in Culinary Arts	WC
3/22/13	Associate of Science in Early Childhood	NC
3/22/13	CJ101: Juvenile Justice Process	NC
3/22/13	CJ148: Traffic Law	WC

3/22/13	CTTT055: Prostart	WC
3/22/13	CTTT065: Prostart II	WC
3/22/13	CTTT075: Prostart III	WC
3/22/13	HS154: Nutrition for Foodservice Professionals	WC
3/22/13	HS237: Principles of European Cuisine	WC
3/22/13	HS244: Fundamentals of Breads and Baking	WC
3/22/13	IN170: Introduction to Interpreting	WC
3/22/13	HS247: International Cuisine	WC
3/22/13	HS248 Patisserie	WC
3/22/13	HS203: Food Service Safety & Sanitation	WC
3/22/13	HS245: Food Production Principles	WC

VI. Open Discussion

A. Request to extend curriculum document deadline

- About 10 documents pending in Dean's Office. No volunteers to read/to meet during summer.
- Last day for LOC meeting is today. Deans will return pending documents to authors/DCs who will resubmit documents during AY13-14.

B. LOC's First Meeting AY13-14

- Friday, August 30. First meeting, committee will review by-laws and goals for the year.
- Recruitment after P. Terlaje follow-up on status of Gen. Ed. Committee

C. End of the AY12-13 Report Matrix

- Committee members will report the documents they reviewed and verify attendance. P. Terlaje will forward final copy for members to review once more before forwarding to Faculty Senate. The document will be posted on "My Group" for members to use for evaluation purposes.

D. AY12-13 Attendance Matrix

- N. Guerrero passing around master list of attendance/report matrix for members to verify.

VII. Adjournment

- S. Sablan motioned to adjourn; 2nd by S. Bollinger. Motion carried.
- Meeting adjourned at 4:33pm