

GUAM COMMUNITY COLLEGE
Board of Trustees
Monthly Meeting of October 2, 2008

Minutes

The meeting of October 2, 2008 was called to order at 6:10 p.m., by Chairperson Ms. Gina Y. Ramos. The meeting was held in the President's Conference Room located at the Student Services & Administration Building.

I. ROLL CALL

Trustees Present: Ms. Maria Dilanco Garcia Vice Chair, Ms. Charlene K. Flores, Ms. Deborah C. Belanger.

Not in attendance: Mr. Eduardo R. Ilao (Off Island)

Others in attendance: Ms. Mary A.Y. Okada, President, Mr. Barry Mead, Faculty Advisory Member, Mr. Kenneth Bautista, Support Staff Advisory Member, Attorney David Hopkins, 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. Lolita Reyes, Assistant Director, Development & Alumni Relations, Ms. Cathy Gogue, Assistant Director, Communications & Promotions, Mr. Frank Camacho, Administrative Services Division.

II. APPROVAL OF MINUTES

1. September 5, 2008 Meeting

MOTION

IT WAS MOVED BY TRUSTEE MARIA DILANCO GARCIA, SECONDED BY TRUSTEE CHARLENE K. FLORES, THAT THE BOARD APPROVES THE MONTHLY MEETING MINUTES OF SEPTEMBER 5, 2008, SUBJECT TO CORRECTIONS. MOTION CARRIES UNANIMOUSLY. (Voting: 4 ayes, 0 nays)

III. COMMUNICATIONS - None.

IV. PUBLIC DISCUSSION - None.

V. REPORTS

1. President's Report:

Financial Status of the College: President Okada reported that as of September 30, 87% of the college's FY2008 appropriation was received with \$1.9 million still remaining to be released.

Other issues reported by President Okada include:

- With regard to the college's capital improvement projects, President Okada noted that based on her review of all the projects, there is an opportunity for the college, through the Budget Resource Committee, to re-allocate approximately \$100,000 which comes from campus projects @ JFK that were either cancelled or from amounts that were of estimated costs. A separate list of capital

improvement projects for Fiscal Year 2009 will be submitted to the Budget Resource Committee for review and approval.

- GCC and the Guam Contractors' Association Trades Academy are currently working on finalizing a Memorandum of Agreement. President Okada emphasized that the MOA is an indication of GCC's collaborative relationship with the Trades Academy in hopes to continue to work with them in providing the necessary courses for our apprentices.
- Approval of Fiscal Year 2009 Budget by Acting Governor Cruz on September 30, 2008. President Okada noted that GCC is now in the process of making the necessary adjustments based on the College's request and what was actually received. Additionally, GCC's Management Team is currently working on internally balancing its budget for the purpose of getting its fiscal year 2009 started. Because GCC's budget request was \$4 million more than what was actually received, GCC may submit a supplemental budget in January 2009.
- Over a two year period, effective October 1, 2008, GCC will receive over \$2.5 million for the construction of the extension for its Learning Resource Center. President Okada reiterated that this is a grant approved by the USDOE that will help increase student enrollment and student retention. Additionally, she indicated that pending an updated cost figure from the architect for the two-story building project, the grant funding may not be enough. Therefore, with the assistance of the Governor's office, GCC will be working on alternate avenues for additional funding.
- In celebration of GCC's 30th Year Anniversary:
 - 2008 Golf Tournament held September 20th was a huge success with over 149 golfers
 - GCC's Harley Davidson Raffle was held on September 30, 2008.

2. Monthly Activities Report

Student Trustee: Trustee Charlene Flores reported on the following:

- September 18, 2008: Welcome back event was held for all students. About 380 plus students participated.
- September 19, 2008: Community Partnership event was held with mini-conferences provided for students.
- October 29, 2008: An all day Community Partnership event held with the Sunrise Rotary Club.
- October 6, 9, & 14, 2008: Certified Volunteer Registrar. This is to encourage all students to come out and vote. All welcomed to register.

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

- Referring to the issue of recognizing GPSS' calendar regarding the workload and number of days that GCC's secondary faculty work and put in, Mr. Mead said that upon verification of the Board's meeting minutes of April 2008, the legal counsel was tasked to provide a legal opinion for the inclusion and how it is to be recognized, on an academic calendar that represents 34% of GCC's faculty who work at GPSS' work location. Mr. Mead said he looks forward to receiving the findings and report from legal counsel.

In response to Mr. Mead's comment, Attorney Hopkins clarified that the faculty member may have misunderstood or mis-characterized the previous action of the Board because legal counsel was not tasked to provide an opinion previously. However, Attorney Hopkins said that he can provide a recommendation tonight, which is that the Board not address the GPSS calendar, as requested, being that generally it is a negotiated item included in the current GCC contract with the Guam Federation of Teachers. He added

that it is not required either by a contract or by statute and in fact may be a conflict for the Board to take any type of action relative to the issue.

In reviewing the issue at hand regarding the GPSS calendar, Chair Ramos commented that for the 30 some years GCC has been in existence, the Board never had to formally, via a motion, accept the GPSS calendar, but instead incorporated it, as referenced in the calendar, into the Board's motion when accepting/approving GCC's academic calendar. She emphasized that the Board of Guam Community College has accepted formally, via a motion, GCC's 5-year academic calendar, which does reference the GPSS calendar. The Board of Trustees has no purview over the calendar of GPSS.

Additionally, Chair Ramos noted that she is not aware of any compelling proof that not accepting the GPSS calendar has ever negatively impacted the student learning outcome, the fulfillment of the Mission of the college, and the public's interest.

In referring to the GCC-GFT Contract, she strongly noted that does it not specifically state that the work year schedule for the secondary faculty shall agree with the GPSS schedule.

Lastly, Chair Ramos expressed that the Board of Trustees Faculty Representative signs the GCC-GFT Contract thereby accepting, acknowledging, and committing to the GPSS school calendar as it relates to the secondary faculty work schedule.

Mr. Mead said that there still has to be a solution to address GCC's secondary faculty who work at GPSS work sites in the event the opening of a school they work at is extended.

President Okada stated that there is no need for the Board to take any action on the issue because it is not under the Board of Trustees' purview. Instead, she said she will meet with the Superintendent of GPSS to discuss and work on what the calendar will be for Okkodo High School, for JFK High School, and for Simon Sanchez High School. This will ensure that GCC's faculty will not work more than 184-days per school year.

Support Staff Advisory Member: Mr. Ken Bautista said he has nothing new to report at this time.

At this time, President Okada reported that GCC's support staff and administrators went through a Customer Service training conducted by Dr. Karri Perez. Additionally, training with consultants are currently on-going relative to the finance piece of the Banner software.

VI. UNFINISHED BUSINESS

1. New Allied Health Building (Update)

President Okada reported that she met with Guam Waterworks Authority (GWA) engineers relative to a letter sent by GWA to the architectural firm of Taniguchi Ruth Makio outlining specific requirements in order for GWA to issue a building permit. The conditional of approval requires TRMA to design a "holding tank" that needs to be completed within 90-days of the permit issuance. Should the holding tank not be constructed according to the plans at the time the project is completed, the occupancy permit will then not be issued. Lastly, GCC (the owner) shall be responsible for all costs associated with the pumping of the holding tank and that the owner shall enter into an agreement with GWA. President Okada emphasized that these are all

temporary measures because GWA needs to have the documentation in place in order to issue the permit even though the permit has no sewage component until the construction is completed.

2. New Student Center (Update)

President Okada reported that she had some discussions with Speaker Wonpat today relative to a proposed measure which will provide funding for the Student Center. We are just now waiting for the notice of the public hearing. Once scheduled Trustee Flores was asked to participate at the hearing along with other student groups.

3. BOARD ASSESSMENT:

Goal 3 -- Review of Board Policies (1st Reading)

- Financial Policies (Series 200): To be reviewed at the Board's Retreat in October 2008

President Okada noted that the Board will hold a retreat on October 29 in New York to review the Board's financial policies.

VII. NEW BUSINESS - None.

At 6:50 p.m., the meeting went into Executive Session.

VIII. EXECUTIVE SESSION

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

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

MOTION

IT WAS MOVED BY TRUSTEE DEBORAH C. BELANGER, SECONDED BY TRUSTEE CHARLENE K. FLORES, THAT THE BOARD ACCEPTS PRESIDENT OKADA'S PROGRESS REPORT. MOTION CARRIES UNANIMOUSLY. (Voting: 4 ayes, 0 nays)

At this time, Chair Ramos on behalf of the Board extended:

- Congratulations to GCC for a successful Golf Tournament and Harley Davidson Raffle Drawing
- Appreciation to Ms. Cathy Sgro for allowing GCC to use portion of its Agana Payless' parking lot for its 2008 Christmas Tree Sale
- Congratulations to Mr. Barry Mead and his culinary students
- Congratulations to the faculty & management teams on their negotiations on Article XII
- Congratulations to GCC for receipt of the \$2.5 million USDOE grant for the Learning Resource Center extension project.

IX. ADJOURNMENT


There being no further discussions, the meeting of October 2, 2008 adjourned at 7:20 p.m.

SUBMITTED BY:




LOURDES V. BAUTISTA
Recording Secretary

ATTESTED BY:



CHARLENE K. FLORES
Secretary

APPROVED BY:

 **NOV 17 2008**

GINA Y. RAMOS
Chairperson