

GUAM COMMUNITY COLLEGE
Board of Trustees
Monthly Meeting of March 11, 2022

Minutes

I. CALL TO ORDER. The monthly meeting of the GCC Board of Trustees held on March 11, 2022, was called to order at 12:02 p.m., by Vice Chairperson Carlo Leon Guerrero 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, Vice Chairperson; Richard P. Sablan, Treasurer; Mr. Eloy P. Hara; Ms. Rose P. Grino; Ms. Paris Blas, Student Trustee. Frank P. Arriola, Chairperson (schedule conflict).

Others in attendance: Dr. Mary A.Y. Okada, President; Ms. Rodalyn Gerardo, Vice President for Finance & Administration Division; Mr. John Dela Rosa, Assistant Director, Communications & Promotions; Ms. Apolline San Nicolas, Chief Human Resources Officer; Dr. Julie Ulloa-Heath, Assistant Director, Planning & Development; Attorney Rebecca Wrightson; Ms. Simone Bollinger, Faculty Advisory member; Mr. Kenneth Bautista, Support Staff Advisory member.

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 – February 11, 2022.

MOTION

IT WAS MOVED BY TRUSTEE ELOY P. HARA, AND SECONDED BY TRUSTEE ROSE P. GRINO, THAT THE BOARD APPROVE THE MEETING MINUTES OF FEBRUARY 11, 2022, 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:

FY2022: As of March 7, 2022, the College received a total of \$8,700,683.00 as follows: \$6,664,944.00 for the General Fund; \$1.9 million for MDF; \$36,000.00 for POST; and

approximately \$100,000.00 for the First-Generation Trust Fund Initiative. Based on billings and the allotment schedule, this equates to 86% of the request. The College is currently receiving allotments on a regular basis from DOA.

Capital Improvement Projects and other activities: The following reports from the President include the months for January/February 2022.

CIP:

Ongoing projects: The notice of intent to award for the Building 2000 emergency generator was issued to American Builders Corporation and awaiting documents from them before the final notice of award is issued; started water leak detection for our campus to determine if there are any so it can be resolved; an additional water pump for the Foundation Building (Bldg. 6000) will be installed to serve as a back up and this project has already been awarded; waiting for the final design for the canopy for the student center; refurbishment of 30,000 gallon water tank is ongoing with a 44% completion; adding benches around campus; the Culinary expansion is underway with a full design by TRMA and input from the Culinary faculty; waiting on proposals for the bathroom renovation in Building 2000.

Other activities:

Boot Camps: The College completed the ship repair boot camp on January 14, 2022; launched the truck driving, diesel mechanic, GED and bus driving boot camps; completed the diesel mechanic and construction III boot camps in February 2022. There are several employer sponsors such as Triple J, Guahan Waste Control, MidPac Far East, East West Rental, Guam Pak Express, and for the construction boot camp, Inland Builders.

The College is currently establishing the 22nd cycle for the Guam Fire Department's Academy with the goal of a pro-board certification in partnership with the Saipan Port Authority.

The President participated in a stakeholders forum with the Mañelu group in support of their clientele. Anticipate providing them with workshops including participation in workforce development programs such as the boot camps.

The College participated in a job fair hosted by Atkins Kroll. The President thanked Dr. Mike and his team for this effort.

The GED and Basic Adult Education office are collaborating with the Bureau of Women's Affairs for scholarship opportunities. This is to support women who are seeking to complete their high school education with a diploma or GED.

The College is preparing to launch the 2022 Summer and Fall registrations to provide students time to register for classes. Anticipate this will begin on Monday, March 14, 2022.

There is an opportunity for the College to engage in articulation agreements with Chaminade

to allow GCC students to complete and enter into a 2+2 with Chaminade through a virtual or distance education.

The College is continuously seeking grant opportunities. One opportunity is a FEMA application for the mitigation and hardening of Building 600; another is the Asian American and Native American Pacific Islander-Serving Institutions (AANAPISI).

A meeting was held with Mr. Richard Ibanez from Guam Mass Transit to partner in strengthening what they already have with funding and also help identify routes for our students to have access with mass transit transportation. Anticipate this will help the barrier that some students have with some of their transportation issues especially with the increase of gasoline.

The ACCJC Midterm Report is on today's agenda for the Board's consideration, which has gone through the College Governing Council and is due to ACCJC on March 15, 2022.

There is an opportunity for the College with the GCC Foundation to obtain property near the campus. The College will issue an RFQ for an appraisal. This particular property was on the last ISMP and anticipate approaching the owners after an appraisal is done.

A technology audit is being conducted for the College to determine whether it has the capacity to expand its online programs. It includes the help desk to support students online and the bandwidth. Anticipate supporting MIS and other College employees through professional development training with this process, if needed.

2. Monthly Activities Report.

Student Trustee: Trustee Paris Blas reported for February and March 2022 activities as follows:

Tuesday, 3/8/2022: Classes resumed back on campus and feedback from students: two (2) weeks was good enough time to be away from the classrooms; throws their rhythm off and prefer to be in the classroom; reliable internet, computer access, library resources needed to complete research papers and projects.

Upcoming events for March 2022:

Friday, 3/11/2022: Deadline to apply for graduation and last day for students to withdraw from classes (full term courses).

Friday, 3/11/2022: Next COPSA meeting is today.

Friday, 3/18/2022, 8:30am-12:30pm: "The Edge" student conference is scheduled for next week; venue is the Multipurpose Auditorium (MPA) and online via Zoom. As of Wednesday, 3/9/22 there were 126 Students who pre-registered and registration is still open.

Workshop sessions include: "Financing for Your Future," "Social Media Do's and Don't for Job Seekers," "Job Search and Resume Writing Tip," "How to Ace Your Virtual or In-person Job Interview," "Making the Transition: From GCC to UOG." First 100 students to pre-

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register and attend the entire conference will receive a free conference t-shirt. Students who attend the conference in the MPA will receive a gift certificate or food.

Several students inquired about the Dean's and President's List. Both lists were posted for the Fall 2021 semester.

MSI (Minority Serving Institution) CARES3 grant was posted to students' accounts in the amount of \$73.

COPSA elections for AY2022-2023 student leaders are ongoing. Application deadline for submission is Tuesday, March 29, 2022.

April 2022: The last meeting for Trustee Blas as Student Trustee.

Due to the recent burglary, Trustee Blas advised the COPSA Vice President to remind students to be vigilant while on campus. If they see something, say something. Call security or the Student Support Services offices. Security was roaming the campus after 5:00pm to ensure that offices were locked and secured.

Friday, 4/8/2022, 2:30pm after the 1:00pm general membership meeting: COPSA will be holding a zumba recreational activity and pickleball demonstration by the Guam Fitness Instructors Group. This recreational activity is an on-campus event and will be held at the student center courtyard.

There were some student concerns:

Allied Health building air-conditioning has been down since last semester and has been difficult for the medical assistant students to attend their classes from 9:00am-2:00pm and waiting on some feedback on this. The President will get the information regarding the status of the air-conditioner and will be providing an update.

With graduation, some students are anticipating to not have a drive thru and requesting for consideration. There were some discussions. The President explained that there are still some restrictions with gatherings if held at UOG and unsure when this will be lifted. That it is currently safest to have a drive thru graduation. The President will contact UOG to determine with the number of students registered for graduation how many people will be allowed. The President will be meeting with Trustee Blas to provide an opportunity to discuss this next week after she obtains this information.

Regarding the Higher Education Emergency Relief Fund (HEERF) similar to what UOG recently received this past week and some are inquiring about this. The President informed the Board that the \$73 issued to students was to offset the technology fee and as of today's date, the remainder of the disbursement of the CARES funding is already in the process of being issued. Those with outstanding balances will be available to pick up their checks beginning next week, Monday, March 14, 2022.

Faculty Advisory Member: Ms. Simone Bollinger reported the following:

Face to face classes have resumed.

Some faculty reported all of their students have returned and some reported lower attendance rates.

There were concerns with students such as gas prices going up and older relatives living in their homes with the pandemic situation and requesting to continue online accommodations. Faculty are taking this into consideration depending on their classes, the students and the meeting of SLOs, which is a big part of their discussions.

Anticipate next week for classes to settle down and believe everyone is working through this.

February/March activities:

GCC Culinary Valentine's bake sale was a success.

"Show & Sell: A Student Business Showcase" was held in the MPA. There were 16 student vendors and 80+ visitors.

DECA marketing program distribution of resources was at Guma San Jose.

The Supervision & Management students participated in the Island Girl Power compound cleanup and reopening.

GCC annual LinkUp was hosted by the Visual Communications program.

February 2022: In partnership with the National Partnership for Environmental Technology Education (NPETE), 2 OSHA trainings were held in the MPA to include face to face plus virtual training. 5 GCC students and 4 GCC faculty attended, both GCC Health & Safety personnel attended as well as others in the community. Zoom attendance also included participants from Rota, Saipan and Palau. It was also free for participants in the region.

There are 3 GCC CHamoru immersion classes that have started. An update was done with the curriculum using the immersion method which is teaching CHamoru classes speaking in Chamoru. This is something new on campus. One of the immersion method classes is for CHamoru teachers who also teach in CHamoru. Ms. Bollinger attended the first class which was for 3 hours and that 95% of the class was taught in CHamoru.

Support Staff Advisory Member: Mr. Kenneth Bautista reported the following:
Continuing with the semester and preparing for the summer and fall registrations.

Board of Trustees Community Outreach Report:

Trustee Grino reported she attended a pandemic planning virtual meeting on Feb. 22-24, 2022, as a nurse leader and mentioned that it is really critical for GCC to continue to support its nursing/medical assisting, LPN and EMT programs especially during this pandemic situation. For GCC to continue to support our community in responding to the pandemic situation such as the vaccination clinics on campus and continuously be informed of the pandemic planning within our community.

VI. UNFINISHED BUSINESS

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

Forensic Lab/DNA Building. This project is 96.62 % complete to date and almost complete. Substantial completion is the fire alarm system and then the Guam Fire Department inspection.

Building 300. This project is 96.65% complete and the storm drain manhole, fire sprinkler and fire alarm system is needed for the substantial completion and then the Guam Fire Department inspection.

Wellness Center. As last reported the College is still working on securing federal funds for this project. The A&E design is 100% complete and once funding is secured, this will go out to bid. The College is considering multiple funding sources for this project as a leverage. At this time there are no updates.

Building B. The bid award is complete and the College has submitted a notice of intent to award pending additional documents. Legal counsel has been deputized by the AG's office to complete the review of the procurement process.

Workforce Development Center (Barrigada property). TRMA has completed the A&E design. The College followed up with the U.S. Economic Development Authority regarding funding for this renovation project but still waiting for an update.

VII. NEW BUSINESS.

1. ACCJC Midterm Report. The Board was provided with a copy of the College's Midterm Report for the ACCJC for the Board's consideration. This report is the College's status since its last accreditation review in 2018 with no recommendations for improvements and no recommendations to meet standards.

This Midterm Report deals with the updates on the College's progress since the last accreditation for submission to the ACCJC by the March 15, 2022 deadline. This report has gone through a governance process through the College Governing Council. The following motion was then made:

MOTION

IT WAS MOVED BY TRUSTEE ELOY P. HARA, SECONDED BY TRUSTEE RICHARD P. SABAN, THAT THE ACCJC MIDTERM REPORT, AS PRESENTED, IS HEREBY APPROVED. NONE OPPOSED, MOTION CARRIED. (Voting: 5 ayes, 0 nays)

At this time, Trustee Grino mentioned that she is proud of the College under Dr. Okada's leadership with the initiatives and accomplishments the College has made through the years, which she mentioned is a collective effort from everyone within the College community.

2. President's Travel Request (March-April 2022)

NASBE conference, March 27-29, 2022, Washington D.C., GDOE funded.
ACCJC meeting, April 11-12, 2022, San Francisco, CA, ACCJC funded.

MOTION

IT WAS MOVED BY TRUSTEE RICHARD SABLAN, SECONDED BY TRUSTEE ELOY P. HARA, THAT THE PRESIDENT'S TRAVEL REQUEST FOR MARCH-APRIL, 2022, AS PRESENTED, IS HEREBY APPROVED. NONE OPPOSED, MOTION CARRIED. (Voting: 5 ayes, 0 nays)

At this time, a motion was made as follows:

MOTION

IT WAS MOVED BY TRUSTEE ROSE P. GRINO, SECONDED BY TRUSTEE ELOY P. HARA, THAT THE MEETING CONVENE INTO EXECUTIVE SESSION. NONE OPPOSED, MOTION CARRIED. (Voting: 5 ayes, 0 nays)

At 12:43 p.m., the meeting convened into Executive Session.

VIII. EXECUTIVE SESSION

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

A motion was made, as follows:

MOTION

IT WAS MOVED BY TRUSTEE RICHARD P. SABLAN, SECONDED BY TRUSTEE PARIS BLAS, THAT THE MEETING RECOVENE INTO OPEN SESSION. NONE OPPOSED, MOTION CARRIED. (Voting: 5 ayes, 0 nays)

At 12:58 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 ELOY P. HARA, SECONDED BY TRUSTEE RICHARD P. SABLAN, THAT THE PRESIDENT'S REPORT BE ACCEPTED. NONE OPPOSED, MOTION CARRIED. (Voting: 5 ayes, 0 nays)

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

MOTION

IT WAS MOVED BY TRUSTEE ELOY P. HARA SECONDED BY TRUSTEE ROSE P. GRINO, THAT THE MEETING OF MARCH 11, 2022, BE ADJOURNED. NONE OPPOSED, MOTION CARRIED. (Voting: 5 ayes, 0 nays)

There being no further discussion, the meeting of March 11, 2022, adjourned at 12:59 p.m.

SUBMITTED BY:

Bertha M. Guerrero APR 08 2022
BERTHA M. GUERRERO
Recording Secretary

ATTESTED BY:

Rose P. Grino APR 08 2022
ROSE P. GRINO
Secretary

APPROVED BY:

Frank P. Arriola APR 08 2022
FRANK P. ARRIOLA
Chairperson