

GUAM COMMUNITY COLLEGE BOARD OF TRUSTEES
Monthly Meeting – Friday, June 10, 2022, 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 May 6, 2022

III. COMMUNICATIONS - None

IV. PUBLIC DISCUSSION - No Requests

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
 - Forensic Lab
 - Building 300
 - Wellness Center
 - Building B
 - Workforce Development Center

VII. NEW BUSINESS

1. President's Travel Request (July 2022)

VIII. EXECUTIVE SESSION

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

IX. ADJOURNMENT

GUAM COMMUNITY COLLEGE
Board of Trustees
Monthly Meeting of May 6, 2022

Minutes

I. CALL TO ORDER. The monthly meeting of the GCC Board of Trustees held on May 8, 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. Swearing In and Administration of the Oath of Office for elected GCC Trustee Student Member. The Board Vice Chairperson, Carlo Leon Guerrero, swore in the newly elected GCC Board of Trustees Student Member, Mr. Kenly Magwili.

2. Roll Call. Trustees Present: Mr. Carlo Leon Guerrero, Vice Chairperson, Ms. Rose P. Grino, Secretary; Mr. Eloy P. Hara; Mr. Kenly Magwili, Student Trustee. Frank P. Arriola, Chairperson (schedule conflict); Richard P. Sablan, Treasurer (schedule conflict).

Others in attendance: Dr. Mary A.Y. Okada, President; Dr. Virginia Tudela, Vice President, Academic Affairs Division; Ms. Rodalyn Gerardo, Vice President for Finance & Administration Division; Dean Pilar Williams, TPS; Dr. Michael Chan, TSS; 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; Mr. Carl Torres II; CSI Representatives: Mr. Gerald Cruz, Ms. Tara Pascua, Mr. Adrian Davis.

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 – April 8, 2022.

MOTION

IT WAS MOVED BY TRUSTEE ROSE P. GRINO, AND SECONDED BY TRUSTEE ELOY P. HARA, THAT THE BOARD APPROVES THE MEETING MINUTES OF April 8, 2022, WITH CORRECTIONS. NONE OPPOSED, MOTION CARRIED. (Voting: 4 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 to date and based on appropriations, the College received a total of approximately \$11,400,000.00. This equates to 84% of the total amount based on the allotment schedule and 57% of the total appropriations for the fiscal year, as follows: \$9,088,560.00 for the General Fund; approximately \$2,153,783.00 for MDF; \$41,608.00 for the POST Commission; and \$115,380.00 for the First-Generation Trust Fund Initiative.

Capital Improvement Projects and other activities: The following is a report from the President.

CIP:

Ongoing projects: The College is currently continuing with the air conditioning replacement project on campus using CARES funding; the Building 2000 emergency generator was just awarded in April 2022 and is 5% complete with the vendor obtaining the required permits; currently utilizing the GCC Facilities and Maintenance plumbers to fix some of the water leaks that were detected.

Other activities:

April activities:

GCC employees who attended the Spring 2022 Virtual College Assembly held on Monday, April 18, 2022, also participated in the *Ethics in Government* training. Those not in attendance and any new hires will be scheduled to take this ethics training based on Public Law 26-35, which requires all Government of Guam employees to attend.

Bus driving boot camp and truck driving were recently launched; the GFD 22nd cycle academy was also launched; the Adult Education project was submitted to the project review panel on April 28, 2022, to include a review by a GDOE principal with the next step to submit the proposal to the Guam Workforce Development Board for their concurrence.

Transformation sessions were recently held and conducted by Dr. Laura Souder and Dr. Samuel Betances, which included two cohorts. This consisted of individuals who have been employed with the College and have not attended a transformation training, plus College administrators who attended as a refresher. The training was approximately 40 hours and focused on the post COVID-19 environment, how to build the economy and re-engaging with students.

A survey was conducted for students regarding their preference with the upcoming GCC graduation, which is now in person and a scaled down event and will be held on May 13, 2022, 9:00 a.m., at the UOG Calvo Field House.

The College has applied for several grants during April 2022. A supplemental grant was submitted under the American Rescue Plan to the U.S. Department of Education requesting for additional financial assistance to be used for students during the upcoming semester.

Another grant was submitted to the U.S. Department of Interior to increase the College's capacity to raise funds and also engage with nonprofit organizations in financial management.

2. Monthly Activities Report.

Student Trustee: Trustee Kenly Magwili reported the following:

Students are preparing for the end of the semester and anticipating their final grades to be posted.

Graduates are excited that the College shifted from a motorcade to traditional in person commencement ceremony on May 13, 2022, 9:00 a.m., at the UOG Calvo Field House and students are beginning to pick up their tickets for their guests.

Graduation rehearsal is scheduled on May 12, 2022, at 2:00 p.m. COPSA also prepared gifts as a giveaway for the graduates.

The student trustee also mentioned he is looking forward to serving in this capacity as well as working along with the Council on Post Secondary Student Affairs (COPSA) and the Center for Student Involvement (CSI) during this upcoming academic year.

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

Faculty is also preparing for the end of the semester as well as issuing grades which were due yesterday.

Faculty is also looking forward to supporting students in preparation for graduation this year in person in their regalia.

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

As last reported, staff are preparing for the end of the semester and preparing for graduation as well as for the summer classes.

Staff attended the College Assembly on April 18, 2022 and participated in a mandatory Ethics training for approximately 3-4 hours.

Wishing all mothers a "Happy Mother's Day!"

Board of Trustees Community Outreach Report:

At this time, Trustee Grino thanked all the faculty and staff for their continued hard work as the College concludes this semester and congratulating all the GCC graduates.

May is Nurses' month and this week is the beginning of "National Nurses Week" and for the record wished to recognize Ms. Dorothy "Dee" Duenas, the rest of the faculty and staff in the Allied Health Program for their dedication and commitment to continue educating our future nurses, which is especially critical at this time for both within our community and globally with the pandemic.

April 27, 2022: Trustees Leon Guerrero and Grino attended the Board of Trustees Policy Review for Series 300 via Zoom.

April 29, 2022: Trustees Leon Guerrero, Grino and Sablan attended the GCC Wine Tasting event. Trustee Sablan provided entertainment and Trustee Leon Guerrero and Grino praised the food which were prepared by the GCC Culinary chef and students.

VI. UNFINISHED BUSINESS

1. **Vice President *Emeritus*.** As mentioned at the last Board meeting, the President received a letter from Dr. Ray Somera requesting to be granted Vice President *Emeritus* in line with the GCC Board Policy 465, "Emeriti at the Guam Community College," and all requirements have been met. Also, during the last meeting and although it is not required in the current Policy 465, the Board recommended to seek comments from the College Governing Council (CGC). Based on the Board's recommendation, the CGC met on April 26, 2022 to discuss Dr. Somera's application.

There were five (5) comments provided by the CGC, as follows:

- 1) "The Guidelines for Emeriti adopted by BOT Policy 465 states that resources, such as an office space and access to other facilities, may be provided." The President mentioned that although this is not required, it will be considered on an as needed basis. "Accordingly, it was recommended that Policy 465 include language that the Emeritus application undergo participatory governance review (i.e., RPF and/or CGC)." The President informed the Board that this will be addressed during a policy review for Policy 465.
- 2) "Will this status result in the use of funds or result in obligations to GCC the applicant?" This will also be addressed when Policy 465 is updated.
- 3) "One person asked if there were any other folks with this status at GCC and CGC found none." The President informed the Board there is a President Emeritus, which is the former President John Cruz.
- 4) "This brought up the point that Faculty Senate should look into retired professors who should be considered for emeritus status." The President mentioned the Faculty Senate could review Policy 465 and establish a process for nominating a Faculty *Emeritus* in line with the procedures for said policy.
- 5) "It was noted that Dr. Ray had never taught at GCC, but it was also brought up that he had done a lot to help GCC."

At this time, the following motion was made:

MOTION

IT WAS MOVED BY TRUSTEE ELOY P. HARA, SECONDED BY TRUSTEE ROSE P. GRINO, THAT THE BOARD APPROVE DR. RENE RAY SOMERA'S APPLICATION AS A VICE PRESIDENT *EMERITUS* AT THE GUAM COMMUNITY COLLEGE PER BOARD POLICY 465. NONE OPPOSED, MOTION CARRIED.
(Voting: 4 ayes, 0 nays)

The President mentioned that the College will make preparations for an event to recognize this

status.

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

Forensic Lab/DNA Building. This project is 98.31% complete as of May 4, 2022. The College is waiting on materials to arrive for its fire alarm system in order to submit an application for substantial completion and then for inspection by GFD.

Building 300. This project is 97.15% complete and also waiting to complete its fire alarm system. Damage was recently done to the underground cable/conduits for the fire alarm but is being addressed. Until this is done, the College will submit an application for substantial completion and then for inspection by GFD.

Wellness Center. The President and Dr. Julie Ulloa-Heath met with GHURA representatives and will be submitting an application to GHURA for funding. This deadline to submit is May 31, 2022. The College will also be applying for USDA funding for this project.

Building B. This project has been awarded to Pacific Federal Management. The contract has been signed and the purchase order has been issued and construction will then begin on this project.

Workforce Development Center (Barrigada property). The U.S. Economic Development Authority (EDA) requested for an appraisal on this property. Appraisers will be on site on May 9, 2022. Once the appraisal is received, the College will be requesting U.S. EDA to include the appraisal cost. Anticipate this will be approved as a pre-award cost.

VII. NEW BUSINESS.

1. BOT Policy Updates (Series 300). The Board was provided with copies of the BOT Policy Series 300, namely, 306, 310, 315, 320, 325, 330 and 335. The Vice Chairman explained a Board Policy Review was previously held to discuss these policies. Track changes were included to indicate the changes made.

At this time, the following motion was made:

MOTION

IT WAS MOVED BY TRUSTEE ROSE P. GRINO, SECONDED BY TRUSTEE ELOY P. HARA, THAT THE GUAM COMMUNITY COLLEGE BOARD OF TRUSTEES POLICIES SERIES 300, BE APPROVED AS PRESENTED, AS FOLLOWS: POLICY 306, "COMPREHENSIVE ASSESSMENT OF INSTRUCTIONAL PROGRAMS, STUDENT SERVICES, ADMINISTRATIVE UNITS AND THE BOARD OF TRUSTEES," RESOLUTION 1-2022; POLICY 310, "INSTRUCTIONAL CALENDAR, POSTSECONDARY AND SECONDARY," RESOLUTION 3-2022; POLICY 315, "SATELLITE CAREER AND TECHNICAL EDUCATION (CTE) PROGRAMS

AUTHORIZATION,” RESOLUTION 4-2022; POLICY 320, “ARTICULATION AND TRANSFER AGREEMENTS,” RESOLUTION 5-2022; POLICY 325, “GUAM’S CAREER AND TECHNICAL EDUCATION SYSTEM,” RESOLUTION 6-2022; POLICY 330, “GUAM’S ADULT EDUCATION PROGRAMS,” RESOLUTION 7-2022; AND POLICY 335, “WORKFORCE DEVELOPMENT ADVISORY COMMITTEES FOR CAREER AND TECHNICAL EDUCATION (CTE),” RESOLUTION 8-2022. NONE OPPOSED, MOTION CARRIED. (Voting: 4 ayes, 0 nays)

At 12:30 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 follows:

MOTION

IT WAS MOVED BY TRUSTEE ELOY P. HARA, SECONDED BY TRUSTEE ROSE P. GRINO, THAT THE MEETING RECOVENE INTO OPEN SESSION. NONE OPPOSED, MOTION CARRIED. (Voting: 4 ayes, 0 nays)

At 12:47 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, SECONDED BY TRUSTEE ELOY P. HARA, THAT THE PRESIDENT’S REPORT BE ACCEPTED. NONE OPPOSED, MOTION CARRIED. (Voting: 4 ayes, 0 nays)

At this time, the newley elected Student Trustee, Kenly Magwili was welcomed as the newest Trustee member.

The GCC Graduation is on Friday, May 13, 2022, 9:00 a.m., at the UOG Calvo Field House.

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

MOTION

IT WAS MOVED BY TRUSTEE ROSE P. GRINO, SECONDED BY TRUSTEE ELOY

P. HARA, THAT THE MEETING OF MAY 6, 2022, BE ADJOURNED. NONE OPPOSED, MOTION CARRIED. (Voting: 4 ayes, 0 nays)

There being no further discussion, the meeting of May 6, 2022, adjourned at 12:49 p.m.

SUBMITTED BY:

Bertha M. Grino JUN 10 2022
BERTHA M. GUERRERO
Recording Secretary

ATTESTED BY:

for
[Signature] JUN 10 2022
ROSE P. GRINO
Secretary

APPROVED BY:

[Signature] JUN 10 2022
FRANK P. ARRIOLA
Chairperson

PRESIDENT'S TRAVEL SCHEDULE
July 2022

Conference Title/Sponsor	Date	Location
Region 18 and 19 Comprehensive Centers' Advisory Board Meeting	July 11-14, 2022	Honolulu, HI

*Funding Source(s): *PREL*