

**GUAM COMMUNITY COLLEGE  
BOARD OF TRUSTEES  
Monthly Meeting – Monday, June 16, 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 April 25, 2025

**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. President's Travel Request (July-September 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 April 25, 2025**

**Minutes**

**I. CALL TO ORDER.** The monthly meeting of the GCC Board of Trustees held on April 25, 2025, was called to order at 12:02 p.m., by Vice Chairperson Rose P. Grino, in Room 112 located at the Guam Community College Learning Resource Center (Library) in Mangilao, Guam.

At this time, the Vice Chairperson mentioned that April is Community College Month and expressed excitement about the various activities happening at the College involving the faculty, administration, and students and wished everyone “Happy College Month!”

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

**2. Others in attendance:** Dr. Mary A.Y. Okada, President; Dr. Virginia Tudela, Vice President, Academic Affairs Division; Ms. Clarissa Padua, Vice President, Finance and Administration; Dr. Michael Chan, Dean, TSS; Ms. Pilar Williams, Dean, TPS; Ms. Apolline San Nicolas, Chief Human Resources Officer; Dr. Julie Ulloa-Heath, Assistant Director, Planning & Development; Mr. John Dela Rosa, Assistant Director, Communications and Promotions; Mr. Kenneth Bautista, Support Staff Advisory Representative; Attorney Rawlen Mantanona; Mr. Carlo Torres, II, Math/Science/Tech; Mr. Adrian Davis, CEWD; Mr. Gerald Cruz, Associate Dean, TSS; CSI Representatives: Tara Pascua, Joy White; COPSA Representatives: Joseph Hapdei, Julia Delos Reyes.

**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 – March 13, 2025.**

**MOTION**

**IT WAS MOVED BY TRUSTEE RICHARD P. SABLAN, AND SECONDED BY TRUSTEE YOLANDA M. PADRONES, THAT THE BOARD HEREBY APPROVES THE MEETING MINUTES OF MARCH 13, 2025, 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 received \$10,289,300, as follows: approximately \$7.7 million in the General Fund to support general operations; \$2.1 million for the Manpower Development Fund; \$117,000 for the CIP fund; \$90,000 from the General Fund to support the WICHE scholarship program; and \$150,000 for the POST Commission. The College continues to receive regular allotments from Department of Administration making College finances stable.

**Capital Improvement Projects and other activities:**

Other activities:

The President reported the following:

The CNA Boot Camp completed with a 91% pass rate with only one student remaining and students passed the National Nurse Aide Assessment Program (NNAAP); with the ADN Program, the first cohort of 20 registered LPN graduate students was launched and are expected to complete by December 2025. The second cohort will be launched in Fall 2025. There were more than 63 applicants and there is currently a waiting list.

The Metallica Boot Camp was completed on April 2, 2025. Many of the students are employed, and anticipate that the remaining students will also get hired.

The budget hearing for the College went well with the Board Chairman and Student Trustee Ayda Bautista attending the hearing. The budget request was positively received by senators. The primary increase in the budget is due to two main factors which are increased retirement estimates and higher employer share for medical benefits.

The CTE summer program initiative is scheduled in June 2025 and will run for about a month. The College is actively recruiting for students in Automotive, Construction Trades, Culinary and Food Service, Early Childhood Education, Hospitality and Tourism,

Information Technology and Visual Communications. This year, the College will also launch the Intro to Criminal Justice and the Maritime Academy.

The College has completed its on-site accreditation review and expects to receive results in early June 2025. The College is also closely monitoring recent executive orders and actively engaging with its accreditor, ACCJC, on any potential impact it might have on the College.

The College received several grants and donations such as a \$25,000 GEDA grant to support the Associate Degree Nursing Program; scholarship from U.S. Naval Hospital's Latte Stone Nurse Association; and a \$2,000 donation from Dr. Helen Whippy (retired from UOG) for automotive students for next academic year. Her son is a GCC automotive graduate and anticipates this will be a continued contribution to the College for GCC students.

The College lost a major FEMA-funded BRIC grant for approximately \$1.6 million that was intended to support the renovation of Building 600, which was pulled back just before final award was expected. The College is actively seeking alternative funding sources to replace the lost grant.

At this time, the President mentioned the assistance of Trustee Padrones for allowing the expertise of Mr. Chris Duenas from Triple J in providing a presentation in Artificial Intelligence (AI) during the recent Spring College Assembly. The President further mentioned that the AI presentation was impressive, with a demonstration so advanced that the President noted being able to speak in different languages synchronized with mouth movements. The College is now exploring how to incorporate AI, especially with the executive order by President Trump about AI in education from K-12 and throughout higher education. The College will be monitoring this.

During March, the College launched the SaaS (Software as a Service) project, which is an 18-month implementation. All end users of the Banner system will be actively involved in its implementation and is expected to keep them busy as they transition to this system.

The College awarded the bid for replacing air conditioners that were not functioning and the bid process has been finalized; the College received an offer from the insurance company to settle the Typhoon Mawar related insurance claim. The current offer is better than what was originally proposed. Although the President has not yet accepted the offer, she anticipates moving forward with the second offer.

CIP: Will be reported under Old Business.

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

**Student Trustee:** Trustee Bautista reported the following:



***BOT - Meeting of April 25, 2025***

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March 25-26, 2025, Trustee Bautista attended the OnAir (On Art In Research) student showcase by the English Department. The student's display had to be interactive and reported it was fun.

March 31, 2025, Trustee Bautista also attended the Spring College Assembly and reported she appreciated the AI presentation, which was very interactive.

April 2, 2025, Trustee Bautista attended the Metallica Ship Repair Boot Camp completion ceremony in the MPA.

April 4, 2025, 8:30 a.m. to 3:30 p.m., at the Westin, Trustee Bautista was involved with hosting of "The Edge" student conference with COPSA and CSI. She further mentioned that the students were very thankful that it was at the hotel, and that they had a lot of fun.

April 10, 2025, 3:30 p.m. to 7:00 p.m. in the Student Center Training Room 5108, a recreational activity, "Game Night," was held. This involved a bunch of board games and had a "Mario Kart" tournament. This activity was a fun way to interact with the students and a fun way to close out the semester.

April 11, 2025, 12pm, was the last COPSA general membership meeting held for the semester.

April 15, 2025, at the Guam Legislature, Trustee Bautista attended the GCC budget hearing, and described the experience overall was really enjoyable. That she was very grateful for the transparency and care that College puts into its financing and how it directly benefits its students and supporting their success. She further mentioned she was just very proud of that and to be able to witness it firsthand.

Trustee Bautista informed the Board this would be her last official Board meeting in her role as a Student Trustee. She further thanked the Board and expressed she was very honored for the opportunity to represent the students and seeing firsthand the Board's dedication to the College. She noted that she learned a lot during her tenure and appreciated that the Board not only listened to students' concerns in having a voice but also actively responding and taking action.

On behalf of the Board, the Vice Chair thanked Trustee Bautista for all the work she has done and for her leadership representing the students. The Vice Chair further wished her good luck in her future career and expressed appreciation for Trustee Bautista's positive feedback regarding the College being student centered.

**Faculty Advisory Member:** Ms. Simone was not in attendance for today's Board meeting.

**Support Staff Advisory Member:** Mr. Kenneth Bautista reported the following:  
That a presentation was made during the recent Spring College Assembly where AI was one of the focus and that it was very exciting and interesting as to how much AI technology is available.

During the College Assembly, the FBI gave a presentation on cyber security. They provided helpful information about various cyber security threats to help staff understand.

Most of the staff have been very busy preparing for the upcoming Public Health inspection at the College; the upcoming GCC graduation ceremony; and closing of the Spring 2025 semester.

At this time the Vice Chair mentioned she appreciated all the hard work employees are doing to prepare the Public Health inspection.

**Board of Trustees Community Outreach Report:**

April 2, 2025, Metallica Ship Repair Completion Ceremony: Attended by Trustees Grino, Ramos, Sablan, Ayda Bautista.

April 16, 2025, BOT Policy Review: Attended by Trustees Grino, Sablan, Ayda Bautista.

April 21, 2025, 10:00 a.m. in the MPA, Young Pacific Leaders Academy for Women Entrepreneurs (YPL AWE) opening ceremony: Attended by Trustees Padrones, Sablan, Ayda Bautista.

April 24, 2025, Inaugural Raymond James Micronesia Investment & Retirement Plans Conference, held at the Hyatt Regency Guam: Attended by Trustees Grino, Padrones.

**VI. UNFINISHED BUSINESS**

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

**Wellness Center.**

The College finally submitted its loan application for the Wellness Center to USDA on March 27, 2025, and are now awaiting their review. The U.S. Fish and Wildlife received the biological assessment that the College had to do. The agency also requested for additional GIS information.

**Building B.** This project is nearly finished at 94.3% completion. Work is currently being done to finish the building signage, the booster pump, the water heater, the HVAC, power distribution and fire alarm system.



Workforce Development Center (Barrigada property).

The Workforce Development Center is currently at 68% complete, and work is being done on the excavation for the concrete pad and are now painting the interior and exterior of the facility.

Culinary Arts & Baking Center.

An adjustment of the percentage to complete is now at 89.98% to account for the roof replacement; GPA should have connected the power on April 23, 2025; and this project is progressing well.

Generator for Building 2000.

The final inspection for the Building 2000 generator is scheduled next week, which should conclude this project.

Solar Parking & Building D.

All documents have been submitted for this project. The College is now waiting on DOI for the notice to proceed. This funding is over \$2 million for the solar parking lot (Building 1000) and the PV system for Building D, which is the battery storage.

**VII. NEW BUSINESS.**

**1. BOT Policies, updated (outstanding policies).** The Board was presented with updated Board policies, namely, Policy 190, Travel Policy; Policy 192, Recruitment Policy; Policy 193, Copyright and Fair Use Policy; and Policy 420, Recruitment Above the Minimum Step. These policies were previously reviewed and is now being submitted as a draft and in final format for consideration. A motion was then made, as follows:

**MOTION**

**IT WAS MOVED BY TRUSTEE GINA Y. RAMOS, AND SECONDED BY TRUSTEE YOLANDA M. PADRONES, THAT THE BOARD APPROVE THE UPDATED POLICIES AS FOLLOWS: POLICY 190, TRAVEL POLICY; POLICY 192, RECRUITMENT POLICY; POLICY 193, COPYRIGHT AND FAIR USE POLICY; AND POLICY 420, RECRUITMENT ABOVE THE MINIMUM STEP, WITH CORRECTIONS. NONE OPPOSED, MOTION CARRIED. (Voting: 5 ayes, 0 nays)**

**2. Student Trustee Swearing In (AY2025-2026).** The President informed the Board that students are elected for the office of a Student Trustee and as a result of the recent election, Ms. Faith Velasco received 266 votes. The date of the election was April 7 through April 9, 2025. The total number of ballots cast was 293 with some blank ballots.



The results were certified by Associate Dean Gerard Cruz and approved by Dr. Michael Chan, Dean for Technology and Student Services (TSS). Dr. Okada finalized the results of the election based on the documents submitted. Ms. Velasco was then declared the newly elected Student Trustee for the term from May 2025 until April 2026 and was sworn in and presented with a Certificate of Election by Trustee Rose P. Grino, Vice Chairperson.

At this time, the following motion was made:

**MOTION**

**IT WAS MOVED BY TRUSTEE YOLANDA M. PADRONES, AND SECONDED BY TRUSTEE RICHARD P. SABLAN, THAT THE MEETING CONVEENE INTO EXECUTIVE SESSION. NONE OPPOSED, MOTION CARRIED. (Voting: 5 ayes, 0 nays)**

At 12:31 p.m., the meeting convened into Executive Session.

**VIII. EXECUTIVE SESSION**

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

At this time a motion was made, as follow:

**MOTION**

**IT WAS MOVED BY TRUSTEE YOLANDA M. PADRONES, AND SECONDED BY TRUSTEE RICHARD P. SABLAN, THAT THE MEETING RECONVENE INTO OPEN SESSION. NONE OPPOSED, MOTION CARRIED. (Voting: 5 ayes, 0 nays)**

At 12:56 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 RICHARD P. SABLAN, AND SECONDED BY TRUSTEE GINA Y. RAMOS, THAT THE PRESIDENT'S REPORT BE ACCEPTED. NONE OPPOSED, MOTION CARRIED. (Voting: 5 ayes, 0 nays)**

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

**MOTION**


**IT WAS MOVED BY TRUSTEE RICHARD SABLAN, AND SECONDED BY TRUSTEE YOLANDA M. PADRONES, THAT THE MEETING OF APRIL 25, 2025, IS HEREBY ADJOURNED. NONE OPPOSED, MOTION CARRIED. (Voting: 5 ayes, 0 nays)**

There being no further discussion, the meeting of April 25, 2025, adjourned at 12:58 p.m.

**SUBMITTED BY:**

  
**BERTHA M. GUERRERO**  
Recording Secretary

**ATTESTED BY:**

  
**YOLANDA M. PADRONES**  
Secretary

**APPROVED BY:**

  
**CARLO M. LEON GUERRERO**  
Chairperson



**PRESIDENT'S TRAVEL SCHEDULE**  
**July - September 2025**  
*(updated)*

Conference Title/Sponsor	Date	Location
Executive Leadership Development Program (ELDP)*	July 29-August 6, 2025	Palau
Kapio'laniCC ACCJC Accreditation Site Visit**	September 25-26, 2025	Honolulu, HI

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