

**GUAM COMMUNITY COLLEGE**  
**Board of Trustees**  
**Monthly Meeting of July 6, 2011**

**Minutes**

**I. CALL TO ORDER**

The monthly meeting of July 6, 2011 was called to order at 6:00 p.m., by Ms. Gina Y. Ramos, Board Chairperson. The meeting was held in the President's Conference Room located at the Student Services & Administration Building.

**1. Roll Call**

**Trustees Present:** Ms. Gina Y. Ramos, Ms. Maria Dilanco Garcia, Ms. Deborah C. Belanger, Frank P. Arriola, Mr. Edward G. Untalan.

**Not in attendance:** Paling April Cruz, Student Member (submitted letter of resignation dated July 6, 2011)

**Others in attendance:** Dr. Mary A.Y. Okada, President, Mr. Kenneth Bautista, Support Staff Advisory Member, Mr. Barry Mead, Faculty Advisory Member, Attorney Catrina Campana, Legal Counsel, Dr. Ray Somera, Vice President, Academic Affairs Division, Ms. Carmen Santos, Vice President, Finance & Administration Division, Mr. Reilly Ridgell, Dean, School of Trades & Professional Services, Dr. Michelle Santos, Dean, School of Technology & Student Services, Ms. Lolita C. Reyes, Assistant Director, Development & Alumni Relations, Ms. Jayne Flores, Assistant Director, Communications & Promotions, Ms. Doris Percz, Assistant Director, Planning & Development, Mr. Richard P. Sablan, appointed member pending legislative confirmation.

**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 - June 1, 2011 Meeting**

**MOTION**

**IT WAS MOVED BY TRUSTEE MARIA DILANCO GARCIA, SECONDED BY TRUSTEE EDWARD G. UNTALAN, THAT THE BOARD APPROVES THE MEETING MINUTES OF JUNE 1, 2011, SUBJECT TO CORRECTIONS. MOTION CARRIES. (Voting: 5 ayes, 0 nays)**

**III. COMMUNICATIONS - None to report.**

**IV. PUBLIC DISCUSSION - No request made for public discussion.**

**V. REPORTS**

**1. President's Report:**

Financial Status: As of July 4, 2011, President Okada reported that of the \$10.380 million billed to the Department of Administration, the college has collected \$6,336,744 from the Gen-Fund (61%). For the LPN & Vocational Counseling, the college received \$359,952 out of the \$599,917 that was billed (16%), and \$458,888 from MDF out of the \$2.294 million that was billed. With reference to the TAF, the college received 100% of the funds. In summary, the total amount received for all funds to date is \$7.286 million or 55%.

With regard to the MDF, President Okada apprized the board that based on information received from the Department of Labor, GCC, based on the MDF law, is entitled to 70% of the total amount collected from H2 workers, which currently amounts to \$700,000. To date however, GCC has not yet received the \$700,000. She noted that cuts had to be made in certain operational areas of our institution's budget to avoid a deficit. If our MDF funding request that was presented to the Legislature is not provided to the college, President Okada said that we will not be able to survive next fiscal year.

GCC's Fiscal Year 2012 Budget Request Hearing: President Okada announced that GCC's Fiscal Year 2012 Budget Request is scheduled to be heard at 2:00 p.m., before Senator Ben Pangelinan, Chairman for the Committee on Appropriations, Taxation, Public Debt, Banking, Insurance, Retirement & Land. Board members invited to join President Okada at this hearing.

FY2011 Capital Improvement Projects (CIP) -- President Okada reiterated that the college continues to move forward with all projects that were initially funded through tuition monies that have been earmarked and set aside. Additionally, she noted that earlier today 14 companies attended the pre-bid for the painting project, that the project to fix the water tank and pump house was awarded, that the bid to replace non-skid coatings on the hallways & walkway surface is out, that the FEMA Mitigation Grant training is scheduled for July 13-14, 2011, and that the pavilion expansion project for the students dining area is currently underway.

Regional Advisory Council (RAC) Update: President Okada reported that the Pacific Regional Advisory Council was tasked to compile information for technical assistance from the federal government in areas of education for the Pacific region. The first draft of RAC's final report has been completed and will be posted on GCC's website for review and comments, if any. The deadline to submit comments is July 18, 2011.

GCC's first sponsored Chair Academy: President Okada happily reported that GCC's very first two-year Chair Academy program was completed on June 10, 2011 having 30 participants from the college, eight from Saipan, and one from the Republic of the Marshall Islands. Academy participants have identified their mentor for their leadership development, and they continue to hold group meetings as needed. As part of the program, an evaluation for each participant was conducted which will be a component of the college's assessment and accreditation reports. She noted that positive comments from the participants have been received.

Ongoing Summer programs include the College Access Grant program, the Citibank Grant program, and GCC's Project Aim. Additionally, GCC's Center for Student Involvement (CSI) was a cosponsor of the Friends of the Crime Lab mini-training held last week.

## **2. Monthly Activities Report**

**Student Trustee:** Student Trustee Cruz submitted to the Board her letter of resignation as Student Trustee, dated July 6, 2011. President Okada advised the Board that a special election will be probably be held next month August.

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

- The Negotiating Team, as a whole, concurred to review Appendix C, which lists all the laboratory classrooms on campus. Mr. Mead noted that he met with Academic Vice President Dr. Somera to discuss the Curriculum Committee's report on the issue. Mr. Mead to send a memo to the faculty, with a copy to the Board, on what the next step/process will be. Upon completion of the review process, etc., a report with recommendations will be forwarded to the Board for review and approval.

**Support Staff Advisory Member:** Mr. Bautista, at this time, had nothing to report.

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

Trustee Arriola noted that he attended the Society of Management Industry Leaders for Excellence (S M.I.L.E.) "Student/Business Mixer" held June 8, 2011 at the Outrigger Resort in Tumon. The purpose of the event was to invite the public and private sector business professionals and recent GCC graduates to network for hiring purposes.

## **VI. UNFINISHED BUSINESS**

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

Student Center - Construction continues to progress at 46% completed as of June 30, 2011. Work is on track and is expected to be fully completed by October 2011 with December 2011 being the actual required date for completion

Foundation Building Renovation: Renovation continues with 3% completed as of June 30, 2011. The expected completion date for the renovation project is February 2012.

Generator for Building D: As of June 30, 2011, the project is 15% completed. The expected completion date is October 1, 2011.

Building 200 Renovation: The architectural and engineering design is expected to be provided to

President Okada within the week.

2. **Proposed Board Policy 101: “Guam Community College Seal” (formal adoption) (2<sup>nd</sup> Reading)**

**MOTION**

**IT WAS MOVED BY TRUSTEE MARIA DILANCO GARCIA, SECONDED BY TRUSTEE FRANK P. ARRIOLA, THAT THE BOARD ADOPTS BOARD POLICY 101 ENTITLED “THE ADOPTION OF THE GUAM COMMUNITY COLLEGE SEAL,” AS PRESENTED. MOTION CARRIES. (Voting: 5 ayes, 0 nays) (A copy of Policy 101 is attached.)**

**VII. NEW BUSINESS**

1. **President’s Travel Schedule**
  - **Association of Community College Trustees Annual Leadership Congress, October 12-15, 2011, Dallas, Texas**

President Okada happily shared that ACCT has accepted GCC’s proposal entitled “Technical Opportunities Assessment for Sustainability for the Guam Community College” as a concurrent session for the 2011 ACCCT Community College Leadership Congress. President Okada and Trustee Arriola, partnered with Sodexo and UDI will facilitate the presentation.

**MOTION**

**IT WAS MOVED BY TRUSTEE EDWARD G. UNTALAN, SECONDED BY TRUSTEE DEBORAH C. BELANGER, THAT THE BOARD APPROVES THE PRESIDENT’S TRAVEL SCHEDULE TO ATTEND THE ASSOCIATION OF COMMUNITY COLLEGE TRUSTEES ANNUAL LEADERSHIP CONGRESS OCTOBER 12-15, 2011 IN DALLAS, TEXAS. MOTION CARRIES. (Voting: 5 ayes, 0 nays)**

At 6:30 p.m., the meeting went into Executive Session.

**VIII. EXECUTIVE SESSION**

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

At 7:40 p.m., the meeting reconvened to open session.

**MOTION**

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


**IX. ADJOURNMENT** - There being no further discussions, the meeting of July 6, 2011 adjourned at 7:41 p.m.

**SUBMITTED BY:**



**LOURDES V. BAUTISTA**  
Recording Secretary

**ATTESTED BY:**



**AUG 17 2011**  
**FRANK P. ARRIOLA**  
Secretary

**APPROVED BY:**



**AUG 17 2011**  
**GINA Y. RAMOS**  
Chairperson

**Attachment:**

1. **Board Policy 101, Resolution 8-2011: Guam Community College Seal**

**GUAM COMMUNITY COLLEGE  
Board of Trustees**

**ADOPTION OF THE  
GUAM COMMUNITY COLLEGE SEAL**

**WHEREAS**, the GCC Board of Trustees, on July 13, 1978 adopted the Guam Community College Seal; and

**WHEREAS**, the elements of the seal represent various imageries encapsulated within the inner circle that embodies the GCC Motto "The Island is Our Campus," which the Board of Trustees adopted on July 27, 1978; and

**WHEREAS**, within the inner circle there is an open book, which denotes wisdom. In the book, the Latte Stone represents what is native to Guam. Above the Latte Stone is a flame that signifies knowledge. Surrounding the Latte Stone are elements depicting career and technical symbols such as the gear, the T-square, triangle and hard hat. The remaining elements within the book include the mortarboard symbolizing a mark of an educational institution; and

**WHEREAS**, in the outer circle lies the statutory name of the Guam Community College as created by the Enabling Act of Public Law 14 77 along with garlands as the symbol of achievement. The seal in its entirety is a circle that encompasses the inclusive nature of the Guam Community College.

**NOW, THEREFORE, BE IT RESOLVED**, that the Board of Trustees reaffirms its adoption of the Guam Community College Seal.

**BE IT FURTHER RESOLVED**, that the Chamorro translation of the college's motto "I Isla i Faneyåkan-måmi" be adopted as an integral part of the seal to reflect the unique cultural identity of the people of Guam.

**BE IT FURTHER RESOLVED**, that the seal shall be affixed to all resolutions, contracts, diplomas, official academic transcripts, college catalogs, and the distinguished alumni awards.

**Adopted: July 6, 2011**

**Resolution: 8-2011**



