

**GUAM COMMUNITY COLLEGE
Board of Trustees**

**ADOPTION OF
BOARD OF TRUSTEES MEMBERSHIP HANDBOOK,
BOARD OF TRUSTEES STANDING COMMITTEES,
PARLIAMENTARY PROCEDURES AT A GLANCE
(By: O. Garfield Jones)**

WHEREAS, as part of the College's Institutional Assessment, the Board of Trustees has developed an Assessment Activity Strategy & Timeline that outlines major goals and objectives related to ACCJC/WASC goals; and

WHEREAS, these major goals include the development & implementation of a Board Development Plan, improving the conduct of Board business and meetings, strengthening of institutional relationships, establishment of standing committees within the Board, and improvement of the relationship with the GCC Foundation Board; and

WHEREAS, of the major goals of the Board, a number of objectives have been accomplished such as the development of a Membership Handbook; the establishment of ground rules for conducting and managing meetings utilizing the Parliamentary Procedures at a Glance publication as the Board's official reference and guidance; the establishment of Standing Committees of the Board that include their duties & responsibilities expected from each committee member; the Student Trustee continues to represent constituents by reporting activities and concerns at regularly scheduled Board meetings; and the Board of Trustee Chairperson continues to work closely with the Foundation Board members to strengthen relationships between the Trustees and Foundation board members; and

WHEREAS, the Board continues to move forward with its efforts to fulfill the objectives identified as a part of its own assessment process in compliance with ACCJC/WASC standards, and as mandated by BOT Policy 306.

NOW, THEREFORE, BE IT RESOLVED, that the Guam Community College Board of Trustees adopts the following for immediate implementation and use:

- GCC Board of Trustees Membership Handbook;
- GCC Board of Trustees ACCJC/WASC Standing Committees:
 - Academic Affairs Standing Committee
 - Finance & Administration Standing Committee
- Parliamentary Procedures at a Glance, based on Robert's "Rules of Order," latest edition.

BE IT FURTHER RESOLVED, that the above documents and processes, as deemed necessary, are subject to review, updating and amendment by the Board of Trustees.

Reviewed, no changes: April 8, 2016 (*updated*)

Amended & Adopted: July 24, 2014
Resolution 27-2014

Amended & Adopted: September 5, 2008
Resolution 15-2008

Adopted: August 1, 2006
Resolution 12-2006