

**GUAM COMMUNITY COLLEGE BOARD OF TRUSTEES**  
**Monthly Meeting – Wednesday, April 17, 2013, 12:00pm**  
**GCC President's Conference Room**

**AGENDA**

**I. CALL TO ORDER**

1. Roll Call
2. Recital of Mission Statement

**II. APPROVAL OF MINUTES**

1. Monthly Meeting of March 8, 2013

**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 200 (Renovation), Building 100 and Forensic Lab

2013 MAY -2 AM 9:26

32-13-361  
Date 5/2/13  
Time 9:21 AM  
Fair

**VII.            NEW BUSINESS**

1.     FY14 NAF Budget
2.     Building 200 Resolution

**VIII.           EXECUTIVE SESSION**

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

**IX.            ADJOURNMENT**

**GUAM COMMUNITY COLLEGE  
Board of Trustees  
Monthly Meeting of March 8, 2013**

**Minutes**

**I. CALL TO ORDER**

1. The monthly meeting of the GCC Board of Trustees on March 8, 2013 was called to order at 12:08 p.m., by Chairwoman Deborah Belanger, in the President's Conference Room located at the Student Services & Administration Building in Mangilao, Guam.

**2. Roll Call.**

**Trustees Present:** Ms. Deborah C. Belanger; Mr. Frank P. Arriola (*attended after roll call*); Mr. Richard P. Sablan; Ms. Gina Ramos; Mr. James Pangelinan; Mr. Kenneth Bautista, Support Staff Advisory Member; Mr. Ronald Gary Hartz, Faculty Advisory Member.

**Others in attendance:** Dr. Mary A.Y. Okada, President; Dr. R. Ray D. Somera, Vice President, Academic Affairs Division; Ms. Carmen Santos, Vice President, Finance and Administration; Attorney Catrina Campana, Legal Counsel; Mr. Reilly Ridgell, Dean, TPS; Ms. Joann W. Muna, Human Resources Administrator.

**Recital of Mission Statement.** Board members recited the Mission Statement: *The mission of 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 – February 4, 2013.**

**MOTION**

**IT WAS MOVED BY TRUSTEE GINA RAMOS AND SECONDED BY TRUSTEE RICHARD SABLAN, THAT THE BOARD APPROVE THE MEETING MINUTES OF FEBRUARY 4, 2013, SUBJECT TO CORRECTIONS. NONE OPPOSED, MOTION CARRIED. (Voting: 5 ayes, 0 nays)**

**III. COMMUNICATIONS** – There was none.

**IV. PUBLIC DISCUSSION** – No request was made.

**V. REPORTS**

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

–**Financial Status:** The President provided the Board with the current financial status of the College as follows:

–Allotment releases. As of March 4, 2013, the College has received a total of \$4,489,000 and from this \$4,240,000 is from the General Fund and approximately \$250,000 from the LPN Vocational Guidance fund. To date, the college has not received any monies from the Manpower Development Fund. Last payment received for this was February 18, 2013.

**Other activities:** President Okada reported the following:

–The college is currently working on scope of work for the Capital Improvement Projects that were recently approved during the last Board meeting.

-With regards to the GCC mission statement policy annual review, information is currently being disseminated to the various governance groups, to include the Faculty and Staff Senates, and COPSA. This will give everyone an opportunity to provide feedback. A Group Studio site on MyGCC has been set up by AIER to receive all the comments/recommendations from all campus constituents.

Dr. Ray Somera also met with several campus leaders such as the faculty, staff and student groups regarding this initiative. As a result of these conversations, it was suggested that a six-year mission statement review be considered later so that this is in alignment with the period covered by the college's Institutional Strategic Master Plan (ISMP). The current ISMP expires January 2014 and new ISMP goals will be developed, in consultation with all governance groups on campus. The proposal is that the deadline for feedback submission for the mission statement will be September 2013. Recommendations will then be submitted to the Board in January 2014, which will also be provided as part of the college's progress report to the Commission due in March 2015. At this time the new ISMP will be submitted along with the mission statement update.

-Dr. Ray Somera and Dr. Michael Chan have initiated conversations with private schools to enter into a DUAL enrollment program called DEAL (which stands for Dual Enrollment Accelerated Learning). This is similar to an arrangement that currently exists with GDOE. Both are currently working on Math and English articulation with Father Duenas School for implementation in fall 2013.

-Dr. Ray Somera is currently working with various governance bodies on campus to move forward with the academic initiative, "Call to Completion." This project is being spearheaded by the Phi Theta Kappa which was approved during the December 2012 Board meeting.

-Several months ago, the college received the AACC "50 Plus Encore" which is a program encouraging students that are 50 years and older to seek educational attainment or certification. We received the Encore 50 grant of about \$15,000 for a 3-year period. This is in line with the Take Care grant that the college applied for.

-The Department of Energy requested the college to initiate the curriculum and training for the update to the energy code. Dr. Ray has identified a group to develop the training and the college is in the process of finalizing the MOA with the Department. The Department of Energy received a Technical Assistance grant from the Dept. of Interior. This will include facilitators from off-island. The MOA amount is \$130,000.

-CE is working in partnership with the Guam Trades Academy to enter into an apprenticeship workshop to encourage Guam Contractors Association to provide more apprentices for the college's training programs. The need still exists for the training workforce; however, the training coming from GCA is minimal. We will try to encourage GCA to increase. Sponsorship is lacking but not the educational training. To date, there are about 105 employees that have signed up with the college for this program but due to lack of the workforce, there is a lack of apprentice sponsorship.

-The college received its 2012 audit report, released yesterday from OPA and received another year of clean audit. Per the audit's highlights and comments GCC is the only Government of Guam agency that has a clean audit. The President pointed out that the significant change was the decrease in funds the college received due to the college's completion of its ARRA projects.

-At this time, the Board congratulated President Okada for the college's 12<sup>th</sup> year of clean audit.

## **2. Monthly Activities Report**

**Student Trustee:** Student trustee James Pangelinan reported as follows:

-Trustee Pangelinan attended the College Access Computer Resource Fair at the Micronesia Mall on February 23, 2013, which was coordinated by Ms. Christine Sison from the College Access Challenge Grant Program. The goal was to help high school students gain insight to the options and opportunity, services and programs the college has to offer such as tutoring services, financial aid, etc., to include extra curricular activities. The event was a success as the turnout was positive.

-Trustee Pangelinan will attend the Adult High School Education celebration on March 20-21, 2013 at the MPA. Ms. Priscilla Johns from Adult Education also extended an invitation to the BOT members.

**Faculty Advisory Member:** Mr. Gary Hartz reported as follows:

-Would like to recognize and congratulate four (4) faculty members who were recently promoted to the rank of assistant professor, as follows: Tonirose Realica, Rachel Heesuk, Jennifer Artero and Frederick Tupaz.

**Support Staff Advisory Member:** Trustee Ken Bautista reported as follows:

-Would like to recognize the Finance employees for their hard work in assisting with the 2012 Audit.

-To also recognize the College Access and Project Aim staff who participated in the February 23, 2013 event at the Micronesia Mall.

-Guam System for Assistive Technology (GSAT) will have a display this Saturday at the Micronesia Mall in which GCC's accommodative services will also have a display booth.

**3. Board of Trustees Community Outreach Report.** Trustee Richard Sablan attended the ACCT Legislative Summit conference in Washington, D.C. Along with President Okada, Trustee Sablan attended meetings with USDA, NSF, Insular Affairs, USDOE, and Congresswoman Bordallo. Trustee Sablan further reported that there were a lot of positive comments that were consistent about GCC being the model with regards to how President Okada and the college manage its grants.

President Okada also reported that copies of the ARRA funding booklet were provided to all the offices visited in Washington D.C. USDOE requested that copies be also provided to the Office of Management and Budget. There is a new initiative with the USDA in which a webinar will be set up and GCC is invited to share its success. This is currently in the work.

-Chairwoman Deborah Belanger and Trustee Frank Arriola will be attending a USDA open house on Monday.

## **VI. UNFINISHED BUSINESS**

### **1. Construction Projects Updates.**

-Building 200 (Renovation). The President reported that the bid for this is still out and as last reported eleven (11) prospective bidders picked up packets and nine (9) appeared for the mandatory pre-bid. There was a request for an extension. Bid submissions are now due March 13, 2013. Legal counsel will review all the bid documents before an award can be issued.

-Building 100. There was an initial meeting on campus with the architects and stakeholders to discuss the interior design for this facility.

-Forensic Lab. The college has requested for the final drawings for the forensic lab so that the President can meet with the Chief of Police before this goes out for bid. The college's main concern was that this particular project does not exceed the \$3,000,000 loan with USDA. This will also be discussed with the Police Chief.

## **VII. NEW BUSINESS.**

**1. Contractual Budget Request for 4/1/13-6/30/13.** There was a previous request from the college a couple of months ago for operations funds for FY2013 in which funding was approved by the Board up until March 2013. The college has been consistently following up and monitoring its budget releases, however, its budget is still not sufficient for its current operations. Due to additional funding not released

from the set aside or reserve for current operations for the college, Board approval is requested for additional funding for contractual services from April 1, 2013 through June 30, 2013 in the amount of \$700,000. This additional budget request will be funded under NAF, which is funding that is currently available. A resolution was submitted for Board approval and a motion was made as follows:

**MOTION**

**IT WAS MOVED BY TRUSTEE RICHARD SABLAN, SECONDED BY TRUSTEE FRANK P. ARRIOLA, THAT THE BOARD APPROVE THE GUAM COMMUNITY COLLEGE CONTRACTUAL BUDGET REQUEST FROM APRIL 1, 2013 THROUGH JUNE 30, 2013, BY ADOPTING THE RESOLUTION FOR THE "FY 2013 OPERATIONS FUNDS." MOTION CARRIES UNANIMOUSLY. (Voting: 5 ayes, 0 nays).**

2. **Fee Schedule.** The Board was presented with a proposed lab fee schedule for establishment of new course fees and increase of existing fees to include CJ and WorkKeys Assessment. The college went through fee adjustment public hearings on February 4 and 5, 2013. The packet presented included fee comparisons. This fee schedule is requested to be effective in fall 2013. After discussions, the following motion was made:

**MOTION**

**IT WAS MOVED BY TRUSTEE JAMES PANGELINAN, SECONDED BY TRUSTEE FRANK P. ARRIOLA, THAT THE BOARD APPROVE THE GUAM COMMUNITY COLLEGE PROPOSED FEE SCHEDULE, AS PRESENTED. MOTION CARRIES UNANIMOUSLY. (Voting: 5 ayes, 0 nays).**

3. The Financial Aid Coordinator – update. The President informed the Board that the current Financial Aid Coordinator would retire on April 26, 2013. An update to the position description was presented to the Board. The President explained that there have been updates in federal laws associated with financial aid and it has been over ten (10) years since this position description at the college has been updated. This proposed position description would be a new job announcement. After several discussions, a motion was made, as follows:

**MOTION**

**IT WAS MOVED BY TRUSTEE GINA RAMOS, SECONDED BY TRUSTEE FRANK P. ARRIOLA, THAT THE BOARD APPROVE THE UPDATED POSITION DESCRIPTION FOR THE FINANCIAL AID COORDINATOR, AS PRESENTED. MOTION CARRIES UNANIMOUSLY. (Voting: 5 ayes, 0 nays).**

At approximately 12:40 p.m., the meeting went into Executive Session.

**VIII. EXECUTIVE SESSION**

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

At 1:22 p.m., the meeting reconvened to open session.

At this time Chairwoman Belanger, on behalf of the Board, extended congratulations for the following:  
-To GCC for receiving a clean audit making it the 12<sup>th</sup> consecutive year of low risk status.

- To GCC for again receiving recognition to the President's Higher Education Community Service Honor Roll.
- To the four GCC faculty members who were recently promoted to Assistant Professors.
- To the Simon Sanchez High School, winners of the Guam ProStart.
- Especially to Dr. Ray Somera for moving forward with the Dual enrollment accreditation learning program for the private schools.
- To Okkodo High School who are the winners of the high school three-peats competition a hospitality and tourism management program competition.

Also, mentioned by some Board members:

- For the record, BOT members are in favor of BOT meetings at 12:00 Noon.
- Press Releases from Jayne Flores are a good idea for the BOT members to continuously receive and would like to thank her for this.

**MOTION**

**IT WAS MOVED BY TRUSTEE RICHARD SABLAN, SECONDED BY TRUSTEE GINA RAMOS, THAT THE BOARD ACCEPT PRESIDENT OKADA'S PROGRESS REPORT. NONE OPPOSED, MOTION CARRIED. (Voting: 5 ayes, 0 nays)**

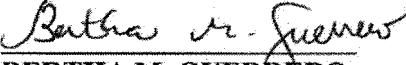
**IX. ADJOURNMENT**

**MOTION**

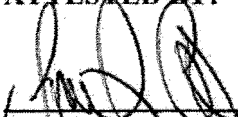
**IT WAS MOVED BY TRUSTEE FRANK P. ARRIOLA, SECONDED BY TRUSTEE JAMES PANGELINAN, THAT THE MEETING OF MARCH 8, 2013 BE ADJOURNED. NONE OPPOSED, MOTION CARRIED. (Voting: 5 ayes, 0 nays)**

There being no further discussions, the meeting of March 8, 2013 adjourned at approximately 1:30 p.m.

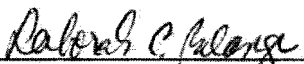
**SUBMITTED BY:**

  
**BERTHA M. GUERRERO**  
Recording Secretary

**ATTESTED BY:**

  
**FRANK P. ARRIOLA**  
Secretary

**APPROVED BY:**

  
**DEBORAH C. BELANGER**  
Chairperson

**Guam Community College**  
**2014 BUDGET REQUEST - NAF SPECIAL PROJECTS**

**FISCAL YEAR 2013**

<b>PROJECTED REVENUES</b>	<b>2013 BUDGET REQUEST</b>	<b>2012 Budget Request</b>	<b>ACTUAL as of 09/30/12</b>	<b>FY 2014 PROJECTION</b>
<b>Special Projects</b>				
<b>CONTINUING EDUCATION (CE)</b>				
Certified Manager's Prep	40,000			48,360
Health Certificate	103,500	134,995	70,820	75,000
SHRM Learning System	13,500	13,500	17,140	
Industry Certification	79,260	101,600		224,440
* Other Projects	12,000	305,804	169,552	260,910
GCC Room Rental		60,000		12,000
* Gov't Guam/Private Industries Training Requests	236,790		19,064	
* Prometric/Pan/Ed2go Online Courses/HOST TESTING	270,805	89,631	10,968	388,805
OSHA	56,250	158,000		
Computer Courses	150,350	117,414		194,935
<b>Total Continuing Education</b>	<b>962,455</b>	<b>980,944</b>	<b>287,544</b>	<b>1,204,450</b>
<b>TRADES &amp; PROFESSIONAL SERVICES (TPS)</b>				
Vocational Methods I		21,000	2,800	
Vocational Methods II		21,000		
Teacher's Recertification	144,000	21,000		24,000
Immunizations			30,000	30,000
Public Health - Education	500,000	765,500	1,177,270	577,500
Project Approach (Reggio)		21,000		
Creating Online Learning Communities		21,000		
Allied Health Special Projects	33,875		18,997	33,875
Tour Guide	15,000	15,000	13,275	11,250
Hospitality Institute				30,360
Criminal Justice Academy	90,000	90,000	57,422	95,000
GED	30,975	15,000		30,975
Culinary Arts	138,700	138,700	136,352	
* Other Projects		21,000	16,998	
<b>Total Trades &amp; Professional Services</b>	<b>952,550</b>	<b>1,150,200</b>	<b>1,453,114</b>	<b>832,960</b>
<b>TECHNOLOGY &amp; STUDENT SERVICES (TSS)</b>				
Fiber Optics	32,000	16,000	34,200	38,000
Networking Courses (CCNA)	40,000	112,000	89,470	64,000
Telecom Courses (Category 5)	36,000	30,000	39,322	30,000
Other Projects				
<b>Total Technology &amp; Student Services</b>	<b>108,000</b>	<b>158,000</b>	<b>162,992</b>	<b>132,000</b>
<b>TOTAL REVENUE</b>	<b>2,023,005</b>	<b>2,289,144</b>	<b>1,903,649</b>	<b>2,169,410</b>



<b>PROJECTED EXPENDITURES</b>	<b>2013 BUDGET REQUEST</b>	<b>2012 Budget Request</b>	<b>ACTUAL as of 09/30/12</b>	<b>FY 2014 PROJECTION</b>
<b>Special Projects</b>				
<b>CONTINUING EDUCATION (CE)</b>				
Certified Manager's Prep	40,000			48,360
Health Certificate	101,239	93,897	18,953	59,534
SHRM Learning System	13,500	15,400	6,357	
Industry Certification	79,260	81,990		224,440
Computer Courses	150,350	174,966		194,935
Food Service Manager's Preparation Courses	0			
* Other Projects	12,000	399,582	101,472	272,910
Gov't Guam/Private Industries Training Requests	236,790		9,993	
Prometric/Pan/Ed2go Online Courses/HOST TESTING	270,805	35,852	6,229	388,805
OSHA	56,250	93,571		
Department Incentives				
<b>Total Continuing Education</b>	<b>960,194</b>	<b>895,259</b>	<b>143,004</b>	<b>1,188,984</b>
<b>TRADES &amp; PROFESSIONAL SERVICES (TPS)</b>				
Vocational Methods I		21,000	1,477	
Vocational Methods II		21,000		
Education Methods		21,000		
Teacher's Recertification	143,542			24,000
Immunizations			7,376	22,254
Public Health - Education	480,562	765,500	357,805	577,500
Other Education Projects		21,000		
Project Approach (Reggio)		21,000		
Creating Online Learning Communities		21,000		
Allied Health Special Projects	33,875		19,137	33,875
Tour Guide	10,683	10,683	4,506	7,898
Hospitality Institute				34,802
Criminal Justice Academy	87,659	87,609	23,656	80,302
GED	30,975	15,000		30,975
Culinary Arts	119,004	118,697	37,392	
* Other Projects			4,154	
Department Incentives				
<b>Total Trades &amp; Professional Services</b>	<b>906,300</b>	<b>1,123,489</b>	<b>455,503</b>	<b>811,606</b>
<b>TECHNOLOGY &amp; STUDENT SERVICES (TSS)</b>				
Fiber Optics	32,000	16,000	7,312	31,274
Networking Courses (CCNA)	40,000	112,000	33,856	62,307
Telecom Courses (Category 5)	36,000	30,000	10,082	24,817
Department Incentives				
<b>Total Technology &amp; Student Services</b>	<b>108,000</b>	<b>158,000</b>	<b>51,250</b>	<b>118,398</b>
<b>TOTAL EXPENDITURES</b>	<b>1,974,494</b>	<b>2,176,748</b>	<b>649,757</b>	<b>2,118,988</b>
<b>NET PROFIT/(LOSS)</b>	<b>48,511</b>	<b>112,396</b>	<b>1,253,892</b>	<b>50,422</b>

Notes: \* Other Projects budget is projected for projects not anticipated.

**Guam Community College**  
**2014 BUDGET REQUEST - NAF FUND 11**

**FISCAL YEAR 2013**

PROJECTED REVENUES	2013 BUDGET	2012 BUDGET	ACTUAL	FY 2014
	REQUEST	REQUEST	as of 09/30/12	PROJECTION
<b>Educational and General Operations Revenue</b>				
Tuition Net of Capital Improvement	2,441,860	2,045,000	7,203,039	2,879,000
4 Capital Improvement Fees (Resolution 4-99)	618,000	483,000		732,000
5 Technology Fee for Upgrades (Resolution 11-2000)	171,000	157,000		183,000
5 Technology Fee for Current Operations (Resolution 11-2000)	171,000	157,000		183,000
Student Activity Fee	70,000	61,000		75,000
Perm. Faculty Positions (Resolution 5-2006)	1,635,630	1,160,000		1,551,688
Perm. Staff/Admin Positions (Resolution 5-2006)	854,252	441,000		780,687
Other Fees Net of Tech and Stud Act Fees	347,000	470,000		371,000
<b>Total General Operations Subsidy</b>	<b>6,108,742</b>	<b>4,914,000</b>	<b>7,203,039</b>	<b>7,155,335</b>
<b>Auxiliaries Revenue</b>				
Bookstore Sales	975,000	750,000	1,127,607	1,100,000
Food Services	12,000	12,000	12,000	12,000
<b>Total Auxiliaries</b>	<b>987,000</b>	<b>762,000</b>	<b>1,139,607</b>	<b>1,112,000</b>
<b>Other Sources Revenue</b>				
Administrative Recoveries	50,000	50,000	242,920	50,000
Interest/Miscellaneous Income	20,000	20,000	41,281	20,000
Other				
<b>Total Other Sources</b>	<b>70,000</b>	<b>70,000</b>	<b>284,201</b>	<b>70,000</b>
<b>TOTAL PROJECTED REVENUE</b>	<b>7,165,742</b>	<b>5,746,000</b>	<b>8,626,847</b>	<b>8,337,335</b>

PROJECTED EXPENDITURES	2013 BUDGET	2012 BUDGET	ACTUAL	FY 2014
	REQUEST	REQUEST	as of 09/30/12	PROJECTION
<b>Educational and General Expenditures</b>				
GovGuam Supplement - Other	2,375,130	925,130	626,616	1,475,130
GovGuam Supplement - Adjunct/Substitutes	1,200,000	1,027,437	1,218,257	1,200,000
GovGuam Supplement - PT Salaries				
6 Perm. Faculty Positions (Resolution 5-2006)	1,635,630	1,115,262	319,921	1,551,688
6 Perm. Staff/Admin Positions (Resolution 5-2006)	854,252	446,103	190,292	780,687
5 Technology Fee for Current Operations	171,000	157,000	157,000	183,000
5 Technology Fee for Upgrades (Resolution 11-2000)	171,000	157,000	156,999	183,000
<b>Total E &amp; G Expenditures</b>	<b>6,207,012</b>	<b>3,827,934</b>	<b>2,667,085</b>	<b>5,773,465</b>
<b>Other Educational and General Expenditures</b>				
Promotion and Development	200,000	200,000	159,775	200,000
Professional Development - Faculty	75,000	75,000	63,713	75,000
Professional Development - Staff/Admin	50,000	50,000	46,701	50,000
6 Student Activity Fee - Dean Accts.	14,000	12,200	50,141	15,000
Pacific Island Student Transition	6,475	6,475	5,209	6,475
Graduation	10,000	10,000	10,000	12,000
Bank Fee Expenditures	36,500	36,500	53,840	55,000
Board of Trustees Travel	25,000	25,000	25,000	25,000
Faculty Senate	5,000	5,000	5,000	5,000
WP Secretary II (Salaries & Benefits)	28,000	27,702	21,728	30,000
USDA Loan Repayment - LRC	119,376	117,077	107,949	116,376
USDA Loan Payoff (Water Tank Loan)	244,895			0
Cosmetology	42,783	31,500	29,666	23,376
Early Childhood Education	16,741	22,500	22,493	20,078
Computer Science	12,754		12,754	15,190
Electronics	7,673		7,673	10,901
Office Technology	14,231		14,231	17,098
Automotive	14,672		14,672	15,663
Allied Health	20,500		20,500	24,235
Visual Communications	14,141		14,141	13,879
English	18,436		18,436	18,981
Criminal Justice				4,181
Culinary	41,760			45,030
Open Campus Day	10,000	10,000	1,300	0
Accreditation -AVP Office		75,000	66,616	0
Campus Painting			498,250	0
<b>Total Other E &amp; G Expenditures</b>	<b>1,024,737</b>	<b>703,954</b>	<b>1,269,687</b>	<b>798,440</b>
<b>Total E &amp; G Expenditures</b>	<b>7,231,749</b>	<b>4,531,888</b>	<b>3,936,772</b>	<b>6,571,905</b>
<b>Auxiliaries Expenditures</b>				
Bookstore	702,000	637,500	953,020	880,000
<b>Total Auxiliaries</b>	<b>702,000</b>	<b>637,500</b>	<b>953,020</b>	<b>880,000</b>
<b>TOTAL CURRENT EXPENDITURES</b>	<b>7,933,749</b>	<b>5,169,388</b>	<b>4,889,792</b>	<b>7,451,905</b>
<b>TRANSFER</b>				
Transfer from Foundation - Pacific Island Endowment	-6,475	-6,475	-6,475	-6,475
Transfer from Foundation - Other				
Transfer to Foundation				
7 Transfer to Capital Improvement Fees	618,000	483,000	627,705	732,000
Transfer to Student Activity Fees	56,000	48,800	56,000	60,000
<b>Total Transfer</b>	<b>667,525</b>	<b>525,325</b>	<b>677,230</b>	<b>785,525</b>
<b>TOTAL EXPENDITURES AND TRANSFERS</b>	<b>8,601,274</b>	<b>5,694,713</b>	<b>5,567,022</b>	<b>8,237,430</b>
<b>INCREASE (USE) OF RESERVE</b>	<b>-1,435,532</b>	<b>51,287</b>	<b>3,059,825</b>	<b>89,905</b>

- Notes: 1) The FY2013 Original Budget Amount reflects the initial budget request.  
2) The FY2012 Actual Amount is based on the Banner Expense and Revenue reports as of 09/30/12.  
3) Tuition & Fees projection is based on SP13, SU12, & FA12 enrollment figures inclusive of a 2% budgeted increase.  
4) Net Dependency budgeted.  
5) Of the \$73,000 Technology fee, \$36,500 is reserved for the Upgrades and \$36,500 is for Computer Operations.  
6) Student Activity Fee - Dean's Acct is based on 28% of Student Activity Fee projected.  
7) The revenue for Capital Improvement Fees is included in the revenue for Tuition and Fees.  
8) Faculty and Staff/Admin positions, funded by Tuition fee increase & allocated 50% and 50%, respectively.

**GUAM COMMUNITY COLLEGE**  
**Board of Trustees**  
**Resolution 5-2013**

**REQUEST TO TRANSFER FUNDS TO THE CAPITAL PROJECTS FUND AND  
PROVIDE FUNDING FOR BUILDING 200 RENOVATION & HARDENING  
PROJECT**

**WHEREAS**, the College has embarked on the renovation, hardening, and LEED design of Building 200 consistent with its 2011-2015 Physical Master Plan; and

**WHEREAS**, the total estimate for construction, has been estimated by our Architectural and Engineering Consultants and GCC, at \$5,200,000; and

**WHEREAS**, the Guam Community College Board of Trustees by Resolution 7-2011 on April 19, 2011, funded the Architectural and Engineering Design of the Building 200 renovation in the amount of \$264,250; and

**WHEREAS**, a Federal Emergency Management Agency (FEMA) grant has been submitted and GCC has been pre-awarded an initial amount of \$1,454,306; and

**WHEREAS**, the sum of \$3,745,694 is required to fund the balance of the construction estimates developed for Building 200 renovation and hardening project; and

**WHEREAS**, the Board of Trustees has established through Policy 220, that the fund balance available in the Non-Appropriated Fund is reserved for capital projects and can be transferred to the Capital Projects Fund when authorized by the Treasurer; and

**WHEREAS**, the College has identified the need to use these funds for the construction estimates developed for Building 200 renovation and hardening project; and

**NOW, THEREFORE, BE IT RESOLVED**, that the College requests that Board of Trustees authorize the transfer of up to \$3,745,694 from the Non-Appropriated fund balance to the Capital Projects Fund; and

**BE IT FURTHER RESOLVED**, that the Board of Trustees appropriates up to \$3,745,694 from the Capital Projects Fund for the construction of Building 200 renovation and hardening project.

**ADOPTED** the 17th day of April 2013.

  
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**DEBORAH BELANGER**  
Chairperson

**ATTESTED BY:**

  
\_\_\_\_\_  
**FRANK P. ARRIOLA**  
Secretary