

GUAM COMMUNITY COLLEGE
Board of Trustees
Monthly Meeting of March 10, 2011

Minutes

I. CALL TO ORDER

The monthly meeting of March 10, 2011 was called to order at 6:10 p.m. Ms. Gina Y. Ramos, Board Chairperson, presided over the meeting held in the President's Conference Room located at the Student Services & Administration Building.

1. Roll Call

Trustees Present: Ms. Gina Y. Ramos, Ms. Maria Dilanco Garcia, Ms. Deborah C. Belanger, Mr. Frank P. Arriola, Ms. Paling April Cruz.

Not in attendance: Mr. Edward G. Untalan (schedule conflict)

Others in attendance: Dr. Mary A.Y. Okada, President, Ms. Karen Sablan, Faculty Advisory Member, Mr. Kenneth Bautista, Support Staff Advisory Member, Attorney Sarah Strock, Legal Counsel, Dr. Ray D. Somera, Vice President for Academic Affairs, Ms. Carmen K. Santos, Vice President for Finance & Administration, Dr. Michelle Santos, Dean, School of Technology & Student Services, Mr. Reilly Ridgell, Dean, School of Trades & Professional Services, Ms. Doris U. Perez, Assistant Director, Planning & Development, Ms. Jayne Flores, Assistant Director, Communications & Promotions.

2. Recital of Mission Statement

Board members recited the Mission Statement: *The mission of the Guam Community College is to be a leader in career and technical workforce development by providing the highest quality education and job training in Micronesia.*

II. APPROVAL OF MINUTES

1. February 9, 2011 Meeting

MOTION

IT WAS MOVED BY TRUSTEE FRANK P. ARRIOLA, SECONDED BY TRUSTEE PALING APRIL CRUZ, THAT THE BOARD APPROVES THE MEETING MINUTES OF FEBRUARY 9, 2011, SUBJECT TO CORRECTIONS. MOTION CARRIES. (Voting: 5 ayes, 0 nays)

III. COMMUNICATIONS - None to report.

IV. PUBLIC DISCUSSION - None to report.

V. REPORTS

1. President's Report:

–Financial Status: Based on the \$8.3 million requested for Fiscal Year 2011, to date the College has received \$1.7 million or 11%. A check is expected to be released tomorrow to the college, per the Bureau of Budget Management & Research (BBMR). With regard to FY2010, President Okada reported that all monies have been received based on the college's appropriation.

–FY2011 Capital Improvement Projects (CIP): Sodexco has completed the energy audit and as required has forwarded a copy of the report to the Guam Energy Office. Items identified as Priority - 1 Projects includes changing out light fixtures, sealing doors and windows, etc. The capital investment component of the Energy Audit for Priority-1 projects is approximately \$900,000 worth of investments. Based on the cost analysis that the college would recover will be about 40%.

Additionally, President Okada reported that the Guam Energy Office may have additional ARRA funding to give, therefore, plans to submit GCC's request for additional funding. The funding must be obligated by June and spent by September of this year, 2011.

Further, the college is working at standardizing the process of purchasing air-condition system units for purposes of faster replacement and maintaining an inventory of parts on campus. President Okada explained that the method of obtaining three price quotes, as required, brings different sizes, shapes, colors, brands, etc. Having a standardized system in place allows the college to purchase its air condition units faster and/or replace its units with inventory parts kept on campus.

--Career Pathway Project: As an update to her meeting with Senator Sam Mabini regarding the Career Pathway Project, President Okada shared that the Senator recently introduced Bill 94-31 relative to the Career Pathway Project . The scheduled hearing for Bill 94-31 is set for next week Thursday, March 17, 2011.

–Peace Officer Standards & Training (POST): Senator Adolpho Palacios introduced a bill for the establishment of the Peace Officer Standards & Training (POST) Commission. The Commission allows the college, as the State Agency, to provide the administrative component for the POST Commission. The Commission consists of all law enforcement agencies who will be developing the certification standards for law enforcement individuals. In the past, the POST Commission was under the Guam Community College's Criminal Justice Department. However, because the college was teaching and conducting the training as well as verifying and certifying, it became an issue of concern. With the establishment of the Commission, the training will now be more formalized providing a standardized and more structured process in validating the certification.

–Campus Activities recently held include GCC's Open Campus Day, the Earmark Grant Programs Award Ceremony with 32 graduates, and the 2nd Accreditation Prep Meeting with staff & administrators. Information shared during the meeting included the Hay Study roll back of salaries

for administrators and staff, based on Governor Calvo's Executive Order, and upcoming Capital Improvement Projects on campus. Additionally, campus tour visits were conducted with Governor Calvo and Lieutenant Governor Tenorio.

2. Monthly Activities Report

Student Trustee: Student Trustee Cruz reported on the following:

- Two hundred sixty eight students showed up at the "Meet the President" event held February 15 & 16, 2011.
- Student volunteers provided assistance all day during GCC's Open Campus Day to include the participation of various student organizations that sold food and refreshments.
- The Students Leading Students Conference is scheduled for tomorrow, March 11, 2011 at the Guam Marriott Hotel in Tumon with 200 students registered to attend.
- GCC's 2011 Spring Festival and 2011 Student Elections are scheduled to be held on April 7, 2011.

Faculty Advisory Member: Ms. Sablan reported on the following:

- The Job Specs Committee met and agreed to address the non/instructional faculty component first before addressing the other components of the Job Specifications.

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

- Staff members expressed that the 2nd Accreditation prep meeting recently held was a good information sharing session.
- The loss of one of our very own employee, Mr. Ray Rojas.
- The completion on the upgrade to GCC's Banner System & Portal.
- Expressed disappointment by college employees on the recent roll back of salaries. The review committee comprised of representatives from various GovGuam agencies put in a lot of hard work reviewing position descriptions for the pay adjustment study, only for the roll back of salaries to occur. Mr. Bautista emphasized that it is very disappointing that this had to happen.

3. Board of Trustees Community Outreach Report

Trustee Belanger shared that she had the opportunity to attend GCC's Open Campus Day. Trustee Garcia added that on behalf of the Board she attended the DECA Awards Banquet and recently facilitated a GCA training. Faculty advisory member Ms. Sablan noted that she attended the Soroptimist Recognition Dinner last Thursday evening at which time GCC student Ms. Coleen Punzalan was awarded two scholarships, one from the Soroptimist Association and the other from the Association of Government Accountants.

VI. UNFINISHED BUSINESS

1. Construction Project Updates

Student Center - Construction continues to progress. A change order is expected for time delayed in getting the building permit processed. The architects from TRMA are currently reviewing the requirements.

Foundation Building Renovation: President Okada noted that the carpet stripped from the Foundation Building is being donated to the Department of Youth Affairs (DYA) along with some multi-media projectors, desks, stainless steel tables, and televisions. The Department of Corrections also will be given a 2002 diesel generator that has not been utilized for the last ten years and is no longer feasible to support Building D.

However, with regard to the ARRA funded new generator for building D, President Okada said that an archeological study is to be conducted on the land area where the generator is to be situated. As a requirement under ARRA, an archeological study must be conducted before the start of any new project funded by ARRA. The University of Guam's MARC department will certify that there are no historical remains on the area where the generator will be placed.

VII. NEW BUSINESS

1. Reinstatement of Tuition & Student Fees Increase, Fall 2011

Student Trustee Cruz reported that with the assistance of COPSA officers, she conducted a student survey regarding the plan to reinstate the tuition increase for Fall 2011. Of the 2,359 registered students, the survey was administered to 600 registered students from February 21-25, 2011. Based on the survey results, Trustee Cruz reported that 288 students support the tuition increase with 312 students not in support of the tuition increase. The results also highlighted students who are under financial aid assistance and those who are not. As part of the survey tool, students were made aware of where and what the increase will be allocated for. The allocated breakdown is as follows: 50% of the increase will be authorized for new permanent faculty positions, and up to twenty percent (20%) for new permanent staff positions, with the remaining balance of the increase to be used for classroom improvements on the campus or related operating expenses.

Mr. Mead, reiterated that in 2012 there is a plan to potentially roll back federal funding to 2008 levels and the impact it will have on the Federal Pell Grant aid provided to our students. If the current tuition rate increases for the Fall 2011 Semester, as scheduled, our students who are under the Pell Grant may be faced with some financial difficulty in fulfilling their tuition cost.

In referring to a student loan program, Trustee Cruz commented that students said they will support the tuition increase if there was a student loan program in place at the college. President Okada said there is a program in place, however, the program is being administered by the University of Guam (UOG). Our students can pick up a copy of the loan forms here at our Financial Aid office, but must process the loan application with the UOG. Dean Michelle Santos said she believes this information is discussed with the student when they visit our financial aid office. President Okada suggested that this information be part of the new student orientation process here at the college.

President Okada commented that should the increase in tuition be approved, the cost for tuition per credit hour, compared to the University of Guam will still be lower. For clarification, the last tuition increase was in Fall 2008, therefore, the next increase will be based at the Fall 2009 level, which is a \$20 increase, per credit hour. Vice President Santos calculated that because Fall Semester is usually the peak of all semesters, the generated amount expected, with the increase, is about \$826,000.

MOTION

IT WAS MOVED BY TRUSTEE MARIA DILANCO GARCIA, SECONDED BY TRUSTEE FRANK P. ARRIOLA, THAT THE BOARD REINSTATE THE INCREASE OF TUITION AND STUDENT FEES TO BE EFFECTIVE FALL 2011. THE TUITION AND FEES RATE INCREASE WILL BE AT THE FALL 2009 LEVEL. MOTION CARRIES. (Voting: 4 ayes, 1 nay, 0 abstain)

2. President's Travel Schedule, April 2011

April 15, 2011: Community College Regional Summit, San Diego, California

MOTION

IT WAS MOVED BY TRUSTEE PALING APRIL CRUZ, SECONDED BY TRUSTEE MARIA DILANCO GARCIA, THAT THE BOARD APPROVES THE PRESIDENT'S TRAVEL TO ATTEND THE COMMUNITY COLLEGE REGIONAL SUMMIT SCHEDULED FOR APRIL 15, 2011. MOTION CARRIES. (Voting: 5 ayes, 0 nays)

At 7:10 p.m., the meeting went into Executive Session.

VIII. EXECUTIVE SESSION

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

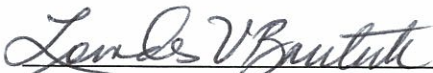
At 8:35 p.m., the meeting reconvened to open session.

MOTION

IT WAS MOVED BY TRUSTEE FRANK P. ARRIOLA, SECONDED BY TRUSTEE DEBORAH C. BELANGER, THAT THE BOARD ACCEPTS PRESIDENT OKADA'S PROGRESS REPORT. MOTION CARRIES. (Voting: 5 ayes, 0 nays)


IX. ADJOURNMENT - There being no further discussions, the meeting of March 10, 2011 adjourned at 8:37 p.m.

SUBMITTED BY:




LOURDES V. BAUTISTA
Recording Secretary

ATTESTED BY:



FRANK P. ARRIOLA
Secretary

APPROVED BY:



GINA Y. RAMOS
Chairperson