



Messages and Communications

Speaker Won Pat <speaker@judiwonpat.com>  
To: Guam Legislature Clerks Office <clerks@guamlegislature.org>

Thu, Oct 23, 2014 at 2:30 PM

10/23/2014 10/13/2014 Guam Community College

Reporting requirements for Boards and Commissions; Guam Community College Board of Trustees Meeting of October 10, 2014 32-14-2173

----- Forwarded message -----  
From: **Bertha M. Guerrero** <bertha.guerrero@guamcc.edu>  
Date: Thu, Oct 23, 2014 at 1:49 PM  
Subject: GCC Board Reporting Requirement - October 2014  
To: Speaker Won Pat <speaker@judiwonpat.com>  
Cc: Ed Pocaigue <edpocaigue@judiwonpat.com>

32-14-2173  
Office of the Speaker  
Judith T. Won Pat, Ed.D

Date: 10-23-14  
Time: 2:32pm  
Received By:

To: **Office of Speaker Judith T. Won Pat**

Hafa Adai,

Attached is the official transmittal relative to the Guam Community College Board of Trustees reporting requirement for October 2014. Please acknowledge receipt.

*Si Yu'os Má'ase ~"Thank You"*

*~Bertha*

**Bertha M. Guerrero, Board Secretary**  
**Board of Trustees & Foundation Board of Governors**  
**Guam Community College**  
Office: 671-735-5638 \* Fax: 671-734-1003  
P.O. Box 23069; Barrigada, Guam 96921  
Email: bertha.guerrero@guamcc.edu

*Guam Community College Mission Statement*

*Guam Community College is a leader in career and technical workforce development, providing the highest quality, student-centered education and job training for Micronesia.*




2014 OCT 23 PM 2:37:04

***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**

155 Hesler Place, Suite 201, Hagatna, Guam 96910  
Tel: (671) 472-3586 Fax: (671) 472-3589  
www.guamlegislature.com / speaker@judiwonpat.com

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**3 attachments**

-  **letter to Speaker Won Pat re BOT reporting requirement, October 2014.pdf**  
18K
-  **10-10-14 BOT meeting.signed.pdf**  
709K
-  **CIP15 - BOT Approved 10 10 14 Edited-clear copy.pdf**  
52K

October 13, 2014

The Honorable Judith T. Won Pat  
Speaker, 32<sup>nd</sup> Guam Legislature  
155 Hesler Place  
Hagåtña, Guam 96910  
(via email: [speaker@judiwonpat.com](mailto:speaker@judiwonpat.com))

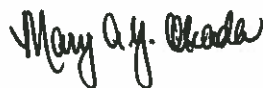
**Re: Reporting Requirements – October 2014**

Dear Speaker Won Pat:

Transmitted herewith is the reporting requirements for Boards and Commissions pursuant to Public Law 31-233 regarding the Guam Community College Board of Trustees meeting of October 10, 2014.

If there are any questions, please contact me at 735-5638.

*Senseramente,*



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

Attachments

**GUAM COMMUNITY COLLEGE BOARD OF TRUSTEES**  
**Monthly Meeting – Friday, October 10, 2014, 12:00 p.m.**  
**President’s Conference Room, Building 2000**

**AGENDA**

**I. CALL TO ORDER**

1. Roll Call
2. Recital of Mission Statement  
*Guam Community College is a leader in career and technical workforce development, providing the highest quality, student-centered education and job training for Micronesia.*

**II. APPROVAL OF MINUTES**

1. Monthly Meeting of September 4, 2014

**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*
  - ACCJC Basics Online Course - completion

**VI. UNFINISHED BUSINESS**

1. Construction Projects Updates
  - Building 200 (Renovation), Building 100 and Forensic Lab
2. Western Interstate Commission for Higher Education (WICHE)

**VII.           NEW BUSINESS**

1.     FY2015 Capital Improvement Projects
2.     BOT Annual Calendar (Oct. 2014-Sept. 2015)
3.     President's Travel Request (Nov.-Dec. 2014)

**VIII.          EXECUTIVE SESSION**

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

**IX.            ADJOURNMENT**

**GUAM COMMUNITY COLLEGE  
Board of Trustees  
Monthly Meeting of September 4, 2014**

**Minutes**

**I. CALL TO ORDER**

The monthly meeting of the GCC Board of Trustees on September 4, 2014, was called to order at 12:12 p.m., by Chairwoman Deborah Belanger, in the President's Conference Room located at the Student Services & Administration Building in Mangilao, Guam.

**1. Swearing In and Administration of Oath of Office.** Board Chairwoman Deborah Belanger swore in Ms. Maria S. Connelley, a newly appointed Board of Trustees member.

**2. Roll Call. Trustees Present:** Ms. Deborah C. Belanger; Mr. Frank P. Arriola; Ms. Gina Ramos; Ms. Elmarie Anderson, Student Trustee; Ms. Maria S. Connelley; Mr. Kenneth Bautista, Support Staff Advisory Member; Mr. Norman Aguilar, representing Mr. Frederick Tupaz, Faculty Advisory Member. Not in attendance: Mr. John Benito (schedule conflict); Mr. Richard P. Sablan (schedule conflict).

**Others in attendance:** Dr. Mary A.Y. Okada, President; Ms. Carmen Santos, Vice President, Finance and Administration; Attorney Matthew Kane, Legal Counsel; Ms. Doris Perez, Assistant Director, Planning & Development; Ms. Jayne Flores, Assistant Director, Communications & Promotions; Dr. Michael Chan, Associate Dean, TSS; Dr. Juan Flores, Dean, TPS.

**3. Recital of Mission Statement.** Board members recited the Mission Statement: Guam Community College is a leader in career and technical workforce development, providing the highest quality, student-centered education and job training for Micronesia.

**II. APPROVAL OF MINUTES – August 22, 2014.**

**MOTION**

**IT WAS MOVED BY TRUSTEE FRANK ARRIOLA AND SECONDED BY TRUSTEE GINA RAMOS, THAT THE BOARD APPROVE THE MEETING MINUTES OF AUGUST 22, 2014, WITH CORRECTIONS. NONE OPPOSED, MOTION CARRIED. (Voting: 5 ayes, 0 nays)**

**COMMUNICATIONS** - There was none, however, President Okada shared a letter she received from the Asian and Pacific Islander American Scholarship Fund (APIASF) inviting her as an honoree for the Higher Education Award at the ninth annual Today's Minds, Tomorrow's Future Scholarship Benefit in New York City in November 2014.

**III. PUBLIC DISCUSSION** - There was none.

**IV. REPORTS**

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

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

FY2014: Since the last financial report during the August 22, 2014 BOT meeting, the College has not received additional funds from the Department of Administration but the college continues to work for the continued release of those funds.

As last reported, funding received remains status quote, as follows: approximately \$10,200,000 from the General Fund; \$600,000 from the LPN/Vocational Guidance Fund; \$916,000 received from MDF; \$24,000 received from TAF and approximately \$396,000 from the TAF supplemental; \$90,000 for the Capital Improvement Fund; \$129,000 for the Competitive Wage Act funding for a total of \$12.4 Million. Based on the total appropriations for the fiscal year, this constitutes approximately 77% of all funds received to date.

The BOT Chair asked if there was a contingency funding for payroll and operations. The President informed the Board that there is one and that the College will still be able to issue payroll.

Capital Improvement Projects and other activities: President Okada reported the following:  
CIP Project:

- There are several 2014 CIP Projects, one that has a pre-bid conference today, September 4, 2014 for the campus wide mass notification system to include the fire alarm.
- Campus wide directory kiosk scope of work is being finalized for each building.
- Speed bump signs are still pending.
- Issue with non-certification for the campus elevators due to OTIS and DPW not having guidelines, however, the College continues to maintain its elevators until issue is resolved including obtaining another vendor to assist OTIS to ensure compliance.
- President has met with Congresswoman Bordallo yesterday regarding student interns and to increase applicants. Other discussions involved military buildup funding for more training opportunities and for GCC to continue with its apprenticeship programs and to increase courses in support of tourism.
- The FY2015 budget request was for \$19,990,000 and the Legislature has approved GCC's budget for \$19,400,000. Adjustments will be made. Provision is still in place to exempt the College from BBMR's allotment process.
- The College is in the process of developing a Comprehensive and Unified Professional

Development plan for faculty and administrators. We anticipate including staff at some time. The President also reported that there is an opportunity for the College to enter into a partnership with a landowner for approximately 7-8 acres of property adjacent to the campus. This would require Board's approval for several options: purchase, a lease-leaseback agreement, or lease to purchase. Owner proposed if leasing, will build facility for lease. GEDA will assist to identify legislation requirements for the different lease options, otherwise if to purchase, will present this to the Foundation. In the meantime, the College is just exploring this opportunity and will report to the Board.

## **2. Monthly Activities Report**

**Student Trustee:** Student Trustee Elmarie Anderson reported as follows:

- September 5, 2014: Student Organization Officer & Advisor Induction Ceremony; Student Health Certificate Workshop; and first COPSA General Membership meeting.
- UOG Theatre department are seeking donations to give GCC students opportunity to attend UOG productions at no costs.
- September 18, 2014: Reminder-Fall Festival, 4-8pm at the Student Center Courtyard. Members were encouraged to attend.
- September 19, 2014: COPSA second General Membership meeting.

**Faculty Advisory Member:** Mr. Norman Aguilar informed the Board that Trustee Frederick Tupaz was unable to attend the meeting today due to an emergency and will provide an update upon his return at the next Board meeting.

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

- Things are going well so far with the new academic year.
- Staff is looking forward to receiving the other half of their pay increase due to the Competitive Wage Act.

## **3. Board of Trustees Community Outreach Report.**

August 31, 2014, Labor Day: Attended by Trustees Belanger and Ramos.

Trustee Ramos also reported she will complete the ACCJC Basics online course soon.

At this time, the President provided a brief explanation of the ACCJC online course to Trustee Connelley. Email reminders will be issued to all members to complete this course, including a link to the website. Chairwoman Belanger requested to add an item on the agenda under the Community Outreach Report as a reminder until all members have completed this.

## **VI. UNFINISHED BUSINESS**



**1. Construction Projects Updates.**

-Building 200 (Renovation). The President reported that to date this construction is 90.23% complete. A change order is currently being vetted through the architect and facilities department. Some issues are still being worked out.

-Building 100 and Forensic Lab Extension Loan. The President met a USDA representative on September 3, 2014. She was informed that the GCC \$5 Million loan application is currently being reviewed in Washington D.C. and final review should be completed on or before September 30, 2014. A&E documents will also be processed soon.

**2. Western Interstate Commission for Higher Education (WICHE).** This relates to Guam Legislature Resolution No. 234-32 (COR) and as last reported this has been tabled for the November 2014 BOT meeting.

**VII. NEW BUSINESS.**

**1. BOT Policy 110 – Board Policy Development & Review.** The Board was presented with a draft of this policy during a previous meeting for further review by legal counsel regarding omitting the verbiage “and regulations.” After further discussions and legal counsel’s advice, the verbiage “and regulations” will remain in BOT policy 110 and other revisions as proposed was adopted as presented. The following motion was then made:

**MOTION**

**IT WAS MOVED BY TRUSTEE ELMARIE ANDERSON, SECONDED BY TRUSTEE FRANK ARRIOLA THAT THE BOARD ADOPT THE PROPOSED DRAFT OF THE BOARD OF TRUSTEES POLICY 110 WITH VERBIAGE “AND REGULATIONS” TO REMAIN IN THE PARAGRAPHS AND WITH CORRECTIONS. NONE OPPOSED, MOTION CARRIED. (Voting: 5 ayes, 0 nays)**

**2. High School Equivalency Diploma – Updated.** The Board was presented with this resolution for consideration. The President explained that the College has the authority through mandates to issue high school equivalency diplomas. In the past, GED was the equivalency to a high school diploma; however, since GED is a private company other organizations are offering this program. This resolution will allow the College to adopt not just a GED, but also other high school equivalency diplomas, thus, not limiting individuals to just a GED. This resolution is in line with the current legislation and current census that 18,000 individuals age 18 years and over do not have a high school diploma or its recognized equivalency. The following motion was then made:

**MOTION**

**IT WAS MOVED BY TRUSTEE GINA RAMOS, SECONDED BY TRUSTEE ELMARIE ANDERSON THAT THE BOARD ADOPT RESOLUTION 43-2014, "HIGH SCHOOL EQUIVALENCY DIPLOMA – UPDATED," WITH CORRECTIONS. NONE OPPOSED, MOTION CARRIED. (Voting: 5 ayes, 0 nays)**

At approximately 12:45 p.m., the meeting went into Executive Session.

#### **VIII. EXECUTIVE SESSION**

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

At 1:30 p.m., the meeting reconvened to open session.

A motion was made to accept the President's report, as follows:

#### **MOTION**

**IT WAS MOVED BY TRUSTEE FRANK ARRIOLA, SECONDED BY TRUSTEE ELMARIE ANDERSON THAT THE BOARD APPROVE THE PRESIDENT'S REPORT. NONE OPPOSED, MOTION CARRIED. (Voting: 5 ayes, 0 nays)**

At this time, Chairwoman Belanger mentioned the following:

1. Welcomed Ms. Maria Connelley and congratulated her on her appointment as a new member of the Board.
2. Congratulations to President Okada for being given an honoree award for higher education by the APIASF.

#### **IX. ADJOURNMENT**

At this time, a motion was made to adjourn the meeting, as follows:

#### **MOTION**

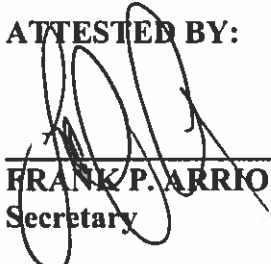
**IT WAS MOVED BY TRUSTEE FRANK ARRIOLA, SECONDED BY TRUSTEE GINA RAMOS THAT THE MEETING OF SEPTEMBER 4, 2014, BE ADJOURNED. NONE OPPOSED, MOTION CARRIED. (Voting: 5 ayes, 0 nays)**

There being no further discussions, the meeting of September 4, 2014, adjourned at approximately 1:32 p.m.

**SUBMITTED BY:**

  
BERTHA M. GUERRERO OCT 10 2014  
Recording Secretary

**ATTESTED BY:**

  
FRANK P. ARRIOLA OCT 10 2014  
Secretary

**APPROVED BY:**

  
DEBORAH C. BELANGER OCT 10 2014  
Chairperson

# CIPIS PROJECTS

as approved by the College Governing Council, September 2014

CIPIS	Category	Bldg./Room#	DESCRIPTION	Governmental Estimate/ Cost
15.01	Safety & Security	Building 8 (RENOVATION)	To improve Student Support Services (Bldg. 8) public accessibility and use of infrastructure (e.g., services, accessibility, and traffic flow, etc.).	\$ 221,000.00
15.02	Safety & Security	SSA - Bldg. 2000 (FIRE SPRINKLER)	To replace corroded plumbing located at Bldg. 2000's wastewater fire sprinkler system. Replacement of 45' of 4" galvanized piping, 15' of 1.5" galvanized piping, 10' of 3/4" galvanized piping, 4" gate valve, and its associated components for complete operability.	\$ 5,000.00
15.03	Environmental/ Health/Safety	500, 600, 900 & 1000 (DRINKING FOUNTAINS)	To replace defective or install drinking fountains (stainless steel, standard+ADA) throughout the campus. However, because of GCC's "go-green" initiative and recent hire of Sustainability Project Coordinator, an assessment on usability of replacing defective drinking fountains with "refillable stations" to be strategically located will be conducted.	\$ 12,000.00

CIP #	Category	Bldg. / Room	DESCRIPTION	Government Estimated Cost
15.04	Safety & Security	Campus-wide [DOOR SIGNAGE HOLDERS]	To acquire and install transparent sign holders on all classroom doors.	\$ 4,000.00
15.05	Safety & Security	LRC - Bldg. 4000 [ANTI-SKID STRIPS]	To apply anti-skid, acoustic-absorbing strip on stairs and at entry ways to prevent slippery surfaces and injuries by installation of Envirohille, 10 in. x 24 in., Flat Profile Gray/Black Stair Tread, Model # MT5000751.	\$ 2,000.00
15.06	Safety & Security	SSA - Bldg. 2000 [HAND RAILING BARS]	To install hand rail bars (2-each, 2"D, 2-tiered, 18'E x 3'H, galvanized railings) at easterly & westerly exit ways.	\$ 1,000.00

Approved Guam Community College Board of Trustees October 10, 2014

CIP #	Category	Bldg. / Room	DESCRIPTION	Government Estimated Cost
15.07	Safety & Security	Student Center - Bldg. 5000 [HAND RAILING BARS]	To install hand rail bars (2" D, 2-bared, 30'L x 3"H, galvanized railings) along southern ramp ways by utilizing the existing 2" D sleeves, and conforming to the existing, prefabricated railings.	\$ 1,000.00
15.08	Environmental/Health/Safety	Technology Center - Bldg. 1000 [RESTROOMS]	To renovate men's and women's restrooms to include water closets, sinks, stalls, Ming, vents, tissue holders, seat covers holders, ADA accessibility, wall & ceiling paintings, doors & locksets, etc.	\$ 83,000.00
15.09	Safety & Security	C23 [ELECTRICAL PROVISIONS]	To install electrical provisions for 20+ laptops & an over-the-board projection system for program's computerized curriculum & instruction, and toward bettering the limited resources within the existing classroom.	\$ 19,000.00

Approved Guam Community College Board of Trustees October 10, 2014

CIP #	Category	Bldg./Room	DESCRIPTION	Government Estimated Cost
15.10	Safety & Security	Student Center - Bldg. 5000 [SHOWER PARTITIONS]	To install shower partition (3'W x 7'H, solid-phenolic-core, with locking-latch mechanism, color match to existing, etc.) at the second floor men's & women's showers for privacy and to alleviate potentially-compromising incidences.	\$ 7,000.00
15.11	Safety & Security	C and D [DOORS]	To continue replacement of classroom doors with vision panels. (36"W x 80"H, metal-framed, bronze-anodized doors with 6"W x 24"H glass-observation window)	\$ 101,000.00
15.12	Environmental/Health/Safety	A, C or D [UPDATE CLASSROOM]	To identify and update dilapidated classroom to the latest, state-of-the-art, professional & aesthetically-pleasing level (i.e., painting of surfaces, new equipment, furniture, infrastructure upgrades, etc.)	\$ 18,000.00

Approved Guam Community College Board of Trustees October 10, 2014

CIP #	Category	Bldg. / Room	DESCRIPTION	Government Estimated Cost
15.13	Environmental/ Health/Safety	Campus-Wide/A27, A28, C1, C3, C5 [ACs]	To replace / repair AC units (with SEER 13 or better) as prioritized due to wear & tear and to address unanticipated failing systems that may adversely affect the students' learning environment. Because of GCC's "go-green" initiative and recent hire of Sustainability Project Coordinator, an assessment on usability of solar units to replace ACs will be conducted.	\$ 63,000.00
15.14	Environmental/ Health/Safety	Campus-wide [COLLATERAL EQUIPMENT]	To replace collateral equipment (e.g., white boards with digital screens, finite hardwired data ports with Wi-Fi technology, fixed stand-alone desks-chairs with portable group seating, current window fixtures with light-controlling aesthetically-pleasing blinds & shades) for improved instruction within the classrooms.	\$ 20,000.00
15.15	Safety & Security	Campus-wide [UTILITY CART]	To provision for a utility cart (i.e., battery-powered, utility trunk compartment, 2-passenger, refurbished, etc.) to facilitate inter-campus repairs, response & transport of equipment and to replace dilapidated vehicles.	\$ 7,000.00
<b>TOTAL GOVERNMENT ESTIMATE FOR CIP#s</b>				\$ 564,000.00
<b>Board Approved Amount:</b>				\$ 724,000.00
<b>Less CIP15 Projects:</b>				\$ 684,000.00
<b>Contingency:</b>				\$ 170,000.00

Community College Board of Trustees October 10, 2014



CIP #	Category	Bldg. / Room	Description	Government Estimated Cost
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**CIP15 CONTINGENCY PROJECTS:**

1		400, 1000 & 2000 [WATER TANKS]		
2		Room 510B [RETROFIT Light Switch]		
3		Campus-wide [CANISTERS]		
4		Campus-wide [EXTERNAL AMENITIES]		
5		1000 [INTERIOR WALLS]		
6		2000 [INTERIOR WALLS]		
7		Campus-wide Kiosk Directory	To be considered in Fiscal Master Plan, 2016	
8		LRC - Bldg. 4000 - Pathway	To be considered in Fiscal Master Plan, 2016	
9		Student Center - Bldg. 5000 - Awnings	To be considered in Fiscal Master Plan, 2016	
10		3000, 4000, 5000 & 6000 [PATHWAY]	To be considered in GCC-GPA Solar PV Program - Renewable Energy Project	
11		Campus-wide [FENCE]	To be considered in Fiscal Master Plan, 2016	
12		300 & 400 [SALVAGE YARD]	To be considered in Fiscal Master Plan, 2016	
13		Campus-wide [DISPOSAL AREAS]	To be considered in Fiscal Master Plan, 2016	

**GUAM COMMUNITY COLLEGE**  
Board of Trustees

Annual Fiscal Year Calendar, October 2014 thru September 2015  
Approved by GCC Board of Trustees: October 10, 2014

OCTOBER 2014	NOVEMBER 2014	DECEMBER 2014	JANUARY 2015
<p>10- <u>Fri.</u>, BOT monthly meeting (12pm) campus</p> <p>17- <u>Fri.</u>, <b>BOT POLICY REVIEW</b> (11am-12pm, GCC Campus)</p> <p>22 - <u>Wed.</u>, Foundation Board of Governors mtg, 12pm, GCC campus</p> <p>22-25 ACCT Annual Leadership Congress</p> <p>TBA <u>Sat.</u>, BOT Retreat (tentative)</p> <p><b>Reports Due:</b></p> <p><u>BOT CHAIR</u> Quarterly BOT Attendance Report to Governor (Per 5GCA §43107)</p> <p>BOT Reporting requirement re meetings to OPA, Legislature &amp; Governor, Public Law#31-233</p> <p><u>PRESIDENT:</u> Quarterly Report to the Public Auditor &amp; Legislative Speaker containing full disclosure of ALL funds under his/her purview and administration for the preceding quarter.</p> <p>Quarterly Report on status of MDF to BOT, ATP Council, Legislature. (22GCA §7102.2)</p>	<p>6- <u>Thurs.</u>, BOT monthly meeting (12pm)</p> <p>15- <u>Sat.</u>, BOT Retreat (tentative)</p> <p>19- <u>Wed.</u>, <b>BOT POLICY REVIEW</b> (11am-12pm, GCC Campus)</p> <p>21- <u>Fri.</u>, College Assembly, 8:30-3pm (MPA)</p> <p>-BOT/FBOG Boardmanship training (on-island) w/College Assembly</p> <p>TBA Board's Annual Meeting (Time &amp; Venue to be determined) (Per Board Bylaws, Article III, Section 1)</p> <p><b>Reports Due:</b></p> <p><u>BOT CHAIR</u> BOT Reporting requirement re meetings to OPA, Legislature &amp; Governor, Public Law#31-233</p>	<p>5- <u>Fri.</u>, BOT monthly meeting (12pm) (BOT Elections)</p> <p>TBA <u>Wed.</u>, Foundation Board of Governors mtg, 12pm, GCC campus</p> <p>TBA <u>Sat.</u>, BOT Retreat (tentative)</p> <p>TBA <b>POLICY REVIEW</b></p> <p><b>Reports Due:</b></p> <p><u>BOT CHAIR</u> BOT Reporting requirement re meetings to OPA, Legislature &amp; Governor, Public Law#31-233</p> <p><u>PRESIDENT:</u> GCC's Annual Report to the Governor</p> <p>**update BOT training)</p> <p>Public Law #32-031-Boards and Commissions Educational Programs, 5GCA, §43116(d): Continuing Education for Board and Commission Members. Each year, the members of each board and commission <i>shall</i>, as a form of continuing education, complete the applicable educational program for the board or commission on which they serve.</p>	<p>9- <u>Fri.</u>, BOT monthly meeting (12pm)</p> <p>17- <u>Sat.</u>, BOT Retreat(tentative) Mtg .of the Joint Educational Board (P.L. #19-40, 17 GCA, Chapter 16A)</p> <p>TBA</p> <p><b>NOTE: (**update BOT training) BOARDS &amp; COMMISSION EDUCATIONAL REQUIREMENT</b></p> <p><b>Reports Due:</b></p> <p><u>BOT CHAIR</u> Quarterly BOT Attendance Report to Governor (Per 5GCA §43107)</p> <p>BOT Reporting requirement re meetings to OPA, Legislature &amp; Governor, Public Law#31-233</p> <p><u>PRESIDENT:</u> Quarterly Report to the Public Auditor &amp; Legislative Speaker containing full disclosure of ALL funds under his/her purview and administration for the preceding quarter.</p> <p>Quarterly Report on status of MDF to BOT, ATP Council, Legislature. (22GCA §7102.2)</p>

\*Public Law #32-031-Boards and Commissions Educational Programs, 5GCA, §43116(c) "...complete the applicable educational program within thirty (30) days of his election and qualification, or his confirmation by *Likheslatura* to the board or commission."

OCT 10 2014

**GUAM COMMUNITY COLLEGE**  
Board of Trustees

Annual Fiscal Year Calendar, October 2014 thru September 2015  
Approved by GCC Board of Trustees: October 10, 2014

FEBRUARY 2015	MARCH 2015	APRIL 2015	MAY 2015
<p>TBA <u>Fri.</u>, BOT monthly meeting (12pm)</p> <p>9-12 ACCT National Legislative Summit, Washington, DC</p> <p>21- <u>Sat.</u>, BOT Retreat (Tentative)</p> <p>25- <u>Wed.</u>, Foundation Board of Governors mtg, 12pm, GCC campus</p> <p>TBA- GCC Joint Boards Retreat (Date, Time, Venue to be determined)</p> <p><b>Reports Due:</b></p> <p><u>BOT CHAIR</u> BOT Reporting requirement re meetings to OPA, Legislature &amp; Governor, Public Law#31-233</p> <p><b>BOARD:</b> No later than the 15<sup>th</sup> of February, submittal of GCC's annual operating budget and capital improvement budgets as it finds necessary directly to the Legislature</p>	<p>6- <u>Fri.</u>, BOT monthly meeting (12pm)</p> <p>14- <u>Sat.</u>, BOT Retreat (Tentative)</p> <p><b>Reports Due:</b></p> <p><u>BOT CHAIR</u> BOT Reporting requirement re meetings to OPA, Legislature &amp; Governor, Public Law#31-233</p>	<p>2- <u>Thurs.</u>, BOT monthly meeting (12pm)</p> <p>11- <u>Sat.</u>, BOT Retreat(Tentative)</p> <p>22- <u>Wed.</u>, Foundation Board of Governors mtg, 12pm, GCC campus</p> <p><b>Reports Due:</b></p> <p><u>BOT CHAIR</u> Quarterly BOT Attendance Report to Governor (Per 5GCA §43107)</p> <p>BOT Reporting requirement re meetings to OPA, Legislature &amp; Governor, Public Law#31-233</p> <p><b>PRESIDENT:</b> For FY2014 - Quarterly Report to the Public Auditor &amp; Legislative Speaker containing full disclosure of ALL funds under his/her purview and administration for the preceding quarter. Quarterly Report on status of MDF to BOT, ATP Council, Legislature. (22GCA §7102.2)</p>	<p>1- <u>Fri.</u>, BOT monthly meeting (12pm)</p> <p>9- <u>Sat.</u>, BOT Retreat (Tentative)</p> <p>15- <u>Fri.</u>, GCC Commencement, 6:00pm.</p> <p><b>Reports Due:</b></p> <p><u>BOT CHAIR</u> BOT Reporting requirement re meetings to OPA, Legislature &amp; Governor, Public Law#31-233</p>

OCT 10 2014

\*Public Law #32-031-Boards and Commissions Educational Programs, 5GCA, §43116(c) "...complete the applicable educational program within thirty (30) days of his election and qualification, or his confirmation by *I Liheslatura* to the board or commission."

**GUAM COMMUNITY COLLEGE**  
Board of Trustees

Annual Fiscal Year Calendar, October 2014 thru September 2015

Approved by GCC Board of Trustees: ~~OCT 10~~ 2014

	JUNE 2015	JULY 2015	AUGUST 2015	SEPTEMBER 2015
5- 13- 17-	Fri, BOT monthly meeting (12pm) Sat, BOT Retreat(Tentative) Wed, Foundation Board of Governors mtg, 12pm, GCC campus	2- 11- <b>Reports Due:</b> <u>BOT CHAIR</u> Quarterly BOT Attendance Report to Governor (Per 5GCA §43107) <b>Reports Due:</b> <u>BOT CHAIR</u> BOT Reporting requirement re meetings to OPA, Legislature & Governor, Public Law#31-233 <b>PRESIDENT:</b> Quarterly Report to the Public Auditor & Legislative Speaker containing full disclosure of ALL funds under his/her purview and administration for the preceding quarter. Quarterly Report on status of MDF to BOT, ATP Council, Legislature. (22GCA §7102.2)	7- 15- 19- TBA <b>Reports Due:</b> <u>BOT CHAIR</u> BOT Reporting requirement re meetings to OPA, Legislature & Governor, Public Law#31-233 BOT Annual Educational Requirements, Public Law #32-031	4- 12- TBA- <b>Reports Due:</b> <u>BOT CHAIR</u> BOT Reporting requirement re meetings to OPA, Legislature & Governor, Public Law#31-233 <b>SPECIAL NOTE:</b> February 2015-ACCT National Legislative Summit, Washington, DC TBA- <b>POLICY REVIEWS</b>

Adopted by the GCC Board of Trustees:

*Deborah C. Belong*  
Deborah C. Belanger, Chairperson

Date:

*10/10/14*

\*Public Law #32-031-Boards and Commissions Educational Programs, 5GCA, §43116(c) "...complete the applicable educational program within thirty (30) days of his election and qualification, or his confirmation by *I Liheslatura* to the board or commission."

**PRESIDENT'S TRAVEL SCHEDULE**  
November - December 2014

<b>Conference Title</b>	<b>Date</b>	<b>Location</b>	<b>Sponsor:</b>
<b>APIASF Scholarship Benefit</b>	<b>November 12, 2014</b>	<b>New York City</b>	<b>Asian &amp; Pacific Islander American Scholarship Fund (APIASF)</b>
<b>President's Advisory Commission on Asian American &amp; Pacific Islanders</b>	<b>December 2-7, 2014</b>	<b>Seattle, WA</b>	<b>White House Initiative on Asian Americans and Pacific Islanders (WHIAAPI)</b>
<b>PREL Board Meeting</b>	<b>December 8, 2014</b>	<b>Honolulu, HI</b>	<b>Pacific Resources for Education and Learning (PREL)</b>

*Funding Source:  
\*100% APIASF, WHIAAPI, and PREL*

**CIP15 PROJECTS**

**as approved by the College Governing Council, September 2014**

<b>CIP #</b>	<b>Category</b>	<b>Bldg. / Room</b>	<b>DESCRIPTION</b>	<b>GOVERNMENT</b>
				Estimated Cost
<b>15.01</b>	Safety & Security	Building B <b>[RENOVATIN]</b>	To improve Student Support Services (Bldg. B) public accessibility and use of infrastructure (e.g., services, accessibility, and traffic flow, etc.).	\$ 221,000.00
<b>15.02</b>	Safety & Security	SSA - Bldg. 2000 <b>[FIRE SPRINKLER]</b>	To replace corroded plumbing located at Bldg. 2000's west-wing fire sprinkler system. Replacement of 45' of 4" galvanized piping, 15' of 1.5" galvanized piping, 10' of 3/4" galvanized piping, 4" gate valve, and its associated components for complete operability.	\$ 5,000.00
<b>15.03</b>	Environmental/Health/Safety	500, 600, 900 & 1000 <b>[DRINKING FOUNTAINS]</b>	To replace defective or install drinking fountains (stainless-steel, standard+ADA) throughout the campus. However, because of GCC's "go-green" initiative and recent hire of Sustainability Project Coordinator, an assessment on usability of replacing defective drinking fountains with "refillable stations" to be strategically located will be conducted.	\$ 12,000.00
<b>15.04</b>	Safety & Security	Campus-wide <b>[DOOR SIGNAGE HOLDERS]</b>	To acquire and install transparent sign holders on all classroom doors.	\$ 4,000.00
<b>15.05</b>	Safety & Security	LRC - Bldg. 4000 <b>[ANTI-SKID STRIPS]</b>	To apply anti-skid, acoustic-absorbing strips on stair and at entry ways to prevent slippery surfaces and injuries by installing Envirotile, 10 in. x 24 in., Flat Profile Gray/Black Stair Tread, Model # MT5000751.	\$ 2,000.00
<b>15.06</b>	Safety & Security	SSA - Bldg. 2000 <b>[HAND RAILING BARS]</b>	To install hand rail bars (2-each, 2"D, 2-tiered, 18'L x 3'H, galvanized railings) at eastern & western exit ways.	\$ 1,000.00
<b>15.07</b>	Safety & Security	Student Center - Bldg. 5000 <b>[HAND RAILING BARS]</b>	To install hand rail bars (2"D, 2-tiered, 30'L x 3'H, galvanized railings) along southern ramp ways by utilizing the existing 2"D sleeves, and conforming to the existing, prefabricated railings.	\$ 1,000.00
<b>15.08</b>	Environmental/Health/Safety	Technology Center - Bldg. 1000 <b>[RESTROOMS]</b>	To renovate men's and women's restrooms to include water closets, sinks, stalls, tiles, vents, tissue holders, seat cover holders, ADA accessibilities, wall & ceiling paintings, doors & locksets, etc.	\$ 83,000.00
<b>15.09</b>	Safety & Security	C23 <b>[ELECTRICAL PROVISIONS]</b>	To install electrical provisions for 20+ laptops & an over-the-board projection system for program's computerized curriculum & instruction, and toward bettering the limited resources within the existing classroom.	\$ 19,000.00

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15.10	Safety & Security	Student Center - Bldg. 5000 <b>[SHOWER PARTITIONS]</b>	To install shower partition (3'W x 7'H, solid-phenolic-core, with locking-latch mechanism, color match to existing, etc.) at the second floor men's & women's showers for privacy and to alleviate potentially-compromising incidences.	\$ 7,000.00
15.11	Safety & Security	C and D <b>[DOORS]</b>	To replace classroom doors with vision panels (36"W x 80"H, metal-framed, bronze-anodized doors with 6"W x 24"H glass-observation window).	\$ 101,000.00
15.12	Environmental/ Health/Safety	A, C or D <b>[UPDATE CLASSROOM]</b>	To identify and update dilapidated classroom to the latest, state-of-the-art, professional & aesthetically-pleasing level (i.e., painting of surfaces, new equipment, furniture, infrastructure upgrades, etc.).	\$ 18,000.00
15.13	Environmental/ Health/Safety	Campus-Wide/A27, A28, C1, C3, C5 <b>[ACs]</b>	To replace/repair AC units (with SEER 13 or better) prioritized due to wear & tear and to address unanticipated failing systems that may adversely affect the students' learning environment. Because of GCC's "go-green" initiative and recent hire of Sustainability Project Coordinator, an assessment on usability of solar units to replace ACs will be conducted.	\$ 63,000.00
15.14	Environmental/ Health/Safety	Campus-wide <b>[COLLATERAL EQUIPMENT]</b>	To replace collateral equipment (e.g., white boards, with digital screens, finite hardwired data ports with Wi-Fi technology, fixed stand-alone desk-chairs with portable group seating, current window fixtures with light-controlled aesthetically-pleasing blinds & shades) for improved instruction with the classrooms.	\$ 20,000.00
15.15	Safety & Security	Campus-wide <b>[UTILITY CARTS]</b>	To provision for 3 utility carts (i.e., battery-powered, utility trunk compartment, 2-passenger, refurbished, etc.) to facilitate inter-campus repairs, response & transport of equipment and to replace dilapidated vehicles.	\$ 7,000.00
				<b>\$ 564,000.00</b>

BOT approved, 10/10/14

CIP #	Category	Bldg. / Room	DESCRIPTION	GOVERNMENT
				Estimated Cost

<b>Board Approved Amount:</b>	<b>\$ 734,000.00</b>
<b>Less CIP15 Projects</b>	<b>\$ 564,000.00</b>
<b>Contingency:</b>	<b>\$ 170,000.00</b>

**CIP15 CONTINGENCY PROJECTS:**

1	400, 1000 & 2000 [WATER TANKS]	
2	Room 5108 [RETROFIT Light Switch]	
3	Campus-wide [CANISTERS]	
4	Campus-wide [EXTERNAL AMENITIES]	
5	1000 [INTERIOR WALLS]	
6	2000 [INTEROR WALLS]	
7	Campus-wide Kiosk Directory	To be considered in updated Physical Master Plan
8	LRC - Bldg. 4000 - Pathway	To be considered in updated Physical Master Plan
9	Student Center - Bldg. 5000 - Awning	To be considered in updated Physical Master Plan
10	3000, 4000, 5000 & 6000 [ PATHWAY]	To be considered in updated Physical Master Plan
11	Campus-wide [FENCE]	To be considered in GCC-GPA Solar PV Program - Renewable Energy Project
12	300 & 400 [SALVAGE YARD]	To be considered in updated Physical Master Plan
13	Campus-wide [DISPOSAL AREAS]	To be considered in updated Physical Master Plan