

**GUAM COMMUNITY COLLEGE**  
**Board of Trustees**  
**Monthly Meeting of January 6, 2010**

**Minutes**

The monthly meeting of January 6, 2010 was called to order at 6:10 p.m., by Chairperson Gina Y. Ramos. The meeting was held in the President's Conference Room located at the Student Services & Administration Building.

**I. CALL TO ORDER**

**1. Roll Call**

**Trustees Present:** Ms. Gina Y. Ramos, Ms. Maria Dilanco Garcia , Ms. Deborah C. Belanger, Mr. Eduardo R. Ila, Mr. Frank P. Arriola, Mr. Mark A. Concepcion.

**Others in attendance:** Dr. Mary A.Y. Okada, President, Mr. Barry Mead, Faculty Advisory Member, Attorney John Aguon, Legal Counsel, Dr. Ray Somera, Vice President, Academic Affairs Division, Ms. Carmen K. Santos, Vice President, Business & Finance Division, Mr. Reilly Ridgell, Dean, School of Trades & Professional Services, Dr. Michelle Santos, Dean, School of Technology & Student Services, Ms. Jayne Flores, Assistant Director, Communications & Promotions, Ms. Doris Perez, Assistant Director, Planning & Development, Ms. Lolita Reyes, Assistant Director, Development & Alumni Relations.

**Not in attendance:** Mr. Kenneth Bautista, Support Staff Advisory Member.

**2. 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. December 2, 2009 Meeting**

**MOTION**

**IT WAS MOVED BY TRUSTEE EDUARDO R. ILAO, SECONDED BY TRUSTEE FRANK P. ARRIOLA THAT THE BOARD APPROVES THE MINUTES OF DECEMBER 2, 2009 MEETING, SUBJECT TO CORRECTIONS. MOTION CARRIES. (Voting: 5 ayes, 0 nays)**

**III. COMMUNICATIONS**

As a result of the Board's adoption of the resolution bestowing Honorary Professorship to Dr. Ikeda, President Okada received an email from Speaker Won Pat's office noting information about GCC is being widely disseminated to include media coverage in one of Japan's newspaper.

Further, she reported that GCC recently completed its Consolidated Annual Report for Adult Basic Education and Consolidated Annual Report for Career Technical Education. Per our Adult Basic Education liaison in Washington, D.C., because we've been paying more attention to the reports we submit, accolades of the college and insular areas including Saipan have recognized and now better understand that when developing policies in support of education, the role of including these three words in any legislation "and outlying region."

**IV. PUBLIC DISCUSSION - None.**

**V. REPORTS**

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

–Fiscal Year 2010 Appropriations: The college has received about 12% or \$2.5 million of its requested allotments. With the assistance of Senator Muna Barnes, we are working on the release of TAF funds associated with ProStart. Additionally, there are additional Manpower Development Fund monies that have been collected for fiscal year 2009. President Okada will work with BBMR's Director, Ms. Bertha Duenas, on the release of MDF monies for GCC. She reiterated that for fiscal year 2010, GCC's current appropriation from MDF is \$2.4 million.

–GCC's Annual Report, 2008-2009: As required by public law, GCC's Annual Report was submitted to Governor Camacho and to Speaker Won Pat. The annual report was developed by Ms. Jayne Flores with the assistance of Mr. Wes Gima.

–GCC's Institutional Priorities: Copies of the College's Institutional Priorities list, which was adopted through the governance process with the Management Team and Faculty Senate, were provided. The document identifies the organizational priorities and the academic priorities and should serve to guide all professional development activities at the college. This document will serve as "evidence" to meet Accreditation requirements.

–Additional Funding from U.S.DOI: During the Allied Health Center's ribbon cutting ceremony, U.S.DOI Assistant Secretary for Insular Affairs, Mr. Tony Babauta, announced the additional awarding of \$365,000 to GCC to support instructional labs, and electrical, plumbing, and refrigeration programs.

–Allied Health Center Naming Opportunity: The initial donation for the \$50,000 small lecture hall located in the Allied Health Center was recently received by the college from the family of

Mr. & Mrs. Shigeru & Dorothy Okada.

–Scholarship Donations: Scholarship donations were received from the Laguna & Western Visayas Organizations for our students.

–K57 Talk Show: GCC was given the opportunity to showcase its upcoming fundraising events during K57's December 30<sup>th</sup> Talk Show hosted by Mr. James Martinez, Guam Contractors Association Executive Director and Member of GCC's Foundation Board of Governors, and January 4<sup>th</sup> Talk Show hosted by Ms. Jayne Flores, GCC's Public Information Officer. Calls from potential scholarship donors were received. Currently, Ms. Lolita Reyes is working with GCC's Joint Boards Scholarship Subcommittee in developing the criteria for various scholarships to be awarded.

–Dual Enrollment Initiative: Informational sessions were held with GW students regarding the Dual Enrollment Initiative (DEI). The DEI will provide high school students who are enrolled in GCC's high school programs to be able to articulate their high school credits into GCC's postsecondary programs. Discussions with the Guam Department of Education on the subject matter are also in progress.

–Wreath & Door Decorating Contest: During the Christmas season, a wreath & door decorating contest was held. President Okada said that right before Christmas she kiddingly announced that the winners of the contest will be the designers for GCC's 2010 Liberation Day Float.

–Biggest Loser Competition: Starting January 11-March 26, 2010, GCC is holding "The Biggest Loser" weight competition amongst employees. The contest is to help our employees not only to lose weight but to also eat healthy and modify life styles. The winner will receive a cash prize.

–Delegate Bordallo's campus visit: On December 12, 2009, Delegate Bordallo visited the campus with a tour of the new Allied Health Center, the Key Ingredients display at the multipurpose auditorium, and a visit with students who were afforded training under the Earmarked program. Though training was already completed, these students came to campus to meet with Delegate Bordallo and to showcase the skills they obtained from participating in the training funded by Earmark program funds.

–Student Success at GWHS: GW celebrated its student success recognition program and held a special awards ceremony for Brandon Sapp, who was a member of GCC's George Washington High School ProStart Team that finished 4<sup>th</sup> out of 38 teams in the national ProStart Competition held in San Diego, California on April 26, 2009.

–Joint Educational Boards Annual Meeting: As required by Public Law 19-40, the joint boards of education is scheduled to meet on Saturday, January 23, 2010 at the Astumbo Middle School

located in Dededo. On the agenda will be two resolutions for review and adoption. President Okada explained that the joint educational boards' goal is to adopt the goals and objectives from the Education Summit. The importance of this proposed resolution is to eliminate the need to have to obtain letters of support from each institution of higher education. However, by the joint educational boards adoption of the resolution, the resolution can be used by each institution in support of its grant applications.

In preparation for the upcoming election for public office, the second proposed resolution will be crafted to identify and set the platform for education through the joint educational boards. President Okada explained that 50% of all new revenues collected, as a result of the military build up, should be identified as "new revenues" and earmarked specifically for education. The resolution will establish education as a priority.

President Okada said as soon as she drafts up the two resolutions, a copy will be sent to the board prior to the Joint Educational Boards meeting on January 23, 2010.

–Joint GCC Boards Annual Retreat is scheduled for Saturday, February 13, 2010. Board members will be notified of the time and venue upon determination.

## **2. Monthly Activities Report**

**Student Trustee:** Trustee Concepcion reported the following:

- Friday, January 8, 2010: New Student Orientation
- Friday, January 22, 2010: COPSA's 1st Meeting
- Friday, January 29, 2010: Health Certificate classes for GCC student organizations in preparation for the Fall festival set for March 2010.

**Faculty Advisory Member:** Mr. Barry Mead reported the following:

- Sent an email to Board members before Christmas thanking the Board for approving the faculty salary adjustments. Faculty reacting very positive and are very appreciative to the Board and the President.
- The faculty team continues to meet in preparation for the upcoming Faculty Contract Negotiations set for March 2010.
- The Smithsonian Key Ingredients demonstration & display ended December 31, 2009. Mr. Mead extended appreciation to all who supported the event and especially to the Guam Fishermen's Coop, UOG's Life Science Department, and the Guam Department of Agriculture for donating different types of seafood and vegetables for GCC's culinary arts students to use in preparing various Chamorro cuisines.
- February 6, 2010 - Lodging Management Contest
- February 13, 2010 - ProStart Competition to be held at the Agana Shopping Center.

- Mr. Mead happily reported that he is currently working on the articulation (transfer credit for credit) of GCC's Associate Degree program in Culinary Arts with Le Cordon Bleu Scottsdale, Arizona College, a 4-year college.

**Support Staff Advisory Member:** No report. Mr. Kenneth Bautista did not attend the meeting.

### **3. Board of Trustees Community Outreach Report -**

--Trustees Gina Ramos and Debbie Belanger attended a session on the draft Environmental Impact Study held by the Society of American Military Engineers.

--Trustee Frank Arriola noted that he is a committee member for a Rodeo Golf Tournament that is being planned.

## **VI. UNFINISHED BUSINESS**

### **1. Construction Project Updates**

Student Center - President Okada reported the bid is ready to be put out and is just now waiting for the approval to release ARRA funding to support the project.

Learning Resources Center - The building permit for the LRC has been received. The construction of the two temporary parking lots, located across Victoria J Market and adjacent to the GCC library, is currently underway.

### **2. Board Representative for GCC BOT/GFT Faculty Contract Negotiations (tabled at the December 2, 2009 meeting)**

President Okada recommended that this item remain tabled until an appointment has been made to replace Trustee Sablan. Board members concurred that this issue remains tabled.

President Okada noted that she met with Mr. Francis Diaz on potentially being a member on the Board, however, because Mr. Diaz is the union representative for Continental, he is not able to serve. President Okada suggested Mr. Woodrow Concepcion as another potential candidate.

### **3. Election of Board Officers (term: January 2010 - December 2011)**

- **Chairperson**
- **Vice Chairperson**
- **Secretary**
- **Treasurer**

**MOTION**

**IT WAS MOVED BY TRUSTEE FRANK P. ARRIOLA, SECONDED BY TRUSTEE EDUARDO R. ILAO, THAT THE CURRENT BOARD OFFICERS STRUCTURE REMAIN THE SAME WITH THE NOMINATION OF MR. FRANK P. ARRIOLA AS SECRETARY. MOTION CARRIES. (Voting: 5 ayes, 0 nays)**

Trustee Gina Y. Ramos was elected Chairperson, Trustee Maria Dilanco Garcia was elected Vice Chairperson, Trustee Deborah D. Belanger was elected Treasurer, and Trustee Frank P. Arriola was elected Secretary. The term of office is for two years, January 2010-December 2011.

**4. Board Policies, Foundation (Series 600) – Recommend Deletion**

<u>Board Policy 600:</u>	Establishment of the GCC Foundation
<u>Board Policy 605:</u>	Approval & Establishment of Annual Foundation Budget
<u>Board Policy 610:</u>	Management of Foundation Funds
<u>Board Policy 615:</u>	Expenditure of Foundation Funds
<u>Board Policy 620:</u>	Authorization to establish a separate Restricted Bank Account for Foundation Fundraising
<u>Board Policy 625:</u>	Foundation Investment Spending Policy

At the request of the Board for legal review, Attorney John Aguon noted that he had the opportunity to review the GCC Board of Trustees Bylaws, the GCC Foundation Articles of Incorporation, the GCC Foundation Board of Governors Bylaws, and the GCC Board of Trustees series 600 policies.

Based on legal review, President Okada suggested the following:

- Step 1: Deletion of Board Policies, Series 600 by Board of Trustees
- Step 2: Articles of Incorporation to be amended by Foundation Board of Governors, specifically amending the condition whereby the Foundation operates under the approval and control of the Board of Trustees.
- Step 3: The GCC Foundation Board of Governors will have to file for a separate EIN.

**MOTION**

**IT WAS MOVED BY TRUSTEE MARIA DILANCO GARCIA, SECONDED BY TRUSTEE EDUARDO R. ILAO, THAT THE BOARD DELETES THE FOUNDATION BOARD POLICIES, SERIES 600.**

**AMENDMENT TO MAIN MOTION**

**IT WAS MOVED BY TRUSTEE DEBORAH C. BELANGER, SECONDED BY TRUSTEE FRANK P. ARRIOLA, TO AMEND THE MAIN MOTION THAT THE GCC FOUNDATION BOARD OF GOVERNORS BE NOTIFIED TO MAKE AMENDMENTS TO THE FOUNDATION ARTICLES OF INCORPORATION, AND UPON THE ACTION BEING COMPLETED THAT THE GCC BOARD OF TRUSTEES BE NOTIFIED SO THAT THE GCC BOARD OF TRUSTEES CAN TAKE THE FINAL STEPS AND ACTIONS TO COMPLETE THE PROCESS. MOTION CARRIES. (Voting: 5 ayes, 0 nays)**

**VII. NEW BUSINESS**

**1. Joint GCC Boards Annual Retreat, Saturday - February 13, 2010**

Upon the determination of time and venue, members of the GCC Board of Trustees and GCC Foundation Board of Governors will be notified.

**2. President's Travel Schedule: February 2010**

February 2-4, 2010: 2010 National Meeting for Adult Education State Directors to be held in Washington, DC. (Funded by ABE State Funds)

February 8-10, 2010: National Legislative Summit to be held in Washington, DC. (Funded by President's Promotional Account)

**MOTION**

**IT WAS MOVED BY TRUSTEE MARIA DILANCO GARCIA, SECONDED BY TRUSTEE DEBORAH C. BELANGER, THAT THE BOARD APPROVES PRESIDENT OKADA'S TRAVEL SCHEDULE AS PRESENTED. MOTION CARRIES. (Voting: 5 ayes, 0 nays)**

At 7:30 p.m., the meeting went into Executive Session.

**VIII. EXECUTIVE SESSION**

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

At 8:10 p.m., the meeting reconvened to open session.

**MOTION**

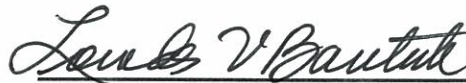
**IT WAS MOVED BY TRUSTEE MARIA DILANCO GARCIA, SECONDED BY TRUSTEE FRANK P. ARRIOLA, THAT THE BOARD ACCEPTS PRESIDENT OKADA'S PROGRESS REPORT. MOTION CARRIES. (Voting: 5 ayes, 0 nays)**

At this time, Chair Ramos extended congratulations to:

- GCC for its Grand Opening of its new Allied Health Center.
- To the new elected officers of the Board of Trustees for the term January 2010-December 2011.


**IX. ADJOURNMENT** - There being no further discussions, the meeting of January 6, 2010 adjourned at 8:15 p.m.

**SUBMITTED BY:**



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**LOURDES V. BAUTISTA**  
Recording Secretary

**ATTESTED BY:**

  
\_\_\_\_\_  
**FRANK P. ARRIOLA**  
Secretary  
FEB 12 2010

**APPROVED BY:**

  
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**GINA Y. RAMOS**  
Chairperson  
FEB 12 2010