

GUAM COMMUNITY COLLEGE
Board of Trustees
Monthly Meeting of March 3, 2010

Minutes

The monthly meeting of March 3, 2010 was called to order at 6:10 p.m., by Chairperson Gina Y. Ramos. The meeting was held in the President's Conference Room located at the Student Services & Administration Building.

I. CALL TO ORDER

1. Roll Call

Trustees Present: Ms. Gina Y. Ramos, Ms. Maria Dilanco Garcia, Ms. Deborah C. Belanger, Mr. Mark A. Concepcion.

Not in attendance: Mr. Eduardo R. Ila

Others in attendance: Dr. Mary A.Y. Okada, President, Mr. Barry Mead, Faculty Advisory Member, Mr. Kenneth Bautista, Support Staff Advisory Member, Attorney Rawlen Mantanona, Legal Counsel, Ms. Carmen K. Santos, Vice President, Business & Finance Division, Ms. Jayne Flores, Assistant Director, Communications & Promotions, Ms. Lolita Reyes, Assistant Director, Development & Alumni Relations, Ms. Doris Perez, Assistant Director, Planning & Development.

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 12, 2010 Meeting

MOTION

IT WAS MOVED BY TRUSTEE MARIA DILANCO GARCIA, SECONDED BY TRUSTEE DEBORAH C. BELANGER, THAT THE BOARD APPROVES THE MINUTES OF FEBRUARY 12, 2010 MEETING, SUBJECT TO CORRECTIONS. MOTION CARRIES.
(Voting: 4 ayes, 0 nays)

III. COMMUNICATIONS - None.

IV. PUBLIC DISCUSSION - None.

V. REPORTS

1. President's Report: President Okada reported on the following:

–Financial Status: President Okada reported that as of today the college received from the General Fund \$2.899 million. Additionally, the college received \$7,248.00 of the \$24,154 from the Tourist Attraction Fund, \$260,370 of the \$322,104 from the License Practical Nursing Program, and \$918,750 of the \$1.225 million from the Manpower Development Fund.

–Interest Based Bargaining Training is scheduled for Monday, March 22, 2010 at the Outrigger Resort in Tumon from 8:30am-4:00pm. Members of the Board are welcomed to attend.

–Meeting with new Ambassador of FSM: President Okada noted that she met with Mr. Peter Prahar, the new Ambassador of FSM regarding GCC's secondary programs and how it leads into GCC's postsecondary programs.

–GCC's 1st Annual Open Campus is scheduled for Saturday, March 20, 2010. Invitations will be sent to representative schools and the business community. A series of advertisements for the event will be published both in print and media. Additionally, the Skills USA competition will be held the same day on campus. All are welcomed to attend.

–MOA between GCC and Guam Energy Office/Guam Environmental Protection Agency: President Okada happily reported that GCC received \$1.286 million from the GEO/GEPA's share of ARRA funding. She explained that GCC and Guam EPA/GEO have entered into a memorandum of understanding in which Guam EPA/GEO will first conduct an energy audit to determine the current power consumption at GCC and the revenue that will be saved by incorporating green initiatives, and then oversee the installation of the management system, photovoltaics, and other energy efficiency components of the grant.

–Pacific Postsecondary Education Council (PPEC) Grant: President Okada reported that the U.S. Department of Interior awarded GCC the PPEC Grant in the amount of \$500,000. Of the \$500,000, GCC will receive \$40,000 for the administration of the grant.

–GCC's Come Dance with Me Gala held February 24, 2010 at the SandCastle netted about \$29,000. Additionally, naming opportunities were presented during the event. Ms. Lolita Reyes provided the Women's Club of Guam a copy of GCC's Endowment Scholarship program for potential funding.

–Accreditation Self-Study Training, was facilitated by Mr. Jack Pond on February 26-27, 2010 with over 39 participants in attendance. Attendees included representatives from Guam Community College and the Northern Marianas College. Mini sessions on accreditation will be scheduled on campus to get all college employees and students engaged and involved in the process. A comprehensive report will be developed, which will encompass all of the college's self-study reports throughout the years.

–A joint GCC Boards Annual Retreat was held February 13, 2010 at the Fiesta Resort. Agenda

items included a presentation by Lolita Reyes on the overview of fundraising efforts and getting more engaged, a presentation by Doris Perez on Career Pathways, and a brief overview on Assessment by Dr. Ray Somera.

–GCC’s Relay for Life Coordinator for 2010 is Mr. Victor Rodgers, Assistant Director for Continuing Education.

2. Monthly Activities Report

Student Trustee: Trustee Concepcion reported the following:

- March 5, 2010: An all day Student Leading Students Conference is scheduled to be held at the Hilton Hotel, with various soft skills workshops incorporated into the program. Board members invited to attend.
- March 20, 2010 is Open Campus Day, whereby student organizations were invited and are encouraged to participate in setting up a booth to sell food or snacks and/or to display what their organization is all about.

Faculty Advisory Member: Mr. Barry Mead reported the following:

- For the first time in over 15 years, the Guam Federation of Teachers will share the cost with GCC relative to the Negotiations process of the College.
- GCC’s high school LMP and ProStart teams will represent Guam at the off island LMP and ProStart competition this year.
- On March 11-12, 2010, GCC’s culinary arts class will prepare and provide the food for GTA’s Management meeting that is to be held in the Multipurpose Auditorium.

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

- The upgrade to GCC’s Banner system has been completed.
- President Okada added that during GCC’s Professional Development Day, GCC’s staff met to start the discussion on Staff Governance.

3. Board of Trustees Community Outreach Report

Chair Ramos noted that, on behalf of TakeCare, she attended the Guam Medical Association’s monthly meeting held in February. During the meeting she did extend her appreciation to Dr. Shieh and to other Medical Association members who supports GCC, and requested that they continue to support the programs of GCC. She also invited those who have not yet visited the new Allied Health Center to come by the campus and tour the facilities. Additionally, Chair Gina Ramos noted that along with President Okada she attended this year’s Guam Hotel & Restaurant Association’s Gala dinner held this month, and also attended the Guam Chinese Association’s Lunar New Year Celebration held Monday night.

Further, Trustee Belanger noted that along with Trustee Arriola she attended the College’s Come

Dance with Me Gala Dinner held February 24, and attended the Accreditation Self-Study Training facilitated by Mr. Jack Pond on February 26 & 27, 2010.

VI. UNFINISHED BUSINESS

1. Construction Project Updates

Student Center - President Okada reported that two additions currently being worked on for the Student Center include the photovoltaics and a prospective donor to enhance the front portion of the Center with a park area. As a result of the recent conferral of Dr. Ikeda, the SGI organization has met with President Okada seeking consideration for potential partnership.

Learning Resources Center - Based on information received from the architects, the target date for completion is September 2010, with the Ribbon Cutting planned for December 2010.

VII. NEW BUSINESS

1. Proposed Board Resolution: USDA Loan for the Learning Resources Center – \$2.250 million

President Okada said that the proposed resolution is being brought back to the Board for consideration to amend Board Resolution 18-2009. She explained and reiterated that the Board of Trustees assigned the Foundation Board of Governors to provide bridge financing for the Learning Resources Center (LRC) for the Stimulus Funds. The bridge financing available through USDA, through a loan, is additional ARRA funding in a loan for a period of forty (40) years at an estimated interest rate of 4.25%. She noted that because this money can only be used for the LRC, the intent now is to continue with the loan, with the commitment of the Foundation Board to fund the repayment of the loan, and instead now take the stimulus money to pay for the refurbishment of the old Library. She expressed that the project can be substituted because the project still falls under the repair, renovation, and modernization criteria. At the last Foundation Board of Governors meeting, the Board was asked to reconsider giving the college the loan just as a bridge financing, which will now be turned into a full financing for the Student Center, so that the money the college receives through the ARRA funding will be used to refurbish the old Library located at the Foundation building. The proposed resolution before the Board will therefore amend Board Resolution 18-2009 reflecting a change in the amount from \$2.682 million to now \$2.250 million.

MOTION

IT WAS MOVED BY TRUSTEE DEBORAH C. BELANGER, SECONDED BY TRUSTEE MARKA. CONCEPCION, THAT THE BOARD AMEND RESOLUTION 18-2009 FOR THE USDA LOAN NOT TO EXCEED THE AMOUNT OF \$2.250 MILLION. MOTION CARRIES. (Voting: 4 ayes, 0 nays)

At 6:45 p.m., the meeting went into Executive Session.

VIII. EXECUTIVE SESSION

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

At 8:05 p.m., the meeting reconvened to open session.

MOTION

IT WAS MOVED BY TRUSTEE MARIA DILANCO GARCIA, SECONDED BY TRUSTEE MARK A. CONCEPCION, THAT THE BOARD ACCEPTS PRESIDENT OKADA'S PROGRESS REPORT. MOTION CARRIES. (Voting: 4 ayes, 0 nays)

At this time, Chair Ramos extended congratulations to:

- GCC for being awarded the Pacific Postsecondary Education Council \$500,000 Grant
- GCC for a successful Gala Dinner Fundraiser held at the SandCastle February 24, 2010.

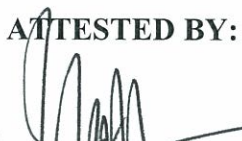
IX. ADJOURNMENT - There being no further discussions, the meeting of March 3, 2010 adjourned at 8:07 p.m.

SUBMITTED BY:



LOURDES V. BAUTISTA
Recording Secretary

ATTESTED BY:



DEBORAH C. BELANGER
Treasurer

For **APR - 7 2010**

APPROVED BY:



GINA Y. RAMOS
Chairperson

APR - 7 2010

Attachment:

1. Board Resolution 6-2020: USDA Loan for the Learning Resources Center – \$2.250 million

**Guam Community College
Board of Trustees**

Learning Resource Center/Library

WHEREAS, Guam Community College continues to increase enrollment, retention, and program graduation rates by improving academic quality and student learning outcomes by expanding the quality of learning resource materials and facility; and

WHEREAS, the design of the Learning Resource Center provides for a permanent two-story concrete structure with approximately 18,000 square feet; and

WHEREAS, the cost to the College, including the oversight of construction is estimated to be \$4,631,047;

WHEREAS, the United States Department of Agriculture Rural Development provides programs to eligible entities to "... improve the quality of life for all rural Americans" and the College qualifies to borrow the amount of \$2,250,000 at a low interest rate; and

WHEREAS, the repayment schedule calls for a payment, starting June 2010 of \$9,765.000 a month for a period of forty (40) years;

WHEREAS, the College will set aside into a reserve account the sum of \$11,718.00 until the required accumulated sum of \$117,180.00 is met; and

NOW, THEREFORE, IT BE RESOLVED, that the Board of Trustees amends BOT Resolution 18-2009 and enters into a loan with the United States Department of Agriculture for an amount not to exceed the principal amount of \$2,250,000 at an estimated interest rate of 4.25%; and

BE IT FURTHER RESOLVED, that the appropriate Board members and the President shall be duly authorized to execute said loan documents after review and certification by the GCC legal Council; and

BE IT FURTHER RESOLVED, that the appropriate Board members and the President shall be duly authorized to execute the Promissory Note, Loan Resolution Security Agreement, Security Agreement and Assignment of Income and Principal Related to the Reserve Account, and all other appropriate and necessary loan documents as authorized herein; and

BE IT FURTHER RESOLVED, that the Board of Trustees accepts the Board of Governors commitment to cover the repayment of the loan from the income and principal related to the reserved shares.

**Adopted: March 3, 2010
Resolution 6-2010**

NOTE: Resolution 6-2010 amends Resolution 18-2009 reflecting a change in the amount from \$2.682 million to now be \$2.250 million

**GUAM COMMUNITY COLLEGE
Board of Trustees**

**REQUEST TO PROVIDE FUNDING
FOR THE LEARNING RESOURCES CENTER**

WHEREAS, the College has embarked on the construction of a new Learning Resources Center consistent with its Facility Master Plan; and

WHEREAS, the total estimate for construction, has been estimated by our Architectural and Engineering Consultants, is \$5,244,265; and

WHEREAS, the Guam Community College Foundation has funded the Architectural and Engineering Design of the proposed Learning Resources Center in the amount of \$343,000; and

WHEREAS, a grant from the Asian American and Native American Pacific Islander Serving Institutions Grant Program has provided the amount of \$2,218,628 towards construction costs; and

WHEREAS, the sum of \$2,682,637 is required to fund the balance of the construction estimates developed for the Learning Resources Center.

NOW, THEREFORE, BE IT RESOLVED, that the Board of Trustees requests that the Guam Community College Foundation fund the balance of the construction estimates for the Learning Resources Center in the amount \$2,682,637.

Adopted: March 11, 2009
Resolution No: 18-2009

Note: On June 24, 2009, the GCC Foundation Board of Governors passed a motion to earmark an amount not to exceed \$2.7 million to fund the difference needed for the Learning Resources Center, as detailed by Board of Trustees resolution 18-2009 adopted by the Board of Trustees on March 11, 2009.