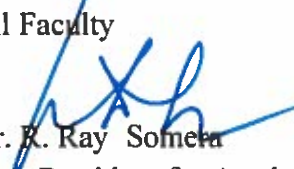



TO: All Faculty

FROM:  9/10/15
Dr. R. Ray Somera
Vice President for Academic Affairs

 9/10/15
Fred Tupaz
President, GCC Faculty Union

SUBJECT: **General Education Committee**

DATE: September 10, 2015

Per Article VII.D.1b of the Agreement between the Guam Community College Faculty Union and the Guam Community College Board of Trustees, a stand-alone General Education Committee was created when Fred Tupaz and I approved a Gen Ed Committee request in October 2013. Please find attached the approved documents that reflect our signatures.

Here are two changes to the documents that clarify the charge of the new committee:

1. On the approved Request to Create a Committee Form, the statement which reads,
“As a subsidiary to the existing Learning Outcomes Committee (LOC) charge as follows,”
should be completely deleted. This was an oversight on our part. The intent of the approval is to create a stand-alone General Education Committee.
2. Under the charges of the General Education Committee, the statement which reads,
“Reviewing and approving new course guide submissions for proposed General Education courses,”
the word “proposed” should be deleted. The General Education Committee should be responsible for all current, existing, and future General Education courses that need review and evaluation.

Please be guided accordingly.

REQUEST TO CREATE A COMMITTEE

Per Article VII.D.1b of the Agreement between the Guam Community College Faculty Union / Guam Community College Board of Trustees the creation of a committee to be included in Article VII may be created through mutual agreement at any time during the life of the agreement. The following is submitted for consideration:

Name of new committee: General Education Committee

Purpose of new committee: To ensure the integrity of General Education courses at Guam Community College are in support of the College's mission and the relevant charges of the Learning Outcomes Committee addressing General Education issues.

Is there any other committee who's charge is similar or includes what the charge of this committee shall be: ☐ Yes ☒ No

Charge of new committee:

As a subsidiary to the existing Learning Outcomes Committee (LOC) charge as follows:

This Committee ensures and regulates, through quality control, a curriculum that reflects the mission of the College and that is academically sound, comprehensive, and responsible to the evolving needs of the community. In addition, this committee reviews, explores, and assesses the effectiveness of General Education policies and procedures, making recommendations to the Faculty Senate, Departmental Chairpersons, Committee Chairpersons, and administrators as appropriate. The Committee will involve administrators, faculty, staff members, and students in efforts to guide and continually improve the institutional and student learning outcomes.

The General Education Committee, as a newly formed committee will address the above charges by:

- Establishing guidelines for general education in all degree and certificate programs
- Assessing current General Education courses for effectiveness and to ensure they meet ILOs and
- Reviewing and approving new course guide submissions for proposed General Education courses

Recommended make-up of the committee (with reason for the recommendation)

Faculty: Not more than 5 members; additional members may be assigned by the Faculty Senate President if requested by the committee's chairperson after all other committees are filled.; faculty to represent each academic department (English, Math, Science, and Social Science).

Staff: 0

Administrators: 0

Appendix# M

Request to Create a Committee

Initials: W n

RDS FQT

Date: 12/29/21

Initials: RDS RGH

Date: 1/25/22

Date recommended to convene the committee: Fall 2013

Submitted by: General Education Working Group Date: 9/6/13

For approval, this request must be accompanied by a cover memo from the relevant governance bodies: Faculty Senate, if the request is for a Faculty Senate Committee; College Governing Council, if the request is for a Committee with a recommended make-up of faculty, staff, and/or administrators.

Approval:

For the Guam Community College Board of Trustees:

☒ Approved ☐ Disapproved

Dr. R. Ray Somera, Vice President, Academic Affairs

Date: 11/29/13

For the Guam Community College Faculty Union:

☒ Approved ☐ Disapproved

Frederick Q. Tupaz, GCC Faculty Union President

Date: 10/24/13

Appendix# M

Request to Create a Committee

Initials: RDS RGH
RDS RGH
Date: 4/25/2012

Initials: RDS FQT
RDS FQT
Date: 10/29/13