

**GUAM COMMUNITY COLLEGE
BOARD OF TRUSTEES
Monthly Meeting – Tuesday, October 21, 2025, 12:00 p.m.
Rm. 112, Learning Resource Center (Library), Building 4000**

AGENDA

I. CALL TO ORDER

1. Roll Call
2. Recital of Mission Statement
Guam Community College is a leader in career and technical workforce development, providing the highest quality, student-centered education and job training for Micronesia.

II. APPROVAL OF MINUTES

1. Monthly Meeting of September 19, 2025

III. COMMUNICATIONS

IV. PUBLIC DISCUSSION

V. REPORTS

1. *President's Report:*
 - Financial Status of the College
 - Capital Improvement Projects (CIP)
2. *Monthly Activities Reports:*
 - Student Trustee
 - Faculty Advisory Member
 - Support Staff Advisory Member
 - Board of Trustees Community Outreach Report

VI. UNFINISHED BUSINESS

1. Construction Projects Updates
 - Wellness Center
 - Building B
 - Workforce Development Center
 - Culinary Arts & Baking Center
 - Building 2000 Generator
 - Solar Parking & Building D
 - Building 600

VII. NEW BUSINESS

1. BOT Fiscal Calendar (updated)

VIII. EXECUTIVE SESSION

1. Personnel Matters
2. Labor Management Relations
3. Legal Matters

IX. ADJOURNMENT

GUAM COMMUNITY COLLEGE
Board of Trustees
Monthly Meeting of September 19, 2025

Minutes

I. CALL TO ORDER. The monthly meeting of the GCC Board of Trustees held on September 19, 2025, was called to order at 12:11 p.m., by Vice Chairperson Rose P. Grino and at 12:27 p.m., Chairperson Carlo M. Leon Guerrero arrived and continued conducting the meeting in Room 112 located at the Guam Community College Learning Resource Center (Library) in Mangilao, Guam.

1. Roll Call. Trustees Present: Mr. Carlo Leon Guerrero, Chairman; Ms. Rose P. Grino, Vice Chairperson; Ms. Yolanda Padrones, Secretary; Mr. Frank P. Arriola, member; Ms. Faith Velasco, Student Trustee; Mr. Richard P. Sablan, Member; Ms. Gina Y. Ramos, Treasurer (schedule conflict).

2. Others in attendance: Dr. Mary A.Y. Okada, President; Dr. Virginia Tudela, Vice President, Academic Affairs Division; Dr. Michael Chan, Dean, TSS; Mr. John Dela Rosa, Assistant Director, Communications and Promotions; Dr. Julie Ulloa-Heath, Assistant Director, Planning & Development.

3. Recital of Mission Statement. Board members recited the Mission Statement: Guam Community College is a leader in career and technical workforce development, providing the highest quality, student-centered education and job training for Micronesia.

II. APPROVAL OF MINUTES – August 22, 2025.

MOTION

IT WAS MOVED BY TRUSTEE RICHARD P. SABLAN, AND SECONDED BY TRUSTEE FRANK P. ARRIOLA, THAT THE BOARD HEREBY APPROVES THE MEETING MINUTES OF AUGUST 22, 2025, WITH CORRECTIONS. NONE OPPOSED, MOTION CARRIED. (Voting: 6 ayes, 0 nays)

III. COMMUNICATIONS. None.

IV. PUBLIC DISCUSSION. No request.

V. REPORTS

1. President's Report: President Okada reported on the following:

Financial Status: The President provided the Board with a current financial status of the College, as follows:

FY2025: As of a couple of days, the College received approximately \$20,000,000 and based on its allotment schedule presented is at 86%: approximately \$13,600,000 in the General Fund to support general operations; \$5.7 million for the Manpower Development Fund; \$200,400 is the complete amount for the CIP fund; \$123,500 from the General Fund to support the WICHE scholarship program; and \$300,000 complete for the POST Commission. The College is still receiving funding on a weekly basis and anticipate it will receive the complete total for the General Fund. As for the MDF, this is still lagging behind on collection at 67% but the College will continue to keep track on this and follow up.

Capital Improvement Projects and other activities:

Other activities:

The President reported the following:

The College submitted a proposal to APIA scholars to strengthen student pathways, a proposal the College have submitted in previous years. The grant has been approved which will support this effort; the College was also awarded \$1.2 million to support two cohorts of Paramedics training and Advanced Procurement training. This funding will allow the College to develop these programs internally at GCC, rather than outsourcing them.

Current student enrollment is 1534, which is slightly less than 100 students compared to last year. However, this number does not yet include students who will register for the second eight-week courses starting next month. The College considers the enrollment stable for the academic year.

The budget for Guam Community College is \$23,263,820, as passed by the Guam Legislature and vetoed by the Governor. This budget reflects what they have labeled as “organic growth” and is slightly higher than the current year's budget to address increases in medical insurance and retirement costs.

The College has been informed that Title II, which funds Adult Education, will not receive funding in FY2026. While it received funding for FY2025, the program will not be financially supported in the upcoming year. To help address the lack of Title II funding, the College is exploring alternative mechanisms to continue Adult Education courses.

The GCC Youth Build program, in partnership with the U.S. Department of Labor, allows individuals without a high school diploma or GED to earn one, helping the College partially maintain Adult Education services. This program receives about \$600,000 a year. Providing Adult Education services is part of the College's mandate as the State Agency for Adult Education and will still try to identify other funding, or at least a portion of it with the FY2027 budget.

All high school graduating students are required to complete the FAFSA as part of their graduation requirements. The GCC Financial Aid office is collaborating with UOG's financial aid office and GDOE to inform counselors about the FAFSA requirements, to train counselors on the procedures including to facilitate the new requirement for high school students.

The President and Dean Pilar Williams had a conversation with the Bureau of Women's Affairs to discuss the potential implementation of doula training and provided the College with information about their outreach activities with doula.

The College is currently working on three construction projects that is anticipated to complete within the next couple of months; with Building 500, an internal wall would need to be installed and will take approximately twenty (20) days. The contract has been awarded and clearances obtained. The structure of the building is good but there is rust on components of the building. The wall is to prevent potential injuries from the rust, which is a temporary fix until design and construction can be initiated; and as previously reported the architect will be meeting with faculty next week to share the 30% design for Building 600.

2. Monthly Activities Report.

Student Trustee: Trustee Faith Velasco reported the following:

September 5, 2025, 9:00 a.m., Multipurpose Auditorium (MPA, Bldg. 300): Thirteen (13) student organizations were inducted to include COPSA, followed by the Officers and Advisor Training; and the first COPSA general membership meeting was held.

September 16, 2025: CSI and COPSA collaborated with the Guam Election Commission to conduct a voter registration outreach event on campus for National Voter Registration Day.

September 19, 2025, 12:00 p.m., Student Center Training Room 5108: The next COPSA general membership meeting is scheduled and GCC is seeking two student representatives for the Guam Youth Congress. These representatives will participate in drafting bills that represent the voices, aspirations, and needs of Guam's students.

September 26, 2025, 9:00 a.m., Student Center Training Room 5108: COPSA and Trustee Velasco will be hosting a "BOLD: Student Success Series." The series aims to encourage students to gain the skills they need to thrive this academic year and the chance to learn strategies for academic success and time management.

BOT - Meeting of September 19, 2025
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October 7, 2025, 2:30pm, MPA: COPSA will host a “Meet the President” event in conjunction with the President’s office.

Faculty Advisory Member: Ms. Francine Galao reported the following:

Faculty is continuing to recruit students in all programs at the start of the academic year and the numbers have remained steady or there is an increase in classes.

A program to note is the CTE bachelor’s program with twenty-one (21) total students declared in the program, including four (4) new students who started in the fall semester.

September is ASL and Deaf Awareness Month. ASL students have been actively participating in various community events, including visiting the Career Tech Charter Deaf Academy, participating in EHDI conversation series and the Guam Coastal cleanup with a proclamation signing event at 1:30 p.m. today.

The Education Department will attend the UOG CEDDERS EHDI Early Childhood Care and Education Fair on September 20, 2025, at the Micronesia Mall. They will be promoting our programs, plus student volunteers will assist with children’s art activities.

The Construction Trades and Engineering Department are proud to announce a partnership with 1) Guam Waterworks Authority and the Guam Department of Labor to launch a Water Waste Technician apprenticeship program; and 2) with the Guam Department of Agriculture and Western Pacific Fisheries Council to train students from Guam, and the region, to include Hawaii, Samoa, and FSM in commercial sustainable fishing techniques and marine mechanic operations.

Construction boot camps are continuing as well as articulation of high school programs to support local construction workers.

Support Staff Advisory Member: Mr. Kenneth Bautista informed the Board there was nothing new to report at this time.

Board of Trustees Community Outreach Report:

Although the Vice Chair did not have an outreach to report she mentioned September is Emergency Preparedness Month. Departments should review emergency plans, understand roles during disasters, and incorporate preparedness topics into classroom discussions to ensure college-wide readiness. The goal is to be prepared for potential emergencies across all areas of the College.

Trustee Arriola volunteered for the St. Francis Golf Tournament on September 6, 2025, at the Sono Felice Country Club in Talofofo.

VI. UNFINISHED BUSINESS

1. Construction Projects Updates. President Okada reported on the following:

Wellness Center.

As last reported, the College proposed relocating the Wellness Center and the architect will explore this alternative location. The College is currently awaiting alternate options from TRMA and they are aware the College is following up on this.

Building B. The water tapping is scheduled on September 27, 2025 and the contractor is committed to having it done by October 3, 2025. After the water tapping is finished, the College will proceed with the environmental process, DPW and the building occupancy process.

Workforce Development Center (Barrigada property).

This is 94.5% complete and is nearly finished. Anticipate a change order to relocate the electrical panel. This may require additional work and currently evaluating the proposed new location and working through it.

Culinary Arts & Baking Center.

This project received partial occupancy approval just before the meeting for the baking section of the building, which is now ready for faculty and students to use. However, there is some work pending in the kitchen area.

Generator for Building 2000.

The power in Building 2000 will be shut off tomorrow, September 20, 2025, to address and correct electrical wiring discrepancies. The project is targeted for completion by the end of the month.

Solar Parking & Building D.

The College received a proposal for the A&E design, which the President is currently reviewing. Additional funding may be required to proceed but the intent is to complete the design first.

Building 600.

On September 24, 2025, TRMA will be meeting with faculty to discuss the 30% design.

VII. NEW BUSINESS.

1. President's Travel Request (October 2025-PPEC). The following is the

President's Travel Request:

PPEC Fall meeting, October 8-9, 2025, to Koror, Palau, is 100% reimbursable by PPEC funding.

At this time a motion was made, as follow:

MOTION

IT WAS MOVED BY TRUSTEE FRANK P. ARRIOLA, AND SECONDED BY TRUSTEE ROSE P. GRINO, THAT THE PRESIDENT'S TRAVEL REQUEST FOR OCTOBER 2025 FOR PPEC TRAVEL, IS HEREBY APPROVED. NONE OPPOSED, MOTION CARRIED. (Voting: 6 ayes, 0 nays)

At this time, the following motion was made:

MOTION

IT WAS MOVED BY TRUSTEE RICHARD P. SABLAN, AND SECONDED BY TRUSTEE ROSE P. GRINO, THAT THE MEETING CONVENE INTO EXECUTIVE SESSION. NONE OPPOSED, MOTION CARRIED. (Voting: 6 ayes, 0 nays)

At 12:32 p.m., the meeting convened into Executive Session.

VIII. EXECUTIVE SESSION

- 1. Personnel Matters**
- 2. Labor Management Relations**
- 3. Legal Matters**

At this time a motion was made, as follow:

MOTION

IT WAS MOVED BY TRUSTEE FRANK P. ARRIOLA, AND SECONDED BY TRUSTEE YOLANDA M. PADRONES, THAT THE MEETING RECONVENE INTO OPEN SESSION. NONE OPPOSED, MOTION CARRIED. (Voting: 6 ayes, 0 nays)

At 1:14 p.m., the meeting reconvened into Open Session.

A motion was then made to accept the President's Report, as follows:

MOTION

IT WAS MOVED BY TRUSTEE ROSE P. GRINO, AND SECONDED BY TRUSTEE YOLANDA M. PADRONES, THAT THE PRESIDENT'S REPORT BE ACCEPTED. NONE OPPOSED, MOTION CARRIED. (Voting: 6 ayes, 0 nays)

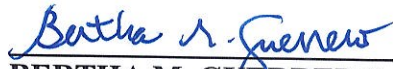
IX. ADJOURNMENT. A motion was made to adjourn the meeting, as follows:

MOTION

IT WAS MOVED BY TRUSTEE FAITH VELASCO, AND SECONDED BY TRUSTEE RICHARD P. SABLAN, THAT THE MEETING OF SEPTEMBER 19, 2025, IS HEREBY ADJOURNED. NONE OPPOSED, MOTION CARRIED. (Voting: 6 ayes, 0 nays)

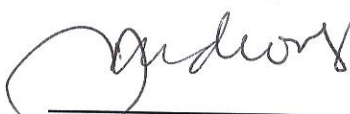
There being no further discussion, the meeting of September 19, 2025, adjourned at 1:15p.m.

SUBMITTED BY:


BERTHA M. GUERRERO
Recording Secretary

OCT 21 2025

ATTESTED BY:


YOLANDA M. PADRONES
Secretary

OCT 21 2025

APPROVED BY:


CARLO M. LEON GUERRERO
Chairperson

OCT 21 2025

GUAM COMMUNITY COLLEGE
Board of Trustees
Annual Fiscal Year Calendar, October 2025 thru September 2026

Approved by GCC Board of Trustees: OCT 21 2025

OCTOBER 2025	NOVEMBER 2025	DECEMBER 2025	JANUARY 2026
14- <u>Thur.</u>, Foundation Board of Governors mtg., 10:30am, via Zoom w/Investment Committee mtg. 21- <u>Tues.</u>, BOT monthly meeting (12pm) Reports Due: <u>BOT CHAIR</u> Quarterly BOT Attendance Report to Governor, 5 GCA, Chapter 43, §43107 BOT Reporting requirement re meetings to OPA, Legislature & Governor, 5 GCA, Chapter 8, §8113.1 <u>PRESIDENT:</u> Quarterly Report to the Public Auditor & Legislative Speaker containing full disclosure of ALL funds under his/her purview and administration for the preceding quarter. Quarterly Report on status of MDF to BOT, Apprenticeship Advisory Council (AA), Legislature, 22 GCA, Chapter 7, §7120.2 Reminder: Follow up Board Reappointments due Nov. 2025 CONTINUE BOT POLICY REVIEWS	04- <u>Tues.</u>, College Assembly (8am-3pm) MPA 07- <u>Fri.</u>, BOT monthly meeting (12pm) 14- <u>Fri.</u>, Foundation Board of Governors mtg., 10am, GCC campus or Zoom Reports Due: <u>BOT CHAIR</u> BOT Reporting requirement re meetings to OPA, Legislature & Governor, 5 GCA, Chapter 8, §8113.1 Board Reappointments for 3 BOT members, due 2025, November 9th and November 10th. Annual APAFS Conference /Trainings, Nov. 17-21, 2025 in Manila BOT members to update Ethics Educational Training CONTINUE BOT POLICY REVIEWS	05- <u>Fri.</u>, BOT monthly meeting (12pm)* 19- <u>Fri.</u>, Foundation Board of Governors mtg., 10am, GCC campus or Zoom *Dec. 2025 BOT mtg (2026-2027 BOT Election) Reports Due: <u>BOT CHAIR</u> BOT Reporting requirement re meetings to OPA, Legislature & Governor, 5 GCA, Chapter 8, §8113.1 <u>PRESIDENT:</u> 31- GCC's Annual Report to the Governor Reminder: Public Law 28-76 Ethics in Government Training every 4 years due 2025 (4 GCA, Article 4, Chapter 15, §15409) BOT members to update Ethics Educational Training CONTINUE BOT POLICY REVIEWS	16- <u>Fri.</u>, BOT monthly meeting (12pm) GCC campus 19/23- <u>Fri.</u>, Foundation Board of Governors mtg., 10am, GCC campus or Zoom Reminder: Budget due to Legislature next month. BOT TO REVIEW PRIOR TO BOT MTG. IN FEB. 2026 (HIGHLIGHTS) Reports Due: <u>BOT CHAIR</u> Quarterly BOT Attendance Report to Governor, 5 GCA, Chapter 43, §43107 BOT Reporting requirement re meetings to OPA, Legislature & Governor, 5 GCA, Chapter 8, §8113.1 <u>PRESIDENT:</u> Quarterly Report to the Public Auditor & Legislative Speaker containing full disclosure of ALL funds under his/her purview and administration for the preceding quarter. Quarterly Report on status of MDF to BOT, AA Council, Legislature, 22 GCA, Chapter 7, §7120.2 CONTINUE BOT POLICY REVIEWS

PLEASE NOTE: DATES ARE SUBJECT TO CHANGE.

GUAM COMMUNITY COLLEGE
Board of Trustees
Annual Fiscal Year Calendar, October 2025 thru September 2026

Approved by GCC Board of Trustees: OCT 21 2025

FEBRUARY 2026	MARCH 2026	APRIL 2026	MAY 2026
06- <u>Fri.</u>, BOT monthly meeting (12pm) 27- <u>Fri.</u>, Foundation Board of Governors mtg., 10am, GCC campus or Zoom <u>Reminder: Budget due to Legislature this month.</u> (Leeway needed after BOT mtg., if any adjustments) Reports Due: <u>BOT CHAIR</u> BOT Reporting requirement re meetings to OPA, Legislature & Governor, 5 GCA, Chapter 8, §8113.1 <u>BOARD:</u> No later than the 15th of February, submittal of GCC's annual operating budget. CONTINUE BOT POLICY REVIEWS	06- <u>Fri.</u>, BOT monthly meeting (12pm) 20- <u>Fri.</u>, Foundation Board of Governors mtg. 10am, GCC campus or Zoom Reports Due: <u>BOT CHAIR</u> BOT Reporting requirement re meetings to OPA, Legislature & Governor, 5 GCA, Chapter 8, §8113.1 CONTINUE BOT POLICY REVIEWS	06- <u>Mon.</u>, Spring College Assembly (8am-3pm), MPA 17- <u>Fri.</u>, BOT monthly meeting (12pm) 24- <u>Fri.</u>, Foundation Board of Governors mtg., 10am, GCC Campus or Zoom New Student Trustee elected/ sworn in (If results rec'd before April BOT mtg.-mtg. can still schedule in April after results rec'd from CSD) Reports Due: <u>BOT CHAIR</u> Quarterly BOT Attendance Report to Governor, 5 GCA, Chapter 43, §43107 BOT Reporting requirement re meetings to OPA, Legislature & Governor, 5 GCA, Chapter 8, §8113.1 <u>PRESIDENT:</u> Quarterly Report to the Public Auditor & Legislative Speaker containing full disclosure of ALL funds under his/her purview and administration for the preceding quarter. Quarterly Report on status of MDF to BOT, AA Council, Legislature, 22 GCA, Chapter 7, §7120.2 CONTINUE BOT POLICY REVIEWS	08- <u>Fri.</u>, BOT monthly meeting (12pm) New Student Trustee sworn in(If not done in April 2026) 15- <u>Fri.</u>, <u>GCC COMMENCEMENT, (Time TBA)</u> 22- <u>Fri.</u>, Foundation Board of Governors mtg., 10am, GCC campus or Zoom Reports Due: <u>BOT CHAIR</u> BOT Reporting requirement re meetings to OPA, Legislature & Governor, 5 GCA, Chapter 8, §8113.1

PLEASE NOTE: DATES ARE SUBJECT TO CHANGE.

GUAM COMMUNITY COLLEGE
Board of Trustees
Annual Fiscal Year Calendar, October 2025 thru September 2026

Approved by GCC Board of Trustees: OCT 21 2025

JUNE 2026	JULY 2026	AUGUST 2026	SEPTEMBER 2026
05- <u>Fri.</u>, BOT monthly meeting (12pm) 19- <u>Fri.</u>, Foundation Board of Governors mtg., 10am, GCC campus or Zoom Reports Due: <u>BOT CHAIR</u> BOT Reporting requirement re meetings to OPA, Legislature & Governor, 5 GCA, Chapter 8, §8113.1 <u>PRESIDENT:</u> June 30th - Graduate Employment Report due CONTINUE BOT POLICY REVIEWS	10- <u>Fri.</u>, BOT monthly meeting (12pm) 24- <u>Fri.</u>, Foundation Board of Governors mtg., 10am, GCC campus or Zoom Reports Due: <u>BOT CHAIR</u> Quarterly BOT Attendance Report to Governor, 5GCA, Chapter 43, §43107 BOT Reporting requirement re meetings to OPA, Legislature & Governor, 5 GCA, Chapter 8, §8113.1 Quarterly Report to the Public Auditor & Legislative Speaker containing full disclosure of ALL funds under his/her purview and administration for the preceding quarter. Quarterly Report on status of MDF to BOT, Apprenticeship Advisory Council, Legislature, 22 GCA, Chapter 7, §7120.2 CONTINUE BOT POLICY REVIEWS	07- <u>Fri.</u>, BOT monthly meeting (12pm) 21- <u>Fri.</u>, Foundation Board of Governors mtg., 10am, GCC campus or Zoom TBA - Convocation Reports Due: <u>BOT CHAIR</u> BOT Reporting requirement re meetings to OPA, Legislature & Governor, 5 GCA, Chapter 8, §8113.1 BOT Annual Educational Requirements, 5 GCA, Chapter 43, §43116 CONTINUE BOT POLICY REVIEWS	11- <u>Fri.</u>, BOT monthly meeting (12pm) 25- <u>Fri.</u>, Foundation Board of Governors mtg., 10am, GCC campus or Zoom Reports Due: <u>BOT CHAIR</u> BOT Reporting requirement re meetings to OPA, Legislature & Governor, 5 GCA, Chapter 8, §8113.1 Reminders: -Oct. 2026, Annual ACCT Conference (tentative) -Nov. 9 & 10. 2027, BOT Reappointments (3 members) -Nov. 2027, APAFS Conference -TBA, GCC Par Excellence Golf Tournament (Scheduled in Sept. or Oct. 2026) CONTINUE REVIEWING POLICIES.

Adopted by the GCC Board of Trustees:

Date:



CARLO M. LEON GUERRERO, Chairperson

10.21.25

PLEASE NOTE: DATES ARE SUBJECT TO CHANGE.