

**GUAM COMMUNITY COLLEGE BOARD OF TRUSTEES**  
**Monthly Meeting – Friday, February 5, 2021, 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 January 15, 2021

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

**VI. UNFINISHED BUSINESS**

1. Construction Projects Updates
  - Building 100 and Forensic Lab
  - Building 300
  - Wellness Center
  - Building B

**VII.           NEW BUSINESS**

1.     Fiscal Year 2022 Budget Request

**VIII.          EXECUTIVE SESSION**

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

**IX.            ADJOURNMENT**

**GUAM COMMUNITY COLLEGE**  
**Board of Trustees**  
**Monthly Meeting of January 15, 2021**

**Minutes**

**I. CALL TO ORDER.** The monthly meeting of the GCC Board of Trustees held on January 15, 2021, was called to order at 12:11 p.m., by Chairperson Frank P. Arriola in Room 112 located at the Guam Community College Learning Resource Center (Library) in Mangilao, Guam.

**1. Roll Call. Trustees Present:** Frank P. Arriola, Chairperson; Mr. Carlo Leon Guerrero, Vice Chairperson; Mr. Richard P. Sablan, Treasurer; Ms. Deborah Belanger, Secretary; Mr. Eloy P. Hara; Ms. Krystal M. Ramos, Student Trustee.

**Others in attendance:** Dr. Mary A.Y. Okada, President; Dr. Virginia C. Tudela, Vice President, Academic Affairs Division; Ms. Rodalyn Gerardo, Vice President, Finance & Administration; Mr. Frederick Tupaz, Faculty Advisory Member; Mr. Kenneth Bautista, Staff Advisory Member; Mr. Francisco Camacho, Assistant to the President, President's Office; Mr. John Dela Rosa, Assistant Director, Communications & Promotions; Attorney Rebecca Wrightson.

**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.

**II. APPROVAL OF MINUTES – November 20, 2020**

**MOTION**

**IT WAS MOVED BY TRUSTEE DEBORAH BELANGER, AND SECONDED BY TRUSTEE ELOY P. HARA, THAT THE BOARD APPROVE THE MEETING MINUTES OF NOVEMBER 20, 2020, WITH CORRECTIONS. NONE OPPOSED, MOTION CARRIED. (Voting: 6 ayes, 0 nays)**

**III. COMMUNICATIONS.** None received but at this time, Ms. Rodalyn Gerardo was introduced as the new Vice President for the Finance & Administration division.

**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:

FY2021: As of January 11, 2021, the College received a total of \$4,985,036 for all funds, which is 73% based on all allotment releases requested, as follows: \$4,327,876 for the General Fund; \$195,916 for the LPN/Vocational Guidance; \$407,400 from the MDF; and \$53,844 for the First-Generation Trust Fund Initiative. The College continues to receive its allotment on a weekly basis.

**Capital Improvement Projects and other activities:**

Ongoing CIP projects:

As last reported the photovoltaic barrel vault canopy project between Buildings C and D was launched. This project is ongoing and as of December 2020, is 31.91% complete.

Also, as last reported, the College is still working on replacing the water tank that services Building 400 and the administration building and has been identified as a FY2021 CIP; the current Fiscal Year 2021 Budget for CIP is \$142,000.

As part of the FY2021 CIP: The College will continue to work on replacing broken air-conditioners on campus; there is a request for an emergency evacuation chair especially for students with a disability on a second floor; looking into using a radio frequency ID key lock system and as a pilot for electronic and other valuable equipment; repair of the awning for Building 900; the Physical Master Plan will be updated, which will also be funded through the CIP.

Trustee Hara commented on Bill 219-35, "An Act To Amend § 7120 Of Chapter 7 Of Division 2, Title 17, Guam Code Annotated; To Amend § 8502 Of Article 5, Chapter 8 Of Title 12, Guam Code Annotated; And To Amend § 5008.2 Of Part A, Article 1, Chapter 5 Of Title 5, Guam Code Annotated, Relative To Strengthening The Purchase Or Lease-back Of Renewable Energy Purchase Of Service For The Department Of Education, Guam Academy Charter Schools, The Guam Community College And The University Of Guam." He informed the Board he was not in favor of this bill.

**Other activities:**

One of the initiatives the College has implemented during the Fall semester is the transition from Remote Learner to eThink, which allows more capabilities to support the distance education platform.

Since the last meeting, the College reported hosting a virtual Workforce Opportunities Reimagined Conference (WORC) in September 2020. Another was hosted in November 2020 as WORC2. These conferences help identify areas to recruit individuals and train them per the training industry

needs for Guam.

The Governor launched a Guam Green Growth (“G3”) Initiative that the College is participating in that is aligned with the 17 United Nations Development Goals. This promotes sustainability in our community in partnership with local industries. This will also allow the College to highlight its sustainability efforts and goals.

Due to the online platform that the College has been using due to the pandemic situation, there has been continuous training provided to faculty from faculty. This is a great initiative for faculty supporting one another, which also helps support students. Students are also supporting other students through this online platform.

A laptop initiative to support GCC students and online learning was started with CARES Act funding initially with 50 laptops. Additional laptops were purchased and will now have a total of 150 laptops available for students. 50 MiFis were initially donated from IT&E for a limited time but have extended and purchased the MiFi service to continue and assist students that require the Internet for the duration of the academic year. This will be a total of 100 MiFis, which will become the property of the College. Based on students’ requests through a survey, plus discussions, this will determine whether additional laptops and MiFis will be purchased.

A list of students who made it on the Dean’s and President’s List were posted on MyGCC; the Fiscal Year 2020 audit has commenced; and to support the reopening of the campus, individuals from the GCC Environmental Health and Safety completed additional training for disinfecting and sanitizing classrooms to include high touched surfaces.

## **2. Monthly Activities Report.**

**Student Trustee:** Trustee Krystal Ramos reported the following:

Regarding the online learning workshops, COPSA did really well.

January 22, 2021, 1:00 p.m., is the next COPSA General Membership meeting. Once COPSA meets, it will update school events.

The first back to school event will be to hand out “goodies” such as hand sanitizers.

Students are more aware of the survey regarding the laptop/MiFi loaner program.

**Faculty Advisory Member:** Mr. Frederick Tupaz was present and reported the following:

Faculty are preparing for 2021 and also planning out the semester in discussions with their students and reported Fall 2020 was a good working experience.

Students are more aware of the online situation although some prefer to be on campus, which faculty have been making accommodations for those.

Through surveys with their students, a majority are aware of WiFi access through GCC. Challenges are when Internet access is down but are advised that the campus is available for their use and faculty have made accommodations for students in this regard.

Reported that last semester the Marketing department presented a student driven recruitment program that will be implemented this Spring. Anticipate this to help increase student enrollment for next Fall semester. The interns will be working with the Assistant Director for Communications & Promotions on this program.

As to transitioning back on campus, some are apprehensive about it and some prefer it especially for the CTE courses.

At this time, the President informed the Board that a virtual town hall meeting for faculty has been scheduled today, January 15, 2021, at 3:00 p.m., regarding the campus reopening plan. A copy of the reopening plan is online. Dr. Lewis Cruz, Medical Director, will be presenting and will be available to address any questions from the faculty.

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

Wished the Board a "Happy New Year" and hoped for a better year.

Staff has been busy preparing for the Spring semester including the lab for face to face classes and for student services.

Staff are finishing the FY2021 year-end processes.

Some staff are wondering whether GCC employees and students will also be offered the vaccine on campus.

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

Trustee Sablan and Trustee Leon Guerrero attended the virtual check presentation from Take Care to GCC on December 29, 2020.

Trustee Hara recently took the opportunity to get vaccinated against the coronavirus.

**VI. UNFINISHED BUSINESS**

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

**Bldg. 100.** As last reported this project is almost near completion and Propacific is finalizing the close-out report. Waiting on one more part for the generator, which Morrico is working on. Anticipate this to be completed in February 2021.

**Forensic Lab/DNA Building.** This project is 29.92% complete as of December 2020. Because the College maintains and owns the building for this project, an agreement would have to be drafted with GCC and GDP. This will be done through legal counsel.

**Building 300.** The College received a verbal approval from FEMA regarding the extension request which has been granted until March 31, 2021. Closely monitoring this project which should have been completed in October 2020. The College is currently working with legal counsel to further review documents in the event of another extension request.

Wellness Center. The College communicated with USDA; forwarded information to Vice President Rodalyn Gerardo regarding the RFP for the financial feasibility study; and should have the scope of work soon to move forward on this project.

Building B. The College recently met with TRMA and should be receiving the updated plans to continue further discussions and move forward with this project.

As an update to the Barrigada property, the Guam Trades Academy vacated the premises at the end of December 2020; all keys to the building were given to the College; an inspection was conducted and the insurance company was also present; information were provided to USEDPA for an application to renovate the facility; will be requesting funding from the Foundation Board of Governors for the A&E design at the next Foundation Board meeting; and a grant application to renovate the facility has been submitted; power and water will be transferred to the College. The facility is available should the College temporarily need to utilize it.

**VII. NEW BUSINESS.** *None at this time.*

At 12:50 p.m., the meeting convened into Executive Session.

**VIII. EXECUTIVE SESSION**

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

At 1:43 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 DEBORAH BELANGER, SECONDED BY TRUSTEE CARLO LEON GUERRERO, THAT THE PRESIDENT'S REPORT BE ACCEPTED. NONE OPPOSED, MOTION CARRIED. (Voting: 6 ayes, 0 nays)**

At this time, the Board Chair and on behalf of the Board extended appreciation to the President for all the hard work everyone is putting in during this pandemic, including the outreach coordination with the COVID testing on campus for employees and the public; for the continued progress of the construction projects on campus; and for being responsible in making it safe for everyone to transition back on campus.

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

**MOTION**

**IT WAS MOVED BY TRUSTEE ELOY P. HARA, SECONDED BY TRUSTEE CARLO LEON GUERRERO, THAT THE MEETING OF JANUARY 15, 2021, BE ADJOURNED. NONE OPPOSED, MOTION CARRIED. (Voting: 6 ayes, 0 nays)**

There being no further discussion, the meeting of January 15, 2021, adjourned at 1:44 p.m.

**SUBMITTED BY:**

*(Tabled)*

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**BERTHA M. GUERRERO**  
Recording Secretary

**ATTESTED BY:**

*(Tabled)*

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**DEBORAH C. BELANGER**  
Secretary

**APPROVED BY:**

*(Tabled)*

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**FRANK P. ARRIOLA**  
Chairperson