

**PROJECT:** Summary of Actionable Improvements Plan (ISER 2012)  
**SUBCOMMITTEE:** Standard 3  
**MEMBERS:** Fred Tupaz, Evon Wong, Loressa Melegrito, Dorothy-Lou Manglona  
**DATE:** November 30, 2012

The following constitutes the oral updates provided to the Accrediting Standards Committee Meeting on October 30, 2012 by Fred Tupaz on behalf of the Standard 3 Subcommittee:

Standard 3 Subcommittee Report – Oral Presentation – October 30, 2012 (amended):

The Standard 3 Sub-Committee has recently been reorganized due to the retirement of Frank Tung. Fred Tupaz assumed the lead effective SY12-13. It has been a challenge to convene a physical committee meeting due to schedule conflicts (secondary/post-secondary schedules), medical issues, and other factors that has impacted the group as a whole. Nevertheless, the group has remained in contact via email and will continue to work diligently to achieve the goals and objectives as required under this Standard.

The following are the status updates of the Actionable Items in the ISER 2012 relative to Standard 3:

ITEM	ISSUE	STATUS
14 (3A1b).	Review and revise the performance evaluation tool for staff to improve and enhance the performance evaluation process.	Inquiries to be sent to Staff Senate & HR requesting status updates.
15 (3A1d).	Evaluate and amend periodically the Code of Ethics Policy for all GCC constituents (including the Board) to align processes and procedures, as necessary and appropriate.	Inquiries to be sent to HR requesting status updates.
16 (3A3b).	Consider backing up all employee records electronically and stored off-campus for additional security.	Inquiries to be sent to HR & MIS requesting status updates.
17 (3A4b).	Consider advertising in Micronesia to recruit faculty of Micronesian descent to contribute to the diversity profile of GCC faculty.	Inquiries to be sent to HR requesting status updates.
18 (3C1).	Develop training standards with MIS personnel for new emergent technologies as documented in the ITSP.	Inquiries to be sent to MIS requesting status updates.
19 (3C1b).	Increase the availability of technology training for all college constituents so that they become familiar in the latest instructional technologies that would gradually lead toward an expanded DE program.	Inquiries to be sent to HR & MIS requesting status updates.
20 (3D2f).	Re-evaluate the College's contract instrument to see if it can be strengthened and improved.	Inquiries to be sent to Procurement & Business Office requesting status updates.
Recommendation #3 – Visiting Team Recommendation	The College review its resource allocation to the MIS area to ensure that there are sufficient funds to provide training, maintenance, equipment and software support to implement its technology plan	Inquiries to be sent to MIS & Business Office requesting status updates.

No further items were discussed.