

**GUAM COMMUNITY COLLEGE  
BOARD OF TRUSTEES  
Monthly Meeting – Friday, August 22, 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 July 18, 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. Above Step Recruitment
2. President's Travel Request (October 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 July 18, 2025**

**Minutes**

**I. CALL TO ORDER.** The monthly meeting of the GCC Board of Trustees held on July 18, 2025, was called to order at 12:05 p.m., by Vice Chairperson Rose P. Grino, in Room 112 located at the Guam Community College Learning Resource Center (Library) in Mangilao, Guam.

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

**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; 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. Gerald Cruz, Associate Dean, TSS; Attorney Rawlen 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 – June 16, 2025.**

**MOTION**

**IT WAS MOVED BY TRUSTEE GINA Y. RAMOS, AND SECONDED BY TRUSTEE YOLANDA M. PADRONES, THAT THE BOARD HEREBY APPROVES THE MEETING MINUTES OF JUNE 16, 2025, WITH CORRECTIONS. NONE OPPOSED, MOTION CARRIED. (Voting: 5 ayes, 0 nays)**

**III. COMMUNICATIONS.** The President informed the Board that a Certificate of Good Standing was received from the ACCT.

**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 \$15,944,864.00, and based on its allotment schedule, has collected 83% as billed: approximately \$10,429.16 in the General Fund to support general operations; \$5 million for the Manpower Development Fund; \$167,000 for the CIP fund; \$104,000 from the General Fund to support the WICHE scholarship program; and \$225,000 for the POST Commission. The College still continues to receive its funding on a regular basis but the MDF funds are still delayed.

**Capital Improvement Projects and other activities:**

Other activities:

The President reported the following:

Eleven of the air conditioning replacements units have been installed and monitoring some of the other air conditioners on campus, including following up on some of the warranties with the most recent units installed.

Regarding the Public Health inspection, this is scheduled for next week Tuesday for the next two weeks. There are some minor issues that still need to be addressed from the pre-inspection. Both the inspection team and the GCC team are touring the campus, taking photos, and compiling a list of tasks to be completed. Building 600 has been condemned due to a lot of issues with it and will not pass and will be put on hold. Building 600 is under design, however, with the Workforce Development Center almost complete, this will support carpentry until the construction for Bldg. 600 is complete. Some classrooms in Building C were being utilized for equipment storage so those spaces will not be inspected at this time. Classroom D1 require some repairs, including removing the ducting and making other modifications, including sanding, painting and cleaning. A lot of work has been done on campus in preparation for the inspection. The GCC team is under the Environmental Health & Safety Office with the Vice President. This inspection will be done annually. Some areas already have approved variances, while others still need to be addressed, mainly because the College is waiting for supplies that have been ordered. The College has purchase orders in place to support these efforts.

GCC has scheduled an open house and block party on July 26, 2025 as a recruitment event to showcase the campus and its programs. Included is a mini job fair for some programs in the MPA; a 2K-5K is scheduled in early August 2025 with a sign-up activity at the Micronesia Mall.

GCC has been awarded an eight-year accreditation, reflecting significant institutional improvements. A key highlight of this achievement is the recognition of the student voice, which has been a longstanding focus for the College. The way class schedules are built—based on student surveys—was specifically commended. The Communications Office announced in a press release that GCC's role as a pilot for the new accreditation standards helped the College earn an additional eight years of accreditation.

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

**Student Trustee:** Trustee Velasco reported the following:

Currently working on activities for the new academic year calendar and will provide an update to the Board once finalized.

Working on ideas for the Fall Festival but still trying to all get together to work on activities. Reported that some representatives on the Guam Youth Congress resigned and seeking new members.

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

Summer classes just ended.

Preparing for the new semester and reviewing the schedules and considering any necessary adjustments over the next three weeks, especially as more students enroll.

Ms. Francine Galao from the Cosmetology department will be the new Faculty representative on the Board.

This will be the last Board meeting that Ms. Bollinger will be attending as the Faculty representative. Ms. Bollinger thanked the Board for the opportunity, noting that it was a learning experience that gave her a broader perspective of the College especially in negotiating the contract. This experience made her more appreciative of the College as a whole and its many interconnected parts.

At this time the Board thanked Ms. Bollinger for keeping the communications open and anticipate the next representative will continue the same.

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

Mr. Bautista reported that we are preparing for the Fall semester.

Teams are working together to address minor issues on campus for the inspection.

Mentioned the College is moving to a new platform, or Software as a Service platform, which is ongoing.

Wished everyone a happy Guam Liberation Day!

**Board of Trustees Community Outreach Report:**

Trustee Grino shared the following:

Trustee Grino attended the American Nurses Association Nurses Lobby Day and Membership Assembly meeting in Washington, D.C. During Lobby Day Trustee Grino participated in lobbying in the House of Congress and Senate for many bills including Medicaid funding and Re-authorization of Title VIII funding. Over 500 nurses lobbied Congress and the Senate to secure funding for Title VIII, which is crucial for our College's nursing education advancement program and related scholarships. She described that the atmosphere in Washington, D.C. was tense, as this period coincided with many important legislative decisions. For Guam, this is especially significant because of our large population relying on Medicaid. In a meeting with Congressman Moylan, we learned that Guam, as a territory, may have some leverage this year, as certain changes are unlikely to affect us immediately. However, this does not guarantee that future executive orders won't bring about changes. Trustee Grino further mentioned that she is aware that the College is very mindful and monitoring support for educational funding. That the GCC Foundation is another source to continue to provide support for our students in line with our mission. Trustee Grino further shared it was an honor to represent Guam at this meeting as a member of the Nursing Association.

## **VI. UNFINISHED BUSINESS**

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

#### Wellness Center.

The President reported that she received feedback from the USDA regarding our application. She and Vice President Padua will be working to address the requirements USDA identified.

#### Building B.

This project is nearly finished at 96.53%. Working on connecting to the water source, the relocation of the fire alarm panel, the water tapping for GWA, and the electrical panel commissioning and air conditioning system.

#### Workforce Development Center (Barrigada property).

This project is 80.5% complete. Ongoing work on the exterior painting, awning installation, and electrical. Contractor is waiting on the main switch board that is expected to arrive September 2025.

#### Culinary Arts & Baking Center.

This project is at 94.99% complete and almost done. They are currently working on fire suppression, applying floor epoxy, and installing ducts and diffusers. So far, six out of fourteen items have been received and will be installed as they arrive.

#### Generator for Building 2000.

This project is currently at 99% complete, and should be done soon. There were some issues

that had to be corrected by the master electrician.

**Solar Parking & Building D.**

As last reported, the College is still waiting on DOI for the notice to proceed. The College is working with TRMA for a SOW regarding PV battery storage.

**VII. NEW BUSINESS.**

1. **Policy 455 (updated).** The Board was provided with copies of the Board of Trustees Policy 455, "Selection of President," that was updated with track changes identified and all recommendations incorporated with a clean copy without the track changes. There were discussions that Trustee Padrones on the Human Resources side also reviewed the updated version with additional input. GCC also provided updates such as the minimum qualifications to include recommendations based on GCC's process. There were further discussion and a recommendation was made on Step 7 of the policy to delete the word "verbal" in this paragraph. A motion was then made, as follow:

**MOTION**

**IT WAS MOVED BY TRUSTEE FRANK P. ARRIOLA, AND SECONDED BY TRUSTEE YOLANDA M. PADRONES, THAT THE BOARD HEREBY APPROVE THE UPDATED POLICY 455, "SELECTION OF PRESIDENT," INCLUDING THE REMOVAL OF THE WORD "VERBAL" FROM THE PARAGRAPH IN STEP 7 OF THE POLICY, WITH CORRECTIONS. NONE OPPOSED, MOTION CARRIED. (Voting: 5 ayes, 0 nays)**

2. **Presidential Search.** According to Board policy, a Screening Committee would have to be established to initiate the GCC Presidential search process, including scheduling related meetings. At this time a motion was made, as follow:

**MOTION**

**IT WAS MOVED BY TRUSTEE YOLANDA M. PADRONES, AND SECONDED BY TRUSTEE FRANK P. ARRIOLA, THAT THE BOARD HEREBY APPROVE AUTHORIZING THE ESTABLISHMENT OF A SCREENING COMMITTEE FOR THE GUAM COMMUNITY COLLEGE PRESIDENTIAL SEARCH. NONE OPPOSED, MOTION CARRIED. (Voting: 5 ayes, 0 nays)**

3. **BOT Travel (APAFS Nov. 2025).** The Board was provided with information regarding the annual Asia Pacific Association for Fiduciary Studies (APAFS) conference in Manila in November 2025 with some trainings offered on Guam relating to this upcoming travel. Board members should inform the Recording Secretary of their intent, should they

decide to attend. At this time a motion was made, as follow:

**MOTION**

**IT WAS MOVED BY TRUSTEE GINA Y. RAMOS, AND SECONDED BY TRUSTEE YOLANDA M. PADRONES, THAT THE APAFS BOARD TRAVEL FOR NOVEMBER 2025, IS HEREBY APPROVED. NONE OPPOSED, MOTION CARRIED. (Voting: 5 ayes, 0 nays)**

**4. President's Travel Request (November 2025).** The following is the President's Travel Request:

Asia Pacific Association for Fiduciary Studies (APAFS) 23<sup>rd</sup> Pacific Region Investment Conference, November 20-21, 2025, partially funded by the APAFS and promotional account.

At this time a motion was made, as follow:

**MOTION**

**IT WAS MOVED BY TRUSTEE FRANK P. ARRIOLA, AND SECONDED BY TRUSTEE YOLANDA M. PADRONES, THAT THE PRESIDENT'S APAFS TRAVEL REQUEST FOR NOVEMBER 2025, IS HEREBY APPROVED. NONE OPPOSED, MOTION CARRIED. (Voting: 5 ayes, 0 nays)**

At this time, the following motion was made:

**MOTION**

**IT WAS MOVED BY TRUSTEE GINA Y. RAMOS, AND SECONDED BY TRUSTEE FRANK P. ARRIOLA, THAT THE MEETING CONVENE INTO EXECUTIVE SESSION. NONE OPPOSED, MOTION CARRIED. (Voting: 5 ayes, 0 nays)**

At 12:49 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 FRANK P. ARRIOLA, THAT THE MEETING RECONVENE INTO OPEN SESSION. NONE OPPOSED, MOTION CARRIED. (Voting: 5 ayes, 0 nays)**

At 1:13 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 FRANK P. ARRIOLA, 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 FRANK P. ARRIOLA, AND SECONDED BY TRUSTEE YOLANDA M. PADRONES, THAT THE MEETING OF JULY 18, 2025, IS HEREBY ADJOURNED. NONE OPPOSED, MOTION CARRIED. (Voting: 5 ayes, 0 nays)**

There being no further discussion, the meeting of July 18, 2025, adjourned at 1:14 p.m.

**SUBMITTED BY:**

 **AUG 22 2025**  
**BERTHA M. GUERRERO**  
Recording Secretary

**ATTESTED BY:**

 **AUG 22 2025**  
**YOLANDA M. PADRONES**  
Secretary

**APPROVED BY:**

 **AUG 22 2025**  
**CARLO M. LEON GUERRERO**  
Chairperson



August 14, 2025

To: Mary A.Y. Okada, Ed.D., President *M. Okada*  
From: Apolline San Nicolas, SHRM-CP, Chief Human Resources Officer  
Subject: Request for Above Step Recruitment for Nurse Faculty - John Patrick Chua

Recruiting and retaining qualified nursing faculty continues to present significant challenges due to salary limitations. Since 2015, the College has conducted 24 recruitment efforts for both permanent and limited-term faculty positions in the Nursing and Allied Health Department<sup>1</sup>. While some faculty have initially accepted permanent appointments, several have resigned shortly thereafter, and others have declined to move forward in the process, citing inadequate compensation as the primary reason. Most recently, three faculty from the Nursing and Allied Health Department left their teaching positions because of low salary by indicating "Inadequate Salary" as part of their reason for leaving on the Employee Exit Interview Form or during the exit interview conversation.

In 2021 and 2024, the Department of Administration conducted a salary study for government of Guam nurses. Establishing incentive pay and other recruitment and retention initiatives for health care professionals in the government of Guam.<sup>2 3</sup> The initiatives include an additional 10% to 25% differential pay added to the health care professionals' base pay.<sup>4</sup> The College was not listed as one of the agencies to implement this incentive. Such incentives have led our faculty to leave their positions for higher pay. On March 3, 2025, John Patrick Chua left his teaching position being paid at \$43,269 per academic year<sup>5</sup> to Guam Department Education as a School Health Counselor III at \$65,369 with the 10% differential pay that GDOE nurses are awarded<sup>6</sup>.

On April 25, 2025, the Board of Trustees amended and adopted Policy 420<sup>7</sup> changing the President's authorization from six (6) sub-steps back to seven steps (7) for above step recruitment. The President may, with the approval of the Board of Trustees, authorize recruitment at higher steps beyond the recruitment range maximum, if such action is based on recruitment difficulties.

Mr. Chua applied, interviewed, and was selected for the Nursing and Allied Health faculty position. On his application he indicated his lowest salary acceptable as \$65,000. Due to the difficulty in recruiting faculty in the Nursing and Allied Health Department, I hereby recommend that the Board of Trustees authorize the President to recruit and appoint Nursing and Allied Health faculty at a salary level beyond the seven-step base salary limit, to address recruitment and retention challenges in this critical program area.

*Apolline San Nicolas*  
Apolline San Nicolas, SHRM-CP.

<sup>1</sup> Nursing Recruitment Report 2015-2025

<sup>2</sup> 2021 Nurse Professional Pay Structure and Differential

<sup>3</sup> 2024 Nurse Pay Plan Implementation Guidelines

<sup>4</sup> Healthcare Professionals Position and Salaries + differential pay by agency

<sup>5</sup> Guam Community College FY25 2<sup>nd</sup> Quarter Staffing Pattern

<sup>6</sup> Guam Department of Education FY25 3<sup>rd</sup> Quarter Staffing Pattern

<sup>7</sup> Policy 420 Recruitment Above the Minimum Step (updated 4/25/2025)

☒ Approved

☐ Disapproved

Mary A.Y. Okada  
Mary A.Y. Okada, Ed.D.  
President

08-19-2015  
Date

**PRESIDENT'S TRAVEL SCHEDULE**  
**October 2025**

Conference Title/Sponsor	Date	Location
Meetings in Washington, DC*	October 23-24, 2025	Washington, DC
NASBE	October 27-29, 2025	Austin, TX

*Funding Source(s): \*100% funded by Promo Account*