



Messages and Communications : Board Reporting Requirements

1 message

Agnes Rumbaoa <agnes@judiwonpat.com>
To: clerks@guamlegislature.org

Thu, Oct 17, 2013 at 8:29 AM

10/17/2013 10/16/2013 University of Guam

BOR Regular meeting of October 10, 2013 32-13-878
for reporting purposes - Agenda

----- Forwarded message -----

From: **Speaker Won Pat** <speaker@judiwonpat.com>
Date: Wed, Oct 16, 2013 at 8:13 PM
Subject: Fwd: Board Reporting Requirements
To: Agnes Rumbaoa <agnes@judiwonpat.com>, Ed Pocaigue <edpocaigue@judiwonpat.com>

32-13-878
10-17-13
Time 8:29am
Received
J

Agnes,
This is messages and communications. Transmit to Clerks.
Therese

----- Forwarded message -----

From: **Louise Toves** <lmtoves@uguam.uog.edu>
Date: Wed, Oct 16, 2013 at 5:09 PM
Subject: Board Reporting Requirements
To: speaker@judiwonpat.com, Crystal Duenas <crystal.duenas@guam.gov>, sandra.miller@guam.gov
Cc: Jonas Macapinlac <jmacapinlac@uguam.uog.edu>, Victorina Renacia <vrenacia@uguam.uog.edu>

2013 OCT 17 AM 8:38

Hafa Adai,

Please find the attached Boardbook for the October 10, 2013 University of Guam Board of Regents regular meeting, submitted in compliance with PL 31-233. It will also be posted on the UOG website. Please do not hesitate to contact me if you have any questions. Thank you, Louise

Louise M. Toves
Executive Assistant to the President
University of Guam
UOG Station, Mangilao, Guam 96923

(671) 735-2995; fax (671) 734-2296

878

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Ufisinan I Etmås Ge'helo'Gi Liheslaturan Guåhan
Office of Speaker Judith T. Won Pat Ed.D.
Kumiten Idukasion yan Laibirihan Publeko
Committee on Education and Public Libraries & Women's Affairs

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Agnes B. Rumbaoa
Staff Assistant

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 **Boardbook for BOR regular meeting_10Oct2013_for reporting purposes.pdf**
4731K



UNIVERSITY OF GUAM
UNIBETSEDAT GUAHAN
Board of Regents

UOG Station, Mangilao, Guam 96923
Telephone: (671) 735-2995 • Fax: (671) 734-2296

REGULAR MEETING

**Thursday, October 10, 2013, 4:00 p.m., AV Room 1, RFK Library,
Tan Siu Lin Building, UOG Campus, Mangilao, Guam**

AGENDA

- 1.0 CALL TO ORDER**
- 2.0 MEETING MINUTES**
 - Action 2.1 Regular Meeting Minutes of September 19, 2013**
- 3.0 REPORTS FROM STANDING COMMITTEES**
 - 3.1 Academic, Personnel and Tenure Committee**
 - Action 3.1.1 Resolution No. 13-25, Relative to Amending the Rules, Regulations and Procedures Manual Regarding Acting and Interim Appointments**
 - 3.2 Student Affairs, Scholarship, Alumni Relations, and Honorary Degree Committee**
 - Action 3.2.1 Resolution No. 13-26, Relative to Approving the Reapportioned Student Financial Assistance Program FY2014, Which Provides Benefits for AY2013-2014 for New Applicants and Continuing Recipients of the Program**
 - 3.3 Budget, Finance, Investments and Audit Committee**
 - Information 3.3.1 Collections Report**
 - Information 3.3.2 Procurement Transactions and Contracts Report**
 - Action 3.3.3 Resolution No. 13-27, Relative to Approving the Reapportioned FY2014 General Operations, NAF and Auxiliary Fund Budgets**
 - Action 3.3.4 Resolution No. 13-28, Relative to Amending the Approval of Procurement Awards and Contracts**
- 4.0 NEW BUSINESS**
- 5.0 OPEN PRESENTATION (3 Minute Limit Per Person)**
- 6.0 EXECUTIVE SESSION**
- 7.0 ADJOURNMENT**

Chairperson W. Chris Perez will call the meeting to order.



**UNIVERSITY OF GUAM
UNIBETSEDAT GUAHAN**

Board of Regents

UOG Station, Mangilao, Guam 96923
Telephone: (671) 735-2995 Fax: (671) 734-2296

**Regular Meeting Minutes
September 19, 2013**

1.0 CALL TO ORDER

The Regular Meeting of the Board of Regents (BOR) was called to order by BOR Acting Chairperson W. Leon Guerrero on September 19, 2013, at 5:30 p.m., in AV Room #1, University of Guam RFK Library, Tan Siu Lin Building, notice of such meeting having been duly and regularly provided by the BOR.

QUORUM:

William Leon Guerrero	Acting Chairperson
Marcos Fong	Treasurer
Kathy Sgro	Member
Elizabeth Gayle	Member
Anthony Quenga	Member

ALSO PRESENT:

Robert A. Underwood	Executive Secretary
Louise M. Toves	Recording Secretary
Victorina M.Y. Renacia	Legal Counsel

2.0 MEETING MINUTES

2.1 Regular Meeting Minutes of June 20, 2013

Regent Gayle moved for approval of the Regular Meeting Minutes of June 20, 2013, subject to corrections, which was duly seconded. The motion carried.

3.0 CHAIRPERSON'S REMARKS

Acting Chairperson Leon Guerrero thanked everyone for their presence, despite the inclement weather. He noted the Chairperson Perez is currently off-island. He welcomed everyone to the new academic year. He then recognized Interim SVP Enriquez, who introduced newly tenured and promoted Associate Professor of Biology, Dr. Frank Camacho.

Board of Regents Regular Meeting Minutes of September 19, 2013

Dr. Camacho expressed his appreciation for being awarded tenure, noting that he enjoys teaching here and is grateful especially for his students who make his job rewarding. He stated that he looks forward to continued service to the University of Guam.

4.0 PRESIDENT'S REPORT

President Underwood gave the President's report, a summary of which is attached.

5.0 REPORTS FROM STANDING COMMITTEES

5.1 Academic, Personnel, and Tenure Committee

5.1.1 Resolution No. 13-18, Relative to Endorsing the University of Guam Good to Great Process and Statement of Greatness

Regent Kathy Sgro introduced Resolution No. 13-18, which was duly seconded. The motion carried.

5.2 Student Affairs, Scholarship, Alumni Relations and Honorary Degree Committee

Regent Gayle stated that the SASARHD committee met and that while she is not officially a member of the committee, she did attend the meeting and that the other two members of the committee are not present today. She reported that there was only one item to be addressed at the committee meeting, which involved a special request by a student. She noted that the recommendation of the administration was endorsed by the committee, and there is no action necessary by the full BOR.

5.3 Budget, Finance, Investments and Audit Committee

5.3.1 Financial Update

Regent Fong provided the financial update.

5.3.2 Collections Report

Regent Fong reported that just over \$25k was collected over the month of August, bringing UOG to 79% of the total year-to-date collections forecast.

5.3.3 Procurement Transactions and Contracts Report

Regent Fong reported that there were 3 contracts and no purchase orders over \$100,000 awarded. He then provided the details of the three contracts awarded.

5.3.4 Resolution No. 13-19, Relative to Approving the Write-off of Certain Long Outstanding Accounts Receivable

Board of Regents Regular Meeting Minutes of September 19, 2013

Regent Fong introduced Resolution No. 13-19, which was duly seconded. The motion carried.

5.3.5 Resolution No. 13-20, Relative to Approving the Proposed FY2014 Insurance Program

Regent Fong introduced Resolution No. 13-20, which was duly seconded. Regent Fong asked VPAF O'Brien to report on the details of the insurance program. VPAF O'Brien reported on the process and recommendations for the FY2014 insurance program, noting an overall decrease in premiums of approximately 2%. Regent Fong expressed his appreciation to the risk management committee, under the leadership of VPAF O'Brien for their work. The motion carried.

5.3.6 Resolution No. 13-21, Relative to Continuation of FY2013 General Operations, Special Appropriations, Student Financial Assistance Program and Non-Appropriated Funds Budgets into FY2014

Regent Fong introduced Resolution No. 13-21, which was duly seconded. The motion carried.

5.3.7 Resolution No. 13-22, Relative to Authorizing the Signing of Checks and Corporate Resolutions and Opening or closing Bank Accounts or Credit Facilities

Regent Fong introduced Resolution No. 13-22, which was duly seconded. The motion carried.

5.3.8 Resolution No. 13-23, Relative to Authorizing Spending from Planetarium Fund

Regent Fong introduced Resolution No. 13-23, which was duly seconded. The motion carried.

5.4 Physical Facilities Committee

5.4.1 Facilities Update

Regent Gayle provided the facilities update.

5.4.2 Resolution No. 13-24, Relative to Amending the University of Guam's Policy Banning the Sales, Smoking, and the Distribution and Use of Tobacco and Tobacco-based Products on the University of Guam Campus

Regent Gayle introduced Resolution No. 13-24, which was duly seconded. The motion carried.

Board of Regents Regular Meeting Minutes of September 19, 2013

6.0 AD HOC REPORT: ENDOWMENT FOUNDATION UPDATE

President Underwood reported that the last major activity was yesterday's naming of the Tan Lam Pek Kim English and Communications Building. He noted that the UOGEF held its annual Chef's Cup event; however, he did not have the final numbers to report tonight.

7.0 NEW BUSINESS

Interim SVP Enriquez recognized the presence of recently tenured Associate Professor of Political Science, Dr. Michael Stoil, and invited Dr. Stoil to address the BOR.

Dr. Stoil expressed his appreciation to the BOR for granting him tenure. He stated that it is difficult to enter academia later in life, as he did in his fifties after a long hiatus, however, he has found on Guam an area which honors and respects the contributions of age and experience. He stated that he would try to continue to earn the BOR's confidence over the years.

8.0 OPEN PRESENTATION (3 Minute Limit per Person)

Acting Chairperson Leon Guerrero opened the floor for open presentations; however, no presentations were made.

9.0 EXECUTIVE SESSION

9.1 BOR Self-Evaluation Committee Report

10.0 ADJOURNMENT

Acting Chairperson Leon Guerrero stated that the BOR Self-Evaluation Committee report would be submitted to the Recording Secretary for record keeping purposes. He adjourned the meeting at 6:20 p.m.



W. Chris Perez, Chairperson

ATTESTED:



Dr. Robert A. Underwood, Executive Secretary

PRESIDENT'S REPORT

September 19, 2013

1. Tan Lam Pek Kim English and Communications Building

I would like to congratulate the UOG Endowment Foundation staff, Executive Director Mark Mendiola, and Board on the successful naming event for the Tan Lam Pek Kim English and Communications building yesterday. The building has benefited from some beautiful landscaping donated by Bob Salas' company, LMS, and some exterior clean up and refurbishing. I am appreciative of CPFO Sonny Perez and Facilities Maintenance Supervisor Frank Troy for their cooperation in assisting the UOGEF with preparing the building for the event.

2. FY2014 Appropriation

On behalf of the University community, I would like to express my appreciation to the 32nd Guam Legislature and Governor for the \$34.9M appropriated to the University for FY14. This is an increase of \$2.2M or 7.6% over this current year. In particular:

- University share of Government of Guam General Fund revenues for our operations rose to 5.1%.
- \$30.1M was appropriated to general operations, including \$1.47M for the second year of tuition support enabling an unprecedented fifth year without a tuition rate increase. The general operations appropriation increased by \$2M due to an one-time exemption for our annual debt service payment to DOA. This is a first.
- In addition \$3.6M was appropriated to SFAP, \$0.8M to the UOG Capital Improvements Fund and \$0.5M to special appropriations.

3. Fall 2013 Enrollment

UOG's Fall 2013 semester enrollment reached an all-time high, as compared to the past 10 years. Total headcount is 3,836, a 3.6% increase over last Fall 2012. Total credit hour production is 35,599, which is a 4.4% increase over last Fall 2012. Our last recorded high close to this level was in Fall 1999, when headcount was 3,894 and credit hour production was 44,353.

4. Good to Great

I will be holding a Staff Assembly on Good to Great at 3:00 p.m. on Friday, September 20, 2013 at the UOG Field House. I will also be presenting Good to Great at a Student Assembly that is being hosted by Enrollment Management and Student Services on Thursday, September 26, 2013.

5. Students

The UOG Senior Army ROTC program held its Change of Command and Awards Ceremony last Friday, September 13th. The ceremony highlighted the exchange of

command from outgoing Battalion Commander Cadet Lieutenant Colonel Ronnel Baris to Cadet Lieutenant Colonel Wes Tomokane. Cadet Command Sergeant Major (C/CSM), now Second Lieutenant (2LT) Lloyd Abigania transferred responsibility of the battalion to C/CSM James Chin, thus exemplifying the acceptance of responsibility and the professionalism of the Non-Commissioned Officer Corps to perform the duties entrusted to him by the Commander.

There are currently 130 Cadets proudly enrolled and learning to lead in the University of Guam's Senior Army ROTC Triton Warrior Battalion. In addition to the Change of Command and Change of Responsibility Ceremony, eight Cadets contracted into UOG Army ROTC, seven National Scholarships were awarded, one Guaranteed Reserve Forces Duty (GRFD / USAR) scholarship was awarded, and eight Board of Regents Major Henry San Nicolas Ofeciar Scholarships were awarded. The ceremony also highlighted 13 Senior Cadets completing this summer's Leadership Development Assessment Course at Joint Base Lewis McChord (JBLM), and two Leader's Training Course Graduates at Fort Knox, Kentucky.

Five University of Guam anthropology students and anthropology professor Stephen Acabado were among the team excavating the Banaue Rice Terraces in the Ifugao Mountains of the Philippines as part of UOG's Ifugao Archeological Field School. The six-week long course began in June as part of a five-year project aimed at uncovering the archaeological mysteries of the terraces.

Six student delegates from the University of Guam TRiO Educational Talent Search and Upward Bound programs participated in the Council for Opportunity 24th Annual National Student Leadership Congress (NSLC) in Washington, D.C. from June 8 to 13, 2013. This year's event brought 150 Upward Bound, Upward Bound Math/Science, and Talent Search students from 25 states, Puerto Rico and Guam. Student delegates in NSLC are juniors or seniors who are nominated by their TRiO Directors because of their leadership potential.

Fifteen University of Guam students studied Mandarin at the Macau University of Science and Technology June 18 – July 12, 2013 during a four-week Mandarin Language and Chinese Culture Summer Experience program organized by the two institutions.

Five incoming University of Guam freshmen participated in the Caribbean and Pacific Consortium (CariPac) agricultural internship at UOG this summer. The four-week program was designed to give students a taste of different specialties in agriculture including fieldwork and hands-on activities.

CariPac interns learn about Guam's agriculture challenges, methods and techniques, from observing diseased ironwood trees to setting up drip irrigation in the backyard, to aquaponics and more. The students conducted fieldwork at the University's agriculture facilities including Triton Farm and the Hatchery.

Over 40 students from Hankuk University of Foreign Studies (HUFS) Global Campus studied English at the University of Guam for two weeks in July. UOG and Hankuk

administrators also met to discuss the program and mark the eighth year of their partnership.

6. Recognition

I would like to recognize and congratulate the nine (9) current members of our Board of Regents for completing the UOG Board of Regents Educational Program and Orientation in compliance with the Responsible Boards and Commissions Education Act (PL 32-031).

7. Announcements

The U.S. Department of Health and Human Services's Administration for Children and Families/Administration for Native Americans has awarded \$207,635 to the University of Guam for its project, *Ma'adahen i Fino Chamorro gi Koleho*, or Chamorro Language Preservation in Post-Secondary Education, to develop a standardized curriculum for Chamorro language instruction in post-secondary education. This language preservation grant is the first award of a three-year project; additional funds will be awarded in the second and third year of the project.

The Economic Development Administration (EDA) has awarded a \$190,000 grant to the University of Guam (UOG) for the Guam Enterprise Initiative. The funding that supports the Guam Enterprise Initiative will be used to strengthen our region's economy by increasing exports, tourism, and global marketplace competition.

The Richard F. Taitano Micronesian Area Research Center (MARC) at the University of Guam has been awarded a \$142,078 grant from the National Archives to support a two-year project to process and make accessible its collections of historic manuscripts into the Online Public Access Catalog (OPAC). The project includes the basic processing and authoring of enhanced descriptions for over 200 collections at MARC, which comprise the premier holdings of materials related to the United States territory of Guam, the Marianas Islands, and Micronesia.

The U.S. Department of Health and Human Services HRSA Division of Grants Management Operations has awarded a \$140,000 grant to the University of Guam (UOG) for the Community-Based Integrated Service Systems Building Health Through Integration Project. The funding will be used to fund Guam's Early Childhood Comprehensive System (ECCS), also known as Project Tinituhon III. Project Tinituhon III is focused on coordinating the expansion of developmental screening activities in early care and education settings statewide by connecting pediatric and other child health leaders with child care health consultants to link training and referrals among medical homes, early intervention services, child care programs and families.

The University of Guam Pacific Center for Economic Initiatives (PCEI) has released report on the sixth Consumer Confidence Survey on Guam. This is the latest in its series of consumer confidence surveys which began in March 2009. The report is written by

Maria Claret Ruane, Ph.D., resident development economist for PCEI and Professor of Economics at the School of Business and Public Administration and can be downloaded at the PCEI website.

UOG's business partner of the month is Pika's Café in upper Tumon, across from St. John's.

Reports will be given for each of the standing committees as needed.

AP&T Chairperson Regent Jillette Leon Guerrero will introduce Resolution No. 13-25.



UNIVERSITY OF GUAM
UNIBETSEDAT GUAHAN
BOARD OF REGENTS

RESOLUTION NO. 13-25

RELATIVE TO AMENDING THE RULES, REGULATIONS AND PROCEDURES MANUAL
REGARDING ACTING AND INTERIM APPOINTMENTS

WHEREAS, the University of Guam (UOG) is the primary U.S. Land Grant institution accredited by the Western Association of Schools and Colleges (WASC) serving the post-secondary needs of the people of Guam and the region; and

WHEREAS, the governance and well-being of the University is vested in the Board of Regents (BOR); and

WHEREAS, Section Z of Article VII (Operational Policies) of the UOG Rules, Regulations, and Procedures Manual (RRPM) states: "The President, as the Chief Executive Officer of the University, is responsible for overseeing the entire operation of the University and ensuring that all policies and procedures are properly carried out and enforced. The President shall be kept informed of all policies, procedures and changes within the organizational structure at the University of Guam and shall recommend to the Board of Regents proposed policies and procedures that need Board approval;" and

WHEREAS, the Administrative Council and Faculty Union have been consulted and their input considered; and

WHEREAS, in line with best practice at other institutions and following a review of the existing policy regarding the appointment of individuals in an "acting" capacity, the administration recommends that an amendment be made to the RRPM to distinguish between the role of "acting" and "interim" appointments, and the determination of compensation for "interim" appointees; and

WHEREAS, the President and BOR's Academic, Personnel and Tenure Committee have reviewed the administration's proposal in this matter and recommend it to the Board.

NOW, THEREFORE, BE IT RESOLVED, that the Board of Regents hereby approves the amendment to UOG's RRPM, Article IV Administrative Policies, Section 1.e. as attached.

Adopted this 10th day of October, 2013.

Attested:

A handwritten signature in blue ink, appearing to read 'Robert A. Underwood', written over a horizontal line.

Dr. Robert A. Underwood
Executive Secretary

A handwritten signature in black ink, appearing to read 'W. Chris Perez', written over a horizontal line.
Dr. W. Chris Perez, Chairman

ATTACHMENT – BOR RESOLUTION NO. 13-25

Article IV. Administrative Policies

1. Selection of Administrators

e. Appointment in an Acting or Interim Administrative Capacity

An individual appointed in an “acting” capacity serves in the absence of a permanent appointee whereas one appointed in an “interim” role serves through a period between permanent appointees.

In “acting” appointments, an individual is charged with the duties of another because that original person is prevented – whether by suspension from office or incapacitation (as in an illness, accident, or absence) – from executing their responsibilities. An acting administrator shall continue to be paid a salary at the same rate that was received prior to such acting appointment for the first thirty (30) calendar days. After thirty (30) calendar days, compensation shall be retroactive to the first day of the “acting” appointment.

In the case of “interim” appointments, the person is temporarily filling the vacancy caused by the creation of a necessary position not previously held or a resignation or permanent removal of an employee pending the filling of the vacancy with a permanent appointee. An interim administrator shall be compensated at the salary as determined by sections (1) and (2) below immediately upon appointment to the interim position by the President.

The president shall determine whether an appointment is acting or interim.

(1) A faculty member who accepts an administrative position in an acting or interim capacity, thus considered an “acting” or “interim” administrator, shall upon termination of the acting or interim appointment, resume his or her faculty position and the salary thereof, including all merit increases earned during the period of the acting or interim appointment.

A nine-month faculty member so appointed shall be paid at the salary level of the administrative position that is equal to the first quartile (Q1) of the Administrative Salary Scale or the sum of his or her equivalent twelve-month faculty salary, plus a two-increment salary increase, whichever is greater. Accrual of prorated annual leave may begin if the acting appointment extends beyond thirty (30) calendar days, or immediately in the case of an interim appointment.

A twelve-month faculty member shall be paid at the salary level of the administrative position that is equal to the first quartile (Q1) of the Administrative Salary Scale or the sum of his or her twelve-month

salary plus a two-increment salary increase, whichever is greater and shall continue to accrue annual leave.

(2) An administrator who accepts a higher administrative position in an acting or interim capacity shall be paid at the salary level of the administrative position that is equal to the first quartile (Q1) of the Board-approved Administrative Salary Scale or the sum of his or her administrative twelve-month salary plus a two-increment salary increase, whichever is greater, and shall continue to accrue annual leave.

Upon termination of the acting or interim appointment, the administrator shall resume his or her administrative position and the salary thereof and all merit increases earned during the period of the acting or interim appointment.

The salary approved by the president for both the acting and interim administrators will be based on the current University of Guam's Board-approved Administrator's Salary Scale. In the absence of an approved pay range for an interim appointee within the most current UOG BOR-approved Administrator Salary Scale, an ad hoc pay range will be established based on the appropriate *Administrative Compensation Survey* by College and University Professional Association for Human Resources (Table 2-Median Salary by Budget Quartiles for Public Institutions), from which the current UOG Administrator's Salary Scale was based. Along this vein, where an adjusted BOR-approved Administrator Salary Scale is based on a new reference, that reference will be used instead to determine the ad hoc pay range.

Regent Elizabeth Gayle will introduce Resolution No. 13-26.



UNIVERSITY OF GUAM
UNIBETSEDAT GUAHAN
BOARD OF REGENTS

RESOLUTION NO. 13-26

RELATIVE TO APPROVING THE REAPPORTIONED STUDENT FINANCIAL ASSISTANCE PROGRAM FY2014 BUDGET, WHICH PROVIDES BENEFITS FOR AY 2013-2014 FOR NEW APPLICANTS AND CONTINUING RECIPIENTS OF THE PROGRAM

WHEREAS, the governance and control of the University of Guam is vested in the Board of Regents of the University of Guam; and,

WHEREAS, the provisions of Title 17 of the Guam Code Annotated, Chapter 15, governing the Student Financial Assistance Fund, state that the Student Financial Assistance Fund shall be administered and granted by the Board of Regents; and

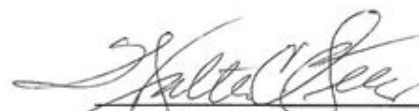
WHEREAS, in accordance with applicable provisions, the Budget, Finance, Investment and Audit Committee and the Student Affairs, Scholarship, Alumni Relations and Honorary Degree Committee held a joint meeting on October 8, 2013, to address the Student Financial Assistance Program's reapportioned FY2014 Budget; and

WHEREAS, the Senior Vice President, Academic & Student Affairs, Dean, Enrollment Management & Student Services, and the Director, Financial Aid Office have all certified that the Student Financial Assistance Program FY2014 Budget as reapportioned and recommended at the October 8, 2013 meeting is consistent with appropriate Public Laws and the Board of Regents' Rules and Regulations; and

WHEREAS, as a result of that meeting, the Budget, Finance, Investment and Audit Committee and the Student Affairs, Scholarship, Alumni Relations & Honorary Degree Committee recommend to the Board the approval of the Student Financial Assistance Program FY2014 Budget, as reapportioned;

NOW, THEREFORE, BE IT RESOLVED, that the University of Guam Student Financial Assistance Program FY2014 budget named above is hereby approved by the Board of Regents of the University of Guam.

Adopted this 10th day of October 2013.


W. Chris Perez, M.D., Chairman

ATTESTED:


Dr. Robert A. Underwood, Executive Secretary

**UNIVERSITY OF GUAM
GOVERNMENT OF GUAM
STUDENT FINANCIAL ASSISTANCE PROGRAMS**

FY 2014 PROPOSED BUDGET

	FY2013 BOR apportioned (Resolution No. 12-30)	Re-	FY2014 Budget Proposed (Resolution No. 13-03)	FY2014 Budget Re-apportioned (Resolution No. 13-)
A. REVENUE				
From CF Balance	\$ 300,000		\$ 300,000	\$ 300,000
Collection Projections	\$ 625,000		\$ 550,000	\$ 550,000
SFAP Legislative Appropriation	\$ 3,599,358		\$ 3,599,358	\$ 3,599,358
YTC Legislative Appropriation (YTC and SFAP Combined)			(YTC and SFAP Combined)	(YTC and SFAP Combined)
Hero Scholarship (Judicial Building Fund)				
TOTAL REVENUE	\$ 4,524,358		\$ 4,449,358	\$ 4,449,358
B. EXPENDITURES				
<u>SFAP Awards</u>				
Advance High School Placement	\$ 20,000		\$ 20,000	\$ 20,000
John Quan	\$ -		\$ -	\$ -
Merit Award	\$ 1,617,993		\$ 1,589,646	\$ 1,589,646
Nursing Training Program	\$ 500,000		\$ 500,000	\$ 500,000
Student Loan	\$ 384,358		Program ended (PL 31-237)	Program ended (PL 31-237)
J.U. Torres PROTECH Award	\$ 350,000		\$ 375,000	\$ 375,000
Pedro "DOC" Sanchez	\$ 300,000		\$ 300,000	\$ 300,000
Yamashita Teacher Corps	\$ 900,000		\$ 580,000	\$ 580,000
Access to Higher Ed Award (PL 31-237)	\$ -		\$ 640,000	\$ 640,000
Hero Scholarship	\$ -		\$ -	\$ -
Regent Scholar Program	\$ -		\$ -	\$ -
ROTC Program	\$ -		\$ -	\$ -
Marine Lab Graduates	\$ -		\$ -	\$ -
<i>Sub-Total of SFAP Awards</i>	\$ 4,072,351		\$ 4,004,646	\$ 4,004,646
<u>Administrative Operations</u>				
<i>Sub-Total of Administrative Operations</i>	\$ 452,007		\$ 444,712	\$ 444,712
TOTAL EXPENDITURES	\$ 4,524,358		\$ 4,449,358	\$ 4,449,358
C. SURPLUS/DEFICIT SFAP AWARDS	\$ -		\$ -	\$ -
D. LEGISLATIVE APPROPRIATION REQUEST	\$ 3,599,358		\$ 3,599,358	\$ 3,599,358
TOTAL APPROPRIATION	\$ 3,599,358		\$ 3,599,358	\$ 3,599,358

**UNIVERSITY OF GUAM
GOVERNMENT OF GUAM
STUDENT FINANCIAL ASSISTANCE PROGRAM
FY 2014 PROPOSED BUDGET**

SFAP Continuing and New Obligations

PROGRAM	CONTINUING RECIPIENTS	NEW RECIPIENTS	COSTS (\$)
Advance High School Placement*	15	10	\$ 20,000
John Quan	0	0	-
Merit Award	180	60	1,589,646
Nursing Training Program	35	35	500,000
Student Loan	72	0	Program ended (PL 31-237)
Professional/Technical Award	28	25	375,000
Pedro "DOC" Sanchez	39	24	300,000
Yamashita Teacher Corps	51	30	580,000
Access to Higher Ed. Award	0	450	640,000
Hero Scholarship	0	0	-
Sub-Total	420	634	\$ 4,004,646

Board of Regent Scholars Fund Continuing and New Obligations

PROGRAM	RECIPIENTS*		COSTS (\$)
Regent Scholar Program	TBD		\$ -
ROTC Program	TBD		-
Marine Lab Graduates	TBD		-
Sub-Total	0		\$ -

TOTAL	RECIPIENTS*		COSTS (\$)
AWARDS: SFAP	1054		\$ 4,004,646
AWARDS: BOR Programs	0		\$ -
OPERATIONS	N/A		\$ 444,712
TOTAL	1054		\$ 4,449,358

NOTE:

*Recipients can be a combination of continuing and new.

**UNIVERSITY OF GUAM
GOVERNMENT OF GUAM
STUDENT FINANCIAL ASSISTANCE PROGRAM**

FY 2014-2015 OPERATIONS BUDGET - PROPOSED

	FY 2013 Re-apportioned Res. 12-30	FY 2014 Proposed Res. 13-03	FY 2014 Re-apportioned Res. 13-
CONTRACTUAL			
Communication/Duplicating (53231)	\$ 1,000	\$ 1,000	\$ 1,000
Printing: Letterheads/Forms/Handbook/ Promissory Notes, etc (53236)	1,000	1,000	1,000
Computer Maintenance (Soft/Hardware)	1,000	1,000	1,000
Xerox Copies/Fax Lease & Maintenance (53235)	2,000	2,000	2,000
Office Equipment & Maintenance			
Advertising (53236)	1,000	1,000	1,000
Professional Organ. Memberships (53237)	2,000	2,000	2,000
Web Maintenance (53233)	-	-	-
Training & Maintenance (53239)	1,000	1,000	1,000
Imaging System Maintenance & Training	-	-	-
Security Alarm System (55250)	-	-	-
Collection Services	-	-	-
SUB-TOTAL	\$ 9,000	\$ 9,000	\$ 9,000
SUPPLIES			
Office Supplies/Materials (S54240)	\$ 2,000	\$ 5,000	\$ 5,000
SUB-TOTAL	\$ 2,000	\$ 5,000	\$ 5,000
CAPITAL OUTLAY			
Computers/HardDrive/Monitors/Printers (55250)	\$ 5,000	\$ 6,500	\$ 6,500
Container 20'	-	-	-
Minor Office Renovation	-	-	-
File Cabinets	-	2,000	2,000
Imaging System	-	-	-
Electronic Billboard	-	-	-
Shredder	-	-	-
Multi Media Projector	-	-	-
Scanner	-	-	-
SUB-TOTAL	\$ 5,000	\$ 8,500	\$ 8,500
OVERTIME			
Mileage			
PERSONNEL (Includes - Salaries/Benefits)			
Program Coordinator III (Vacant)	\$0	\$0.00	\$0.00
Program Coordinator II (New - downgrade PCIII)	\$0	\$0.00	\$0.00
Program Coordinator III (Vacant)	\$0	\$0.00	\$0.00
Customer Service Representative (New downgrade PCII)	\$0	\$0.00	\$0.00
Program Coordinator IV	60,247.00	60,850.00	\$60,850.00
FAO Technician (New downgrade PCIV)	50,368.00	50,872.00	\$50,872.00
Program Coordinator I	47,735.00	48,212.00	\$48,212.00
Program Coordinator I (YTC)	46,813.00	47,281.00	\$47,281.00
Program Coordinator I (YTC - Vacant)	32,000.00	14,200.00	\$14,200.00
Administrative Assistant (SFAP)	45,819.00	46,277.00	\$46,277.00
Collection Agent Supervisor(Admin. & Finance)	35,855.00	45,165.00	\$45,165.00
Collection Agent (Admin. & Finance)	31,835.00	33,674.00	\$33,674.00
Collection Agent (Admin. & Finance)	31,835.00	32,488.00	\$32,488.00
Bursar (50% supported by UOG/SFAP)	39,300.00	39,693.00	\$39,693.00
SUB-TOTAL	421,807.00	418,712.00	\$418,712.00
MISCELLANEOUS			
Contingency	\$ 3,500	\$3,500.00	\$3,500.00
SUB-TOTAL	\$ 3,500	\$3,500.00	\$3,500.00
GRAND-TOTAL	\$ 441,307	\$ 444,712	\$ 444,712

BFIA Chairperson Regent Marcos Fong will give his report.

VPAF O'Brien will advise the BOR on collection efforts.

VPAF O'Brien will advise the BOR on the Procurement Transactions and Contracts Report.



**UNIVERSITY OF GUAM
UNIBETSEDAT GUÅHAN
Board of Regents**

Resolution No. 13-27

**RELATIVE TO APPROVING REAPPORTIONED FY14 GENERAL OPERATIONS,
NAF AND AUXILIARY FUND BUDGETS**

WHEREAS, the University of Guam is the primary U.S. Land Grant institution serving the post-secondary needs of the people of Guam and the region, and is accredited by the Western Association of Schools and Colleges (WASC); and

WHEREAS, the governance of the University is vested in the Board of Regents which is responsible for approving, adopting budgets and plans that together are primary controls to ensure effectiveness and financial well-being; and

WHEREAS, the University's general operations budget addresses government and University-generated funding for personnel, operational expenditures and special appropriations; non-appropriated fund (NAF) budgets address University-generated funding for operations of academic, student services and administrative departments in performance of departmental high priorities; and Auxiliary budgets address self-supporting or revenue generating activities that furnish goods or services to students, faculty, staff and extramurally; and

WHEREAS, on February 28, 2013, the Board approved Resolution 13-05 approving the FY14 general operations and special appropriations budgets for submittal to the Guam Legislature, Resolution 13-06 for FY14 NAF budgets and Resolution 13-07 for FY14 Auxiliary budgets; and

WHEREAS, the FY2014 budget law, P.L. 32-068, was passed into law on September 11, 2013, identifying the FY2014 level of appropriations and other monies for UOG's general operations, special appropriations, and SFAP, which includes \$2M debt service remittance exemption; and

WHEREAS, the University's Rules, Regulations and Procedures Manual requires that after a budget bill becomes law, if the appropriated sum is different than requested, the President shall submit a proposal to the BOR on the reapportionment of UOG's allocation,

WHEREAS, the Board approved Resolution 13-21, which continued FY13 budgets for FY14 budgetary, accounting and certification purposes until the FY14 budgets are reapportioned and approved; and

WHEREAS, the University has agreed upon the goals articulated in its strategic plan, focused its revenues and spending upon the highest priorities within its missions, and demonstrated commitment to a balance budget, financial stability and long-term viability to deliver its mission and sustain educational effectiveness; and

WHEREAS, the University administration received recommendations on areas of resource needs and priorities from the University Planning and Budget Advisory

Committee (UPBAC) and has implemented revenue generation and cost reduction measures, thereby reapportioning and balancing its FY14 budgets; and

WHEREAS, the President and the Budget, Finance, Investment and Audit Committee have reviewed and recommend that the Board approve the reapportioned FY14 General Operations Budget including Special Appropriations Budgets, the reapportioned FY14 NAF budgets and the FY14 reapportioned Auxiliary budgets that are attached hereto;

NOW, THEREFORE BE IT RESOLVED, that the University's reapportioned FY14 General Operations Budget, the reapportioned FY14 NAF budgets and the FY14 reapportioned Auxiliary budgets that are attached hereto are hereby approved and will be administered retroactively to October 1, 2013.

Adopted this 10th day of October 2013.


W. Chris Perez, M.D., Chairman

ATTESTED:



Dr. Robert Underwood, Executive Secretary

BOR regular meeting of October 10, 2013 for Reporting Purposes - Reports from Standing Committees

A. General Operations Budget

	FY2014	FY2014	PL32-068 vs.	
	Budget Request	Budget Reapportionment	Request Variance	
SUMMARY OF GENERAL OPERATIONS BUDGET				
Revenues	41,320,248	41,071,115		500,000
Expenses	(41,320,248)	(41,489,116)		50,000
Balance	\$ 0	\$ (418,000)		10,000
				560,000
Revenues				
Appropriation Request - General Fund	26,126,849	25,616,713	(510,136)	
Appropriation Request -TEFF	1,000,000	1,000,000	-	
Appropriation - Tuition PL31-276	1,470,000	1,470,000	-	315,000
Tuition Fund Projected Net Revenue	10,905,399	11,146,402	241,003	
Federal Matching Funds	1,508,000	1,508,000	-	315,000
PIP Net Revenue (transfer)	310,000	330,000	20,000	
Total Revenues	41,320,248	41,071,115	(249,133)	
				50,000
Expenses				
Personnel Expenses				50,000
Existing Personnel - filled	(31,325,963)	(30,576,396)	749,567	50,000
Savings from the transitioning of 12mo. faculty	100,000	-	(100,000)	-
Initiatives for Institutional Effectiveness & Efficiency	1,023,386	-	(1,023,386)	
Vacant Positions	(738,594)	(727,751)	10,843	
Increments - GPP (Hay Study) -est. \$777K				50,000
Salary Increments -2014	(225,000)	(225,000)	-	
Other Personnel Cost	(636,000)	(591,747)	44,253	
Subtotal Personnel Expenses	(31,802,171)	(32,120,894)	(318,723)	
Operating (Non-personnel) Expenses				250,000
Contracts	(3,550,533)	(3,548,028)	2,505	
Supplies	(428,382)	(415,582)	12,800	
Equipment	(86,992)	(83,992)	3,000	
Accreditation	(35,000)	(35,000)	-	
Miscellaneous	(26,620)	(26,620)	-	
Utilities	(4,005,550)	(4,414,000)	(408,450)	
Library & IT Priorities - Capital	(275,000)	(250,000)	25,000	
Capital Outlay for repair and maintenance	(610,000)	(595,000)	15,000	
Subtotal Operating (Non-personnel) Expenses	(9,018,077)	(9,368,222)	(350,144)	
Good to Great Initiative	(500,000)	-	500,000	
Total General Operations Expenses	(41,320,248)	(41,489,116)	(168,867)	
General Operations Balance	0	(418,000)	(418,000)	
B. Special Appropriations (Continuing)				
PL31-229 Student Svs Ctr & Engineering Science Annex	1,000,000	250,000	(750,000)	
WERI - Guam Hydrologic Survey (GHS)	182,694	182,694	-	
WERI - Guam Comprehensive Water Monitoring Prog (CWMP)	155,626	155,626	-	
GADTC Hatchery	125,254	125,254	-	
Total Special Appropriations	\$ 1,463,574	\$ 713,574	\$ (750,000)	

2,000,000 Debt service remittance exemption

[Good to Great](#)

GTG Investment
Program & Process Consulting
Support Unit Consulting

560,000 Total G2G

[Research Investment](#)

RCUOG Ops & EPSCOR research support recommended by AVP & SVP
315,000 Total RCUOG

[Academic & Student Investment](#)

Teaching remedial Math/English to dual enrolled HS/UOG Students
Strengthen Student Retention initiative
College-Computer Lab refurbishment (\$10K ea)
Engineering lab Equipment

[Revenue Investment](#)

Purchase of ELI Building
Local match for Homeland Security grant-hardening of Annex A/B
UTAC-OLL for program development
DIMC Projects

557,000 Total Revenue Investment

[Infrastructure Investment](#)

Campus-wide Deferred Maintenance
Repair & Clean A/C Ducts at Computer Center

Total Infrastructure Investments

1,582,000 Total expenditures

418,000 Balance available from debt service exemption

Fall budget est. are HC:3758, CrH:44,341
Final figures are HC:3836, CrH:45,599

Count: 5-faculty, 9 staff, 1 administrator
Deferred Hiring
Separate appropriation

Includes funding for merit bonus

+GPA-\$225k, GWA-\$58k, GTA-\$148k (KWH usage remained constant, increase due to rate)
10% conservation goal not reached

BOR regular meeting of October 10, 2013 for Reporting Purposes - Reports from Standing Committees

FY14 General Ops Detail - Reapportion	Vac	Vacant	Filled	PERSONNEL	CONTRACTS	SUPPLIES	EQUIP	MISC	UTILITIES	CAPITAL	TOTALS	%
	FTE	Positions	FTE									
EXECUTIVE OFFICES												
President's Office	pool	136,322	6	664,080	86,000	5,000					755,080	1.82%
Integrated Marketing and Communications	-	-	1	102,861	85,200	200	-				188,261	0.45%
Alumni Relations Office	-	-	1	112,722	3,000						115,722	0.28%
EEO (includes ADA services)	-	-	2	143,180	21,500	2,000	3,000	200			169,880	0.41%
Legal Counsel	-	-	2	205,912	5,100	200	600				211,812	0.51%
Executive Office Expenses	0	136,322	12	1,228,755	200,800	7,400	3,600	200	-	-	1,440,755	3.47%
ACADEMIC AND STUDENT AFFAIRS												
Senior Vice President's Office	-	-	5	574,151	89,490	15,000	-	35,000			713,641	1.72%
Assessment	-	-			60,000						60,000	0.14%
Faculty Senate	-	-	1	34,461							34,461	0.08%
CEDDERS	-	-	1	219,556							219,556	0.53%
Graduate Studies	-	-	1	42,488	5,700	1,980	2,600	200			52,968	0.13%
Office of Sponsored Programs	1	59,834	4	331,702	5,700	1,980	2,600	200			342,182	0.82%
Micro Area Res Center (MLI, Cham Lang & Culture)	2	119,669	9	709,688	20,853	2,381	-	-		5,000	737,922	1.78%
Marine Lab	2	73,622	10	926,158	17,030	2,000					945,188	2.28%
Water and Environmental Research Institute	-	-	10	925,121		1,000					926,121	2.23%
Computer Center	1	39,976	11	814,259	566,975	18,341	3,500	-			1,403,075	3.38%
College of Natural and Applied Sciences	1	24,040	84	7,342,183	59,032	9,000	10,242	3,250			7,423,707	17.89%
College of Liberal Arts and Social Sciences	1	36,152	64.5	5,616,120	65,000	-	-				5,681,120	13.69%
School of Business and Public Administration	2	119,669	23.5	2,153,735	42,175	-	-	3,500			2,199,410	5.30%
School of Education	2	119,669	22.5	1,835,670	71,000	12,800		7,000			1,926,470	4.64%
School of Nursing	3	155,821	13.5	937,283	86,309	-	2,150				1,025,742	2.47%
UOG Library	3	175,492	18	1,216,613	205,200	-	-	-		175,000	1,596,813	3.85%
Enrollment Management & Student Services-Dean	-	-	3	222,253	6,650	1,000	1,250	-			231,153	0.56%
Career Development	1	36,152	-	-	1,900	1,000	1,500				4,400	0.01%
Student Counseling	-	-	3	256,428	1,425	1,500	850				260,203	0.63%
Student Life Office	-	-	1	61,831	-	1,000	2,700				65,531	0.16%
Admissions and Records	1	89,378	13	570,748	14,250	2,875		200			588,073	1.42%
Student Health	-	-	0.5	53,535	3,800	325					57,660	0.14%
Financial Aid Office	-	-	6	347,817	-	-	-				347,817	0.84%
Academic and Student Affairs Expenses	20.0	1,049,475	304.5	25,191,798	1,322,489	72,182	27,392	49,350	-	180,000	26,843,211	64.70%
ADMINISTRATION AND FINANCE												
Vice President's Office	-	-	3	311,519	1,750	2,000	3,000				318,269	0.77%
PIP-TADEO	1	59,834	1	82,496	50,000						132,496	0.32%
Comptroller's Office	1	36,152	21.35	1,226,662	182,650						1,409,312	3.40%
Facilities and Utilities	6	149,549	43.75	1,919,808	335,000	2,500	20,000				2,277,308	5.49%
Safety and Security	1	39,094	-	-	99,262	71,500					170,762	0.41%
Human Resources Office	1	33,611	8	500,474	10,199	10,000		12,070			532,743	1.28%
Auxiliary and Fieldhouse	0.75	23,456	3	114,884							114,884	0.28%
Administration and Finance Expenses	10.8	341,698	80.1	4,155,843	678,861	86,000	23,000	12,070	-	-	4,955,774	11.94%
Staffing Pattern												
			396.60	30,576,396								
Other Personnel Costs												
Vacancies	30.8	727,751									727,751	1.75%
Salary Increments (FY14)				225,000							225,000	0.54%
HRO-Recruitment Costs				77,000							77,000	0.19%
Other Personnel Costs				314,747							314,747	0.76%
Total Other Personnel Costs	30.8	727,751		616,747	-	-	-	-	-	-	1,344,498	3.24%
UTILITY COSTS, CAMPUS SUPPLIES AND BUILDING SAFETY IMPROVEMENTS												
Plant Maintenance (custodial/maintenance)					140,000	250,000	30,000	-		95,000	515,000	1.24%
Security Guard Services					192,050						192,050	0.46%
Property and Liability Insurance Coverage					666,828						666,828	1.61%
Academic and Research Internet Access Utility Fund										70,000	70,000	0.17%
Capital Outlay and ADA Safety Improvements										500,000	500,000	1.21%
Power								3,600,000			3,600,000	8.68%
Water / Wastewater								150,000			150,000	0.36%
Telephone								514,000			514,000	1.24%
Hazardous/Metallic Waste/Trash Removal								150,000			150,000	0.36%
Total	-	-	0	-	998,878	250,000	30,000	-	4,414,000	665,000	6,357,878	15.32%
Good to Great Initiative								-			-	0.00%
UTAC Priorities				200,000	347,000						547,000	1.32%
Grand Total	30.8	727,751	397	31,393,143	3,548,028	415,582	83,992	61,620	4,414,000	845,000	41,489,116	100%

BOR regular meeting of October 10, 2013 for Reporting Purposes - Reports from Standing Committees

FY2014 Vacancy List

36%

Vacant Positions

Vacant	Department	Emp ID	Name	Title	Position Number	Annual Salary	Benefits	Total Salary & Benefits	Notes	Defer Hiring	Spring Hire-faculty or Jan-Staff	Fall Hire-faculty or Aug-Staff
0			Limited Term Pool for urgent needs			100,000	36,322	136,322			136,322	
1	Business Administration		Economics (Iverson, Thomas)	ASST PROF	111	43,892	15,942	59,834	8/23/13 memo to initiate search Economics faculty position for FT, 3-yr TT			9,972
1	Business Administration	0012934	Vacant (Santos, Annette)	ASST PROF	118	43,892	15,942	59,834	ASantos assumed interim SBPA position	59,834		
1	School Of Education	0091453	Vacant (Murphy, Kelle)	ASST PROF	531	43,892	15,942	59,834	Resigned- move position back to SOE (email 8-15-13)			9,972
1	Foundation Educ. Research	0091417	Vacant (Fee, Julie)	ASST PROF	214	43,892	15,942	59,834	Admin&Supervision Position request to announce-5/17/13 SOE memo, Hire G.James on 1-year contract beginning Fall 2013 per 6/10/13 SOE memo		39,890	
1	Nursing	0034736	Vacant (Dial, Myrna)	ASST PROF	315	43,892	15,942	59,834	Ann:075-13 Interviews scheduled for 9/13/13		39,890	
1	Nursing		Vacant (Hattori-Uchima, M)	ASST PROF	309	43,892	15,942	59,834	MHattori assumed Acting Nursing Director position			9,972
1	Sch.of Nursng.soc.wrk&hlth Sc	0009262	Vacant (Leon Guerrero, Teresita)	ADMIN OFFCR	312	26,520	9,632	36,152	Terrie is detailed to President's Office		27,114	
1	Coll.of Liberal Arts &soc.sci	0087814	Vacant (Matanane, Elizabeth)	ADMIN OFFCR	402	26,520	9,632	36,152	9/12/13 memo - Liz retiring on 9/30/13		27,114	
1	Western Pac Tropical Res Ctr		Vacant (Borja, John)	AGR RES TECH	573	17,635	6,405	24,040		24,040		
1	Computer Center	0047342	Vacant (Guihama, Andrew)	JR COMP OPR	653	29,325	10,651	39,976	Approved to announce		29,982	
1	EMSS-Career Dev Office		Vacant	Program Coordinator II		26,520	9,632	36,152	At HRO- to create classified Career Placement Officer		27,114	
1	Emss- Admissions And Records	0013369	Vacant (Cristobal, Remedios)	REGISTRAR		65,564	23,814	89,378	RCristobal assumed acting EMSS Dean position + Registrar duties	89,378		
1	Learning Resources	0094552	Vacant (Ovalles, Maria)	ASST PROF	812	43,892	15,942	59,834	7/25/13 memo to request to announce position		39,890	
1	Learning Resources	0018352	Vacant (Scott-smith, Christine)	DIR, LEARN RES	816	67,207	24,411	91,618	CScottSmith retired, duties assumed by MStorie, acting MARC Director	91,618		
1	Learning Resources		Vacant (Tedpahogo, Jessejoe)	LIB TECH I	819	17,635	6,405	24,040	Ann:097-13 announced 9/4/13		18,030	
1	Marine Laboratory	0080429	Vacant (Andrade,M resign 7/26/13)	ADMIN ASST	900	22,942	8,333	31,275	Ann:085-13 announced 7/17/13 (referral memo of eligible applicants forwarded to unit)		23,456	
1	Marine Laboratory		Vacant (Wilkins, Suzanne)	LAB SAFETY MANAGER	911	31,064	11,283	42,347			31,760	
1	Micronesia Area Res. Center	0001400	Vacant (Salas, Marilyn)	ASST PROF	1006	43,892	15,942	59,834	Retired			9,972
1	Micronesia Area Res. Center	0001802	Vacant (Shuster, Donald)	ASST PROF	1007	43,892	15,942	59,834	8/6/13 memo to search for Cataloging Librarian for MARC		39,890	
1	Sponsored Program & Research	0001802	Vacant (Sea Grant)	ASST PROF		43,892	15,942	59,834	For Sea Grant		39,890	
1	Safety & Security		Vacant (Palomo, William)	SAFETY ADMINISTRATOR (M)		28,678	10,416	39,094	Ann:093-13 Review of applications in progress		29,321	
1	Prof.devlpmnt&life-long Learn	0026560	Vacant (Millhoff, Brian)	ASST PROF		43,892	15,942	59,834	7/9/13 memo to fund Online Learning Coordinator, move 50% to contractual category.	59,834		
0.75	Fieldhouse & Athletics		Vacant (Scott, Ruth)	ADMIN ASST		17,207	6,250	23,456	9/4/13 memo request to announce position		17,592	
1	Af-comptrollers' Office		Vacant (So, Ermie)	ACCT II		26,520	9,632	36,152	Interviews conducted		27,114	
1	Custodial Services	0052378	Vacant- Carreon, Cresentia (Term: 5/31/12)	BLDG CUST		15,133	5,497	20,630	Ann:083-13 Referral memo of eligible applicants forwarded to unit		15,472	
1	Custodial Services		Vacant (Batac, J)	MAINT CUST		15,840	5,753	21,593			16,195	
1	Custodial Services		Vacant (Villagomez, Edwin)	MAINT CUST		15,840	5,753	21,593			16,195	
1	Preventive Maintenance	0037446	Vacant-Bias, John (Term: 3/22/13)	MAINT WKR		19,974	7,255	27,229	6/17/13 memo - Use position to request for Grounds Worker Ann: 086-13 referral memo forwarded to unit		20,422	
1	Preventive Maintenance	0078001	Vacant (Mercado, Jose)	BLDG MAINT LDR		22,942	8,333	31,275		31,275		
1	Preventive Maintenance		Vacant (Santos, Edgar)	CARPENTER I		19,974	7,255	27,229		27,229		
1	Human Resources	0007806	Vacant (Sablan, Jeffrey)	PERS SPEC I		24,656	8,955	33,611	Position downgraded from PSIV - Interviews conducted		25,209	
30.75						1,120,508	406,987	1,527,494		383,208	687,861	39,890

727,751

UNIVERSITY OF GUAM FY2014 Non-Appropriated Fund Budget

Account Name: CC-Computer Lab Fee
 Account Number: 28-34-640012-A

Signature-Dept Head: Dr. Luan P. Nguyen

Quarterly Breakdown

	Oct-Dec	Jan-Mar	Apr-June	Jul-Sept
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Revenue (Please list sources)

IT Fees	178,200				
+2.5% enrollment increase, less 10% hold on Student Fee Revenue					
	\$ 178,200		89,100		89,100

A. SALARIES AND BENEFITS

Programmer / Analyst	\$ 54,000				
Computer Lab Assistants / OT	\$ 80,000				
Justification / Notes:	Total FY14	\$ 134,000	33,500	33,500	33,500

B. OFF-ISLAND TRAVEL

Name & Position of Traveler		Total			
Consultants for Training/Workshops		3,000			
Justification / Notes:	Total FY14	\$ 3,000	3,000		

C. CONTRACTUAL SERVICES

Item	Qty	Cost	Total			
Communications(Fax/Long Distance/Postage)			3,000			
Upgrade/Rewire 2 IT Labs			8,000			
Justification / Notes:	Total FY14	\$ 11,000	30,000	20,000	10,000	5,000

D. SUPPLIES

Item	Qty	Cost	Total			
Miscellaneous Computer Supplies (including lab's spare parts)			8,000			
IT Lab's Office/Instructional Supplies (including papers)			10,000			
Justification / Notes:	Total FY14	\$ 18,000	5,000	5,000	4,000	4,000

E. EQUIPMENT: below \$5,000

Item	Qty	Cost	Total			
Computers/Printers			5,072			
Justification / Notes:	Total FY14	\$ 5,072	2,536	2,536		

F. MISCELLANEOUS Expense

Item	Qty	Cost	Total			
Justification / Notes:	Total FY14	\$ -				

G. CAPITAL OUTLAY: Cost over \$5,000 - Equipment and Vehicles, All Library Acquisitions, All Building Repairs & Renovations

Item	Qty	Cost	Total			
Justification / Notes:	Total FY14	\$ -				

H. UTILITIES: Power, Water, Telephone

Item	Total			
Power				
Telephone				
Justification / Notes:	Total FY14	\$ -		

I. Transfer for F & A Fees (see guidelines for more information) 4%

	\$ 7,128	0	3,564	0	3,564
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Annual Surplus (Deficit) **\$ - (74,036) 24,500 (47,500) 43,036**

UNIVERSITY OF GUAM FY2014 Non-Appropriated Fund Budget

Account Name: SVP INDIRECTS
 Account Number: 26-2F-360010-T5

Signature-Dept Head: ANITA B. ENRIQUEZ, D.B.A., Acting SVPASA

Quarterly Breakdown			
Oct-Dec	Jan-Mar	Apr-June	Jul-Sept

Revenue (Please list sources)

		Oct-Dec	Jan-Mar	Apr-June	Jul-Sept
INDIRECTS FROM CANCER RESEARCH CENTER GRANT/PACIFIC CANCER REGISTRY	180,000				
	\$ 180,000	45,000	45,000	45,000	45,000

A. SALARIES AND BENEFITS

SALARY OF CRC ADM/STAFF/RESEARCH ASST; EXT ASSOCIATES	\$ 75,000	48,000	9,000	9,000	9,000
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B. OFF-ISLAND TRAVEL

Name & Position of Traveler	Total				
SVP OFFICIAL BUSINESS TRAVEL	25,000				
CRC STAFF CRC OFFICIAL BUSINESS TRAVEL	10,000				
ADMINISTRATOR/SVP STAFF CRC OFFICIAL BUSINESS TRAVEL	20,000				
Justification / Notes:	Total FY14	\$ 55,000	13,750	13,750	13,750

C. CONTRACTUAL SERVICES

Item	Qty	Cost	Total				
ADS/PRINTING/COPING			2,000				
Justification / Notes:	Total FY14	\$ 2,000	500	500	500	500	

D. SUPPLIES

Item	Qty	Cost	Total				
SUPPLIES			5,000				
Justification / Notes:	Total FY14	\$ 5,000	1,250	1,250	1,250	1,250	

E. EQUIPMENT: below \$5,000

Item	Qty	Cost	Total				
Justification / Notes:	Total FY14	\$ -					

F. MISCELLANEOUS Expense

Item	Qty	Cost	Total				
Misc Expense			10,000				
Presidential Initiative			25,000				
Justification / Notes:	Total FY14	\$ 35,000	25,000	3,000	3,000	4,000	

G. CAPITAL OUTLAY: Cost over \$5,000 - Equipment and Vehicles, All Library Acquisitions, All Building Repairs & Renovations

Item	Qty	Cost	Total				
Justification / Notes:	Total FY14	\$ -					

H. UTILITIES: Power, Water, Telephone

Item	Total				
Power					
Telephone					
	Total FY14	\$ -			

I. Transfer for F & A Fees (see guidelines for more information)

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Annual Surplus (Deficit)	\$ 8,000	(43,500)	17,500	17,500	16,500
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BOR regular meeting of October 10, 2013 for Reporting Purposes - Reports from Standing Committees

Department/Unit: Professional & International Programs

Signature-Dept Head: Cathleen Moore-Linn

Quarterly Breakdown

Revenue (Please list sources)

		Oct-Dec	Jan-Mar	Apr-June	Jul-Sept
Tuition	510,000				
Workshops and online courses	440,000				
Examinations (drivers, real estate, insurance)	142,000				
Other	305,000				
	\$ 1,397,000	349,250	349,250	349,250	349,250

A. SALARIES AND BENEFITS

Please attach staffing pattern	\$ 510,011	127,503	127,503	127,503	127,502
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B. OFF-ISLAND TRAVEL

Name & Position of Traveler		Total				
C.Moore-Linn	Director	9,900				
Vehicle maintenance and fuel		2,000				
Various faculty/subject matter experts	Contract or grant related travel	25,000				
Justification / Notes: <u>Travel with GVB to promote EAP and ELI programs/professional development</u>						
	Total FY14	\$ 36,900	9,225	9,225	9,225	9,225

C. CONTRACTUAL SERVICES

Item	Qty	Cost	Total				
Data Communicatoin	4	1,000	4,000				
Postage, Long Distance	4	500	2,000				
Contractual Services	4	121,062	465,000				
Ads, Printing, Copying	4	6,500	25,000				
subscriptions, dues, books	4	500	1,000				
Vehicle Equipment Lease	4	3,250	13,000				
Other Services	4	3,375	13,500				
Justification / Notes:							
	Total FY14	\$ 523,500	130,875	130,875	130,875	130,875	

D. SUPPLIES

Item	Qty	Cost	Total				
Office supplies	4	1,250	5,000				
Instructional Supplies	4	10,000	40,000				
Custodial Supplies	4	250	1,000				
Computer	4	750	3,000				
Other supplies and materials	4	2,500	10,000				
Justification / Notes:							
	Total FY14	\$ 59,000	14,750	14,750	14,750	14,750	

E. EQUIPMENT: below \$5,000

Item	Qty	Cost	Total				
furniture & equipment	4	750	3,000				
Justification / Notes: <u>Replace worn office furniture (safety issue)</u>							
	Total FY14	\$ 3,000		1,500	1,500		

F. MISCELLANEOUS Expense

Item	Qty	Cost	Total				
None							
Justification / Notes:							
	Total FY14	\$ -					

G. CAPITAL OUTLAY: Cost over \$5,000 - Equipment and Vehicles, All Library Acquisitions, All Building Repairs & Renovations

Item	Qty	Cost	Total				
None							
Justification / Notes:							
	Total FY14	\$ -					

H. UTILITIES: Power, Water, Telephone

Item	Total				
Power	14,500				
Telephone	7,000				
	Total FY14	\$ 21,500	5,375	5,375	5,375

I.

Transfer to General Ops (see guidelines for more information)	\$ 243,000	60,750	60,750	60,750	60,750
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Annual Surplus (Deficit)	\$ 89	772	(728)	(728)	773
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UNIVERSITY OF GUAM FY2014 AUXILIARY BUDGET

Department/Unit: PIP English Language Institute Signature-Dept Head: Cathleen Moore-Linn

Quarterly Breakdown

Revenue (Please list sources)

		Oct-Dec	Jan-Mar	Apr-June	Jul-Sept
Tuition	319,200				
Application fees and student fees	10,000				
	\$ 329,200		109,733	109,733	109,734

A. SALARIES AND BENEFITS

Please attach staffing pattern	\$ 287,908	71,977	71,977	71,977	71,977
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B. OFF-ISLAND TRAVEL

Name & Position of Traveler		Total				
ELI faculty	Instructor	4,000				
Ray Jualin	Ext. associate	4,000				
Justification / Notes: <u>travel related to ELI accreditation</u>						
Total FY14		\$ 8,000	4,000	0	4,000	0

C. CONTRACTUAL SERVICES

Item	Qty	Cost	Total				
Postage, long distance	4	125	490				
Contractual Services	1	7000	6,000				
Ads, Printing, Copying, web	3	2000	5,000				
Subscriptions, Dues, Books	2	500	1000				
Justification / Notes: _____							
Total FY14		\$ 12,490	3,122	3,122	3,122	3,124	

D. SUPPLIES

Item	Qty	Cost	Total				
Office Supplies	4	500	2,000				
Instructional Supplies	4	250	1,000				
Custodial supplies	3	100	300				
Other supplies and materials	4	500	2,000				
Computer	1	1500	1,500				
Justification / Notes: _____							
Total FY14		\$ 6,800	1,700	1,700	1,700	1,700	1,700

E. EQUIPMENT: below \$5,000

Item	Qty	Cost	Total				
furniture and equipment	4	500	1,000				
Justification / Notes: _____							
Total FY14		\$ 1,000		1,000			

F. MISCELLANEOUS Expense

Item	Qty	Cost	Total				
None							
Justification / Notes: _____							
Total FY14		\$ -					

G. CAPITAL OUTLAY: Cost over \$5,000 - Equipment and Vehicles, All Library Acquisitions, All Building Repairs & Renovations

Item	Qty	Cost	Total				
None							
Justification / Notes: _____							
Total FY14		\$ -					

H. UTILITIES: Power, Water, Telephone

Item	Total					
Power	12,500					
Telephone	500					
Total FY14		\$ 13,000	3,250	3,250	3,250	3,250

I. Transfer to General Ops (see guidelines for more information)

	\$ -				
Annual Surplus (Deficit)	\$ 2	(84,049)	28,684	25,684	29,683

UNIVERSITY OF GUAM FY2014 AUXILIARY BUDGET

Department/Unit: PIP English Adventure Program Signature-Dept Head: Cathleen Moore-Linn

Quarterly Breakdown

Revenue (Please list sources)

		Oct-Dec	Jan-Mar	Apr-June	Jul-Sept
Long term English language programs	93,000				
Short Term (less than five days) programs	100,000				
Other	20,000				
	\$ 213,000	53,250	53,250	53,250	53,250

A. SALARIES AND BENEFITS

Note: support staf funded through PIP; instructors are short term contractual appointment as needed		0	0	0	0
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B. OFF-ISLAND TRAVEL

Name & Position of Traveler	Total					
Russell Ocampo	7,000					
Carlos Taitano	7,000					
Justification / Notes: <u>travel to Japan, Taiwan, Korea in conjunction with GVB to promote EAP</u>	Total FY14	\$ 14,000	3,000	3,000	3,000	5,000

C. CONTRACTUAL SERVICES

Item	Qty	Cost	Total				
postage, long distance	4	500	2,000				
contractual services	4	15794	64,000				
Ads, printing, copying	4	1750	7,000				
Other services	4	1750	9,000				
Justification / Notes: _____	Total FY14	\$ 82,000	57,006	13,460	3,584	7,950	

D. SUPPLIES

Item	Qty	Cost	Total				
Office supplies	4	750	3,000				
Instructional supplies	4	750	3,000				
computer/projector	4	1000	4,000				
Justification / Notes: _____	Total FY14	\$ 10,000	2,500	2,500	2,500	2,500	

E. EQUIPMENT: below \$5,000

Item	Qty	Cost	Total				
None							
Justification / Notes: _____	Total FY14	\$ -					

F. MISCELLANEOUS Expense

Item	Qty	Cost	Total				
Fiesta lunches requested and funded by client			20,000				
Justification / Notes: _____	Total FY14	\$ 20,000	5,000	5,000	5,000	5,000	

G. CAPITAL OUTLAY: Cost over \$5,000 - Equipment and Vehicles, All Library Acquisitions, All Building Repairs & Renovations

Item	Qty	Cost	Total				
none							
Justification / Notes: _____	Total FY14	\$ -					

H. UTILITIES: Power, Water, Telephone

Item	Total				
Power					
Telephone					
	Total FY14	\$ -			

I. Transfer to General Ops (see guidelines for more information)

	\$ 87,000	21,750	21,750	21,750	21,750
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Annual Surplus (Deficit) \$ - (36,006) 7,540 17,416 11,050

UNIVERSITY OF GUAM FY2014 AUXILIARY BUDGET

Department/Unit: EMSS/Residence Halls Office Signature-Dept Head: Remy Cristobal, EMSS Dean-Acting

Quarterly Breakdown

Revenue (Please list sources)

		Oct-Dec	Jan-Mar	Apr-June	Jul-Sept
Dorm Rental – Fall	181,246				181,246
Spring	178,599		178,599		
Summer	52,371			52,371	
Intersession	22,000	22,000			
Guest	13,500	3,375	3,375	3,375	3,375
Washer/Dryer Rental	9,092	2,273	2,273	2,273	2,273
Vending Machines	3,300	1,000	1,000	1,000	300
Aux Miscellaneous	5,000	1,250	1,250	1,250	1,250
Transfer to/from: PF-RENREP	72,000	18,000	18,000	18,000	18,000
	\$ 537,108	47,898	204,497	78,269	206,444

A. SALARIES AND BENEFITS

Please attach staffing pattern	\$ (151,299)	37,824	37,824	37,824	37,827
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B. OFF-ISLAND TRAVEL

Name & Position of Traveler	Total				
Justification / Notes:	Total FY14	\$ -			

C. CONTRACTUAL SERVICES

Item	Qty	Cost	Total				
Fuel			(15,000)				
Copier			(801)				
Cable Service			(1,875)				
Equipment Maintenance			(2,000)				
Other Services			(4,000)				
Justification / Notes: 24/7 Operation (Dormitory)	Total FY14	\$ (23,676)	5,919	5,919	5,919	5,919	

D. SUPPLIES

Item	Qty	Cost	Total				
Office Supplies			(600)				
Custodial Supplies			(7,000)				
Hardware			(4,752)				
Justification / Notes: 24/7 Operation (Dormitory)	Total FY14	\$ (12,352)	3,088	3,088	3,088	3,088	

E. EQUIPMENT: below \$5,000

Item	Qty	Cost	Total				
Justification / Notes:	Total FY14	\$ -					

F. MISCELLANEOUS Expense

Item	Qty	Cost	Total				
Stipends			(10,000)				
Dorm Activities and Events			(2,340)				
Justification / Notes:	Total FY14	\$ (12,340)	5,900	2,450	3,250	740	

G. CAPITAL OUTLAY: Cost over \$5,000 - Equipment and Vehicles, All Library Acquisitions, All Building Repairs & Renovations

Item	Qty	Cost	Total				
Furnishings; reupholster/refurbish			(15,600)				
Repairs/renovations/painting/Internet Network/equipments/mini store			(65,720)				
Justification / Notes: Renovate kitchens and bathrooms to avail more rooms to the increasing number of applicants (3%) per regular semester, an increase in revenues. Facelift and upgrade facilities and equipments for attractiveness. Establish a mini store convenient to residents and at the same time, generate revenues. Upgrade wifi and internet network services	Total FY14	\$ (81,320)	81,320				

H. UTILITIES: Power, Water, Telephone

Item	Total				
Power	(202,900)				
Telephone	(400)				
Total FY14	\$ (203,300)	50,825	50,825	50,825	50,825

I. Transfer for F & A Fees (see guidelines for more information)

	\$ (50,000)	12,500	12,500	12,500	12,500
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Annual Surplus (Deficit)	\$ 2,821	(68,158)	91,891	(116,457)	95,545
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Note: Budget includes the 23 additional rooms from Dorm 1.

UNIVERSITY OF GUAM FY2014 AUXILIARY BUDGET

Department/Unit: IAC

Signature-Dept Head: Ann SA Leon Guerrero, Acting Director

Quarterly Breakdown

Revenue (Please list sources)

		Oct-Dec	Jan-Mar	Apr-June	Jul-Sept
Athletic Fees	150,000				
Sponsored Tournaments	1,000				
Adventure/Sports Camp	115,000				
Sports Leagues	5,000				
Miscellaneous	1,000				
	\$ 272,000	68,000	68,000	68,000	68,000

A. SALARIES AND BENEFITS

Please attach staffing pattern	\$ 216,003	54,000	54,000	54,000	54,003
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B. OFF-ISLAND TRAVEL

Name & Position of Traveler	Total				
Justification / Notes: _____	Total FY14	\$ -			

C. CONTRACTUAL SERVICES

Item	Qty	Cost	Total				
Justification / Notes: _____	Total FY14	\$ -	0	0	0	0	0

D. SUPPLIES

Item	Qty	Cost	Total				
Other Supplies and Materials			10,000				
Justification / Notes: _____	Total FY14	\$ 10,000	2,500	2,500	2,500	2,500	2,500

E. EQUIPMENT: below \$5,000

Item	Qty	Cost	Total				
Justification / Notes: _____	Total FY14	\$ -					

F. MISCELLANEOUS Expense

Item	Qty	Cost	Total				
Misc			950				
Justification / Notes: _____	Total FY14	\$ 950		475	475		

G. CAPITAL OUTLAY: Cost over \$5,000 - Equipment and Vehicles, All Library Acquisitions, All Building Repairs & Renovations

Item	Qty	Cost	Total				
Justification / Notes: _____	Total FY14	\$ -					

H. UTILITIES: Power, Water, Telephone

Item	Total				
Power	20,000				
Telephone					
Total FY14	\$ 20,000	5,000	5,000	5,000	5,000

I. Transfer for F & A Fees (see guidelines for more information)

	\$ 25,000	6,250	6,250	6,250	6,250
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Annual Surplus (Deficit)	\$ 47	250	(225)	(225)	247
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BOR regular meeting of October 10, 2013 for Reporting Purposes - Reports from Standing Committees

**Facilities and Administrative Support Budget
FY14 REAPPORTIONED AND BOR-APPROVED Oct'13**

Expenditures	FTE	FY12 reapportion	FY13 reapportion 15% holdback	DRAFT FY14 reapportion Oct'13	FY14 REAPPORTIONED AND BOR-APPROVED Oct'13								
					Personnel	Benefits	Supplies	Equip	Contracts	Travel / Misc	Subtotal	Cap Outlay	Est Cost
TADEO	Admin Aide (F) - searching	1	12,054.15	18,081	13,394	4,688					18,081		18,081
GSSPR	Transfer for GSSPR Operating Funds	5,000	42,500	43,000						43,000	43,000		43,000
HRO	EA-PAII - Tess D	1	36,286	37,284	25,396	8,888		3,000			37,284		37,284
	EA-PS I (K)-ElizaS til Jan'14, then sea	1	33,286	37,284	15,153	5,304		3,000			23,457		23,457
	Operations (supplies)		10,000	10,000		-	10,000				10,000		10,000
Business Office	Compliance Monitoring & Coordination		53,000	59,545					59,545		59,545		59,545
	Accounting Tech III (J)- replace ACamacho	1	33,286	62,211	19,118	6,691					25,810		25,810
	Payroll Clerk I (Marcia A)	1	15,000	29,117	21,568	7,549					29,117		29,117
Plant & Facilities	Outsourcing Contracts		114,750	135,000					135,000		135,000		135,000
	PlannerII(L) Felix M	1	52,421	34,907	25,857	9,050					34,907		34,907
	Engineering Tech II (J), Scott LG	1	33,286	8,321	6,164	2,157					8,321		8,321
	Inventory Management			15,000					15,000		15,000		15,000
Fieldhouse / IAC	UOG Teams (Soccer, B-Ball or V-Ball)		12,750	4,000			2,000	2,000			4,000		4,000
IT/ eWorks	DIMC web support		23,800	20,000					20,000		20,000		20,000
	IT Contract Support		20,000	20,000					20,000		20,000		20,000
	HRO & Bus Office eWorks Support		55,000	59,545					59,545		59,545		59,545
A&F	Safety		13,500	23,500			4,500	4,000	10,000	5,000	23,500		23,500
	Security Vehicle			614						614	614		614
	SafetyInspector(G) - search	1	26,965	6,319	4,681	1,638					6,319		6,319
	Ad Hoc Needs		15,991	26,500			4,000	12,000	10,500		26,500		26,500
TBD	Contingency/ Urgent Projects/ Needs		-	-							-		-
		15	695,453	681,182							600,000		600,000
	Net Surplus (Deficit)		61,337	(31,478)									(0)

BOR Regular Meeting (Public Access) - Reports from Standing Committees

UNIVERSITY OF GUAM FY2014 AUXILIARY BUDGET

Department/Unit: Student Government Assoc Signature-Dept Head: Dr. Julie Ulloa-Heath Dean-EMSS

Quarterly Breakdown

Revenue (Please list sources)

		Oct-Dec	Jan-Mar	Apr-June	Jul-Sept
Fall	93,480				
Spring	90,450				
Summer	35,670				
Vending Machine	9,000				
	\$ 228,600	52,250	90,907	47,523	37,920

A. SALARIES AND BENEFITS

Please attach staffing pattern					
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B. OFF-ISLAND TRAVEL

Name & Position of Traveler	Total				
Justification / Notes:	Total FY14	\$ -			

C. CONTRACTUAL SERVICES

Item	Qty	Cost	Total				
Ads, printing, Copying			5,000				
Leadership Development-Misc			20,000				
Justification / Notes:	Total FY14	\$ 25,000		10,000		10,000	5,000

D. SUPPLIES

Item	Qty	Cost	Total				
Office Supplies			3,000				
Other Supplies & Materials			3,000				
Admin Operation Support (EMSS)			45,000				
Business Office Support			2,000				
Sponsored Activities			66,740				
Charter Day/Blue Night			20,000				
Computer Supplies			2,000				
Stipends			25,000				
Clubs/Theater/HR Transfers			22,860				
Justification / Notes:	Total FY14	\$ 189,600		49,400		61,900	40,900

E. EQUIPMENT: below \$5,000

Item	Qty	Cost	Total				
Furniture & Equipment			4,000				
Justification / Notes:	Total FY14	\$ 4,000		1,000		1,000	1,000

F. MISCELLANEOUS Expense

Item	Qty	Cost	Total				
Uniforms			2,000				
Justification / Notes:	Total FY14	\$ 2,000				2,000	

G. CAPITAL OUTLAY: Cost over \$5,000 - Equipment and Vehicles, All Library Acquisitions, All Building Repairs & Renovations

Item	Qty	Cost	Total				
Justification / Notes:	Total FY14	\$ -					

H. UTILITIES: Power, Water, Telephone

Item	Total				
Power	6,500				
Telephone	1,000				
Total FY14	\$ 7,500	2,250	1,750	1,750	1,750

I. Transfer for F & A Fees (see guidelines for more information)

Annual Surplus (Deficit)	\$ 500	(10,400)	24,257	(6,127)	(7,230)
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Account #	FY '14 Budget Request	First Quarter 10/01/13-12/31/13	Second Quarter 01/01/14-03/31/14	Third Quarter 04/01/14-06/30/14	Fourth Quarter 07/01/14-09/30/14
Student Activity Fee					
Fall	\$ 93,480	\$ 50,000	\$ 43,480	\$ -	\$ -
Spring	\$ 90,450	\$ -	\$ 45,177	\$ 45,273	\$ -
Summer	\$ 35,670	\$ -	\$ -	\$ -	\$ 35,670
Vending Machine	\$ 9,000	\$ 2,250	\$ 2,250	\$ 2,250	\$ 2,250
	\$ -	\$ -	\$ -	\$ -	\$ -
Revenues	\$ 228,600	\$ 52,250	\$ 90,907	\$ 47,523	\$ 37,920
Salaries & Benefits:					
	\$ -	\$ -	\$ -	\$ -	\$ -
221 Off-Island Travel	\$ -	\$ -	\$ -	\$ -	\$ -
Travel and Transportation:	\$ -	\$ -	\$ -	\$ -	\$ -
230 Data Communication	\$ -	\$ -	\$ -	\$ -	\$ -
231 Postage Long distance, papers	\$ -	\$ -	\$ -	\$ -	\$ -
232 Equip. Maint	\$ -	\$ -	\$ -	\$ -	\$ -
233 Contractual Services	\$ -	\$ -	\$ -	\$ -	\$ -
235 Vehicle/equipment lease	\$ -	\$ -	\$ -	\$ -	\$ -
236 Ads, printing, copying	\$ (5,000)	\$ -	\$ -	\$ -	\$ -
237 Subscriptions, dues, books	\$ -	\$ -	\$ -	\$ -	\$ (5,000)
239 Other Services	\$ -	\$ -	\$ -	\$ -	\$ -
299 Leadership Development- Misc	\$ (20,000)	\$ (10,000)	\$ -	\$ (10,000)	\$ -
	\$ -	\$ -	\$ -	\$ -	\$ -
	\$ -	\$ -	\$ -	\$ -	\$ -
Contractual Services:	\$ (25,000)	\$ (10,000)	\$ -	\$ (10,000)	\$ (5,000)
240 Office Supplies	\$ (3,000)	\$ -	\$ (1,500)	\$ (1,500)	\$ -
244 Other Supplies and Materials	\$ (3,000)	\$ (1,000)	\$ (1,000)	\$ (1,000)	\$ (1,000)
Admin Operation Support (EMSS)	\$ (45,000)	\$ (15,000)	\$ (10,000)	\$ (10,000)	\$ (10,000)
Business Office Support	\$ (2,000)	\$ (2,000)	\$ -	\$ -	\$ -
Sponsored Activities	\$ (66,740)	\$ (16,685)	\$ (16,685)	\$ (16,685)	\$ (16,685)
Charter Day/Blue Night	\$ (20,000)	\$ -	\$ (20,000)	\$ -	\$ -
249 Computers	\$ (2,000)	\$ (2,000)	\$ -	\$ -	\$ -
291 Stipends	\$ (25,000)	\$ (7,000)	\$ (7,000)	\$ (7,000)	\$ (4,000)
298 Clubs/Theater/HR Transfers	\$ (22,860)	\$ (5,715)	\$ (5,715)	\$ (5,715)	\$ (5,715)
Supplies and Materials:	\$ (189,600)	\$ (69,400)	\$ (61,900)	\$ (60,900)	\$ (27,400)
250 Furniture & Equipment	\$ (4,000)	\$ (1,000)	\$ (1,000)	\$ (1,000)	\$ (1,000)
Equipment:	\$ (4,000)	\$ (1,000)	\$ (1,000)	\$ (1,000)	\$ (1,000)
Miscellaneous	\$ -	\$ -	\$ -	\$ -	\$ -
Capital Outlay:	\$ -	\$ -	\$ -	\$ -	\$ -
301 Water	\$ -	\$ -	\$ -	\$ -	\$ -
300 Power	\$ (6,500)	\$ (2,000)	\$ (1,500)	\$ (1,500)	\$ (1,500)
302 Telephone	\$ (1,000)	\$ (250)	\$ (250)	\$ (250)	\$ (250)
299 Miscellaneous Exp	\$ -	\$ -	\$ -	\$ -	\$ -
Uniforms	\$ (2,000)	\$ -	\$ (2,000)	\$ -	\$ -
Utility/Miscellaneous Expenses	\$ (9,500)	\$ (2,250)	\$ (3,750)	\$ (1,750)	\$ (1,750)
TOTAL Current Year Expenditures	\$ (228,100)	\$ (62,650)	\$ (66,650)	\$ (53,650)	\$ (45,150)
Total Prior Year Expenditures	\$ -	\$ -	\$ -	\$ -	\$ -
Total Expenditures	\$ (228,100)	\$ (62,650)	\$ (66,650)	\$ (53,650)	\$ (45,150)
Transfer to/from CF Urcat	\$ -	\$ -	\$ -	\$ -	\$ -
ANNUAL SURPLUS (Deficit)	\$ 500	\$ (28,540)	\$ 23,050	\$ 5,070	\$ 920

Jesse Quenga 01/04/13
 Jesse Quenga
 SGA President

Anthony R. Quenga 01/04/13
 Anthony Quenga
 SGA Treasurer

Dr. Julie Ulloa-Herath 17 Jan 13
 Dr. Julie Ulloa-Herath
 Dean, EMSS



UNIVERSITY OF GUAM
Fifty Second Student Government Association
303 University Drive, UOG Station Mangilao, Guam 96923
Tel: (671) 735-2222 Fax: (671) 734-0221



1 SGA Bill No. 52-06

Introduced by:
President Derick B. Hills
Vice President Derek J. Sablan

2
3
4
5
6 **AN ACT TO REPEAL SGA BILL NO. 52-01 AND TO PROVIDE A NEW LEVEL OF**
7 **COMPENSATION FOR MEMBERS OF THE FIFTY-SECOND STUDENT GOVERNMENT**
8 **ASSOCIATION.**

9
10 **BE IT HEREBY ENACTED BY THE FIFTY-SECOND STUDENT GOVERNMENT**
11 **ASSOCIATION IN COUNCIL ASSEMBLED.**

12
13 **Section 1. Legislative Intent.** It is the intent of the Fifty-Second Student Government Association,
14 through passage of this act, to provide suitable compensation to its members for the effort and work
15 that is required of them as members of the Student Government Association. Activities that require
16 the members of the Fifty-Second Student Government Association to go beyond what is expected of
17 themselves as college students include but are not limited to:

18
19 (a). **Charter Day:** the members of the Student Government Association are asked each year to
20 perform a multitude of tasks to ensure that each Charter Day is a success. Such tasks include: dealing
21 with vendors who wish to provide service during the event to the University's visitors, providing
22 entertainment during the day-long event, providing the logistics to ensure the entertainment is a
23 success, and working with the Guam Fire Department and other public health and safety agencies to
24 ensure that proper codes and regulations are followed.

25
26 (b). **Student Assemblies:** the members of the Student Government Association are required by the
27 Student Government Association to hold one Student Assembly per semester. To ensure the success
28 of these events, the members of the Student Government Association are often asked to deal with:
29 vendors and public relations.

30
31 (c). **Being available for the student population from 8:30am to 5:00pm each day of the week:**
32 the members of the Student Government Association are tasked with assisting students of the
33 University of Guam who come to the Student Government Association office seeking assistance or
34 help with general issues.

35
36 The members of the Fifty-Second Student Government Association also find that many Student
37 Government Associations throughout the United States compensate their members for the time and
38 service that they provide, such as Austin Community College, Bakersfield Community College, and
39 others. According to information provided by the American Student Government Association
40 (ASGA) website, "more than 77% of schools nationwide offer some sort of compensation. Among
41 state universities, 85.88% of elected officers earn salaries. At private colleges, 54.11% pay their
42 officers stipends, etc.
43 "American Student Government Association (ASGA)."
44

45 **Section 2. Approval.** Upon passing of this Act, the 52nd Student Government Association approves
46 the sum of fifty dollars (\$50.00) for each council member for each regular session of the Student



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1 Government Association. Said amount shall come out of the Fiscal Year 2014 SGA Operations
2 account and shall be retroactive to the first session of the Fifty-Second Student Government
3 Association. The remaining balance of the total amount allocated for the stipends shall be disposed
4 into the Operations account and shall be used only for emergency stipend purposes.
5

6 **Section 3. Conditions.** Each member of the Student Government Association Council must perform
7 three (3) hours of service at the Student Government Association hall each week. Failure to provide
8 services shall result in a deduction of five dollars (\$5.00) for each hour that the council member did
9 not provide for a maximum of fifteen dollars (\$15.00) possible deducted from a stipend check and
10 returned to the Operations account. Such service shall be indicated on a weekly time in sheet that is
11 posted in the office and which shall be reviewed by the SGA Vice President and who shall forward
12 the names of council members who did not perform their hours to the SGA President for further
13 action. The SGA Treasurer shall work with the SGA President on drafting a stipend memo and which
14 shall be sent to the Business Office for processing.
15

16 **Section 4. Surplus.** Should excess in funds of the total amount approved in the Student Government
17 Association budget for stipends exist after all stipends have been paid out, said amount shall be
18 labeled as "unexpended" and shall be returned to the Operations account.
19

20 **Section 5. Enactment.** This act shall be effective immediately upon passage.
21

22 **DULY AND REGULARLY ADOPTED BY THE 52ND STUDENT GOVERNMENT**
23 **ASSOCIATION ON THE (25th) OF SEPTEMBER, 2013.**
24

25 Attested:

26 DPH/1/2 9/25/13
27 **DERICK BAZA HILLS**
28 **SGA PRESIDENT**
29

Anthony Quenga
ANTHONY QUENGA
SGA TREASURER



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- b. Dr. Mary Cruz advised to fill ORC vacancy with new senator elect.
 - 4. Voting sheet was distributed.
 - 5. With 13 out of 13 votes in favor, **RESOLUTION 52-02: "RELATIVE TO CONFIRMING OF APPOINTMENTS OF COUNCIL MEMBERS TO STANDING COMMITTEES IN THE FIFTY-SECOND STUDENT GOVERNMENT ASSOCIATION"** passes.
 - 6. President Hills moved to place Resolution 52-02 into voting file; second made by Vice President Sablan; there were no objections and the motion carries.
- C. Bill 52-01**
- 1. Vice President Sablan moves to introduce **Bill 52-01: "AN ACT TO SET THE AMOUNT OF STIPENDS FOR STUDENT GOVERNMENT ASSOCIATION COUNCIL MEMBERS AND EXECUTIVE OFFICERS FOR THE TERM OF THE FIFTY-SECOND STUDENT GOVERNEMENT ASSOCIATION."**
 - 2. Senator Tajalle seconds the motion.
No objections were made; motion carries.
 - 3. The bill was up for discussion.
 - a. Treasurer Quenga drew up numbers for the fiscal year
 - b. $\approx 15 \text{ members} \times 12 \text{ months} \times 2 \text{ session/month} = \$54,000$
 - 4. Voting sheet was distributed.
 - 5. With 9 out 13 votes in favor, **Bill 52-01: "AN ACT TO SET THE AMOUNT OF STIPENDS FOR STUDENT GOVERNMENT ASSOCIATION COUNCIL MEMBERS AND EXECUTIVE OFFICERS FOR THE TERM OF THE FIFTY-SECOND STUDENT GOVERNEMENT ASSOCIATION"** passes.

18,000.00

VIII. Announcements

- A. Next regular session will be Monday 9/09/2013, Time is tentative.
- B. Cleaning Schedules for the SGA Hall will be posted.
- C. Stipend information sheet is distributed.
- D. Finance committee members appointed: Treasure Quenga, President Hills, Vice President Sablan, and Senator Kerradel, Secretary Quinata.

IX. 2nd Roll Call

- The following members were present:
- President Derick B. Hills
 - Vice President Derek J. Sablan
 - Secretary Melissa Ann D. Quinata
 - Treasurer Anthony R. Quenga
 - Senator Randy Dahilig
 - Senator Antonio Diaz
 - Senator Sylvia Elias
 - Senator Carolyn Haruo
 - Senator Kebor Kerradel
 - Senator D'Ana Naputi



UNIVERSITY OF GUAM
UNIBETSEDAT GUAHAN
BOARD OF REGENTS

RESOLUTION NO. 13-28

RELATIVE TO AMENDING THE APPROVAL OF PROCUREMENT AWARDS AND CONTRACTS

WHEREAS, the University of Guam is the primary U.S. Land Grant institution accredited by the Western Association of Schools and Colleges (WASC) serving the post-secondary needs of the people of Guam and the region; and

WHEREAS, the governance and well-being of the University is vested in the Board of Regents; and

WHEREAS, Section 5 Article IV of the University By-laws states: "The Board of Regents, except as in the By-Laws otherwise provided, may authorize any officer or officers, agent or agents, to enter into any contracts or execute any instrument in the name of and on behalf of the corporation. Such authority may be general or confined to specific instances. Unless so authorized by the Board of Regents, no officer or employee shall have any power to bind the corporation by any contract or engagement, or to pledge its credit, or to render it liable for any purpose or to any amount"; and

WHEREAS, in line with best practice at other institutions and following a review of Board Resolution Nos. 05-54, 12-18 and 13-08, and procurement and contracts at the University, the administration now wishes to amend the authority delegated to University officers in the approval of contracts and to further extend this authority in a manner best serving and clarifying the fiduciary responsibilities of the Board as well as best serving the operational requirements of the University for institutional effectiveness and efficiency; and

WHEREAS, the President and Board's Budget, Finance, Investments and Audit Committee have reviewed the administration's proposal in this matter and recommend it to the Board.

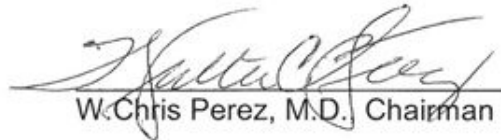
NOW, THEREFORE, BE IT RESOLVED, that the Board of Regents hereby approves, amends and replaces Board Resolution No. 13-08, approving the following delegation of authority for approval of contracts and procurement awards:

1. This resolution supersedes all previous policy and resolutions relating to this matter.
2. The Board requires that Legal Counsel review all contracts and further review procurement awards in excess of \$50,000.
3. The Board authorizes the Assistant Vice President, Deans, Directors and other Administrators to approve procurement awards up to \$15,000 from their unit budgets, excluding contracts.
4. The Board authorizes the Senior Vice President for Academic and Student Affairs or the Vice President for Administration and Finance to approve procurement awards and contracts up to \$100,000.
5. The Board authorizes the President to approve procurement awards and contracts up to \$200,000.
6. The Board authorizes the President, thereafter signed by the Chairman of the Board of Regents for notification purposes, to approve procurement awards and contracts over \$200,000 to below \$500,000.

7. The Board authorizes the President, thereafter signed by the Chairman of the Board of Regents and by the Treasurer of the Board of Regents for notification purposes, to approve procurement awards and contracts \$500,000 and above.
8. Approved procurement awards and contracts greater than \$100,000 will be presented at each Board meeting.

BE IT FURTHER RESOLVED, the Board authorizes the President to approve any future revisions and amendments for the delegation of authority, review and signature approval process for contract and procurement awards.

Adopted this 10th day of October 2013.


W. Chris Perez, M.D. Chairman

ATTESTED:



Dr. Robert Underwood, Executive Secretary

UNIVERSITY OF GUAM
DELEGATION OF AUTHORITY, REVIEW AND SIGNATURE APPROVAL PROCESS – CONTRACTS

Approving Officials		Final Signatory and Authorized \$ Level
LC	Legal Counsel	All Contracts - Form & Legality
TBOR	Treasurer, Board of Regents (see Note 3)	\$500k and up
CBOR	Chairman, Board of Regents	\$201k and up
PRES	President	\$101k and up
SVP, VPAF	SVP-ASA or VPAF	Up to \$100k
AVP	AVP-GSSP	Up to \$15K for expenditures from their approved unit budgets, excluding contracts
DD&A	Deans, Directors and Administrators	

Certifying Officials		Verification
CO-GAS, ACOB, COMP	Certifying Officer or General Accounting Supervisor, Associate Comptroller/Bursar, Comptroller	Availability of Funds
SMA	Supply Management Administrator	Procurement Regulations
VPAF,COMP	Vice President for Administration & Finance or Comptroller	Sole Source Procurement

Types of Contracts (Not All Inclusive)		Minimum Set of Signatories
1.	Purchase Orders: <i>Purchase of Goods or Services</i> <= \$15k <i>Purchase of Goods or Services</i> >\$15k up to \$50k <i>Purchase of Goods or Services</i> >\$50k	DD&A; SMA; CO-GAS DD&A; SMA; CO-GAS; ACOB DD&A; SMA; LC; CO-GAS or ACOB-COMP

2.	Competitive Sealed Bidding and RFPs > \$15k	<p style="text-align: center;">For Contract Types #2-11</p> <p>The contract's dollar value determines the required minimum set of signatories.</p> <p style="text-align: center;">i. <u>Up to \$100k:</u> DD; CO-GAS; ACOB or COMP; LC; and SVP or VPAF</p> <p style="text-align: center;">ii. <u>\$101k to \$200k:</u> DD; CO-GAS; ACOB or COMP; LC; SVP or VPAF; and PRES</p> <p style="text-align: center;">iii. <u>\$201k to below \$500k:</u> DD; CO-GAS; ACOB or COMP; LC; SVP OR VPAF; PRES; and CBOR</p> <p style="text-align: center;">iv. <u>\$500k and up:</u> DD; CO-GAS; ACOB or COMP; LC; SVP OR VPAF; PRES; CBOR; and TBOR</p>
3.	Indefinite Quantity Agreement	
4.	Partnership Agreement	
5.	Independent Contractor Agreement	
6.	Employment Agreement - Tenure Track	
7.	Special Employment Agreement	
8.	Amendment to Contract	
9.	MOU's for various purposes	
10.	UOG Field House License Agreement	
11.	A&E and CIP Contracts	

Special Notes:

Note 1: Rule-making authority for the UOG Board of Regents is found in 17 GCA § 16108: "Notwithstanding any law, rule, or regulation to the contrary, the authority of the Board to establish personnel and administrative rules and regulations shall not be subject to the Administrative Adjudication Act."

Note 2: Pursuant to 17 GCA, Chapter 16 - UOG Charter - the Board of Regents is the governing board who appoints the President with the advice and consent of the Guam Legislature. Pursuant to the UOG Procurement Regulations Section 2.5 the President or his designee has authority to sign and approve contracts.

Note 3: All contracts of \$500,000 and up require the approval of the Attorney General of Guam. As a public corporation of the government of Guam, UOG's Legal Counsel holds delegated authority to serve as an Assistant Attorney General to (1) act as a legal advisor during all phases of the solicitation or procurement process; and (2) review and approve contracts of \$500,000 or more as to form and legality.

Note 4: All contracts for goods or services must be in compliance with UOG's Procurement Regulations as well as distributed guidelines and procedures; the Guam Procurement Law (5 GCA Chapter 5); and Guam Procurement Regulations (2 GAR Div. 4). They shall comply with federal and local government statutes.

New Business will be introduced at this time, if any.

The floor is now open for presentations by the public. Presentations are limited to 3 minutes only.

The BOR will enter Executive Session at this time, if necessary.

Chairperson W. Chris Perez will adjourn the meeting.