

**GUAM COMMUNITY COLLEGE
Board of Trustees**

MERIT BONUS POLICY

WHEREAS, the Guam Community College (“College”) acknowledges the entitlement, in accordance with and pursuant to any other applicable legal authority, of qualifying employees to be awarded merit bonus payments pursuant to 4 GCA §6203, and its intent to award merit bonuses in accordance with that statute; and

WHEREAS, the College acknowledges the Merit Bonus Supplemental Justification Evaluation Form and the Merit Bonus Supplemental Justification Policy created by the Department of Administration in order to justify a “Superior” performance rating for qualifying employees.

NOW, THEREFORE, BE IT RESOLVED, that pursuant to 4 GCA §6203, approved merit bonuses shall be awarded to qualifying employees by a lump sum bonus payment equivalent to 3.5% of the employee’s salary after their new increment step is granted for up to three prior years; and

BE IT FURTHER RESOLVED, that the Board of Trustees (“BOT”) acknowledges that the College may seek an appropriation to fund the payment of merit bonuses to eligible employees; and

BE IT FURTHER RESOLVED, that the BOT recognizes the statutory limitations imposed by the applicable law, limits the eligibility of qualifying employees to receive merit bonuses beyond this three-year period; and

BE IT FURTHER RESOLVED, that the College may, upon the BOT’s approval, promulgate additional rules and regulations to ensure the payment of merit bonuses to eligible employees.

**Amended & Adopted: December 15, 2023
Resolution 33-2023**

**Amended & Adopted: September 9, 2022
Resolution 20-2022**

Reviewed with no changes: August 11, 2017

**Adopted: August 30, 2013
Resolution 8-2013**