

GUAM COMMUNITY COLLEGE
Board of Trustees
Monthly Meeting of August 6, 2009

Minutes

The monthly meeting of August 6, 2009 was called to order at 6:05 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, Mr. Eduardo R. Ilao, Mr. Mark A. Concepcion.

Not in attendance: Ms. Deborah C. Belanger (prior commitment), Mr. Frank P. Arriola (personal emergency), 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, Attorney Helkei Hemminger, 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, Dr. Michelle Santos, Dean, School of Technology and Student Services, Mr. Reilly Ridgell, Dean, School of Trades & Professional Services, Ms. Lolita Reyes, Assistant Director, Development & Alumni Relations, Ms. Jayne Flores, Assistant Director, Communications & Promotions.

II. APPROVAL OF MINUTES

1. July 30, 2009 Special Meeting

MOTION

IT WAS MOVED BY TRUSTEE MARIA DILANCO GARCIA, SECONDED BY TRUSTEE MARK A. CONCEPCION, THAT THE BOARD APPROVES THE MINUTES OF JULY 30, 2009 MEETING, SUBJECT TO CORRECTIONS. MOTION CARRIES. (Voting: 4 ayes, 0 nays)

III. COMMUNICATIONS - None.

IV. PUBLIC DISCUSSION - None.

V. REPORTS

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

Homeland Security will be sponsoring a series of workshops which will include a Shooter on

Campus training for executives by the West Virginia University, a training on dealing with emergency situations for children with disabilities, and an H1N1 Summit through the Office of the Governor and Lieutenant Governor.

In conjunction with the Speaker's office, the Office of the Governor, the Guam Community College, the University of Guam, the Guam Department of Education, the Guam Department of Labor, and the Guam Chamber of Commerce, an Education Summit is scheduled to be held August 15, 2009. The goal of the summit is to set, for the next five years, the vision, the mission, and the direction for grades K-16. What is hoped is for the stakeholders to buy-in to the consortium that could lead to millions of federal dollars (ARRA funds) for grades K-16, common course standards, development, etc. Discussions will also take place on the seamless transition from the public school system to the community college to the university. It is anticipated that the first meeting on August 15 will set the direction for the next couple of meetings, which are scheduled to be held once a month. President Okada invited and encouraged Board members to attend.

On August 5, 2009, an Employer Recognition event for the Youth Employment Summer (YES) program was held at the Multipurpose Auditorium. The event provided employers' the opportunity to share and discuss their experiences with some of the students. Additional funding may be available, through the Guam Department of Labor, which may provide the college the opportunity to continue the programs that already exist with the college.

GCC will be holding its first ever live registration at the Micronesia Mall's center court on Saturday, August 8, 2009, from 10:00am-4:00pm. President Okada extended appreciation to GTA for donating free wireless internet connection to support the event.

GCC's Express Registration is scheduled for the week of August 10-14, 2009, and will be held at the Multipurpose Auditorium from 8am-5pm. Mr. Patrick Clymer, GCC's Registrar, is currently working with IT&E on potentially donating free wireless internet connection for the event.

President Okada reported that she received a copy of the Stimulus Package that was submitted by the Government of Guam to the U.S. Department of Education. She noted that based on the report, GCC's \$9.6 million request for its three major construction projects is included and is part of Round-1 of the stimulus funding. For Round-2, President Okada noted that she submitted an additional request for \$10 million for additional campus projects. However, monies for Round-2 will all depend on the progress reports and accountability of Round-1.

In conjunction with the Pacific Education Conference held the week of July 13-17, 2009, some members of GCC's Board of Trustees and Foundation Board of Governors attended a Boardmanship training facilitated by Drs. David Wolf and Robert Henry. Both Dr. Wolf and Dr. Henry were highly recommended by the Accrediting Commission for Community & Junior Colleges (ACCJC) to provide board training. Additionally, on Saturday, August 8, 2009, President Okada will be working with the Executive Committee of the Pacific Postsecondary Education Council (PPEC) in writing the grant for approximately half a million dollars for year two.

GCC's Vice President of Finance and GCC's General Accounting Supervisor recently attended the HIPAA conference. A topic covered was on the rules and regulations regarding the ARRA funding. The conference was sponsored by the Office of Inspector General, whose office is now located in Hawaii.

With regard to GCC's fiscal year 2009 appropriations, the college is expected to receive about \$600,000 from the Department of Administration.

GCC will be participating at this year's Government of Guam Labor Day Picnic, scheduled for Sunday, September 6, 2009, to be held at the Ypao Beach Park. Coordinators for GCC's Labor Day activities are Vice President of Finance Carmen Santos and GCC's Data Processing Systems Administrator Mr. Francisco Camacho. President Okada invited and encouraged board members to attend.

GCC's Convocation is scheduled for Monday, August 17, 2009, starting at 6:00pm. The event will be held in the Multipurpose Auditorium with dinner to be provided by Tony Romas. Board members invited and encouraged to attend.

The next GCC Foundation Board of Governors meeting is scheduled to be held on Thursday, August 13, 2009 at 3:00 p.m. in the President's Conference Room.

2. Monthly Activities Report

Student Trustee: Trustee Concepcion reported on the following:

- COPSA currently getting ready for the New Student Orientation scheduled for August 12, 2009, and the start of the first day of classes on August 19, 2009.

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

- Faculty Evaluation Committee is scheduled to meet Tuesday, August 11, 2009.

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

- The Salary Compensation Committee for staff is still working on the non-benchmark positions.

At this time, Chair Ramos extended appreciation to Jayne Flores for all the press releases and media exposure about what's happening at GCC.

VI. UNFINISHED BUSINESS

1. Construction Project Updates

Allied Health Center - President Okada reported that the construction of the Allied Health Center is about 65% completed. She currently has three change orders which include, the required GFD

connection, the survey for the GPA easement, and the water connection to GWA's main water line. Additionally, the purchase orders are ready for the purchase of the equipment for the science lab and the remaining items for the allied health component. The potential completion date for the Allied Health Center project is October 31, 2009.

Student Center - President Okada noted that the plans and bid document signature page have all been prepared by the architects and are ready to be stamped dated, pending a review by the U.S. Department of Education.

Learning Resources Center - President Okada reported that the loan application to fund the Learning Resource Center has already been submitted to the U.S. Department of Agriculture. However, because the funding for the Learning Resource Center project is included as part of the Stimulus Package, the proposed resolution before the Board this evening is to serve only as backup in the event the request for stimulus funding is not approved. The three potential funding sources for the Learning Resource Center project include, 1) the bridge financing by the GCC Foundation Board of Governors, 2) the USDA loan, and 3) the stimulus funding. The RFP for the project has already gone out with the bid opening scheduled for August 26, 2009.

2. Proposed Land Use Permit License Agreement between the Guam Community College and the Guam Community College Foundation

A second draft was distributed by Attorney Hemminger. Discussions took place on additional changes to be made on the document. President Okada said that this item will be on the Foundation Board of Governors August 13 meeting agenda. Should there be more comments and/or changes, board members were requested to communicate them to legal counsel.

3. Board Representative for GCC BOT/GFT Faculty Contract Negotiations (tabled at the July 30, 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. Potential names to replace Trustee Sablan include, Mr. Juan Diaz, Ms. Margaret Blas Quichocho, and Mr. Frederico Mendiola. Board members concurred for the names to be submitted to the Governor.

VII. NEW BUSINESS

1. Proposed Board Resolution: Learning Resource Center

President Okada reiterated that the purpose for the proposed resolution is to have it as a contingency in the event GCC's request for stimulus funding does not get approved.

After discussions on the proposed resolution and suggested changes to be made, the following action was taken:

MOTION

IT WAS MOVED BY TRUSTEE EDUARDO R. ILAO, SECONDED BY TRUSTEE MARIA DILANCO GARCIA, THAT THE BOARD ADOPTS THE PROPOSED BOARD RESOLUTION ON THE LEARNING RESOURCE CENTER FINANCING. MOTION CARRIES. (Voting: 4 ayes, 0 nays) (Copy attached)

At 6:55 p.m., the meeting went into Executive Session.

VIII. EXECUTIVE SESSION

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

At 7:35 p.m., the meeting reconvened to open session.

MOTION

IT WAS MOVE BY TRUSTEE MARK A. CONCEPCION, SECONDED BY TRUSTEE MARIA DILANCO GARCIA, THAT THE BOARD ACCEPTS PRESIDENT OKADA'S PROGRESS REPORT. MOTION CARRIES. (Voting: 4 ayes, 0 nays)

IX. ADJOURNMENT - There being no further discussions, the meeting of August 6, 2009 adjourned at 7:35 p.m.

SUBMITTED BY:



LOURDES V. BAUTISTA
Recording Secretary

ATTESTED BY:



MARK A. CONCEPCION
Secretary

SEP 03 2009

APPROVED BY:



GINA Y. RAMOS
Chairperson

SEP 03 2009

Attachment:

1. Board Resolution 20-2009: Learning Resource Center

**Guam Community College
Board of Trustees**

Learning Resource Center

WHEREAS, Guam Community College needs to continue to increase enrollment, retention, and program graduation rates by improving academic quality and student learning outcomes by expanding the quality of learning resource materials and facility; and

WHEREAS, the College agreed with the design of the Learning Resource Center that provides for a permanent two-story concrete structure with approximately 22,000 square feet; and

WHEREAS, the cost to the College, including the oversight of construction is estimated to be \$5,244,265; and

WHEREAS, the United States Department of Agriculture is willing to loan the College the amount of \$2,682,637 at an excellent rate of interest; and

WHEREAS, the repayment schedule calls for a payment of approximately \$13,592.53 a month for a period of thirty years; and

NOW, THEREFORE, IT BE RESOLVED, that the Board of Trustees authorize that the College enter into such a loan with the United States Department of Agriculture for an amount not to exceed the principal amount of \$2,682,637 at an estimated interest rate of 4.75%; and

BE IT FURTHER RESOLVED, that the Board Chairperson and the President shall be duly authorized to execute said loan documents (USDA RO Guides 18 and 19); and

BE IT FURTHER RESOLVED, that the Board Chairperson and the President shall be duly authorized to execute the Promissory Note, Loan Resolution Security Agreement, Security Agreement and Assignment of Income and Principal Related to the Reserve Account, and all other appropriate and necessary loan documents as authorized herein.

Adopted: August 6, 2009

Resolution 20-2009