

GUAM COMMUNITY COLLEGE
Board of Trustees
Monthly Meeting of July 30, 2009

Minutes

The monthly meeting of July 30, 2009 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. ROLL CALL

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

Not in attendance: Mr. Felix C. Sablan (off island).

Others in attendance: Dr. Mary A.Y. Okada, President, Mr. Barry Mead, Faculty Advisory Member, Mr. Kenneth Bautista, Support Staff Advisory Member, Attorneys Rawlen Mantanona & Helkei Hemminger, Legal Counsels, Ms. Carmen K. Santos, Vice President, Business & Finance Division, Dr. Michelle Santos, Dean, School of Technology and Student Services, Ms. Lolita Reyes, Assistant Director, Development & Alumni Relations, Ms. Jayne Flores, Assistant Director, Communications & Promotions.

II. APPROVAL OF MINUTES

1. January 21, 2009 Special Meeting

MOTION

IT WAS MOVED BY TRUSTEE EDUARDO R. ILAO, SECONDED BY TRUSTEE MARIA DILANCO GARCIA, THAT THE BOARD APPROVES THE MINUTES OF JANUARY 21, 2009 SPECIAL MEETING, SUBJECT TO CORRECTIONS. MOTION CARRIES. (Voting: 6 ayes, 0 nays)

2. June 30, 2009 Monthly Meeting

MOTION

IT WAS MOVED BY TRUSTEE FRANK P. ARRIOLA, SECONDED BY TRUSTEE EDUARDO R. ILAO, THAT THE BOARD APPROVES THE MINUTES OF JUNE 30, 2009 MONTHLY MEETING, SUBJECT TO CORRECTIONS. MOTION CARRIES. (Voting: 6 ayes, 0 nays)

III. COMMUNICATIONS - None.

IV. PUBLIC DISCUSSION - None.

V. REPORTS

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

In a meeting recently held with Ms. Bertha Duenas, Director of the Bureau of Budget Management Research, Ms. Duenas noted that GCC can expect to receive 100% of its 2009 allotment. As of date GCC has received 86% of its appropriation.

Introduction of Ms. Jayne Flores as the new Assistant Director for Communications & Promotions.

President Okada apprized the Board that at the Board's request, legal counsel *drafted* a resolution and a Land Use Permit and License Agreement between the Guam Community College and the Guam Community College Foundation. She reiterated and assured the Board that the property is not part of the Land Trust. Attorney Mantanona advised the Board that at the current time the property belongs to the Guam Community College.

Discussions centered on the issue of having some stipulation and/or criteria of financial benefit, based on the availability of funds, as it relates to capital improvement projects. Attorney Mantanona indicated that he will incorporate verbiage as recommended and will send an updated *draft* to President Okada and to the Board. This issue will be on the agenda for the next board meeting for further review and discussion.

With regard to the status on the coral proposal, President Okada apprized the Board that the architectural firm of Tanaguchi Ruth Makio is currently looking into the matter of determining the level of coral to be removed.

Through GCC's Planning & Development office, Guam Community College has negotiated with the U.S. Department of Education obtainable achievement outcomes for Career & Technical Education. Specific goals and objectives that have been identified in GCC's Four-Year Career & Technical Education State Plan includes, as an example, the area of academic attainment covering math, language arts, student completion rates, and placement of student graduation rates.

GCC continues to update its campus capital improvement project list which includes the request for bids for typhoon shutters.

In conjunction with the Pacific Islands Health Occupations Association (PIHOA), Guam Community College will be spearheading an assessment survey for health related occupations on Guam. The purpose of the survey is to identify where the health-related occupation needs are so that PIHOA can address the issue through their funding and through their regional training development. The expected time frame for the survey to be completed is September 2009.

The college continues to update its Pandemic Plan. A series of informational sessions with college staff has been held. Informational sessions will also be provided to faculty members upon their

return to campus next month.

While in Washington, DC last month, President Okada noted that she had the chance to meet with representatives from the U.S. Department of Education to discuss three new funding opportunities that will be funded through the American Recovery Reinvestment Act (ARRA.). The three funding opportunities include, (1) Qualified School Construction Bond; (2) Build America Bond; (3) Qualified Building Academy Bond.

The college continues to move forward with its application submission for a USDA grant to support the additional funding requirement for the Learning Resources Center project. USDA pre-approved GCC's pre-application. The full application deadline is July 31, 2009

President Okada noted that a shift in funding is potentially expected based on the ARRA funding that the Government of Guam is receiving and the additional \$104 million identified for the dump. In a report submitted by the college, the President identified that no new construction for higher education was available. Funding for new construction for higher education was only available through the Governor's fund. Based on a telephone conversation with Mr. Shawn Gumataotao from the Governor's office, President Okada apprized the Board that because GCC's projects are "shovel ready," the Governor has agreed to fund all of GCC's new construction projects out of his money. This will now free up some education money that the college can now request for to fund other projects.

Additionally, President Okada reported that President Obama has identified additional funding specifically for community colleges. This will provide a series of funding opportunities specifically for renovation and upgrades of community colleges. A letter from Mrs. Jill T. Biden, Ed.D., wife of U.S. Vice President Biden, was received by President Okada seeking input from GCC as to what the college's needs are. A copy of the letter will be shared with the board via electronic mail.

2. Monthly Activities Report

Student Trustee: Trustee Concepcion reported on the following:

- COPSA will be holding its last Leadership Retreat next month August, with its budget and plan of action ready for presentation and approval.
- New Student Orientation is scheduled for August 12, 2009.

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

- GCC's students did very well at the Skills USA competition.
- Commended Ms. Barbara Leon Guerrero for an outstanding job in coordinating all the travel arrangements and accommodations for GCC's Skills USA students and for the many hours given in preparation for the event and during the event. Mr. Mead requested the Board to consider recognizing Ms. Leon Guerrero with a resolution from the Board.
- The joint Faculty Evaluation committee recently met to review and discuss the Faculty Evaluation process. On August 7, 2009, the committee will meet again to finalize the

Faculty Evaluation processes that will be used to coincide with the faculty pay adjustment. On August 18, a morning and afternoon information session will be held with the faculty on implementing the process this school year. He extended appreciation to the committee for its work.

- Key Ingredients Food Across America sponsored by Smithsonian kicks off this weekend at the Agana Shopping Center hosted by the Guam Women's Club. GCC will host the event on campus beginning November 28-January 3, 2010.

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

- Reiterated President Okada's report that informational sessions were held with college employees regarding the Pandemic Plan.
- Training sessions were held with Project Aim and College Access staff covering the areas of student access and student data base.

VI. UNFINISHED BUSINESS

1. Construction Project Updates

Allied Health Center - President Okada reiterated that the current completion date for the Allied Health Center is September 2009. However, as of today, a request was made by the contractor, via email, asking to move the completion date to now be October 31, 2009. Additionally, she received a number of change orders that are being reviewed by the architects. She assured the Board that the college is up-to-date with its payments to the contractor.

The date for the ribbon cutting ceremony is tentatively set for either November 2 or 3, 2009. GCC extended an invitation to Mr. Tony Babauta, Assistant Secretary nominee for the U.S. Department of Insular Affairs, requesting his presence at the ceremony. Mr. Babauta is currently scheduled to be on island during this time period.

President Okada reiterated that at last month's meeting, she reported that the college received notice from the U.S. Department of Interior on the approval of \$150,000 for collateral equipment for the science classrooms/component. The equipments for the classrooms are currently in the process of being procured.

Student Center - President Okada reiterated that the architectural and engineering design is 100% completed. Because the Governor has agreed to fund all of GCC's projects, as reported earlier, President Okada requested the architects to prepare all the bid documents for the Student Center, which includes updating the signature page of the RFP before submission to the Department of Public Works. Additionally, because of the recent passage of a law relative to new building codes, the college may have to complete the RFP process and award prior to December 16, 2009.

Learning Resources Center - The architectural and engineering design is 100% completed. Based on the pre-bid that went out yesterday, GCC received high response from various contractors

interested in the project. The RFP includes the provisions and the requirements of ARRA funding, Build America Bond, the provision to have one apprentice for every ten employees employed by a contractor, etc.

2. Board Representative for GCC BOT/GFT Faculty Contract Negotiations (tabled at the May 27, 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. Board members were asked if they have any potential names to nominate to the Governor for appointment consideration to the GCC Board of Trustees.

VII. NEW BUSINESS

1. 2009 Association of Community College Trustees (ACCT) 40th Annual Congress, October 7-10, 2009, San Francisco, California

It was noted that to avail the discounted registration rate offered to ACCT members, registration forms must be submitted before August 26, 2009. Additionally, hotel reservation forms are due no later than September 4, 2009. Board members who are interested in attending the Congress are asked to notify the Board's recording secretary for purposes of preparing the necessary and appropriate documents before the due dates.

At 7:15 p.m., the meeting went into Executive Session.

VIII. EXECUTIVE SESSION

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

At 8:05 p.m., the meeting reconvened to open session.

MOTION

IT WAS MOVE BY TRUSTEE EDUARDO R. ILAO, SECONDED BY TRUSTEE MARIA DILANCO GARCIA, THAT THE BOARD ACCEPTS PRESIDENT OKADA'S PROGRESS REPORT. MOTION CARRIES. (Voting: 6 ayes, 0 nays)

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

- Representatives from Kerns Community College District for providing assistance to GCC relating to operational issues.

- Planning & Development office for a successful negotiation with the U.S. Department of Education relative the the Career & Technical Education obtainable achievement outcomes.
- Barry Mead and his team of students for their successful participation at the Skills USA competition.
- Bobbie Leon Gurerero for a job well-done in coordinating and assisting GCC's Team before and during the Skills USA competition.

IX. ADJOURNMENT - There being no further discussions, the meeting of July 30, 2009 adjourned at 8:10 p.m.

Submitted By:



LOURDES V. BAUTISTA
Recording Secretary

ATTESTED BY:



MARK A. CONCEPCION
Secretary

AUG 06 2009

APPROVED BY:



GINA Y. RAMOS
Chairperson

AUG 06 2009