

**GUAM COMMUNITY COLLEGE FOUNDATION**  
**Board of Governors Meeting of October 23, 2020**  
**(via Zoom)**

**MINUTES**

**I. CALL TO ORDER.** The GCC Foundation Board of Governors meeting of October 23, 2020, was called to order at 12:04 p.m., by Ms. Lorraine Okada, Chairperson. The meeting was held via Zoom.

**1. Roll Call**

**Members Present:** Ms. Lorraine S. Okada; Mr. Gerard A. Cruz; Ms. Josephine L. Mariano; Mr. Eduardo R. Ila; Ms. Annmarie T. Muna; Ms. Carline Bukikosa; Ms. Narlin Manalo; Dr. Mary A.Y. Okada, President.

**Schedule Conflict:** Mr. James A. Martinez; Mr. Eloy Lizama.

**Others in attendance:** Dr. Virginia Tudela, Vice President, Academics Affairs Division; Mr. John Dela Rosa, Assistant Director, Communications and Promotions; Mr. Jason Miyashita and Ms. Amanda Gina, representatives from the office of Raymond James.

**2. 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.

At this time, the Board congratulated Dr. Tudela as the next Vice President of the Academic Affairs Division after Dr. Somera's recent retirement.

**II. APPROVAL OF MINUTES - Meeting of March 4, 2020**

**MOTION**

**IT WAS MOVED BY MS. ANNMARIE MUNA, SECONDED BY MR. EDUARDO ILAO, THAT THE BOARD APPROVE THE MEETING MINUTES OF MARCH 4, 2020. NONE OPPOSED, MOTION CARRIED. (Voting: 7 ayes, 0 nays)**

**III. COMMUNICATIONS.** *None at this time.*

**IV. REPORTS**

**1. President's Report.** The President reported the following:

**FY2020:** The Fiscal Year 2020 Budget collection was at 100% and is now closed with some

surplus funds which will help with some of the post retirements.

**FY2021.** In the Fiscal Year 2021 Budget, the College was fortunate to receive an extra appropriation of \$878,000 in addition to its budget request, which now amounts to a total of \$20,446,031. This will help with the apprenticeship program to get individuals trained in workforce upskilling.

**Capital Improvement Projects and other activities:**

The President informed the Board that two Vice Presidents were recently hired. Dr. Virginia Tudela has been with the College under Academics from Institutional Research, Associate Dean, to Dean and now the Vice President for the Academic and Affairs Division. Ms. Rodalyn Gerardo will start work at GCC on October 26, 2020. She was an Auditor with OPA under the supervision of Senator Doris Brooks and is currently working for GMH and will be the GCC Vice President for Finance & Administration.

Another personnel change at the College is Mr. Francisco Camacho, the current Chief Information Technology Officer, who will transition into a new position as the Assistant to the President in charge of special projects. He will be updating the Distance Education Strategic Plan, overseeing the construction project for fiber optics; and updating the Institutional Technology Master Plan. Mr. Camacho will be retiring on September 30 2021. Mr. Joseph Mesa from Docomo has been hired as the new Chief Information Technology Office for the College and will start work on October 26, 2020.

Online learning is ongoing. The College submitted a request to the Governor and to the Guam Dept. of Public Health & Social Services for some face to face learning for some of the “hands on” College programs such as construction, automotive, nursing, culinary arts, visual communications, and cosmetology.

There are still some students that are unable to complete last Spring semester because of the hands on requirement. The President will be meeting with DPH&SS next week and anticipate authorization for the face to face learning for these particular programs.

**Laptop Initiative:** A laptop initiative to support GCC students and online learning was started with CARES Act funding with 100 laptops. 50 MiFis were donated from IT&E for a limited time but would have to extend it for the duration of the academic year to continue and assist students that require the Internet. Depending on the students’ needs, additional laptops and MiFis would have to be purchased. This will be determined through a survey.

**WORC Conferences:** The College hosted a virtual Workforce Opportunities Reimagined Conference (WORC) in September 2020 and another in November 2020 as WORC2. The College

is working with the industry to identify areas to recruit individuals so that the College can provide additional educational information for students so that they can get trained.

**Boot Camps:** There are several boot camps ongoing that have already been funded. GEDA funded a truck driving boot camp for \$50,000. The College will be submitting to GEDA a request for additional funding for a medical coding and billing boot camp to support health insurance companies. GEDA request to include home healthcare. A ship repair boot camp III is ongoing and the College is preparing for a ship repair boot camp IV; a construction bootcamp that is also ongoing.

**Paramedic/Apprenticeship Training Program:** A Paramedic training program was made possible through the Apprenticeship Training Program and funded by the Manpower Development Fund, was launched in July 2020. The trainers are from The School of EMS (Emergency Medical Services) from Texas and will be providing online learning for this first cohort of paramedics for fiscal year 2021. This will set the foundation for GCC to support a GCC program for paramedics in the future.

**Construction Projects:**

**MPA/Barrel Vault Walkway:** The construction for the Multipurpose Auditorium (MPA) is ongoing and should be complete by March 2021; the Forensic/DNA project construction is ongoing and anticipate will be completed by September 2021; and the barrel vault project between the Allied Health and Student Center is complete, which has photovoltaics that powers the electricity for the walkway. The next barrel vault walkway is between Buildings C and D, which has been awarded to Clayarch and should be completed by February 2021.

**Wellness Center:** When the new Vice President for Finance & Administration is on board, a financial feasibility study will be conducted to determine how to move forward on the Wellness Center project. An archeological study for this construction site was conducted and the College received clearance from EPA. The College anticipates applying for a USDA loan. One document is pending under legal review and when that is also done along with the financial feasibility study, this will go out to bid. Cost for this project is estimated at \$7 million. This building will be for a gymnasium type facility; an area for facilities and maintenance, plus a receiving department.

**Barrigada Property:** A proposal will be presented to the Board at the next meeting regarding the architectural and engineering expenses for the renovation of the recently purchased Barrigada facility. The College applied for an EDA loan to fund the renovation.

2. **Capital Improvement Projects (CIP).** The President reported the following: *(As previously reported.)*
3. **Investment Reports & Updates.** Mr. Jason Miyashita provided a financial report and an

update as of October 2020. Ms. Amanda Gima also provided a slide presentation with regards to the following documents also provided to the Board: Interim Unaudited Performance (Net of Fees) & Asset Allocation Status as of Market Close October 16, 2020; Raymond James Consulting Services Investment Management Client Agreement; letter dated October 20, 2020, to the GCC Foundation regarding recommendations by Raymond James; Clearbridge International Growth ESG Factsheet; Ambassador Non-Discretionary Client Agreement – RJA.

Mr. Miyashita reported that the Investment Committee (IC) recently met with the office of Raymond James and provided recommendations to replace Renaissance with two options, Clearbridge or Capital; and to replace Templeton with iShares. If accepted, final documents from Raymond James will be submitted for the required signatures.

**4. Giftgiving Campaign Sub-Committee Reports. *(None at this time.)***

The President reported, as follows:

**Capital & Major Giving.**

**Annual Giving and Events.**

**Planned Giving.**

**Scholarships & Endowments.**

**V. UNFINISHED BUSINESS.** None at this time.

**VI. NEW BUSINESS.**

**1. Investment Committee Recommendations.** As previously discussed, Mr. Miyashita reported that the Investment Committee (IC) recently met with the office of Raymond James and provided recommendations. A letter dated October 20, 2020, was presented with the recommendations to replace Renaissance with Clearbridge or Capital; and to replace Templeton with iShares. There were discussions and the following motions were made:

**MOTION**

**IT WAS MOVED BY MS. JOSEPHINE MARIANO, SECONDED BY MS. CARLINE BUKIKOSA, THAT THE BOARD APPROVE THE RECOMMENDATION FROM THE FOUNDATION BOARD INVESTMENT COMMITTEE WITH THE OPTION TO REPLACE RENAISSANCE WITH CLEARBRIDGE. NONE OPPOSED, MOTION CARRIED. (Voting: 7 ayes, 0 nays)**

**MOTION**

IT WAS MOVED BY MS. JOSEPHINE MARIANO, SECONDED BY MR. GERARD CRUZ, THAT THE BOARD APPROVE THE RECOMMENDATION FROM THE FOUNDATION BOARD INVESTMENT COMMITTEE TO REPLACE TEMPLETON WITH ISHARES. NONE OPPOSED, MOTION CARRIED. (Voting: 7 ayes, 0 nays)

VII. NEXT MEETING – January 2021.

VIII. ANNOUNCEMENTS.

IX. ADJOURNMENT.

MOTION

IT WAS MOVED BY MS. NARLIN MANALO, SECONDED BY MS. JOSEPHINE MARIANO, THAT THE BOARD ADJOURN THE MEETING OF OCTOBER 23, 2020. NONE OPPOSED, MOTION CARRIED. (Voting: 7 ayes, 0 nays)

There being no further discussion, the meeting of October 23, 2020, was adjourned at 12:47 p.m.

Submitted by:

 JAN 29 2021  
BERTHA M. GUERRERO  
Recording Secretary

Approved by:

 JAN 29 2021  
LORRAINE S. OKADA  
Chairperson

