

GUAM COMMUNITY COLLEGE
Board of Trustees
Monthly Meeting of May 3, 2012

Minutes

I. CALL TO ORDER

The monthly meeting of May 3, 2012 was called to order at 6:10 p.m., Ms. Deborah C. Belanger, Board Vice Chairperson, presided over the meeting held in the President's Conference Room located at the Student Services & Administration Building in Mangilao, Guam.

1. Swearing In and Administration of the Oath of Office. Vice Chairperson Belanger swore in the newly elected GCC Board of Trustees Student Member, Ms. Ariane Nepomuceno.

2. Roll Call. Trustees Present: Deborah C. Belanger, Vice Chairperson; Ms. Gina Y. Ramos, Chairperson; Mr. Edward G. Untalan; Mr. Richard P. Sablan; Ms. Ariane Nepomuceno, Student Trustee; Mr. Kenneth Bautista, Support Staff Advisory Member.

Not in attendance: Mr. Frank P. Arriola (off-island); Ms. Maria Dilanco Garcia (off-island); and Dr. Karen Sablan, Faculty Advisory Member (out sick).

Others in attendance: Dr. Mary A.Y. Okada, President; Dr. R. Ray D. Somera, Vice President, Academic Affairs Division; Mr. Reilly Ridgell, Dean, School of Trades & Professional Services; Ms. Jayne Flores, Assistant Director, Communications & Promotions; Ms. Lolita Reyes, Assistant Director for Development & Alumni Relations; Attorney Catrina Campana; Mr. Edwin Limtuatco, Controller; Mr. Michael Chan, Technology Student Services; Ms. Bobbie Leon Guerrero, Center for Student Involvement; Ms. Liz Duenas, Civic Engagement; Mr. Donnie Lizama, CSI; Mr. Steven Ray Alvarez, COPSA; Butga Diana Masga, COPSA.

3. Recital of Mission Statement. Board members recited the Mission Statement: *The mission of the Guam Community College is to be a leader in career and technical workforce development by providing the highest quality education and job training in Micronesia.*

II. APPROVAL OF MINUTES

1. April 4, 2012.

MOTION

IT WAS MOVED BY TRUSTEE EDWARD UNTALAN SECONDED BY TRUSTEE RICHARD SABLAN THAT THE BOARD APPROVES THE MEETING MINUTES OF APRIL 4, 2012, SUBJECT TO CORRECTIONS. NONE OPPOSED, MOTION CARRIED. (Voting: 4 ayes, 0 nays)

III. COMMUNICATIONS-There was none reported.

IV. PUBLIC DISCUSSION – None.

V. REPORTS

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

–Financial Status: As of April 30, 2012, the College received \$3.525 Million Dollars from the General Fund. \$235,000.00 for LPN; \$1.340 Million for the Manpower Development Fund (MDF); \$20,531.00 for TAF. Additionally, for the line items in the budget, the following was also received:

Power: \$421,000.00.

Water: \$13,000.00.

Medical & Dental: \$94,000.00.

Life Insurance: \$11,000.00

However, in the MDF, \$917,000.00 was received, which are excess funds for FY2011. These are funds not yet collected under the MDF but still transmitted to the College. The College is expecting that these funds will eventually be reverted back to MDF. This is currently recorded as a FY2012 revenue and will be looking out for its adjustment once DOA audits are complete.

Allotment schedule for GCC appropriations has been on track so far with the schedule provided to DOA. There is no word on the 15% set aside on whether the funds will be released.

Most of the Capital Improvement Projects for FY2011 are done such as the painting; however, some items are still pending, as follows:

- Building 500: Project is replacing windows and frames. There are issues with the contractor and has been notified of liquidating damages. Purchase Order was issued in September 2011 for 120 days and as of today's date it is only 5% complete. The contractor is having cash issues. Because this is a Purchase Order less than \$50,000.00, the contractor does not have a bond.
- FY2012 CIP: President Okada will be meeting with TRMA tomorrow for the status with the specifications for bids that have yet to go out.

President Okada further reported other activities that the College is working on such as the following:

EMT transition courses are being offered through a grant, namely, the Allied Health Education Center (AHEC) Grant, which the College is a subgrantee with the University of Guam. This is training and certification for personnel from GFD, Navy and the Air Force. The College is currently working with AHRD for work readiness training for its Youth Program. Other projects being coordinated are with the Port Authority of Guam, the Customs and Quarantine; summer employment project with the Guam Chamber of Commerce; training and certification for local professional counselors with the National Board of Certified Counselors; and the College and Career Readiness Summit will be held next week as a result of the Tri-Board meeting via a grant received through College Access.

President Okada further reported that Dr. Somera and the College Deans have been pursuing a program-to-program articulation with the University of Guam. This month there will be a joint ALO

training at the College of Micronesia in which PPEC member institutions, including UOG will be attending to discuss articulation. Programs will deal with liberal studies.

The College has officially launched the Dual Credit Articulated Programs of Study (DCAPS) program. These are the high school programs that will be articulated into post secondary. There are some students that are already eligible for this semester which begins the College's dual credit program. This ties in with the Tri-Board initiative to try and increase college access in providing the pathway into the GCC secondary programs. In the future, this will expand into the DOE CTE programs.

The College received honorary membership into the Sustainable Energy Industry Association of the Pacific Islands (SEIAPI). The AutoCAD received 1st place in the 2012 Green greenhouse contest sponsored by the UOG Center for Island Sustainability Program. The prize is \$4,000.00 to be divided among the instructor and about six (6) students. The 35th Gala Anniversary will be held on Saturday, May 5, 2012 and the Distinguished Alumni will be recognized at this time; GCC commencement is on May 18, 2012; and the GCC "Biggest Loser" will be announced on May 25, 2012. The President also reported she has met with some of the GCC staff comprised as the core group to facilitate the GCC Staff Senate.

The President announced she was nominated, confirmed and has accepted the Board Chair position for the WestCare Pacific Islands. The President will be representing the Pacific Islands. WestCare is an organization that provides services to disadvantaged youths, drug and alcoholic abused victims and the homeless. There are currently fifteen (15) WestCare offices to include an East and West Region. Mr. Mike Perez was selected as the Co-Chair. Senator BJ Cruz was the former Chairperson. President Okada mentioned she visited the Guam office. There are about ten (10) employees on Guam and services are currently being offered. President Okada was then congratulated by the Board.

2. Monthly Activities Report

Student Trustee: Trustee Ariane Nepomuceno reported as follows:

- The COPSA general membership meeting was just held last Friday and they are preparing for the graduation.
- COPSA will be providing a merienda for the graduates.
- There will be training for the new BOT and new COPSA officers in May.

Faculty Advisory Member: Dr. Sablan was out sick.

Support Staff Advisory Member: Trustee Ken Bautista reported that he attended a meeting with the President and other GCC staff to create and draft By-Laws and a Constitution for the GCC Staff Senate. A meeting was held today and another will be held tomorrow. The first draft will be submitted on Monday and the election for new members will be on May 25, 2012. Positions will be created by the By-Laws.

3. Board of Trustees Community Outreach Report.

- Chair Ramos attended the Business Woman of the Year award with Dr. Ray Somera, FBOG

Chair Lorraine Okada, and Ms. Lolita Reyes. There was also a Joint Educational Board (Tri-Board) meeting held on April 7, 2012 on campus.

- Trustee Belanger reported for the record that she attended the Accreditation meetings, the Tri-Board meeting and a culinary contest.

VI. UNFINISHED BUSINESS

1. Construction Projects Updates

Foundation Building Renovation: Renovation continues for the Foundation Building is now 63% complete, however, the President reported she has a meeting with the architect tomorrow. There is additional work that has to be taken care of and the initial ribbon cutting of July 19th will be postponed.

Building 200 Renovation: President Okada reported that she met with GEDA and there is a proposal and a Bill supported by the Governor that will be submitted to the Guam Legislature. This Bill will allow GCC to enter into a leaseback agreement. The draft language was provided by GEDA and the bond counsel. Once this is finalized she will forward this to the Board.

Foundation Building: As last reported the change order was issued to Orion for photovoltaic lights and the notice of intent to award for the Student Center photovoltaic panels to Pacific Green.

- 2. Credit Hour Policy.** The Board made a motion to place the Credit Hour Policy into third reading as follows.

MOTION

IT WAS MOVED BY TRUSTEE EDWARD UNTALAN AND SECONDED BY TRUSTEE GINA RAMOS TO MOVE THE PROPOSED CREDIT HOUR POLICY INTO THIRD READING. NONE OPPOSED, MOTION CARRIED. (Voting: 4 ayes, 0 nays)

For clarification purposes, there was a question about the steps of the first through the third reading for Board's approval on certain issues. President Okada explained that this will allow the public an opportunity to respond should there be any questions or concerns since the Minutes are made public.

VII. NEW BUSINESS. (There was none)

At approximately 7:08 p.m., the meeting went into Executive Session.

VIII. EXECUTIVE SESSION

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

At approximately 7:15 p.m., the meeting reconvened to open session.

MOTION

IT WAS MOVED BY TRUSTEE RICHARD SABLAN, SECONDED BY TRUSTEE EDWARD UNTALAN, THAT THE BOARD ACCEPT PRESIDENT OKADA'S PROGRESS REPORT. NONE OPPOSED, MOTION CARRIED. (Voting: 4 ayes, 0 nays)


IX. ADJOURNMENT

MOTION

IT WAS MOVED BY TRUSTEE RICHARD SABLAN, SECONDED BY TRUSTEE FRANK ARRIOLA, THAT THE MEETING OF MAY 3, 2012 BE ADJOURNED. NONE OPPOSED, MOTION CARRIED. (Voting: 4 ayes, 0 nays)


There being no further discussions, the meeting of May 3, 2012 adjourned at 7:20 p.m.

SUBMITTED BY:



BERTHA M. GUERRERO
Recording Secretary

ATTESTED BY:



FRANK P. ARRIOLA
Secretary

APPROVED BY:



GINA Y. RAMOS
Chairperson