

**GUAM COMMUNITY COLLEGE
BOARD OF TRUSTEES
Monthly Meeting Thursday, January 9, 2025, 12:00 p.m.
Rm. 112, Learning Resource Center (Library), Building 4000**

AGENDA

I. CALL TO ORDER

1. Roll Call
2. Recital of Mission Statement
Guam Community College is a leader in career and technical workforce development, providing the highest quality, student-centered education and job training for Micronesia.

II. APPROVAL OF MINUTES

1. Monthly Meeting of December 5, 2024

III. COMMUNICATIONS

IV. PUBLIC DISCUSSION

V. REPORTS

1. *President's Report:*
 - Financial Status of the College
 - Capital Improvement Projects (CIP)
2. *Monthly Activities Reports:*
 - Student Trustee
 - Faculty Advisory Member
 - Support Staff Advisory Member
 - Board of Trustees Community Outreach Report

VI. UNFINISHED BUSINESS

1. Construction Projects Updates
 - Wellness Center
 - Building B
 - Workforce Development Center
 - Culinary Arts & Baking Center
 - Building 2000 Generator
 - Solar Parking & Building D

VII. NEW BUSINESS

1. Board Resolution for A&E, Building 600
2. President's Travel Request (January 2025)

VIII. EXECUTIVE SESSION

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

IX. ADJOURNMENT

GUAM COMMUNITY COLLEGE
Board of Trustees
Monthly Meeting of December 5, 2024

Minutes

I. CALL TO ORDER. The monthly meeting of the GCC Board of Trustees held on December 5, 2024, was called to order at 12:04 p.m., by Chairman Carlo M. Leon Guerrero, in Room 112 located at the Guam Community College Learning Resource Center (Library) in Mangilao, Guam.

1. Roll Call. Trustees Present: Mr. Carlo Leon Guerrero, Chairman; Ms. Rose P. Grino, Vice Chairperson; Ms. Yolanda Padrones, Secretary; Frank P. Arriola, Member; Mr. Richard P. Sablan, Member; Ms. Ayda V. Bautista, Student Trustee. Ms. Gina Y Ramos, Treasurer (schedule conflict).

2. Others in attendance: Dr. Mary A.Y. Okada, President; Ms. Clarissa Padua, Vice President, Finance and Administration; Dr. Michael Chan, Dean, TSS; Ms. Apolline San Nicolas, Chief Human Resources Officer; Mr. John Dela Rosa, Assistant Director, Communications and Promotions; Dr. Julie Ulloa-Heath, Assistant Director, Planning and Development; Ms. Denise Mendiola, Assistant Director, CEWD; Ms. Simone Bollinger, Faculty Advisory Member; Attorney Edward Park representing Atty. Mantanona.

3. Recital of Mission Statement. Board members recited the Mission Statement: Guam Community College is a leader in career and technical workforce development, providing the highest quality, student-centered education and job training for Micronesia.

II. APPROVAL OF MINUTES – October 21, 2024.

MOTION

IT WAS MOVED BY TRUSTEE FRANK P. ARRIOLA, AND SECONDED BY TRUSTEE ROSE P. GRINO, THAT THE BOARD HEREBY APPROVES THE MEETING MINUTES OF OCTOBER 21, 2024, WITH CORRECTIONS. NONE OPPOSED, MOTION CARRIED. (Voting: 5 ayes, 0 nays)

III. COMMUNICATIONS. None received

IV. PUBLIC DISCUSSION. No request.

V. REPORTS

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

Financial Status: The President provided the Board with a current financial status of the College as follows:

FY2025: As of year-to-date, the College collected a total of \$2.2 million for its appropriation for the following: approximately \$2.140 million for the General Fund, \$13,000 for the WICHE PSEP, and \$50,000 for the POST Commission.

An additional \$43,000 was appropriated for the WICHE scholarship to support students that are currently in the WICHE program. The Board identified five (5) key areas related to medical professions. Students have already been awarded and this is their first year in the program. The College plans to submit a request for additional funding for WICHE for Fiscal Year 2026.

Several foundations, including the Camacho Foundation, the Moylan Foundation, and the Filipino Association of Guam, have provided scholarship support within the past month.

Capital Improvement Projects and other activities:

CIP:

The College is working towards meeting the public health inspection requirements on campus. A preliminary inspection was conducted several months ago that identified areas that needed improvement using the public health checklist to focus on the upgrades. Improvements such as the lighting and the tiles in the older buildings. Requests for variances are expected due to certain requirements for meeting industry standards, such as the open roll-up doors in the automotive department; as for the painting on campus, the College is still waiting for the paint to arrive on Guam this month as this painting project has already been awarded.

The President further reported there are also public health clearances for both the Culinary and Cosmetology programs. Vendors on campus are also required to have health clearances. This is now a current requirement during the Spring and Fall Festivals because of the public law that included institutions of higher education to comply with this public health requirement.

The President will communicate with Dr. Julie Ulloa-Heath regarding finalizing of the A&E request for Building 600.

Other activities:

The President reported the following.

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During the November 5, 2024 College Assembly, the College launched the beginning of the development of the Institutional Strategic Master Plan (ISMP). All employees who attended provided feedback. Subsequent to this, separate feedback sessions were held with administrators, staff, faculty, and community partners, including the military. A survey is currently available for continued input in the development of the next ISMP, which would have to be updated by 2026.

In mid-October 2024, the College hosted the Silent Witness ceremony held in the MPA, to honor victims of domestic violence; a partnership agreement with the Guahan Academy Charter School for dual enrollment was established and will be funded by Guahan Academy; the College received a conditional approval on November 14, 2024, on the ADN program with plans to launch it in the upcoming semester.

The President presented and had a discussion at the SAME conference, and talked about the various boot camps, high school programs, and the apprenticeship programs. As a result of this follow up, discussions to start working on developing partnerships can help those programs. There was a request from the military and another from the business community.

Discussions with the Department of Land Management are ongoing to obtain additional land for expanding the shooting range. There are several properties being considered as the current range is too small and is usually booked. Anticipate at least 10 to 20 acres of property to support both the local and federal law enforcement agencies. The President will keep the Board updated.

The Metallica Boot Camp was launched on November 15, 2024, which will focus on ship repair; GCC Board of Trustees and the Foundation Board of Governors attended the APAFS Conference in Manila, which focused heavily on AI and how it is being used in the financial industry and also for educational opportunities. The College is also developing an AI policy.

2. Monthly Activities Report.

Student Trustee: Trustee Bautista reported the following:

10/24/2024, 4pm-8pm, Student Center Courtyard: Fall Festival and “Tour of the Pacific” This semester student organizations created models of native necklaces from different Pacific Islands.

10/28-31/2024, COPSA/CSI Halloween activity for students to dress up in costumes and win some prizes just to get into the Halloween spirit week.

10/31/2024, Voter’s Pledge Day, Student Center Training Rm. 5108: This was a campaign to encourage students to exercise their right to vote.

11/8/2024, 12pm, Student Center Training Rm. 5108: COPSA General Membership

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meeting.

11/13/2024, COPSA held a recreational activity for “It’s World Kindness Day.”

11/22/2024, 12pm, Student Center Training Rm. 5108: last COPSA General Membership meeting for the semester.

Faculty Advisory Member: Ms. Simone Bollinger reported the following:

In speaking with faculty, they felt this semester went by fast; grades are due this week; Saturday classes ended later this year, faculty are pushing for the final grades; not many issues this semester in terms of the Agreement; faculty have been reporting more students have been showing up for advisement than in the past; last semester during the Spring Professional Development, it focused on advisement and maybe some things were going on differently; the Spring schedule is out and everyone is getting ready for enrollment; faculty are looking forward to the new Bldg. B and Culinary, as well as the painting on campus. Ms. Bollinger also wished everyone “Happy Holidays!”

Support Staff Advisory Member: Mr. Kenneth Bautista was not in attendance for today’s meeting.

Board of Trustees Community Outreach Report:

11/15/2024, 4pm, MPA: Trustees Arriola and Bautista attended the launching of the Metallica Scholars initiative Ship Repair Boot Camp. Trustee Arriola requested for the Board to be provided a viewing of the video, if available, of the Governor walking in while a Metallica song was being played at the event and reported it was well attended.

The President then reported that the GCC PIO Office will coordinate to follow students attending the boot camp and create videos to provide as evidence. This event was a combination of the launching of the Metallica Boot Camp and in celebration of Apprenticeship Week.

11/26/2024, 10:30am, LRC: Kurt S. Moylan Scholarship presentation was attended by Trustees Leon Guerrero and Grino.

Nov. 2024, APAFS Conference in Manila: Trustees Arriola, Grino and Padrones attended.

VI. UNFINISHED BUSINESS

1. Construction Projects Updates. President Okada reported on the following:

Wellness Center.

The Habitat Assessment Plan was received and has been submitted to the U.S. Fish and Wildlife and the College is now waiting for their comments. USDA was also provided a copy. The College will also be submitting updated unaudited financial statements for 2024 and will be included in the packet.

Building B.

This project is currently 88.85% complete. Work is currently being done with the installations of the air conditionings and the ducts, electrical conduits, the fire alarms and lighting fixtures and is progressing.

Workforce Development Center (Barrigada property).

This project is currently 54.4% complete. Work is currently being done with the partition walls, floor and wall tiles, the rough ends and the wiring. The College also requested for a survey map for this project.

Culinary Arts & Baking Center.

This project is 78.38% complete. The roof has arrived on Guam and contractors are finishing up on the fabrication and installation of exterior ducts, and is progressing and expected completion date is April 24, 2025.

Generator for Building 2000.

This project is 99% complete. The contractor is just waiting on two pieces of equipment so that the generator can transition over.

Solar Parking & Building D:

This project is for solar panels for Building D with battery and a covered parking lot. The College submitted clearances with six federal agencies that is required for this project, which normally take about three to four months to receive. To date, two have been received.

2. Accreditation Updates. None reported.

VII. NEW BUSINESS.

1. Adult Education Advisory Committee (Recommendation) The Board was presented with a recommendation of a list of members for the Adult Education Advisory Committee. A motion was made, as follows:

MOTION

IT WAS MOVED BY TRUSTEE ROSE P. GRINO, SECONDED BY TRUSTEE YOLANDA M. PADRONES, THAT THE BOARD OF TRUSTEES HEREBY APPROVES THE MEMBER RECOMMENDATIONS FOR THE ADULT EDUCATION ADVISORY COMMITTEE, AS PRESENTED. NONE OPPOSED, MOTION CARRIED. (Voting: 5 ayes, 0 nays)

2. 2025 BOT Travel. The following are two Board travel for consideration presented to the Board. The American Association of Community Colleges Workforce Development Institute (AACCC WDI) “Uncharted Courses,” January 28-31, 2025, in Coronado, California; and the 2025 Association of Community College Trustees (ACCT) Governance Leadership Institute (ACCT GLI), hosted by Windward Community College, on March 16-18, 2025, in Hawaii. The following motions were made:

MOTION

IT WAS MOVED BY TRUSTEE FRANK P. ARRIOLA, SECONDED BY TRUSTEE ROSE P. GRINO, THAT THE BOT TRAVEL FOR THE AACCC WDI, JANUARY 27-31, 2025 IN CALIFORNIA, IS HEREBY APPROVED. NONE OPPOSED, MOTION CARRIED. (Voting: 5 ayes, 0 nays)

MOTION

IT WAS MOVED BY TRUSTEE ROSE P. GRINO, SECONDED BY TRUSTEE RICHARD P. SABLAN, THAT THE BOT TRAVEL FOR THE ACCT GLI, MARCH 16-18, 2025 IN HAWAII, IS HEREBY APPROVED. NONE OPPOSED, MOTION CARRIED. (Voting: 5 ayes, 0 nays)

3. President’s Travel Request (February-March 2025). The following is the President’s travel request:

Westcare FBOD annual meeting, February 18-23, 2025, Henderson, Nevada, 100% funding by Westcare.

PPEC Spring meeting, March 15, 2025 and ACCT Governance Leadership Institute, March 16-18, 2025, Honolulu, Hawaii, funding by promotional and PPEC account.

ACCJC Peer Review invitation, March 20, 2025, California, 100% to be reimbursed by ACCJC.

At this time a motion was made, as follow:

MOTION

IT WAS MOVED BY TRUSTEE FRANK P. ARRIOLA, SECONDED BY TRUSTEE RICHARD P. SABLAN, THAT THE PRESIDENT’S TRAVEL FOR FEBRUARY-MARCH 2025, IS HEREBY APPROVED. NONE OPPOSED, MOTION CARRIED. (Voting: 5 ayes, 0 nays)

At this time a motion was made, as follow:

MOTION

IT WAS MOVED BY TRUSTEE FRANK P. ARRIOLA, SECONDED BY TRUSTEE ROSE P. GRINO, THAT THE MEETING CONVEENE INTO EXECUTIVE SESSION. NONE OPPOSED, MOTION CARRIED. (Voting: 5 ayes, 0 nays)

At 12:46 p.m., the meeting convened into Executive Session.

VIII. EXECUTIVE SESSION

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

At 12:59 p.m., the meeting reconvened into Open Session.

A motion was then made to accept the President’s Report, as follows:

MOTION

IT WAS MOVED BY TRUSTEE ROSE P. GRINO, SECONDED BY TRUSTEE FRANK P. ARRIOLA, THAT THE PRESIDENT’S REPORT BE ACCEPTED. NONE OPPOSED, MOTION CARRIED. (Voting: 5 ayes, 0 nays)

At this time the Chairman wished everyone a “Merry Christmas” and “Happy Holidays” with the upcoming new year in 2025.

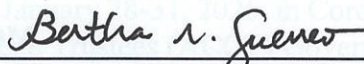
IX. ADJOURNMENT. A motion was made to adjourn the meeting, as follows:

MOTION

IT WAS MOVED BY TRUSTEE ROSE P. GRINO, SECONDED BY TRUSTEE FRANK P. ARRIOLA, THAT THE MEETING OF DECEMBER 5, 2024, IS HEREBY ADJOURNED. NONE OPPOSED, MOTION CARRIED. (Voting: 5 ayes, 0 nays)

There being no further discussion, the meeting of December 5, 2024, adjourned at 1:00 p.m.

SUBMITTED BY:



JAN 09 2025

BERTHA M. GUERRERO
Recording Secretary

ATTESTED BY:



JAN 09 2025

YOLANDA M. PADRONES
Secretary

APPROVED BY:



JAN 09 2025

CARLO M. LEON GUERRERO
Chairperson

GUAM COMMUNITY COLLEGE
Board of Trustees
Resolution GCC 1-2025

APPROPRIATION TO FUND
THE ARCHITECTURAL & ENGINEERING
BUILDING 600 RENOVATION

WHEREAS, under the strategy for island-wide mitigation projects, Guam Community College (“GCC” or “College”) plans to retrofit, harden, and renovate Building 600 to replace its metal roof and walls to a concrete envelope that will mitigate against multiple hazards, seismic and severe winds; and

WHEREAS, the renovation of Building 600 is included in the GCC Physical Campus Master Plan (2020-2030); and

WHEREAS, GCC plans to pursue a LEED design for Building 600 for environmental sustainability, energy efficient, and resource conservation; and


WHEREAS, Building 600 will accommodate the needs of the Construction Trades Department that is crucial in addressing Guam’s shortage of skilled construction workers on island; and

WHEREAS, the College continues to explore funding opportunities to support campus renovations/expansions; and

WHEREAS, through careful planning and financial efficiency there are sufficient amounts in the Manpower Development Fund to perform the architectural & engineering services in the amount of \$475,346.

NOW, THEREFORE, BE IT RESOLVED, that the Guam Community College Board of Trustees appropriates the amount of \$475,346.00 from the Manpower Development Fund to fund the Architectural & Engineering design in support of the renovation of Building 600.

ADOPTED the 9th day of January 2025.



CARLO M. LEON GUERRERO
Chairperson

ATTESTED BY:



YOLANDA M. PADRONES
Secretary

PRESIDENT'S TRAVEL SCHEDULE
January 2025

Conference Title/Sponsor	Date	Location
AACC WDI Conference*	January 28-February 1, 2025	Coronado, CA

*Funding Source(s): *Promo Account*