

GUAM COMMUNITY COLLEGE FOUNDATION
Board of Governors Quarterly Meeting of January 30, 2008
GCC President's Conference Room

MINUTES

The meeting of January 30, 2008 was called to order at 3:25 p.m., by Chairperson Mr. John K. Lee. The meeting was held in the GCC President's Conference Room located at the Student Services & Administration Building.

I. ROLL CALL

Members Present: Ms. Lorraine Okada,, Mr. Gerard A. Cruz, Mr. Manfred Pieper, Mr. James Martinez.

Not in attendance: Ms. Gina Ramos (conflict with another meeting), Mr. Eduardo R. Ilao (off island), Mr. Ryuji Yamaguchi (off island)

Others in attendance: Ms. Mary A.Y. Okada, President, Ms. Lolita Reyes, Assistant Director of Development & Alumni Relations.

II. APPROVAL OF MINUTES

1. Quarterly Meeting of November 28, 2007

MOTION

IT WAS MOVED BY MS. LORRAINE S. OKADA, SECONDED BY MR. GERARD A. CRUZ, THAT THE BOARD APPROVES THE MEETING MINUTES OF NOVEMBER 28, 2007, SUBJECT TO CORRECTIONS. MOTION CARRIES.

III. COMMUNICATIONS - None.

IV. REPORTS

1. President's Report

Capital Improvement Projects: President Okada reported that GCC continues to work on capital improvement projects on campus to include fixing facial cracks and other needed repairs to the Student Services & Administration Building and the installation of a lift at the Student Services & Administration Building to meet ADA requirements. Additionally, the college along with the architects have been working on the RFP for the A&E of the new Student Center. The architects will be meeting with students, faculty, staff, and administrators relative to a Needs Assessment for the Student Center. Further, GCC has contracted Mr. Jay Merrill from the firm Merrill & Associates specifically to create the State and Strategic Plans for the Adult Education Grant and the Vocational Education Grant. In developing the Plans, Mr. Merrill will be compiling information from the college's assessment plans, from our craft advisory councils, and from the Governor's Military Task Force, specifically the military and education components.

GCC's Fiscal Year 2009 Budget: President Okada reported that the Fiscal Year 2009 Budget was submitted by the Governor to the Guam Legislature yesterday, December 31, 2007. She noted however that GCC is required to submit a separate budget that is not in line with the Governor's budget request. Prior to submitting GCC's budget request to the Guam Legislature on February 15, 2008, President Okada noted that

the document will first be reviewed and/or approved by the college's Faculty Senate and Governing Council and then by the GCC Board of Trustees.

Fiscal Year 2008 Budget: President Okada noted that we've been receiving money for this fiscal year. Of the \$5 million from the Gov-Guam appropriation, to date \$2.3 million has already been received. She assured the board that we will continue to keep in contact with the Department of Administration on the continued release of our budget allotments. With regard to cash flow, President Okada assured the Board that payroll is met every payday.

Vocational Education Grant: President Okada happily reported that GCC recently applied for and received approval for a \$600,000 Vocational Equipment Grant under the U.S. Department of Interior. The grant funds will be used to update all materials necessary for the college's Construction Boot Camp training (basic tool recognition), the updating of the welding shop, and other areas of the college. The President noted that there is a matching requirement for this grant; 50%--USDIOI, 50%--from GCC, which will come from GCC's Continuing Education department.

Diesel Mechanic Course Offerings & the Area Health Education Center Grant (AHEC): President Okada reported that GCC has partnered up with the Guam Contractors' Association on the Diesel Mechanic course offerings and with the University of Guam on the Area Health Education Center Grant (AHEC). She noted that the AHEC Grant, which was submitted on January 23, 2008, is to build the health care special workforce on Guam. If the grant is approved, GCC will have the opportunity to be the Guam office, since UOG is the main applicant and a separate host was needed.

Vocational Education courses--GCC/GPSS: President Okada noted that there were discussions on the issues surrounding the re-introduction on the offering of exploratory courses at the middle school level. She explained that currently there are two sets of vocational education courses being administered; one by GPSS and the other by GCC. She noted that the difference in the offerings is that if a student takes the GCC classes and obtains a mastery that student will receive college credits. However, if a student goes through GPSS' classes (computer & business classes), that student does not receive college credits. Currently, the business and technology classes offered to middle school students are on the table for discussions in hopes that the classes be moved to GCC to serve as a pipeline into postsecondary. A meeting, chaired by Senator Wonpat, is held once every month to discuss the current Memorandum of Agreement between GCC & GPSS.

Mr. Martinez shared that there have been some discussions between GPSS and the Guam Contractors' Association Trades Academy regarding the potential offerings of construction and electrical classes in the middle schools. He clarified, however, that no agreements have been made.

With regard to what GCC offers military personnel relative to training, President Okada noted that most of the training offered by GCC are in the electronics area, which includes training in Cat-5 & Fiber Optics.

2. Quarterly Investment Reports, as of December 31, 2007

Mr. Cruz noted that in the December 31, 2007 investment report, our current investment at \$8.2 million is down from October's reporting at \$8.5 million. He said that the decline could be a result of the start of the impact on the re-evaluation of the overall market performance. As of January 29, 2008, he reported that our investments have gone down to be now at \$7.7 million.

3. Cash Flow Report, January 2008-January 2009 (Gerry Cruz)

As requested at the last meeting, Mr. Cruz provided board members a copy of the projected cash flow report reflecting January 2008-January 2009. Relative to the various planned fundraising activities, President Okada clarified that the expenditures are paid out of the Non-Appropriated Fund and at the end of the year the Non-Appropriated Fund is reimbursed by the Foundation.

V. UNFINISHED BUSINESS

1. New Science & Allied Health Building (update)

President Okada reported that the Request for Proposals is currently being finalized. Because the Governor's office wants to accelerate this project, the Governor's office, to start up the construction of the new building, will identify and allocate the \$3 million in fiscal year 2008. Again, President Okada reiterated that what is pending on USDOJ's \$10 million budget request is President Bush's signature of approval.

Additionally, President Okada reported that GCC is currently putting together a report on the equipment needs required for the new building. She apprized the Foundation Board that they will once again be asked to support the funding for the acquisition of collateral equipment needed. Ms. Reyes will also be working on a plan to solicit sponsorship through the sale of the classrooms in the Science & Allied Health Building.

VI. NEW BUSINESS

- 1. Recommended Membership for Foundation Board:**
- A. Association of Fundraising Professionals (AFP)**
 - B. Council for Resource Development (CRD)**
 - C. Institute for Community College Development (ICCD)**
 - D. Council for Advancement and Support of Education (CASE)**

Ms. Lolita Reyes briefly went over the recommended list for membership. A copy of the description and benefits for each recommended membership were provided in the packet. Referring to ICCD, Ms. Reyes explained and clarified that there is no membership fee for ICCD, but rather fees will be assessed for various web seminars offered through ICCD.

MOTION

IT WAS MR. GERARD A. CRUZ, SECONDED BY MR. JAMES MARTINEZ, THAT THE BOARD APPROVES THE MEMBERSHIP FEE FOR "AFP", "CRD", AND "CASE", SUBJECT TO CLARIFICATION ON WHETHER GCC IS ALREADY A MEMBER FOR CRD. MOTION CARRIES.

2. GCC Foundation Gift Acceptance Policy (1st Reading)

Ms. Reyes noted that this item was part of her presentation during the Joint Boards Retreat held January 19, however was not discussed at length. Chair Lee noted that upon his brief review of the document recommended that review by legal counsel be done first. Members concurred.

VII. NEXT QUARTERLY MEETING - April 30, 2008, 3:00 p.m., GCC campus.

VIII. ANNOUNCEMENTS

President Okada announced to the Board that in celebration of GCC's 30th Year anniversary, a 9-course Gala Dinner, which is to be prepared by our very own Culinary Arts high school students, is planned for February 13, 2008 @ the SandCastle in Tumon. Tickets are being sold for \$175/person or \$1500 for a table/booth of 10/people. The theme for GCC's 30th Anniversary is Denim & Diamonds. Ms. Reyes highly encouraged board members to sponsor a table/booth, to purchase an advertisement for the Souvenir Booklet, and to donate a prize or prizes for the Silent Auction.

IX. ADJOURNMENT

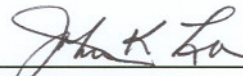
There being no further discussion, the meeting of January 30, 2008 adjourned at approximately 4:25 p.m.

Submitted by:



LOURDES V. BAUTISTA
Recording Secretary

Approved by:

 MAY 28 2008

JOHN K. LEE
Chairperson