

GUAM COMMUNITY COLLEGE BOARD OF TRUSTEES
Monthly Meeting – Wednesday, December 21, 2016, 12:00 p.m.
President’s Conference Room, Building 2000

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 November 3, 2016

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
3. *Board of Trustees Community Outreach Report*

VI. UNFINISHED BUSINESS

1. Construction Projects Updates
 - Building 100 and Forensic Lab
 - Building 300
 - Wellness Center
 - GCC Annex

VII. NEW BUSINESS

VIII. EXECUTIVE SESSION

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

IX. ADJOURNMENT

GUAM COMMUNITY COLLEGE
Board of Trustees
Monthly Meeting of November 3, 2016

Minutes

I. CALL TO ORDER

The monthly meeting of the GCC Board of Trustees held on November 3, 2016, was called to order at 12:05 p.m., by Vice Chairperson Richard Sablan, in the President's Conference Room located at the Student Services & Administration Building in Mangilao, Guam.

1. Roll Call. Trustees Present: Mr. Richard P. Sablan, Vice Chairperson; Ms. Gina Ramos, Secretary; Mr. Eloy P. Hara, Treasurer; Ms. Deborah C. Belanger; Mr. Adrian Davis, Student Trustee; Mr. Kenneth Bautista, Support Staff Advisory Member. Not in attendance: Mr. Frederick Tupaz, Faculty Advisory Member (schedule conflict); Mr. Frank P. Arriola, Chairperson (schedule conflict); Mr. John Benito (off-island).

Others in attendance: Dr. Mary A.Y. Okada, President; Ms. Carmen Santos, Vice President, Finance and Administration; Dr. Michael Chan, Dean, TSS; Dr. Gina Tudela, Dean, TPS; Ms. Jayne Flores, Assistant Director, Communications and Promotions; Ms. Doris Perez, Assistant Director, Planning and Development; Attorney Rebecca Wrightson, Legal Counsel; Ms. Isa Baza and Dontana Keraskes, KUAM; Mr. John O'Connor, Guam Daily Post.

2. 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 – September 30, 2016

MOTION

IT WAS MOVED BY TRUSTEE GINA RAMOS, AND SECONDED BY TRUSTEE DEBORAH BELANGER, THAT THE BOARD APPROVE THE MEETING MINUTES OF SEPTEMBER 30, 2016, WITH CORRECTIONS. NONE OPPOSED, MOTION CARRIED.
(Voting: 5 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:

FY2016: To date, the College is still collecting for FY2016; last allotment received was \$300,000 on October 21, 2016; this brings the total collection to 68% with remaining balance to receive which amount to \$6.1 Million. No funds for FY2017 have been received to date.

Capital Improvement Projects and other activities: President Okada reported the following:
-Will be finalizing the installation of the fire alarm and mass notification system project. Will be rescheduling with Guam Fire Department and anticipate testing on November 15, 2016.

Other activities:

-Library is undergoing renovations due to countertop termite infestation and anticipate completion towards the end of November 2016.

-Seven (7) prospective bidders attended a mandatory pre-bid for generators for Buildings 3000 and A on November 8, 2016.

-The proposed FY2017 Capital Improvement Projects list is done.

-The College has extended its Articulation Agreements and included Dong Seoul University in Korea, who also requested for some of their students to attend ESL training on Guam.

-The Policy Advisor for the National Science Foundation will be visiting January 2017 and will work with Dr. Ray Somera. They will visit Dong Seoul for further collaboration with an articulation agreement and other grant opportunities with the NSF.

-College Assembly was held on October 24, 2016 and conducted with a “shooter on campus” training. The second part of this training will be in March 2017 to tie in with the mass notification alarm system to be brought online.

-As of October 28, 2016, there are currently 45 participants comprised of administrators, faculty and staff attending the Cohort II Transformational Leadership Academy.

-President’s forums were held on September 27-28, 2016. The President is reviewing all inquiries.

-Dr. Beno from ACCJC was on campus last week as part of the PPEC meeting to speak with the regional representatives about the college scorecard and some of the difficulties colleges will have based on the College Scorecard and its reporting.

- All information for this scorecard are derived from the IPEDs data.
- This data is submitted on an annual basis.
- Part of the information deals with student completers.
- This data is available to parents and potential students that have access to federal funds.
- This provides as an information base as to the status of an institution.

-ACCJC also provided an Institutional Self Evaluation Report (ISER) training on campus. This training will provide the College with an idea of what the different requirements are for the standards. A briefing will be presented to the Board of Trustees and Foundation Board at the next Board Retreat.

2. Monthly Activities Report.

Student Trustee: Trustee Adrian Davis reported the following:

-October 7, 2016, the “Need to Lead” conference was held at the Westin with 102 participants.

-October 27, 2016, the Fall Festival was combined with the Halloween bash. Have had positive comments from students regarding this and looking forward to the Spring Festival.

Faculty Advisory Member: There was no report submitted at this time.

Support Staff Advisory Member: Mr. Kenneth Bautista reported the following:

- The College Assembly on October 24, 2016 was conducted on campus with a “shooter on campus” training and some information regarding transformation.
- Early registration for Spring started October 25, 2016.

3. Board of Trustees Community Outreach Report.

- Trustee Belanger attended the GCC Halloween merienda on campus Oct. 28, 2016.
- BOT negotiations are ongoing with Trustee Belanger attending.
- October 2016 BOT Trainings: Trustees Arriola, Hara, Ramos and Belanger attended the Public-Private Partnership (P3) Higher Education Summit in San Diego, California (10/2-10/4/2016). Trustees Arriola, Sablan, Hara, Ramos and Belanger attended the ACCT Leadership Congress conference in New Orleans, Louisiana (10/4-10/8/2016).

VI. UNFINISHED BUSINESS

1. Construction Projects Updates

President Okada reported on the following:

-Building 100 and Forensic Lab Extension Loan.

Bldg. 100. Construction is progressing as planned with building permit processed; and some demolition is ongoing.

- o Forensic Lab. The mandatory Pre-bid conference was on October 26, 2016; Bid packet out October 31, 2016; Bid Opening is on Nov. 16, 2016, on campus. Bid evaluations will be conducted and proposals will be reviewed by the legal counsel.

-Building 300. There is a meeting to review the final design; partially funded through FEMA; awaiting MOA with Homeland Security, administrators of the FEMA funds; once design is complete, it will be out for bid before the end of the academic year.

-Wellness Center. Will wait for next academic year so as not to interfere with current construction projects and will remain on the Agenda as updates are provided.

-GCC Annex. This project is still on hold due to the construction timeline of other GCC projects and will remain on the Agenda as updates are provided.

VII. NEW BUSINESS.

1. Proposed CIP Projects FY2017. The Board was presented with the Capital Improvement Projects proposed for fiscal year 2017 as approved by the College Governing Council and Resource Facilities Planning (RFP) Committee.

Some projects for consideration include Building 2000-reconfiguration of parking structure; Bldg. 3000-structural cracks on wall for repairs; Bldg. 400-door replacements due to corrosion; Bldgs. 6000, 5000 and 4000-Generator sets; ADA requirement campus-wide assessment; campus-wide acquisition of classroom collateral equipment, etc.; part of logo upgrade-

installation of directional signs leading into campus; and other campus-wide assessment and repairs for power line conditioners; increase water filling stations; prepare for accreditation visit in 2018-painting; PV parking and walkways lights; air-conditioner repairs; perimeter fence repairs. This is estimated at a total of \$683,000. Projects will be prioritized and put out on bid as needed.

MOTION

IT WAS MOVED BY TRUSTEE GINA RAMOS, AND SECONDED BY TRUSTEE DEBORAH BELANGER, THAT THE BOARD APPROVE THE LIST OF CAPITAL IMPROVEMENT PROJECTS PROPOSED FOR FISCAL YEAR 2017, AS PRESENTED. NONE OPPOSED, MOTION CARRIED. (Voting: 5 ayes, 0 nays)

2. President's Travel Request (January 2017). At this time, the President informed the Board of the following travel request:

-ACCJC Commission Meeting, January 11-13, 2017, Sacramento, California, 100% reimbursable.

-WestCare Board of Directors Meeting, January 19-22, 2017, Las Vegas, Nevada, 100% reimbursable.

MOTION

IT WAS MOVED BY TRUSTEE DEBORAH BELANGER, SECONDED BY TRUSTEE ELOY HARA, THAT THE BOARD APPROVE THE PRESIDENT'S TRAVEL REQUEST FOR JANUARY 2017. NONE OPPOSED, MOTION CARRIED. (Voting: 5 ayes, 0 nays)

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

VIII. EXECUTIVE SESSION

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

At 12:58 p.m., the meeting reconvened to open session.

At this time, the Vice Chairman Richard Sablan extended "kudos" and congratulations to the following:

1. Dr. Somera for receiving the Education Award from the Filipino Community of Guam (FCG).
2. Supervision and Management class for hosting the November 3, 2016 Senatorial Forum on campus.
3. COPSA and student organizations for hosting the 2016 Fall Festival.
4. GCC Culinary Arts students for earning the World Association of Chefs' Societies (WACS) Recognition of Quality Culinary Education program award.

At this time, the following motion was made:

MOTION

IT WAS MOVED BY TRUSTEE GINA RAMOS, SECONDED BY TRUSTEE ELOY HARA, THAT THE BOARD ACCEPTS THE PRESIDENT'S SEPTEMBER AND OCTOBER 2016 REPORTS. NONE OPPOSED, MOTION CARRIED. (Voting: 5 ayes, 0 nays)


IX. ADJOURNMENT. At this time, a motion was made to adjourn the meeting, as follows:

MOTION

IT WAS MOVED BY TRUSTEE ADRIAN DAVIS, SECONDED BY TRUSTEE DEBORAH BELANGER, THAT THE MEETING OF NOVEMBER 3, 2016, BE ADJOURNED. NONE OPPOSED, MOTION CARRIED. (Voting: 5 ayes, 0 nays)

There being no further discussions, the meeting of November 3, 2016, adjourned at approximately 1:02 p.m.

SUBMITTED BY:



BERTHA M. GUERRERO
Recording Secretary

DEC 21 2016

ATTESTED BY:



GINA Y. RAMOS
Secretary

DEC 21 2016

APPROVED BY:



FRANK P. ARRIOLA
Chairperson

DEC 21 2016