

**GUAM COMMUNITY COLLEGE**  
**Board of Trustees**  
**Monthly Meeting of May 8, 2008**

**Minutes**

The meeting of May 8, 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 D. Garcia, Vice Chair, Ms. Charlene K. Flores, Mr. Joseph B. Leon Guerrero, Mr. Eduardo R. Ila.

**Others in attendance:** Ms. Mary A.Y. Okada, President, Mr. Keneth Bautista, Support Staff Advisory Member, Mr. Barry Mead, Faculty Advisory Member, Attorney Dave Hopkins, Legal Counsel, Dr. Ray Somera, Vice President, Academic Affairs Division, Ms. Carmen K. Santos, Vice President, Business & Finance Division, Mr. John Camacho, Vice President, Administrative Services 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. Karen Sablan, GCC Counselor.

At this time, with the concurrence of the Board, the following motion was made to amend the agenda:

**MOTION**

**IT WAS MOVED BY TRUSTEE MARIA D. GARCIA, SECONDED BY TRUSTEE JOSEPH B. LEON GUERRERO, THAT ITEM 1 UNDER NEW BUSINESS BE MOVED UP ON THE AGENDA. MOTION CARRIES. (Voting: 5 ayes, 0 nays)**

**VII. NEW BUSINESS**

- 1. Election Results for the 2008-2009 GCC Board of Trustees Student Member**
  - 1. Administration of the Oath of Office**
  - 2. Presentation of Certificate of Election**

Chair Ramos administered the Oath of Office and presented the Certificate of Election to Ms. Charlene Flores who was re-elected as Student Trustee for another term. Congratulations were extended to Ms. Flores.

**II. APPROVAL OF MINUTES**

- 1. April 17, 2008 Monthly Meeting**

**MOTION**

**IT WAS MOVED BY TRUSTEE MARIA D. GARCIA, SECONDED BY TRUSTEE JOSEPH B. LEON GUERRERO, THAT THE BOARD APPROVES THE MONTHLY MEETING MINUTES OF APRIL 17, 2008, SUBJECT TO CORRECTIONS.**

Mr. Mead asked whether GPSS' Calendar for SY2008-2009, which was approved tentatively for this school year by GPSS' Board, was attached with or through GCC's 5-Year Academic Calendar, and was it offered as evidence along with GCC's 5-year Academic Calendar for approval by GCC's Board of Trustees. Mr. Mead explained that because 32% of GCC's faculty work at GPSS' work locations, he respectfully requested that the Board's motion on April 17 approving GCC's 5-Year Academic Calendar be revisited.

President Okada however emphasized that what is recorded on the minutes of April 17 reflects what took place at that meeting. She suggested that Mr. Mead, as part of his monthly report tonight, note the Board's receipt and recognition of the GPSS Calendar as it affects GCC's faculty. Further, she strongly expressed that because GCC's Board has no purview over GPSS' calendar, there should be no action by this Board to offer any interpretation of what GPSS' calendar meets.

Mr. Mead concurred that he will discuss the issue further during his monthly report under item V below.

**There being no further discussions, the MOTION to approve the minutes CARRIES. (Voting: 5 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 April 30, 2008, GCC received about 67% of its requested FY08 budget, which is about \$7.7 million. Of this amount, it includes the General Fund, the LPN program, the MDF & the TAF. Additionally, President Okada noted that she will continue to follow up with the Department of Administration on the receipt and release of MDF monies to GCC.

President Okada further noted that she received a courtesy copy of the letter sent by the Guam Contractors' Association (GCA) to the Department of Administration (DOA) requesting DOA to report to GCA the status of the Manpower Development Fund and what the funds are being used for.

Other issues reported by President Okada include the following:

- GCC's 2007 Audit is almost complete. The first is expected to be received next week.
- Based on the appropriation by the Board previously, GCC has issued the award for the generator.
- Governor Camacho has signed into law the designation of Martin Luther King Day as a Holiday. A copy of the Governor's letter and the Public Law will be provided to GCC's Calendar Committee to make the necessary amendments to the Academic Calendar which was recently approved by the Board.
- The demolition of GCC's temporary buildings is almost complete. This is the site for the new Allied Health Building.
- Solicitation for quotations for campus signage are currently on-going.
- The Notice of Intent to Award for the Non-skid project has been issued
- GCC has prepared a budget for FY2010 that will be presented to the Office of Management &

Budget. The budget has also been presented to the Bureau of Budget & Management Resources as well as to the committees of the Civilian & Military Taskforce.

- GCC is currently undergoing the Institutional Strategic Master Plan (ISMP). Several meetings have been held with the consultant to help identify the framework for the short and long term goals for each of the strategic objectives.
- The RFP for the Removal of Coral on a portion of GCC's 314 acres of property has been advertised. Eight interested parties have picked up bid packets with a submission deadline of May 27, 2008.
- The RFP for the Independent Salary Study should be ready next week for publication in the Pacific Daily News.

## 2. Monthly Activities Report

**Student Trustee:** Trustee Charlene Flores reported on the following:

- May 9, 2008: GCC's Center for Student Involvement is hosting its first Leadership Retreat for COPSA officers.
- May 22, 2008: Graduation Rehearsal is scheduled to be held at the UOG Fieldhouse. A light mirienda will be provided.
- May 23, 2008: GCC's Commencement will be held at 6:00pm at the UOG Fieldhouse.

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

- Appreciation was extended to the Board for approving the RFP for the Independent Salary Study.
- The Lodging Management Program (LMP) Team placed 2<sup>nd</sup> in the nation. The competition was held in Florida. A Legislative Resolution is scheduled to be presented to the students.
- The Pro-Start Team did not place this year however scored high in points.
- Frank Evangelista, GCC's ProStart faculty at George Washington High School, is being recognized next week in Chicago.
- GCC's Faculty Senate held its elections recently. Mr. Joey Munoz who was elected President-elect last year will serve as President this year. President-elect this year is Dr. Clare Camacho, and the At-large member to the Senate is Mr. Gary Hartz. Mr. John Armstrong, per the Bylaws, is the Chairperson for the Resource Budget committee for the coming year and is the past president of the Faculty Senate.
- Elections for GCC's Faculty Professional Development Review Committee will be held during this year's Convocation in August.

At this time, Mr. Mead requested the Board to recognize the GPSS' Calendar for the fact that it affects 32% of GCC's faculty who work at GPSS' work locations. Through the faculty contract, it recognizes GCC's secondary faculty working as many as 184-days per school year, which is 40-days more than the faculty on GCC's campus. This being the case, Mr. Mead therefore respectfully requested the Board to have GPSS' calendar for SY2008-2009 be attached to GCC's Academic Calendar to recognize the extra 40-work days that GCC's secondary faculty works.

President Okada suggested that the Board recognize GPSS' calendar for SY2008-2009 as the calendar that is used for GCC's secondary faculty. Further, because it is a monthly report and is not an agenda item for tonight's meeting, it does not require a motion or action from the Board.

After lengthy discussions on the issue, the following motion was made:

**MOTION**

**IT WAS MOVED BY TRUSTEE MARIA D. GARCIA, SECONDED BY TRUSTEE JOSEPH B. LEON GUERRERO, THAT THE BOARD TABLE THE DISCUSSION FOR THE NEXT MEETING AND CONSULT WITH LEGAL COUNSEL ON THE MATTER. MOTION CARRIES. (Voting: 5 ayes, 0 nays)**

**Support Staff Advisory Member:** Mr. Ken Bautista reported on the following:

- Banner training is still on-going.
- Upgrade to the new portal system is scheduled to take place this month.

**VI. UNFINISHED BUSINESS**

**1. New Science & Allied Health Building (Update)**

President Okada reported that the Request for Proposal (RFP) for the Science & Allied Health Building has been submitted. Ground breaking will take place upon the return of faculty in the Fall.

**2. Proposed Board Policy: Enrichment Student Category (2<sup>nd</sup> Reading)**

**MOTION**

**IT WAS MOVED BY TRUSTEE MARIA D. GARCIA, SECONDED BY TRUSTEE CHARLENE K. FLORES, THAT THE BOARD APPROVES THE PROPOSED BOARD POLICY "ENRICHMENT STUDENT CATEGORY," WITH THE CORRECTIONS TO BE MADE AS DISCUSSED. MOTION CARRIES. (Voting: 5 ayes, 0 nays) (Copy attached.)**

A request was made that the General Education committee be provided a copy of the Policy noting the changes made to the last paragraph.

At 7:10 p.m., the meeting went into Executive Session.

**VIII. EXECUTIVE SESSION**

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

At 7:50 p.m., the meeting reconvened to open session.

For the record, Trustee Maria Garcia was not present after Executive Session.

Upon the advice of Legal Counsel, the following action was taken by the Board:

**MOTION**

**IT WAS MOVED BY TRUSTEE JOSEPH B. LEON GUERRERO, SECONDED BY TRUSTEE CHARLENE K. FLORES, THAT THE BOARD RETURN TO OPEN SESSION BUT RESERVES THE RIGHT TO RETURN TO EXECUTIVE SESSION BEFORE ADJOURNMENT. MOTION CARRIES. (Voting: 4 ayes, 0 nays)**

**MOTION**

**IT WAS MOVED BY TRUSTEE EDUARDO R. ILAO, SECONDED BY TRUSTEE JOSEPH B. LEON GUERRERO, THAT THE BOARD AMEND ARTICLE 12 OF THE GCC BOT/GFT FACULTY CONTRACT AND TO GIVE WRITTEN NOTICE TO THE FACULTY UNION OF THE BOARD'S DESIRE.**

Mr. Mead strongly stressed that the current BOT/GFT Faculty Contract is amendable to change through processes not requiring the Board to allow the President to open the Contract. He said that to open a contract could allow for other desires, besides Article 12. Mr. Mead noted that he read the letter from Dr. Barbara Beno, Executive Director for the Accrediting Commission for Community & Junior Colleges (ACCJC).

Discussions on the letter from Dr. Beno took place. Board members concurred to delegate President Okada to have a dialogue with Mr. Mead to address the issues noted in Dr. Beno's letter and come to a resolution. The Board noted that they look forward to a progress report between President Okada and Mr. Mead.

**MOTION**

**IT WAS MOVED BY TRUSTEE EDUARDO R. ILAO, SECONDED BY TRUSTEE JOSEPH B. LEON GUERRERO, TO WITHDRAW THEIR PREVIOUS MOTION. MOTION CARRIES.**

At 8:30pm, the meeting went into Executive Session.

**VIII. EXECUTIVE SESSION**

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

At 9:10pm, the meeting reconvened to open session.

President Okada's Report:

**MOTION**

**IT WAS MOVED BY TRUSTEE EDUARDO R. ILAO, SECONDED BY TRUSTEE JOSEPH B. GUERRERO, THAT THE BOARD ACCEPTS PRESIDENT OKADA'S PROGRESS REPORT. MOTION CARRIES. (Voting: 4 ayes, 0 nays)**

At this time, Board members extended congratulations to the participants of the ACCJC workshop, to the LMP students who took 2<sup>nd</sup> place in Florida, the ProStart Team who participated at the recent competition, to Mr. Frank Evangelista, to First Hawaiian Bank for their donation for four GCC scholarships, and to Charlene Flores on her re-election as GCC's Board of Trustees Student Member.


**IX. ADJOURNMENT**

There being no further discussions, the meeting of May 8, 2008 adjourned at 9:15 p.m.


**SUBMITTED BY:**

  
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**LOURDES V. BAUTISTA**  
Recording Secretary

**ATTESTED BY:**

 JUN 18 2008  
\_\_\_\_\_  
**CHARLENE K. FLORES**  
Secretary

**APPROVED BY:**

JUN 18 2008  
  
\_\_\_\_\_  
**GINA Y. RAMOS**  
Chairperson

Attachment:

1. Board Policy 520, Resolution 8-2008: Enrichment Student Category

**Guam Community College  
Board of Trustees**

**“ENRICHMENT STUDENT” CATEGORY**

**WHEREAS**, 17 GCA, Section 31107, mandates Guam Community College “to establish technical, vocational and other related occupational training and education courses of instruction aimed at developing educational and skilled workers for Guam,” and

**WHEREAS**, pursuant to 17 GCA, Section 31108, one of the Board’s duties is “to coordinate...vocational educational programs in order to match vocational educational programs with current and existing job needs,” and

**WHEREAS**, students who decide to register for classes at GCC have various educational objectives ranging from seeking a degree to enrolling into courses for job advancement, and

**WHEREAS**, the General Education Committee recommends that GCC establish a formal category of “Enrichment Student” to identify students who do not intend to declare a major or pursue a degree program, but who plan to complete more than 18 credit hours of postsecondary work, and

**WHEREAS**, an enrichment student would not be required to pursue General Education courses, except in the case where a General Education course is listed as a prerequisite for a course of interest to the student:

**NOW THEREFORE BE IT RESOLVED** that a formal category of “enrichment student” be created in order to accommodate the needs of students who do not intend to seek a degree at GCC, and

**BE IT FURTHER RESOLVED** that should individuals enrolled as enrichment students subsequently decide to pursue a Certificate or Associate degree program, they would be limited to applying up to 18 GCC credits toward any chosen Associate or Certificate program.