



Speaker Won Pat <speaker@judiwonpat.com>

Messages and Communications

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

Wed, Jul 22, 2015 at 10:27 AM

7/22/2015 7/20/2015 University of Guam

Pursuant to PL 31-233; Boardbook for the July 16, 2015 University of Guam Board of Regents regular 33-15-0652 meetings**E-Mail**

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

From: **Chris Mababayag** <ckamm@uguam.uog.edu>
Date: Mon, Jul 20, 2015 at 2:22 PM
Subject: Board reporting requirements
To: speaker@judiwonpat.com, "Flora A. Weilbacher" <flora.weilbacher@guam.gov>, sandra.miller@guam.gov
Cc: Victorina Renacia <vrenacia@uguam.uog.edu>, "Toves, Louise M." <lmtoves@uguam.uog.edu>, Jonas Macapinlac <jmac@triton.uog.edu>

Hafa Adai,

Please find the attached Boardbook for the July 16, 2015 University of Guam Board of Regents Special 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.

33-15-0652

Thank you,

Chris

Christine M.K. Mababayag
Office of the President
University of Guam
303 University Drive
UOG Station
Mangilao, Guam 96923
Tel: 671-735-2990
Fax: 671-734-2296

Office of the Speaker
Judith T. Won Pat, Ed.D.
Date: 7/22/15
Time: 10:27 AM
Received By: [Signature]
2015 JUL 22 AM 10:27
FJMP

The University of Guam is an equal opportunity provider and employer.

If you wish to file a Civil Rights program complaint of discrimination, complete the USDA Program Discrimination Complaint Form, found online at http://www.ascr.gov/complaint_filing_cust.html, or at any USDA office, or call (866) 632-9992 to request the form. You may also write a letter containing all of the information requested in the form. Send your completed complaint form or letter to us by mail at U.S. Department of Agriculture, Director, Office of Adjudication, 1400 Independence Avenue, S.W., Washington, D.C. 20250-9410, by fax (202) 690-7442 or email at program.intake@usda.gov




Please consider our environment before printing this message

Confidentiality Notice:

This e-mail message, including any attachments, is for the sole use of the intended recipient (s) and may contain confidential and privileged information. Any unauthorized review, use, disclosure or distribution is prohibited. If you are not the intended recipient, please contact the sender by reply e-mail and destroy all copies of the original message.

0652

--
Ufisinan I Etmás Ge'helo'Gi Lihelaturan Guáhan
Office of Speaker Judith T. Won Pat, Ed.D.
Kumiten Idukasion Tinakhelo', Kottura, Laibirihan Pubbleko siha yan Asunton Famalao'an
155 Hesler Place, Suite 201, Hagatna, Guam 96910
Tel: (671) 472-3586 Fax: (671) 472-3589
www.guamlegislature.com / speaker@judiwonpat.com

 **UOG BOR July 2015 Boardbook for Reporting Purposes.pdf**
1041K



**UNIVERSITY OF GUAM
UNIBETSEDAT GUAHAN**

Board of Regents

UOG Station, Mangilao, Guam 96923

Telephone: (671) 735-2995 • Fax: (671) 734-2296

SPECIAL MEETING

**Thursday, July 16, 2015, 5:30 p.m., AV Room 1, RFK Library,
Tan Siu Lin Building, UOG Campus, Mangilao, Guam**

AGENDA

- | | | |
|---------------|------------|---|
| | 1.0 | CALL TO ORDER |
| Action | 2.0 | Resolution No. 15-28, Relative to Approving the University of Guam Parking Policy |
| Action | 3.0 | Resolution No. 15-29, Relative to Amending the Rules and Regulations for the Research/Teaching Assistantship Program Under the Student Financial Assistance Program Beginning Academic Year 2015-2016. |
| | 4.0 | ADJOURNMENT |

UOG BOR July 2015 Boardbook for Reporting Purposes - Call to Order

Chairperson William Leon Guerrero will call the meeting to order.



UNIVERSITY OF GUAM
UNIBETSEDAT GUAHAN
Board of Regents

RESOLUTION NO. 15-28

RELATIVE TO APPROVING THE UNIVERSITY OF GUAM PARKING POLICY

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 UOG is vested in the Board of Regents (BOR); and

WHEREAS, the University's increased enrollment and activities on campus generate the need to define written parking policy for campus and rights of way areas to maintain the integrity of official parking stalls, safety and environmental concerns, pedestrian and jogging routes, areas used as green space not intended for vehicle parking, and controlling overflow parking areas; and

WHEREAS, the UOG Vision 2025 Physical Master Plan, adopted by the BOR via Resolution 13-09 on February 28, 2013, allows for more parking areas and garages, but may not be constructed in the short term; and

WHEREAS, the 16 Guam Code Annotated (GCA) outlines the general provisions for vehicles, including penalties, parking, and towing requirements, which can be used to establish an effective and enforceable parking policy.

NOW, THEREFORE BE IT RESOLVED, that the Board of Regents hereby approves the addition of the University of Guam Parking Policy to the Rules, Regulations, and Procedures Manual (RRPM).

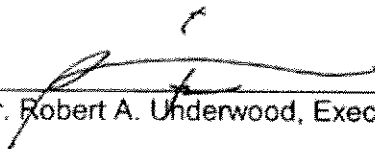
BE IT FURTHER RESOLVED, that Article VI of the RRPM be amended to incorporate the attached policy narrative establishing the parking policy.

Adopted this 16th day of July, 2015.

ATTESTED:



William D. Leon Guerrero, Chairperson



Dr. Robert A. Underwood, Executive Secretary

Summary on Establishing a Parking Policy As of June 1, 2015

Background Information:

- Parking has been a campus-wide concern due to incompleteness of parking areas for campus under the old master plan.
- Certain areas have been accepted as overflow parking due to this shortage, however, nothing has been put in writing.
- The UOG Vision 2025 Physical Master Plan, adopted by the BOR via Resolution 13-09 on February 28, 2013, allows for more parking areas and garages, but these garages are not priority construction projects until the long term unless reprioritized as an earlier project completion in certain areas.
- With the increase in enrollment and activities on campus, vehicles are beginning to park more frequently in areas such as rights of way, President's Grove (Sherwood Forest), selected grass areas under trees, Fine Arts Auditorium grass area, and cleared areas presenting a beautiful ocean view.
- Vehicles, including official vehicles, are parking in areas clearly marked "No Parking", yellow lined areas, or in fire zone marked areas. In some cases, vehicles are also parking in two-wheeled motor vehicle spaces which were installed per Public Law 30-186, dated Aug 28, 2010, requirements.
- Some areas designated as no parking areas have signs and markings that are faded and need re-painting or new signs.
- Some areas need to be specifically restricted as no parking areas in order to maintain a certain level of safety, pedestrian use, jogging routes, or use by people rather than cars, like the President's Grove (Sherwood Forest).
- In order to effectively implement and enforce a no parking policy, the following actions should be accomplished:
 - *Establish a BOR parking policy. This will satisfy 16 GCA, Chapter 3, §3343, for a governing board policy for parking.
 - *Establish an MOU/MOA with a towing company or companies. This will meet the needs of procurement services to allow UOG to call or use towing services on a recurring basis, and allow UOG Safety Office to follow guidelines set forth in 16 GCA, Chapter 12.
 - *Establish a recurring relationship with the Guam Police Department (GPD) for ticketing capability. This will allow for ticketing illegally parked or abandoned vehicles on campus or adjacent rights of way in lieu of or in addition to towing.
 - *Have the Department of Public Works (DPW) approve certain rights of way adjacent to the University campus as no parking/tow areas. This will minimize safety hazards in high traffic zone areas as well as preserve those areas used by pedestrians for walking or jogging routes.
 - *Conduct an awareness campaign informing the public of these actions and areas prior to actually ticketing or towing vehicles. This awareness campaign is strongly recommended by GPD and towing companies as part of the notification process and helps in attempting to change the parking culture on campus and adjacent rights of way areas. This process is not intended to be a "Gotcha" process.

Recommendation:

- Establish a UOG parking policy.
- Establish an MOU/MOA with a towing company or companies.
- Establish a recurring relationship with the Guam Police Department (GPD) for ticketing capability.
- Have the Department of Public Works (DPW) approve certain rights of way adjacent to the University campus as no parking/tow areas.
- Conduct an awareness campaign informing the public of these actions and areas prior to actually ticketing or towing vehicles.

Encl I

(RRPM – Feb 17, 2000, Article VI, Para N (NEW), Page 212)

1. Change Current Para “M. APPROVAL OF POLICY, PROCEDURE, AND ORGANIZATIONAL STRUCTURE” and its subparagraph, to Para N.

2. Add new Para M to read:

M. PARKING POLICY

This parking policy serves to guide and regulate traffic and parking on campus for the protection of UOG students, employees, and visitors and for the preservation of the campus’ greenescapes, or environmental spaces used for aesthetics, safety purposes, pedestrians, wellness, and/or easements/medians. This policy applies to all motorized and/or electric vehicles, including two wheeled motorized and/or electric vehicles.

Parking is permitted only within paved parking lots and officially designated parking areas. Fire lanes, active loading/unloading zones, and other areas near facilities that are marked “No Parking” are considered no parking zones. All University grass ground areas and sidewalks on campus are considered no parking areas, unless specifically designated by the University in writing for certain purposes. Authorized parking areas in grassy locations will be identified on an official campus map or will have signs identifying them. “No Parking” signs may be put up in certain areas for emphasis or clarification purposes, but are not required for the enactment or enforcement of this policy.

Vehicles parked in violation of this policy, and the rules and regulations supporting it, are subject to an official parking violation ticket and/or towing at the violator’s expense. Vehicles that are parked in accessible parking spaces for persons with disabilities without a special license plate or windshield placard pursuant to the Americans with Disabilities Act, and other than two-wheeled motor vehicles parked in two-wheeled motor vehicle spaces are also subject to an official parking violation ticket and/or towing at the violator’s expense. Any towed vehicle must be picked up by the registered owner of that vehicle with a valid picture identification.

Exceptions to this policy include:

- (1) Maintenance or service vehicles or contract vehicles doing specific work within certain areas near facilities where temporary parking facilitates completion of work activities;
- (2) Emergency vehicles in response to a situation or conducting official business; and
- (3) Special major events as approved by the University such as, but not limited to, Charter Day, graduation ceremonies, major construction activities, and concerts/forums drawing a significant or higher than normal amount of traffic and attendees.

Exceptions must be specified in writing in advance through the Safety Office, and only certain areas will be temporarily open to accommodate such activities. Areas not specified are considered no parking areas and subject to official parking violation tickets and/or towing.

Reserved parking may be approved and will be handled through the rules and regulations process managed by the Safety Office and approved by the Vice President for Administration and Finance (VPAF).

Encl 3-1

Parking on campus is at the owner's risk. The University accepts no liability for the safety and security of vehicles parked on campus.

Rules and regulations will be developed to further define parking policy authorizations or restrictions within the intent of this policy and Title 16, Guam Code Annotated, Chapter 3. The Safety Administrator is authorized to make such rules and regulations, with approval from the VPAF. The rules and regulations will be reviewed annually by the Safety Office and updated as appropriate.


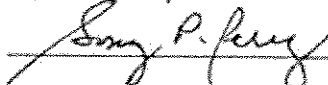
Encl 3-2

6/2008


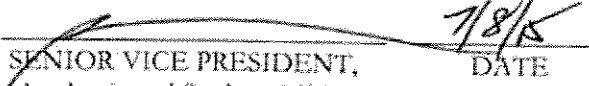
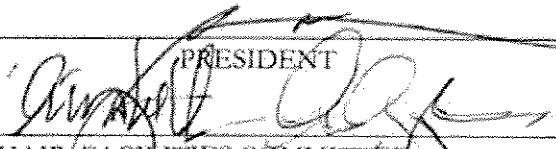
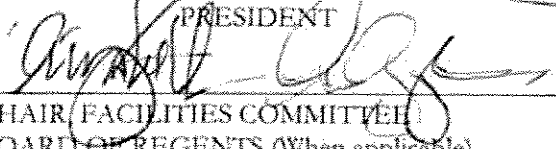
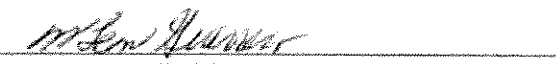
**UNIVERSITY OF GUAM
POLICIES AND REGULATIONS CHANGE REQUEST FORM**

1. Subject: Establishing parking policy in the RRPM
2. Purpose: To obtain approval to add parking policy in the RRPM.
3. See enclosed summary (with attachment), Proposed BOR Resolution, and Proposed RRPM Narrative.
4. Requested Effective Date: Immediately upon approval by the BOR.
5. Publication Document (Reference section and/or page number):

Year
2000 Rules, Regulations and Procedures Manual (Change old Para M to Para N. Add new Para M, Page 212).
XX Organization and Governance Policies (Article VI)

UNIT	SIGNATURE (use BLUE pen please)	DATE
Institutional Safety Committee Chair		29 June 2015
Administrative Council Chair		July 8, 2015

APPROVED/DISAPPROVED:

	7/7/15		7/8/15
VICE PRESIDENT, Administration and Finance	DATE	SENIOR VICE PRESIDENT, Academic and Student Affairs	DATE
	7/8/15		
PRESIDENT	DATE		
	7.10.15		
CHAIR, FACILITIES COMMITTEE	DATE		
	7/16/16		
CHAIR, BOARD OF REGENTS (When applicable)	DATE		

Academic Affairs 08/15/01
Revised AVP
9/23/01
Revised SVP
10/10/03; 6 2008

Regent Chiang will discuss the amendment to the Research/Training Assistantship Program.

UOG BOR July 2015 Boardbook for Reporting Purposes - Adjournment

Chairperson William Leon Guerrero will adjourn the meeting.



UNIVERSITY OF GUAM
UNIBETSEDAT GUAHAN
Board of Regents
UOG Station, Mangilao, Guam 96923
Telephone: (671) 735-2995 • Fax: (671) 734-2296

SPECIAL MEETING

**Thursday, July 16, 2015, 5:30 p.m., AV Room 1, RFK Library,
Tan Siu Lin Building, UOG Campus, Mangilao, Guam**

AGENDA

- | | | |
|---------------|------------|---|
| | 1.0 | CALL TO ORDER |
| Action | 2.0 | Resolution No. 15-28, Relative to Approving the University of Guam Parking Policy |
| Action | 3.0 | Resolution No. 15-29, Relative to Amending the Rules and Regulations for the Research/Teaching Assistantship Program Under the Student Financial Assistance Program Beginning Academic Year 2015-2016. |
| | 4.0 | ADJOURNMENT |

Chairperson William Leon Guerrero will call the meeting to order.



**UNIVERSITY OF GUAM
UNIBETSEDÁT GUAHAN
Board of Regents**

RESOLUTION NO. 15-28

RELATIVE TO APPROVING THE UNIVERSITY OF GUAM PARKING POLICY

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 UOG is vested in the Board of Regents (BOR); and

WHEREAS, the University's increased enrollment and activities on campus generate the need to define written parking policy for campus and rights of way areas to maintain the integrity of official parking stalls, safety and environmental concerns, pedestrian and jogging routes, areas used as green space not intended for vehicle parking, and controlling overflow parking areas; and

WHEREAS, the UOG Vision 2025 Physical Master Plan, adopted by the BOR via Resolution 13-09 on February 28, 2013, allows for more parking areas and garages, but may not be constructed in the short term; and

WHEREAS, the 16 Guam Code Annotated (GCA) outlines the general provisions for vehicles, including penalties, parking, and towing requirements, which can be used to establish an effective and enforceable parking policy.

NOW, THEREFORE BE IT RESOLVED, that the Board of Regents hereby approves the addition of the University of Guam Parking Policy to the Rules, Regulations, and Procedures Manual (RRPM).

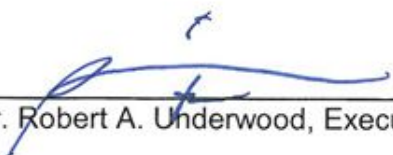
BE IT FURTHER RESOLVED, that Article VI of the RRPM be amended to incorporate the attached policy narrative establishing the parking policy.

Adopted this 16th day of July, 2015.

ATTESTED:



William D. Leon Guerrero, Chairperson



Dr. Robert A. Underwood, Executive Secretary

Summary on Establishing a Parking Policy As of June 1, 2015

Background Information:

- Parking has been a campus-wide concern due to incompleteness of parking areas for campus under the old master plan.
- Certain areas have been accepted as overflow parking due to this shortage, however, nothing has been put in writing.
- The UOG Vision 2025 Physical Master Plan, adopted by the BOR via Resolution 13-09 on February 28, 2013, allows for more parking areas and garages, but these garages are not priority construction projects until the long term unless reprioritized as an earlier project completion in certain areas.
- With the increase in enrollment and activities on campus, vehicles are beginning to park more frequently in areas such as rights of way, President's Grove (Sherwood Forest), selected grass areas under trees, Fine Arts Auditorium grass area, and cleared areas presenting a beautiful ocean view.
- Vehicles, including official vehicles, are parking in areas clearly marked "No Parking", yellow lined areas, or in fire zone marked areas. In some cases, vehicles are also parking in two-wheeled motor vehicle spaces which were installed per Public Law 30-186, dated Aug 28, 2010, requirements.
- Some areas designated as no parking areas have signs and markings that are faded and need re-painting or new signs.
- Some areas need to be specifically restricted as no parking areas in order to maintain a certain level of safety, pedestrian use, jogging routes, or use by people rather than cars, like the President's Grove (Sherwood Forest).
- In order to effectively implement and enforce a no parking policy, the following actions should be accomplished:
 - *Establish a BOR parking policy. This will satisfy 16 GCA, Chapter 3, §3343, for a governing board policy for parking.
 - *Establish an MOU/MOA with a towing company or companies. This will meet the needs of procurement services to allow UOG to call or use towing services on a recurring basis, and allow UOG Safety Office to follow guidelines set forth in 16 GCA, Chapter 12.
 - *Establish a recurring relationship with the Guam Police Department (GPD) for ticketing capability. This will allow for ticketing illegally parked or abandoned vehicles on campus or adjacent rights of way in lieu of or in addition to towing.
 - *Have the Department of Public Works (DPW) approve certain rights of way adjacent to the University campus as no parking/tow areas. This will minimize safety hazards in high traffic zone areas as well as preserve those areas used by pedestrians for walking or jogging routes.
 - *Conduct an awareness campaign informing the public of these actions and areas prior to actually ticketing or towing vehicles. This awareness campaign is strongly recommended by GPD and towing companies as part of the notification process and helps in attempting to change the parking culture on campus and adjacent rights of way areas. This process is not intended to be a "Gotcha" process.

Recommendation:

- Establish a UOG parking policy.**
- Establish an MOU/MOA with a towing company or companies.
- Establish a recurring relationship with the Guam Police Department (GPD) for ticketing capability.
- Have the Department of Public Works (DPW) approve certain rights of way adjacent to the University campus as no parking/tow areas.
- Conduct an awareness campaign informing the public of these actions and areas prior to actually ticketing or towing vehicles.

Encl 1

(RRPM – Feb 17, 2000, Article VI, Para N (NEW), Page 212)

1. Change Current Para “M. APPROVAL OF POLICY, PROCEDURE, AND ORGANIZATIONAL STRUCTURE” and its subparagraph, to Para N.

2. Add new Para M to read:

M. PARKING POLICY

This parking policy serves to guide and regulate traffic and parking on campus for the protection of UOG students, employees, and visitors and for the preservation of the campus’ greenescapes, or environmental spaces used for aesthetics, safety purposes, pedestrians, wellness, and/or easements/medians. This policy applies to all motorized and/or electric vehicles, including two wheeled motorized and/or electric vehicles.

Parking is permitted only within paved parking lots and officially designated parking areas. Fire lanes, active loading/unloading zones, and other areas near facilities that are marked “No Parking” are considered no parking zones. All University grass ground areas and sidewalks on campus are considered no parking areas, unless specifically designated by the University in writing for certain purposes. Authorized parking areas in grassy locations will be identified on an official campus map or will have signs identifying them. “No Parking” signs may be put up in certain areas for emphasis or clarification purposes, but are not required for the enactment or enforcement of this policy.

Vehicles parked in violation of this policy, and the rules and regulations supporting it, are subject to an official parking violation ticket and/or towing at the violator’s expense. Vehicles that are parked in accessible parking spaces for persons with disabilities without a special license plate or windshield placard pursuant to the Americans with Disabilities Act, and other than two-wheeled motor vehicles parked in two-wheeled motor vehicle spaces are also subject to an official parking violation ticket and/or towing at the violator’s expense. Any towed vehicle must be picked up by the registered owner of that vehicle with a valid picture identification.

Exceptions to this policy include:

- (1) Maintenance or service vehicles or contract vehicles doing specific work within certain areas near facilities where temporary parking facilitates completion of work activities;
- (2) Emergency vehicles in response to a situation or conducting official business; and
- (3) Special major events as approved by the University such as, but not limited to, Charter Day, graduation ceremonies, major construction activities, and concerts/forums drawing a significant or higher than normal amount of traffic and attendees.

Exceptions must be specified in writing in advance through the Safety Office, and only certain areas will be temporarily open to accommodate such activities. Areas not specified are considered no parking areas and subject to official parking violation tickets and/or towing.

Reserved parking may be approved and will be handled through the rules and regulations process managed by the Safety Office and approved by the Vice President for Administration and Finance (VPAF).

Encl 3-1

Parking on campus is at the owner's risk. The University accepts no liability for the safety and security of vehicles parked on campus.

Rules and regulations will be developed to further define parking policy authorizations or restrictions within the intent of this policy and Title 16, Guam Code Annotated, Chapter 3. The Safety Administrator is authorized to make such rules and regulations, with approval from the VPAF. The rules and regulations will be reviewed annually by the Safety Office and updated as appropriate.

Encl 3-2

6/2008






**UNIVERSITY OF GUAM
POLICIES AND REGULATIONS CHANGE REQUEST FORM**

1. Subject: Establishing parking policy in the RRPM
2. Purpose: To obtain approval to add parking policy in the RRPM.
3. See enclosed summary (with attachment), Proposed BOR Resolution, and Proposed RRPM Narrative.
4. Requested Effective Date: Immediately upon approval by the BOR.
5. Publication Document (Reference section and/or page number):

Year
2000 Rules, Regulations and Procedures Manual (Change old Para M to Para N. Add new Para M, Page 212).
XX Organization and Governance Policies (Article VI)

UNIT	SIGNATURE (use BLUE pen please)	DATE
Institutional Safety Committee Chair		29 June 2015
Administrative Council Chair		July 8, 2015

APPROVED/DISAPPROVED:

	7/7/15		7/8/15
VICE PRESIDENT, Administration and Finance*	DATE	SENIOR VICE PRESIDENT, Academic and Student Affairs	DATE
		7/8/15	
PRESIDENT		DATE	
		7.16.15	
CHAIR, FACILITIES COMMITTEE		DATE	
		7/16/16	
CHAIR, BOARD OF REGENTS (When applicable)		DATE	

Academic Affairs 08/13/01
Revised AVP
9/23/01
Revised SVP
10/10/03; 6 2008

Regent Chiang will discuss the amendment to the Research/Training Assistantship Program.

Chairperson William Leon Guerrero will adjourn the meeting.