Gmail by Google

Benjamin J.F. Cruz <senator@senatorbjcruz.com>

Re: Board reporting requirements Part 1

Ms. LOUISE MCINTYRE TOVES <lmtoves@triton.uog.edu> Fri, Feb 24, 2017 at 3:51 PM
To: Christine Mabayag <ckamm@triton.uog.edu>, "Flora A. Weilbacher" <flora.weilbacher@guam.gov>, "sandra.miller@guam.gov" <sandra.miller@guam.gov>, "Orleen@SenatorBJCruz.com" <Orleen@senatorbjcruz.com>
Cc: Victorina Renacia <vrenacia@triton.uog.edu>, Jonas Macapinlac <jmac@triton.uog.edu>, "senator@senatorbjcruz.com" <senator@senatorbjcruz.com>

Hafa Adai,

Please find the attached the Boardbook (Part 1) for the February 16, 2017 University of Guam Board of Regents regular meeting, submitted in compliance with PL 31-233.

Due to its size, the attachments for BOR Resolution 17-01 were separated and are being sent as Part 2.

Both parts will also be posted on the UOG website. Should you have any questions, please do not hesitate to contact me. Thank you, Louise

Speaker Benjamin J.F. Cruz

FEB 2 8 2017

Time: 2:57 [ ] AM [ ] PM File No.

Received By

GL# 34-17-242

Louise M. Toves
Special Assistant
Office of the President
(671) 735-2995; fax (671) 734-2296

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2017 FEB 28 PM 4:02

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UOG Board of Regents regular meeting boardbook_16February2017_For Reporting Purposes.pdf
4702K

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

REGULAR MEETING
Thursday, February 16, 2017, 5:30 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 November 17, 2016
Information	3.0	CHAIRPERSON'S REMARKS
Information	4.0	PRESIDENT'S REPORT
	5.0	REPORTS FROM STANDING COMMITTEES
	5.1	Academic, Personnel and Tenure Committee
Action		5.1.1 Resolution No. 17-01, Relative to the Approval of a New Degree Program, Master of Science in Sustainable Agriculture, Food and Natural Resources
	5.2	Student Affairs, Scholarship, Alumni Relations, and Honorary Degree Committee
Action		5.2.1 Resolution No. 17-02, Relative to Approving the Proposed FY2018 Student Financial Assistance Program Budget
	5.3	Budget, Finance, Investments and Audit Committee
Information		5.3.1 Financial Update
Information		5.3.2 Collections Report
Information		5.3.3 Procurement Transactions and Contracts Report
Action		5.3.4 Resolution No. 17-03, Relative to Approving the Proposed FY2018-2019 General Operations Budget
Action		5.3.5 Resolution No. 17-04, Relative to Approving the FY2018 Non-Appropriated Fund (NAF) Budgets
Action		5.3.6 Resolution No. 17-05, Relative to Approving the FY2018 Auxiliary Budgets
Action	5.4	Physical Facilities Committee
Information		5.4.1 Facilities Update
	6.0	AD HOC REPORT: ENDOWMENT FOUNDATION UPDATE
	7.0	NEW BUSINESS

Information **7.1 Presidential Search Committee**

8.0 OPEN PRESENTATION (3 Minute Limit Per Person)

9.0 EXECUTIVE SESSION

10.0 ADJOURNMENT

BOR Chairperson Antoinette Sanford will call the meeting to order.

The BOR will vote on approving the meeting minutes presented.

UNIVERSITY OF GUAM
UNIBETSEDAT GUAHAN

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

Regular Meeting Minutes
November 17, 2016

1.0 CALL TO ORDER

The Regular Meeting of the Board of Regents (BOR) was called to order by BOR Chairperson Antoinette Sanford on November 17, 2016, at 5:35 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:

Antoinette Sanford	**Chairperson**
Elizabeth Gayle	**Vice Chairperson**
Elvin Chiang	**Treasurer**
Mariflor Herrero	**Member**
Christopher Felix	**Member**
Joaquin Santos Jr.	**Member**
Hyo Ji	**Member**
Austin Terlaje	**Member**

ALSO PRESENT:

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

2.0 MEETING MINUTES

2.1 Regular Meeting Minutes of September 22, 2016

Regent Gayle moved for the approval of the Regular Meeting Minutes of September 22, 2016 subject to corrections, which was duly seconded. The motion carried.

3.0 CHAIRPERSON'S REMARKS

Chairperson Sanford thanked everyone for attending tonight's meeting. She commented briefly on the financial situation being faced by UOG. She congratulated UOG on its positive accomplishments, noting the development of the bike program, the christening of a new research vessel, and new Directors for the Marine Laboratory and WERI. She

ended her remarks with asking for a round of applause for the President and the entire University team on their efforts.

Chairperson Sanford then asked President Underwood to proceed with his report.

4.0 PRESIDENT'S REPORT

President Underwood gave the President's report, a copy of which is attached. He reported the death of a recently retired employee, Pacing Leon Guerrero, in a tragic accident. He noted that she was a long time employee at the Human Resources Office. He also noted that the Professional and International Programs received an award for innovation from the American Association of State Colleges and Universities (AASCU) last month.

5.0 REPORTS FROM STANDING COMMITTEES

5.1 Academic, Personnel, and Tenure Committee

5.1.1 Resolution No. 16-36, Relative to Modifying the Title and Salary Range of Assistant Vice President of Graduate Studies, Research and Sponsored Programs to Assistant Vice President, Academic Excellence/ Director of Graduate Studies; Academic Assessment and Institutional Research to Assistant Vice President of Institutional Effectiveness; and Creating a 9-month Director of Research and Sponsored Programs

Regent Santos introduced Resolution No. 16-36, which was duly seconded. He explained the purpose of the resolution. The motion carried.

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

5.2.1 Resolution No. 16-37, Relative to Approving the Fall 2016 Commencement Graduate Listing

Regent Felix provided a brief report on the SASARHD committee meeting. He then introduced Resolution No. 16-37, which was duly seconded. The motion carried.

5.3 Budget, Finance, Investments and Audit Committee

5.3.1 Financial Update

Regent Chiang gave a brief report on the BFIA committee meeting, to include the University's cash position and status of allotment payments. He asked VPAF Wiegand to report on the current financial position. VPAF provided a brief update, elaborating on the

status of allotment payments by BBMR. President Underwood noted that there are meetings scheduled for next week to address the situation.

5.3.2 Collections Report

Regent Chiang reported that the status of student loan collections is as reported earlier by Regent Felix.

5.3.3 Procurement Transactions and Contracts Report

Regent Chiang reported that there were five contracts over $100K issued last month, four of which are reimbursable.

5.3.4 Resolution No. 16-38, Relative to Approving the Triton Fitness Room Fee Schedule

Regent Chiang introduced Resolution No. 16-38, which was duly seconded. He then gave a brief outline of the proposed fee schedule. Vice Chairperson Gayle noted that the Physical Facilities committee also reviewed this resolution and endorsed it for action by the BOR. The motion carried.

5.3.5 Resolution No. 16-39, Relative to Approving the FY2017 Insurance Program

Regent Chiang introduced Resolution No. 16-39, which was duly seconded. He noted a $6K savings in the proposed program. Vice Chairperson Gayle noted that the Physical Facilities committee also reviewed and endorsed it for approval by the BOR. The motion carried.

5.4 Physical Facilities Committee

5.4.1 Plant and Facilities Update

Vice Chairperson Gayle provided a brief report on the Committee meeting, which was held on November 10, 2016.

5.4.2 Resolution No. 16-34, Relative to Authorization to Enter into a Promissory Note with the UOG Endowment Foundation to Address the Storm Water Outfall

Vice Chairperson Gayle moved that Resolution No. 16-34 be taken from the table and placed back on the floor for action, which was duly seconded. The motion carried. Vice Chairperson Gayle introduced Resolution No. 16-34, which was duly seconded. She then asked VPAF Wiegand to report on the proposed plan to address this issue. VPAF Wiegand made the report and a recommendation has been made to address the outfall.

6.0 AD HOC REPORT: ENDOWMENT FOUNDATION UPDATE

No report was given.

7.0 NEW BUSINESS

8.0 OPEN PRESENTATION (3 Minute Limit per Person)

Chairperson Sanford opened the floor for open presentations. She welcomed the following newly tenured faculty:

Ms. Michelle Blas thanked the BOR for granting her application for tenure, promising to continue to do her very best.

Dr. Joseph Rouse, a faculty member of WERI, stated that coming to UOG has been a dream come true and he thanked the BOR for granting him tenure.

Ms. Gena Rojas thanked the BOR for giving her the opportunity to continue her work by granting her tenure. She also thanked everyone else involved for their guidance and leadership in supporting her towards obtaining tenure.

Chairperson Sanford congratulated the three professors for their presence and service. President Underwood provided brief comments regarding the efforts of each of the three faculty who spoke tonight, noting that all three are superstars.

SGA President Samantha David reported on the SGA Thanksgiving event, which is scheduled for next week. She noted the event is being held on a smaller scale and stated that donations towards the event are welcome. President Underwood congratulated President David and the SGA leadership for their efforts towards working within the University's financial constraints.

There being no other presentation, Chairperson Sanford called for the BOR to enter Executive Session at 6:15 p.m.

9.0 EXECUTIVE SESSION

9.1 Tenure Recommendation for Dr. Tricia A. Lizama, Associate Professor, Health Sciences

9.2 Tenure Recommendation for Dr. Ana Joy Mendez, Assistant Professor, Nursing

9.3 Tenure Recommendation for Dr. Michelle Santos, Assistant Professor, Secondary Education

9.4 Tenure Recommendation for Dr. Arun Swamy, Associate Professor, Political Science

9.5 Tenure Recommendation of Dr. Yoshifumi Takenouchi, Associate Professor, Mathematics

10.0 VOTING FILE

Chairperson Sanford returned the BOR to open session at 6:26 p.m.

10.1 Tenure Application for Dr. Tricia A. Lizama, Associate Professor, Health Sciences

Regent Santos recommended the approval of the tenure application of Dr. Tricia Lizama, which was duly seconded. The motion carried.

10.2 Tenure Application for Dr. Ana Joy Mendez, Assistant Professor, Nursing

Regent Santos recommended the approval of the tenure application of Dr. Ana Joy Mendez, which was duly seconded. The motion carried.

10.3 Tenure Application for Dr. Michelle Santos, Assistant Professor, Secondary Education

Regent Santos recommended the approval of the tenure application of Dr. Michelle Santos, which was duly seconded. The motion carried.

10.4 Tenure Application for Dr. Arun Swamy, Associate Professor, Political Science

Regent Santos recommended the approval of the tenure application of Dr. Arun Swamy, which was duly seconded. The motion carried.

10.5 Tenure Application for Dr. Yoshifumi Takenouchi, Associate Professor, Mathematics

Regent Santos recommended the approval of the tenure application of Dr. Yoshifumi Takenouchi, which was duly seconded. The motion carried.

11.0 ADJOURNMENT

Regent Felix moved that the meeting be adjourned, which was duly seconded and passed. Chairperson Sanford adjourned the meeting at 6:29 p.m.

Antoinette D. Sanford, Chairperson

ATTESTED:

Dr. Robert A. Underwood, Executive Secretary

PRESIDENT'S REPORT
17 November 2016

1. UOG Financial Management

The financial picture is fairly bleak. The allotments receivable is at $11.3 million for Fiscal Year 2016 with no payments received for Fiscal Year 2017. The Department of Administration (DOA) had made a commitment of providing $1 million per week to the University. That was revised to $500,000 per week. Now, the University has received a total of $500,000 in the last four weeks and we have been advised there is little hope of receiving any funds in the near future. DOA has reiterated their position that the government must be put on a 32 hour work week in order to rectify the situation and that legislation authorizing such actions must be approved by the Guam Legislature. The University has deferred major projects, deferred and denied off island travel, cancelled limited supplies purchase orders to $500, cancelled student morale activities, and we have allowed our vendor payables to climb back to a 90 day lag. It is apparent the government has de-prioritized education as the FY16 amount receivable represents 28% of the total appropriation which is much more severe than other agencies of the government. It appears financial exigency legislation will be the only action that will enable appropriations to resume to the University.

2. Fall 2016 Commencement

A total of 252 degree candidates are anticipated for the Fall 2016 Commencement, down by 10 as compared to Fall 2015. The slight decrease is best explained by the decrease in master's degree candidates in MED-specialization and Public Administration. Commencement will be held on Sunday, December 18th.

3. USDA Loan Signing

The USDA loan signing ceremony will be held at 10:30 a.m. on Monday, November 28, 2016. The location will be announced later. Please be sure to save the date and join us for this long awaited, momentous occasion.

4. New Research Directors

Dr. Tom Schils replaced Dr. Terry Donaldson as Acting Director of the Marine Laboratory, effective October 1, 2016.

Dr. John Jenson replaces Dr. Shahram Khosrowpanah as the Director of the Water and Environmental Research Institute (WERI).

Dr. Khosrowpanah is now Interim Dean of the School of Engineering.

5. UOG Now Member of UNESCO International Maritime Archeology Network

The University of Guam was recently made an Associate Member of the United Nations Educational, Scientific, and Cultural Organization (UNESCO) University Twinning and Networking Programme (UNITWIN) International Network for Underwater Archaeology. The Network was created to build capacities through international cooperation and mobility and enhance the protection and research of the underwater cultural heritage, by creating links between universities and professional training institutions working in the field of underwater archaeology. The University joins a group of 20 other institutions from around the world and other international partner agencies to create a network of exchange of information. Since UOG is the only Pacific island university in the network, it can focus on research relevant to the region of Oceania, extending its reach beyond Micronesia and as far as Southeast Asia.

6. UOG Alumni Reunion/ Distinguished Alumni Awards

The UOG Alumni Reunion/Distinguished Alumni Awards event will be held on Saturday, December 3, 2016, from 6pm to 10pm at the Lotte Hotel Guam. I hope you will be able to join us to recognize and celebrate the accomplishments of our Alumni.

7. UOG Lady Tritons and UOG Men's Soccer Undefeated

The University of Guam Women's Soccer Team remained undefeated on Sunday night as they defeated the Bank of Guam Strykers 2-1 in a GFA Women's 7 On 7 league game at the Guam Football Association Soccer Complex. They are now 4-0 on the season and play again on Sunday, November 20 at 5:00pm against the Crowns Defenders at the GFA Soccer Complex.

The University of Guam Men's Soccer Team defeated the Bank of Guam Strykers on Friday night at the Guam Football Association Soccer Complex in the GFA Men's League (Division ii). The team is now 5-0 on the season and will play next on Friday, December 2 at 8:00pm against Island FC at the GFA Soccer Complex.

I encourage you to attend one of the games if you can and witness firsthand the talent of our students and see the difference a vibrant athletic program can make in students' lives.

8. Students

The 55th Student Government Association held its inauguration last month. The new officers are Samantha David, President; Bertran Palacios, Vice President; Gilda Ogarro, Secretary; and Jericho Tobias, Treasurer. SGA President David noted that there were some changes in positions due to some resignations within SGA.

Earlier this year, University of Guam alumna Brig. Gen. Tracy L. Smith became the first Chamorro woman to make the ranks of general officer in the United States Army Reserve Medical Service Corps. She attended UOG as a Merit Scholar, joined the Triton Warriors in her sophomore year, graduated in 1987 with a Bachelor of Business

Administration, and went on active duty after graduating. Brig. Gen. Smith also earned a Master of Business Administration from Troy University (Alabama) in 2002 and a Master of Strategy Studies from the Army War College (Pennsylvania) in 2007. She is currently serving in Salt Lake City, Utah as the Deputy Commanding General, North for the 807th Medical Command—a unit that supports 11,000 soldiers and about 200 federal government civilian employees by providing medical services to those fighting on the battle field.

9. Recognition

Emeritus Professor Richard Randall was honored by the naming of the Marine Laboratory's newest research vessel, the "R.H. Randall." Professor Randall came to Guam and joined the marine Lab in the fall of 1965. He has over 160 publications to his name, over 50 years of teaching, and continues to write and conduct research to benefit Guam and the region.

The University of Guam was recently featured in EBC News, a Taiwanese entertainment channel, in a special segment that explored various aspects of the University such as Adventure Sports Camp, the Marine Lab, the English Adventure Program, and 4HFisheries.In addition to other high-profile travel and media guests from markets such as China, Hong Kong, the Philippines, Korea, Japan and Russia, EBC News was invited by the Guam Visitor's Bureau to participate in Visit Guam 2017 Expo held July 16. You can view the segment by visiting UOG's website, www.uog.edu .

Chairperson Antoinette Sanford will give her remarks.

President Robert Underwood will give his report.

Reports will be given for each of the standing committees.

AP&T Chairperson Regent Jillette Leon-Guerrero will report on the AP&T Committee meeting.

UNIVERSITY OF GUAM
UNIBETSEDÅT GUAHAN
BOARD OF REGENTS

RESOLUTION NO. 17-01

RELATIVE TO APPROVAL OF THE MASTER OF SCIENCE IN SUSTAINABLE AGRICULTURE, FOOD AND NATURAL RESOURCES DEGREE PROGRAM

WHEREAS, the University of Guam (UOG) is the primary U.S. Land Grant institution accredited by the Western Association of Schools and Colleges Senior College and University Commission (WSCUC) 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, UOG desires to establish a new graduate degree program, Master of Science in Sustainable Agriculture, Food and Natural Resources, under the College of Natural and Applied Sciences (CNAS); and

WHEREAS, in the 21st century, agriculture faces important environmental, social, agronomic and philosophical challenges; and

WHEREAS, UOG has the responsibility to lead the Western Pacific Region in meeting these challenges by offering a degree program that addresses management of agricultural and natural resources, as well as food, nutrition, and health issues; and

WHEREAS, the Master of Science in Sustainable Agriculture, Food and Natural Resources degree program was considered and recommended by the CNAS Academic Advisory Committee and the Graduate Curricula Review Committee, endorsed by the Faculty Senate, and was reviewed and recommended for approval by the Senior Vice President for Academic and Student Affairs and the President; and

WHEREAS, the Academic, Personnel and Tenure Committee has reviewed the proposal and recommends to the BOR for approval the Master of Science in Sustainable Agriculture, Food and Natural Resources degree program.

NOW, THEREFORE, BE IT RESOLVED, that the Board of Regents hereby approves the Master of Science in Sustainable Agriculture, Food and Natural Resources degree program, effective AY2017-2018.

Adopted this of 16th day of February, 2017.

Antoinette D. Sanford, Chairperson

ATTESTED:

Dr. Robert A. Underwood, Executive Secretary

UNIVERSITY OF GUAM
Unibetsedåt GUAHAN

RECEIVED
DEC 03 2015
UOG FACULTY SENATE

N. 5277

Office of Academic and Student Affairs

REQUEST FOR NEW DEGREE PROGRAM APPROVAL

1. Title of Program: Master of Science in Sustainable Agriculture, Food and Natural Resources

2. Credit Hours Required: 33

3. Level of Program: [ ] Undergraduate [X] Graduate

4. Proposed Effective Date (Catalog/Bulletin): Fall 2014

5. Proposal Document: Attach proposal document to this form. See "Procedure for Proposals to Establish New Programs".

Please see Request for Approval of a New Degree Program: M.S. in Sustainable Agriculture, Food and Natural Resources document attached

6. APPROVAL Recommended by:

UNIT	SIGNATURE (use BLUE pen please)	DATE
For Program		
Division Chair		4-5-13
Chair, College AAC/CC		5/13/13
Dean, of College		11/29/16
UCRC/GCRC		12 Dec 16
President, Faculty Senate (if substantive)	Kath Moore (Endorsement of UCRC/GCRC Recommendation)	2 Dec 2016

APPROVED:

SENIOR VICE PRESIDENT ACADEMIC AND STUDENT AFFAIRS	12-14-2016 DATE	PRESIDENT	1/29/17 DATE
CHAIRPERSON, BOARD OF REGENTS	FEB 16 2017 DATE		

Revised: SVP 08/10 jsn – Request for New Degree Program Approval -

The size of the materials supporting Resolution 17-01exceed limits for distribution via email. Therefore, the materials for this item will be sent separately as :

UOG Board of Regents meeting Boardbook for February 16 2017 Resolution 17-01 attachments

Acting SASARHD Chairperson Regent Elvin Chiang will report on the SASARHD Committee meeting.

UNIVERSITY OF GUAM
UNIBETSEDÅT GUAHAN
BOARD OF REGENTS

RESOLUTION NO. 17-02

RELATIVE TO APPROVING THE PROPOSED FY2018 STUDENT FINANCIAL ASSISTANCE PROGRAM BUDGET

WHEREAS, the governance and control of the University of Guam (UOG) is vested in the UOG Board of Regents (BOR); and,

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

WHEREAS, in accordance with applicable provisions, the Student Affairs, Scholarship, Alumni Relations & Honorary Degree (SASARHD) Committee reviewed the proposed FY2018 Student Financial Assistance Program (SFAP) budget at its meeting on February 8, 2017; and

WHEREAS, the Budget, Finance, Investments and Audit (BFIA) Committee also reviewed the SFAP budget at its meeting on February 10, 2017; and

WHEREAS, the Senior Vice President for Academic & Student Affairs, the Dean of Enrollment Management & Student Services, and the Director of the Financial Aid Office have all certified that the proposed FY2018 SFAP budget is consistent with appropriate Public Laws and the BOR-approved Rules and Regulations; and

WHEREAS, together with the administration, the SASARHD and BFIA Committees recommend the proposed FY2018 SFAP budget to the BOR for approval.

NOW, THEREFORE, BE IT RESOLVED, that the proposed FY2018 SFAP budget is hereby approved and shall be submitted to the 34th Guam Legislature as part of UOG's FY2018 budget request package.

Adopted this 16th day of February 2017.

Antoinette Sanford, Chairperson

ATTESTED:

Dr. Robert A. Underwood, Executive Secretary

UNIVERSITY OF GUAM
GOVERNMENT OF GUAM
STUDENT FINANCIAL ASSISTANCE PROGRAMS

FY 2017 PROPOSED BUDGET

		FY2016 Approved Budget (Resolution No. 15-04)	FY2017 Approved Budget (Resolution No. 16-02)	FY2018 Proposed Budget (Resolution No. 17-XX)
A.	**REVENUE**			
	From CF Balance	$ 700,000	$ 750,000	$ -
	Collection Projections	$ 300,000	$ 300,000	$ 350,000
	SFAP Legislative Appropriation	$ 3,599,358	$ 3,599,358	$ 4,049,358
	YTC Legislative Appropriation	(YTC and SFAP Combined)	(YTC and SFAP Combined)	(YTC and SFAP Combined)
	Hero Scholarship (Judicial Building Fund)			
	TOTAL REVENUE	**$ 4,599,358**	**$ 4,649,358**	**$ 4,399,358**
B.	**EXPENDITURES**			
	SFAP Awards			
	Advance High School Placement	$ 20,000	$ 20,000	$ 10,000
	Merit Award	$ 1,550,099	$ 1,470,068	$ 1,503,749
	Health Professions Training Scholarship	$ 300,000	$ 325,000	$ 425,000
	J.U. Torres PROTECH Award	$ 400,000	$ 889,611	$ 700,000
	Pedro "DOC" Sanchez	$ 219,611	$ 130,000	$ 130,000
	Yamashita Teacher Corps	$ 400,000	$ 200,000	$ 225,000
	Access to Higher Ed Award (PL 31-237)	$ 450,000	$ 350,000	$ 250,000
	Retention/Completion Scholarships	$ 300,000	$ 300,000	$ 250,000
	Research / Teach Asst Program	$ 500,000	$ 500,000	$ 425,000
	Regent Scholar Program	$ -	$ -	
	ROTC Program	$ -	$ -	$ -
	Marine Lab Graduates	$ -	$ -	$ -
	Sub-Total of SFAP Awards	***$ 4,139,710***	***$ 4,184,679***	***$ 3,918,749***
	Administrative Operations			
	Sub-Total of Administrative Operations	$ 459,648	$ 464,679	$ 480,609
	TOTAL EXPENDITURES	**$ 4,599,358**	**$ 4,649,358**	**$ 4,399,358**
	SURPLUS/DEFICIT SFAP AWARDS	**$ -**	**$ -**	**$ -**
C.				
	LEGISLATIVE APPROPRIATION REQUEST	$ 3,599,358	$ 3,599,358	$ 4,049,358
D.	**TOTAL APPROPRIATION**	**$ 3,599,358**	**$ 3,599,358**	**$ 4,049,358**

UNIVERSITY OF GUAM
GOVERNMENT OF GUAM
STUDENT FINANCIAL ASSISTANCE PROGRAM
FY 2018 PROPOSED BUDGET

SFAP Continuing and New Obligations

PROGRAM	CONTINUING RECIPIENTS	NEW RECIPIENTS	COSTS ($)
Advance High School Placement*	25	75	$ 10,000.00
Merit Award	191	60	$ 1,503,749.00
Health Professions Training	70	60	$ 425,000.00
Professional/Technical Award	71	50	$ 700,000.00
Pedro "DOC" Sanchez	44	30	$ 130,000.00
Yamashita Teacher Corps	34	20	$ 225,000.00
Access to Higher Ed. Award	160	125	$ 250,000.00
Retention/Completion Awards	30	50	$ 250,000.00
Research / Teach Asst Program	25	25	$ 425,000.00
Sub-Total	650	495	**$ 3,918,749.00**

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	1145		$ 3,918,749.00
AWARDS: BOR Programs	0		$ -
OPERATIONS	N/A		$ 480,609.00
TOTAL	1145		**$ 4,399,358.00**

NOTE:
***Recipients can be a combination of continuing and new.**

UNIVERSITY OF GUAM
GOVERNMENT OF GUAM
STUDENT FINANCIAL ASSISTANCE PROGRAM

FY 2017 OPERATIONS BUDGET - PROPOSED

	FY 2016 Approved Budget Res. 15-04	FY 2017 Approved Budget Res. 16-02	FY 2018 Proposed Budget Res. 17-XX
CONTRACTUAL			
Communication/Duplicating (53231)	$ 1,000	$ 1,000	$ 1,000
Printing: Letterheads/Forms/Handbook/ Promissory Notes, etc (53236)			
Computer Maintenance (Soft/Hardware)	1,000	1,000	1,500
Xerox Copies/Fax Lease & Maintenance (53235)	2,000	1,000	1,500
Office Equipment & Maintenance			
Advertising (53236)	1,000	1,000	1,000
Professional Org. Memberships (53237)	2,000	2,000	2,000
Web Maintenance (53233)	-	-	
Training & Maintenance (53239)	1,000	1,000	2,500
Imaging System Maintenance & Training	-	-	-
Security Alarm System (55250)	-	-	-
Collection Services	-	-	-
SUB-TOTAL	***$ 8,000***	***$ 7,000***	***$ 9,500***
SUPPLIES			
Office Supplies/Materials (S54240)	$ 3,000	$ 1,500	$ 1,500
SUB-TOTAL	***$ 3,000***	***$ 1,500***	***$ 1,500***
CAPITAL OUTLAY			
Computers/HardDrive/Monitors/Printers (55250)	$ 6,000	$ 5,000	$ 6,000
File Cabinets	-	-	-
Imaging System	-	-	-
Shredder	-	-	-
Multi Media Projector	-	-	-
Scanner	-	-	-
SUB-TOTAL	***$ 6,000***	***$ 5,000***	***$ 6,000***
OVERTIME			
Mileage			
PERSONNEL (Includes - Salaries/Benefits)			
Program Coordinator IV	*$64,556.00*	*$66,331.00*	*$68,320.93*
Program Coordinator II	*$53,970.00*	*$55,454.00*	*$57,117.62*
Program Coordinator I	*$51,148.00*	*$52,555.00*	*$54,131.65*
Program Coordinator I	*$50,160.00*	*$51,539.00*	*$53,085.17*
Program Coordinator I (YTC - Vacant)	*$10,000.00*	*$0.00*	*$0.00*
Administrative Assistant (SFAP)	$49,095.00	$50,445.00	$51,958.35
Collection Agent Supervisor(Admin. & Finance)	$47,916.00	$49,234.00	$50,711.02
Collection Agent (Admin. & Finance)	$35,725.00	$36,707.00	$37,808.21
Collection Agent (Admin. & Finance)	$34,467.00	$35,414.00	$36,476.42
Bursar (65% supported by SFAP)	$42,111.00	$50,000.00	$51,500.00
SUB-TOTAL	***$439,148.00***	***$447,679.00***	***$461,109.37***
MISCELLANEOUS			
Contingency	$3,500.00	$3,500.00	$2,500.00
SUB-TOTAL	***$3,500.00***	***$3,500.00***	***$2,500.00***
GRAND-TOTAL	**$ 459,648**	**$ 464,679**	**$ 480,609**

BFIA Chairperson Regent Elvin Chiang will report on the BFIA committee meeting.

University of Guam
Budget to Actual Statement
FY 2017 General Operations Local Appropriation
As of December 31, 2016

	Budget Total	Budget 1st Qtr	Actual-Per GL as of 12/31/16	Variance
Revenues				
GovGuam Appropriations (cash)	30,740,431	7,685,108	-	(7,685,108)
Tuition, net (accrual)	13,520,995	7,367,852	7,511,872	144,020
Federal Matching Funds	1,586,852	396,713	396,713	-
PIP Net Revenue (transfer)	360,000	90,000	90,000	-
Total Revenues	46,208,278	15,539,673	7,998,585	(7,541,088)
General Operations Expenses				
Personnel Expenses	$ 36,586,820	$ 9,146,705	$ 7,310,538	(1,836,167)
Operating (Non-Personnel) Expenses				
Travel (faculty search)	130,000	32,500	6,711	(25,789)
Contracts	4,051,018	1,493,822	980,071	(513,751)
Supplies	450,658	112,665	58,904	(53,761)
Equipment	82,478	20,620	6,298	(14,322)
Capital Outlay	870,534	217,634	51,986	(165,648)
Miscellaneous	36,770	9,193	27,129	17,937
Utilities	4,000,000	1,000,000	676,900	(323,100)
Subtotal Operating (Non-Personnel) Expenses	9,621,458	2,886,432	1,807,999	(1,078,433)
Total General Operations Expenses	$ 46,208,278	$ 12,033,137	$ 9,118,537	
Surplus (Deficit)	0	3,506,535	(1,119,952)	

FY 2017 ALLOTMENT REPORT

As of February 7, 2017

Programs	Fund Source	Appropriation	Amount Requested	Amount Paid	Unpaid from Amount Requested	Unpaid from Total Appropriations
UOG Operations						
DOA Payments						
Total for DOA Payments	General Fund	30,740,431.00	12,808,512.50	3,000,000.00	9,808,512.50	27,740,431.00
Total UOG General Operations		**30,740,431.00**	**12,808,512.50**	**3,000,000.00**	**9,808,512.50**	**27,740,431.00**
					77%	
Special Appropriations						
Student Financial Assistance Program	General Fund	3,599,358.00	1,499,732.50	-	1,499,732.50	3,599,358.00
Aquaculture Development and Training Center	General Fund	125,254.00	52,189.00	-	52,189.00	125,254.00
WERI - Guam Hydrologic Survey	General Fund	182,694.00	76,122.50	-	76,122.50	182,694.00
WERI - Comprehensive Water Monitoring Resource Program	General Fund	155,626.00	64,844.00	-	64,844.00	155,626.00
UOG Capital Improvements Fund - Debt Service	Guam Highway Fund	500,000.00	500,000.00	-	500,000.00	500,000.00
Guam Cancer Trust Fund	Healthy Futures Fund	2,781,109.00	1,158,795.00	-	1,158,795.00	2,781,109.00
Total Special Appropriations		**7,344,041.00**	**3,351,683.00**	**-**	**3,351,683.00**	**7,344,041.00**
Agency Funds						
Northern & Southern Soil and Water Conservation Districts	General Fund	149,384.00	62,243.25	-	62,243.25	149,384.00
First Generations Trust Fund Initiative	General Fund	250,000.00	104,166.50	-	104,166.50	250,000.00
KPRG (Public Radio)	General Fund	125,000.00	52,083.00	-	52,083.00	125,000.00
Guampedia Foundation	Tourist Attraction Fund	200,000.00	83,333.25	-	83,333.25	200,000.00
UOG Capital Improvements Fund - Rental Payts	TEFF	1,158,283.00	482,617.75	-	482,617.75	1,158,283.00
Total Agency Funds		**1,882,667.00**	**784,443.75**	**-**	**784,443.75**	**1,882,667.00**
Grand Total PL 33-185		**39,967,139.00**	**16,944,639.25**	**3,000,000.00**	**13,944,639.25**	**36,967,139.00**
Total		39,967,139.00	16,944,639.25	3,000,000.00	13,944,639.25	36,967,139.00
Difference		-	-	-	-	-

University of Guam
Collections Report
For the Month of
DECEMBER 2016

1. SFAP Receivables Data

	Principal $	Interest $	Paid $	Balance	
Service Credit	18.51m	N/A	5.61M	12.89m	
Paying	2.12M	438K	1.03M	1.53M	4.02M
Non-Paying	2.26M	611K	377K	2.49M	

3. Combined Total Outstanding

	Dec 2016	Nov 2016	Oct 2016	Sept 2016
YEC	742,365	742,365	748,270	787,330
Merit	1,284,181	1,284,181	1,495,811	1,403,171
Nurses	206,228	206,228	200,877	188,906
DocFellow	363,906	363,906	365,406	369,381
Doc Sanchez	35,783	35,783	35,407	35,707
Pro-Tech	773,285	773,285	781,045	618,985
Student Loan	565,735	565,735	548,968	581,414
ROTC	55,018	55,018	53,315	53,315
AHEG	600	-	-	-
Social Work	0	-	-	-
Total	4,027,100	4,026,500	4,229,099	4,038,209

1.a. Monthly Aging Summary (Paying/Non-Paying)

		Paying			Non-Paying			
	TOTAL	0-30	31-60	61-90	90+	120+	180+	365+
YEC	742,365	140,365	55,162	82,112	0	0	0	464,726
Merit	1,284,181	291,762	32,340	4,917	0	9,540	0	945,622
Nurses	206,228	91,072	3,483	33,437	0	0	4,429	73,807
DocFellow	363,906	266,533	0	0	0	0	0	97,373
Doc Sanchez	35,783	10,845	572	0	0	0	0	24,366
Pro-Tech	773,285	267,856	0	93,958	0	15,061	33,820	362,590
Student Loan	565,735	81,761	43,623	0	0	24,719	12,049	403,583
ROTC	55,018	32,768	0	0	0	0	0	22,250
AHEG	600	600	0	0	0	0	0	0
Social Work	0	0	0	0	0	0	0	0
Total	**$4,027,100**	**$1,183,562**	**$135,180**	**$214,424**	**$0**	**$49,320**	**$50,298**	**$2,394,316**
			Paying>>>	$1,533,166			Non-Paying>>>	$2,493,934

2. Collections Data

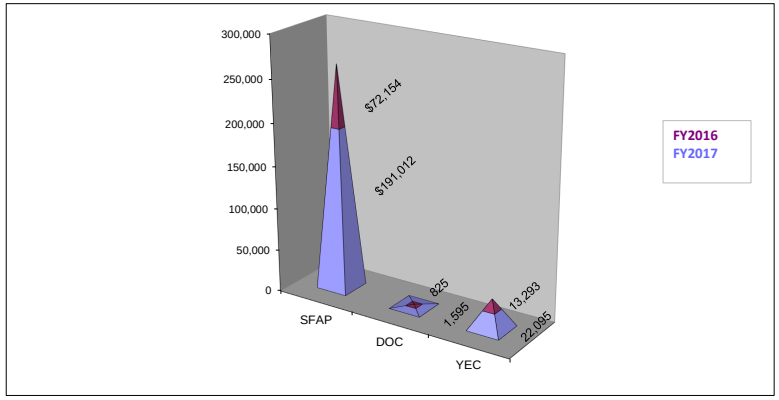
	FY2016 1 Month ending Dec-15	FY2017 1 Month ending Dec-16	FYTD 10/16 3 Months ending Dec-15	FYTD 10/16 3 Months ending Dec-16	
1 SFAP	$ 9,659	$ 148,370	$ 72,154	$ 191,012	Protech/Merit
2 DOC	200	$ 620	825	1,595	
3 YEC	1,700	$ 6,724	13,293	22,095	
Total	**$ 11,559**	**$ 155,714**	**$ 86,272**	**$ 214,702**	

A C T U A L C O L L E C T I O N S

	FY2012	FY2013	FY2014	FY2015	FY2016	Forecast by Bursar FY2017	Actual FY2017
SFAP	501,629	415,140	258,704	416,499	250,072	270,000	191,012
DOC	4,445	4,000	2,451	4,275	4,500	5,000	1,595
YEC	109,950	74,092	76,222	53,291	81,334	75,000	22,095
	616,024	493,232	337,377	474,065	335,906	$ 350,000	$ 214,702
PROJECTION:	**625,000**	**550,000**	**525,000**	**300,000**	**300,000**		

61% Actual
25% Forecast

Collections Comparison YTD 2016 and 2017 ending DECEMBER 2016.



Prepared By: Tanya Santos
Bursar Supervisor
Updated: 01/30/2017

UNIVERSITY OF GUAM
UNIBETSEDÅT GUAHAN

Administration and Finance
Office of the Comptroller

FY 2017 Procurement Report
As of January 2017

Compliance with BOR Resolution 05-54 (Adopted 12/5/05): At each monthly Board meeting, the Board requires a listing of approved procurement transactions and contracts greater than $100,000.00.

	Purchase Order > $100k			
	Count	**$ Value**	**Vendor**	**Description**
October 2016	1	$104,400.00	Lagu Sanitation	Annual trash collection service UOG BID P07-16
November 2016	None	$0	NA	NA
December 2016	None	$0	NA	NA
January 2017	None	$0	NA	NA
February 2017				
March 2017				
April 2017				
May 2017				
June 2017				
July 2017				
August 2017				
September 2017				
	Contracts >$100k			
October 2016	None	$0	NA	NA
November 2016	1	$140,000.00	Department of Public Health and Social Services Division of Public Health	MOA Guam CEDDERS – Bureau of Family Health and Nursing Services to provide the development of the Guam Affordable Care Act Maternal, Infant, and Early Childhood Home Visiting Program
December 2016	1	$253,685.00	UOG Cancer Research Center**	To perform the following: HPV vaccination , health forums, counseling, phone hotline, case management education and outreach
	2	$126,709.00	UOG CNAS/CES & OUTREACH**	Cancer support services to promote education and outreach for cancer screening, treatment and support
January 2017	1	$298,721.64	Guam Department of Education	MOU 1st Amendment to the original Memorandum of Agreement to reduce the amount of $325,000.00 to $298,721.64. 4H Youth Development Program (CNAS-CES) to continue, formulate new programs and sustain existing STEM programs in public schools from K-12
	2	$152,184.00	Department of Public Health & Social Services Division of Public Welfare (DPHSS/DPW)	To assist DPHSS/DPW to conduct and deliver an evidence-based Supplemental Nutrition Assistance Program-Education (SNAP-ED) that communicates, teaches and demonstrates the benefits of making healthy dietary choices.
	3	$115,735.00	Public School System, Commonwealth of the Northern Mariana Islands, Capitol Hill (PSS)	With GUAM CEDDERS – Technical Support to the PSS Special Education and Early Intervention Program. To provide on-site technical assistance and support to PSS Special Education and Early Intervention programs.

	4	$210,938.97	Guam Department of Agriculture, Agricultural Development Services (ADS)	CNAS – to implement the "Production of Fusarium Wilt resistant bananas for Guam Farmers, small scale & backyard growers
	5	$105,651.00	Republic of Palau	CEDDERS – To provide Technical Assistance and Consultative Services to the Special Education program of the Ministry of Education on capacity building to improve operational activities & services to children & youth with disabilities.
	6	$736,823.00	Guam Cancer Care**	Cancer support services – means services that may be required to access treatment, including but not limited to: off-island transportation and temporary housing etc.
February 2017				
March 2017				
April 2017				
May 2017				
June 2017				
July 2017				
August 2017				
September 2017				

** Funding from the GovGuam Healthy Future Funds under the Guam Cancer Trust Fund

UNIVERSITY OF GUAM
UNIBETSEDÅT GUAHAN
BOARD OF REGENTS

RESOLUTION NO. 17-03

RELATIVE TO APPROVING THE FY2018-2019 GENERAL OPERATIONS BUDGETS

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

WHEREAS, the governance of UOG is vested in the Board of Regents (BOR), which is responsible for approving, adopting and submitting an annual budget to *I Liheslaturan Guahan;* and

WHEREAS, UOG received recommendations on areas of resource needs from the University Planning and Budget Advisory Committee (UPBAC) with representation from the Faculty Senate, Deans Council, Administrative Council, Faculty Union, Staff Council, and Student Government Association; and

WHEREAS, UOG has demonstrated commitment to a stable, balanced budget in an atmosphere of declining resources related to the problems facing the economies of the island and the region; and

WHEREAS, UOG has agreed upon the goals articulated in its strategic plan and focused its revenues and spending upon the highest priorities within its mission; and

WHEREAS, UOG has implemented initiatives that enhance, realign and reshape the institution, strengthening its commitment to student learning, academic quality, institutional efficiency and effectiveness, revenue growth, and cost savings; and

WHEREAS, UOG has developed consolidated budgets for FY2018-2019 focused on academic program quality, operational needs, critical vacancies, strategic growth and initiatives, and priorities associated with institutional compliance and safety issues, revenue generation, continuous improvement, and program and business support; and

WHEREAS, UOG presents its FY2018-2019 budget requests identifying funding required for a base that is sufficiently balanced within funding levels to sustain academic quality and student learning including infrastructure support and continuing special appropriations (WERI, Hatchery, Soil Conservation); and

WHEREAS, for FY2018, UOG requests an appropriation of $33.8M for general operations, which includes a request of $2.1M for deferred capital outlay projects; and

WHEREAS, based upon an assessment of UOG's priority needs and the recommendations of UPBAC and the administration, the President approved the attached

FY2018 General Operations Budget and a preliminary FY2019 budget for consideration by the appropriate BOR Committees; and

WHEREAS, at their respective February 2017 meetings, the Budget, Finance, Investments and Audit Committee reviewed the budgets and the Physical Facilities Committee reviewed the capital outlay budget; and

WHEREAS, the Committees and the President recommend to the BOR the attached FY2018 General Operations Budget for approval and a preliminary FY2019 budget for planning purposes.

NOW, THEREFORE BE IT RESOLVED, that the UOG FY2018 General Operations Budget (as attached) is hereby approved to be submitted to *I Mina'Trentai Kuattro Na Liheslaturan Guåhan* pursuant to law.

BE IT FURTHER RESOLVED, that in an effort to provide a basis for continuity of planning as consistent with best practices, the BOR further submits a preliminary FY2019 budget to *I Mina'Trentai Kuattro Na Liheslaturan Guåhan.*

Adopted this 16th day of February, 2017.

Antoinette D. Sanford, Chairperson

ATTESTED:

Dr. Robert A. Underwood, Executive Secretary

FY 2018

A. General Operations Budget

	FY 2017 Budget Reapportion	FY 2018 Budget Projection	FY 2019 Budget Projection
SUMMARY OF GENERAL OPERATIONS BUDGET			
Revenues	46,208,278	49,645,052	50,282,984
Expenses	(46,208,278)	(49,645,052)	(50,282,984)
Balance	(0)	0	0
Revenues			
Appropriation Request -General Fund	30,740,431	33,772,018	34,071,065
Tuition Fund Projected Net Revenue	13,520,995	13,926,403	14,250,288
Federal Matching Funds	1,586,852	1,586,631	1,586,631
PIP Net Revenue (transfer)	360,000	360,000	375,000
Total Revenues	46,208,278	49,645,052	50,282,984
Expenses	FY 2017	FY 2018	FY 2019
Personnel Expenses			
Existing Personnel - filled	(33,700,428)	(34,247,562)	(35,274,989)
Current Vacant Positions	(2,120,393)	(2,006,771)	(1,806,094)
Salary Increments -2018	(240,000)	(250,000)	(250,000)
Annualized cost of FY17 increments	-	(900,000)	(900,000)
Other Personnel Cost	(656,000)	(656,000)	(656,000)
Subtotal Personnel Expenses	(36,716,820)	(38,060,333)	(38,887,083)
Operating (Non-personnel) Expenses			
Contracts	(3,816,018)	(3,903,588)	(4,020,696)
Supplies	(450,658)	(521,114)	(501,089)
Equipment	(82,478)	(203,808)	(103,808)
Accreditation	(35,000)	(35,000)	(35,000)
Miscellaneous	(36,770)	(84,674)	(69,774)
Utilities	(4,000,000)	(4,100,000)	(4,100,000)
Library Priorities - Capital	(370,534)	(402,534)	(402,534)
Capital Outlay repair & maint.	(500,000)	(2,159,000)	(1,988,000)
Subtotal Operating (Non-personnel) Expenses	(9,291,458)	(11,409,718)	(11,220,901)
RCUOG	(200,000)	(175,000)	(175,000)
Total General Operations Expenses	(46,208,278)	(49,645,052)	(50,282,984)
General Operations Balance	(0)	0	0
B. Special Appropriations (Continuing)			
WERI - Guam Hydrologic Survey (GHS)	182,694	204,200	182,694
WERI - Guam Comprehensive Water Monitoring Prog (CWM	155,626	173,948	155,626
GADTC Hatchery	125,254	153,032	125,254
Total Special Appropriations (Continuing)	463,574	531,180	463,574
C. Capital Improvements Fund			
Student Svs Ctr & Engineering Annex	1,158,283	1,158,283	1,158,283
Cont. Appropriation per §16132, Chapt. 16, Title 17 GCA	500,000	500,000	500,000

FY17 General Operations Detail	Vac FTE	Vacant Positions	Filled FTE	PERSONNEL	CONTRACTS	SUPPLIES	EQUIP	MISC EXP	UTILITIES	CAPITAL OUTLAY	TOTALS	%
EXECUTIVE OFFICES												
President's Office	-	-	6.0	828,935	99,000	7,000	2,000				936,935	1.95%
Integrated Marketing and Communications	-	-	3.0	141,349	87,000	8,000	5,000				241,349	0.50%
Alumni Relations Office	-	-	1.0	113,757	2,000	200	1,300	1,500			118,757	0.25%
Legal Counsel	-	-	2.0	220,340	6,600	200					227,140	0.47%
Executive Office Expenses	**-**	**-**	**12.0**	**1,304,381**	**194,600**	**15,400**	**8,300**	**1,500**	**-**	**-**	**1,524,181**	**3.18%**
ACADEMIC AND STUDENT AFFAIRS												
Senior Vice President's Office	1.0	134,695	5.0	605,206	3,500	10,000	5,000	35,000			658,706	1.37%
Institutional Research/Assessment	-	-	3.0	222,221	39,495	4,500	5,100	15,905			287,221	0.60%
Faculty Senate	-	-	1.0	40,266							40,266	0.08%
CEDDERS	-	-	1.0	242,807							242,807	0.51%
Graduate Studies	-	-	0.0	35,721	5,300	1,500	2,000	-			44,521	0.09%
School of Business and Public Administration	3.0	182,720	25.5	2,374,974	20,000	10,000	-	17,300			2,422,274	5.05%
School of Education	2.0	102,765	23.0	2,066,493	71,000	13,800	7,000	-			2,158,293	4.50%
School of Nursing and Health Sciences	1.5	60,907	17.0	1,529,184	55,000	3,800	3,150				1,591,134	3.32%
College of Liberal Arts and Social Sciences	-	-	67.5	6,124,303	71,500	10,000	3,378	-		-	6,209,181	12.95%
College of Natural and Applied Sciences	8.0	408,440	78.0	7,159,269	57,000	21,500	15,000	15,000		-	7,267,769	15.16%
School of Engineering	1.0	60,907	2.0	305,509	12,000	6,000	15,600				339,109	0.71%
Enrollment Management & Student Services-Dean	-	-	3.0	290,161	17,576	3,825	1,380				312,942	0.65%
Triton Express-One Stop					2,000	6,000	3,000				11,000	0.02%
Student Life Office	-	-	1.0	60,102	-	1,670	-				61,772	0.13%
Student Counseling	1.0	60,632	2.0	163,089	20,038	3,076	2,400				188,603	0.39%
Career Placement	-	-	1.0	69,131	2,942	1,671	2,000				75,744	0.16%
Admissions and Records	3.0	148,607	11.0	639,072	82,675	4,205	3,600	300			729,852	1.52%
Student Health	0.55	35,643	0.0	-	11,036	1,644					12,680	0.03%
Financial Aid Office	1.0	54,905	6.0	365,344	3,400						368,744	0.77%
PIP-TADEO	-	-	1.0	83,115							83,115	0.17%
UOG Library	1.0	35,721	20.0	1,338,852	307,959	18,000				277,534	1,942,345	4.05%
Marine Lab	1.0	54,905	14.0	1,235,393	21,660	4,000	14,400			-	1,275,453	2.66%
Micro Area Res Center (MLI, Cham Lang& Culture)	2.0	121,813	11.5	963,859	37,000	5,000	-	-		55,000	1,060,859	2.11%
Office of Sponsored Programs	1.0	35,721	5.0	432,268	11,000	5,682	2,000	4,500			455,450	0.95%
Water and Environmental Research Institute	-	-	11.0	995,798		1,000					996,798	2.08%
Academic and Student Affairs Expenses	**27.1**	**1,498,378**	**309.5**	**27,342,139**	**852,081**	**136,873**	**85,008**	**88,005**	**-**	**332,534**	**28,836,640**	**60.05%**
ADMINISTRATION AND FINANCE												
Vice President's Office	-	-	3.50	334,763	5,000	2,000	3,000				344,763	0.72%
Office of Information Technology	1.0	60,632	14.00	992,683	688,500	18,341	3,000	-		-	1,702,524	3.55%
Comptroller's Office	2.0	149,480	22.35	1,353,262	175,000	10,000	2,000	3,000		-	1,543,262	3.22%
Facilties and Utilities	1.0	60,632	48.75	2,233,213	315,000						2,548,213	5.32%
Safety and Security	-	-	1.00	56,892	175,035	75,500	65,000				372,427	0.78%
Human Resources Office	4.0	237,650	9.00	571,651	13,193	11,000	4,000	27,070			626,914	1.31%
EEO (includes ADA services)	-	-	0.0	-	10,248	2,000		99			12,347	0.03%
Auxilliary and Fieldhouse	-	-	2.00	58,578							58,578	0.12%
Administration and Finance Expenses	**8.0**	**508,393**	**100.60**	**5,601,042**	**1,381,976**	**118,841**	**77,000**	**30,169**	**-**	**-**	**7,209,028**	**15.04%**
Staffing Pattern			422.10	34,247,562								
Other Personnel Costs												
Current Vacancies	35.1	2,006,771									2,006,771	4.19%
Annualized FY17 increments				900,000							900,000	1.88%
Salary Increments (FY18)				250,000							250,000	0.52%
HRO-Recruitment Costs				130,000							130,000	0.27%
Other Personnel Costs				326,000							326,000	0.68%
Total Other Personnel Costs	**35.05**	**2,006,771**		**1,606,000**	**-**	**-**	**-**	**-**	**-**	**-**	**3,612,771**	**7.54%**
UTILITY COSTS, CAMPUS SUPPLIES AND BUILDING SAFETY IMPROVEMENTS												
Plant Maintenance (custodial/maintenance)					108,000	250,000	33,500				391,500	0.82%
Security Guard Services					329,711						329,711	0.69%
Property and Liability Insurance Coverage					693,000						693,000	1.45%
Academic and Research Internet Access Utility Fund										70,000	70,000	0.15%
Capital Outlay and ADA Safety Improvements										2,159,000	2,159,000	1.04%
Power									3,400,000		3,400,000	7.09%
Water / Wastewater									145,000		145,000	0.30%
Telephone									455,000		455,000	0.95%
Hazardous/Metallic Waste/Trash Removal									100,000		100,000	0.21%
Total	**-**	**-**	**0**	**-**	**1,130,711**	**250,000**	**33,500**	**-**	**4,100,000**	**570,000**	**7,743,211**	**12.69%**
Good to Great Initiative								-			-	0.00%
RCUOG					175,000						175,000	0.37%
UTAC Priorities				200,000	344,220						544,220	1.14%
Grand Total	**35.05**	**2,006,771**	**422.10**	**36,053,562**	**3,903,588**	**521,114**	**203,808**	**119,674**	**4,100,000**	**902,534**	**49,645,052**	**100%**

University of Guam
University Technology Advisory Committee (UTAC)
FY 20178Budget IT Priorities

Initiative	Amount General Ops	Amount NAF Budgets	Assumptions/Description
Web Services & Presence			
UOG Website	$ 60,000	$ -	operational expense
IT Interface	60,000		increased broadband
Marketing/Digital Media Support	11,000	-	
	131,000	-	
ITRC Infrastructure Investment			
Moodleroom Bandwidth	10,000		for OLL
On-Line Faculty Evaluation	30,000		for OLL
IT Infrastructure	30,000		
Software Licenses (anti-virus)	7,000	7,000	increased frequency of attacks & problems
	77,000	7,000	
Decentralized IT Support in Academic Units	200,000	200,000	dedicated IT support staff match NAF up to $35K
	200,000	200,000	
Colleague for Academic & Business Processes			
IT Capacity Development	-	100,000	Colleague IT project
	-	100,000	
Distance Education			
DE Resource Support	136,220	-	DE support team under TADEO, start up subsidy. Manpower support from existing faculty and staff.
	136,220	-	
Grand Total	**$ 544,220**	**$ 307,000**	
Contracts	344,220		
Personnel	200,000		
Total	544,220		

FY 2018 Approved Vacancies

Vacant	Unit	Name	Position/Title	Annual Salary	Benefits	Total Salary & Benefits
1	SVP	VACANT Limited Term Pool for Urgent Needs		100,000	34,695	134,695
1	SBPA	VACANT (Foma, Elizabeth)	ASST PROF	45,218	15,689	60,907
1	SBPA	VACANT (Ibarra, Venus)	ASST PROF	45,218	15,689	60,907
1	SBPA	VACANT	ASST PROF - Management	45,218	15,689	60,907
1	SOE	VACANT	ADMIN ASST	31,076	10,782	41,858
1	SOE	VACANT (Artero, Margaret)	ASST PROF	45,218	15,689	60,907
0.5	SNHS	VACANT (Wolford, Robert)	COMP TECH (IT Initiative)	-	-	-
1	SNHS	VACANT (Claros, Ryan)	ASST PROF	45,218	15,689	60,907
1	CNAS	VACANT (Stanton, Christopher)	ADMIN ASST	31,076	10,782	41,858
1	CNAS	VACANT (Paulino,Luz)	ACCT II	40,762	14,143	54,905
1	CNAS	VACANT (Arceo, Amanda)	ACCT I	33,911	11,766	45,677
1	CNAS	VACANT (Rojas, Gena)	EXT AGENT III	45,218	15,689	60,907
1	CNAS	VACANT	ASST PROF - Family Educator	45,218	15,689	60,907
1	CNAS	VACANT (Baculod-borja, Presider	LAB TECH SPVR	37,100	12,872	49,972
1	CNAS	VACANT (Alianza, Glenn)	AGR RES TECH	24,729	8,580	33,309
1	CNAS	VACANT	ASST PROF - Physics	45,218	15,689	60,907
1	SENG	VACANT	ASST PROF - Engineering	45,218	15,689	60,907
1	OSP	VACANT (Itibus, Leslie)	WPS II	26,520	9,201	35,721
1	Marine Lab	VACANT (Mclean, Matthew)	LAB SAFETY MANAGER	40,762	14,143	54,905
1	MARC	VACANT	ASST PROF (VISIT SCH)	45,218	15,689	60,907
1	MARC	VACANT	CURATOR	45,218	15,689	60,907
0.55	EMSS - Health	VACANT (Mendiola, Gloria)	COMM HEALTH NUR SUP I	26,462	9,181	35,643
1	EMSS - Counseling	VACANT (Swaddell, Joan)	SEN ACAD COUN	45,014	15,618	60,632
1	EMSS	VACANT (Dirige, Janet)	PROG COORD IV	49,897	17,312	67,209
1	EMSS - Admissions	VACANT (Atoigue, Laurie)	REC & REG TECH	26,520	9,201	35,721
1	EMSS - Admissions	VACANT (Reklai, Miyuki)	PROG COORD I	33,911	11,766	45,677
1	EMSS	VACANT	PROG COORD II (One Stop)	40,762	14,143	54,905
1	RFK	VACANT	LIB TECH II	26,520	9,201	35,721
1	OIT	VACANT (Di Amore, Angelo)	DATA COMM SPEC	45,014	15,618	60,632
1	COMT	VACANT (Danieli, Frances)	GEN ACCT SPVR	55,488	19,252	74,740
1	COMT	VACANT (Cena, Elizabeth)	GEN ACCT SPVR	55,488	19,252	74,740
1	Plant-Facilities	VACANT	ENGINEER III	45,014	15,618	60,632
1	HRO	VACANT	PERS SPEC II W/ ADA Selective Factor	40,762	14,143	54,905
1	HRO	VACANT	PERS SPEC II	40,762	14,143	54,905
1	HRO	VACANT	PERS SPEC III	45,014	15,618	60,632
1	HRO	VACANT	PERS SPEC IV	49,897	17,312	67,209
35.05				1,489,859	516,912	2,006,771

FY 2018 Capital Outlay Budget

Unit	Project Description	Budget Amount	Justification
SBPA	Building A/C Replacement	-	Core Mission
Campus Wide	Campus Security Alert System	200,000	Student Safety
Student Housing	Fire Suppression System	350,000	Student Safety
CNAS	Science Building Expansion to meet demand for addt'l lab space	250,000	Core Mission
Athletics	Solar Lighting for Athletic Field	-	Athletics
OIT	Generator Replacement	250,000	Core Mission
CLASS	HSS and EC Building Skylight Replacement	-	Student Safety
Campus Wide	Generator Back-Up Project Phase 1	-	Core Mission
Campus Wide	VoIP Phone System Phase 1	200,000	Efficiency/Cost Savings
Marine Lab	Boat	160,000	Revenue Diversity
Plant Maintenance	Replacement of Equipment	28,000	Replacement
Dorm	Dorm II Second Floor Renovation	261,000	Core Mission
OIT	Computer Center Modernization	-	Core Mission
Campus WIde	ADA Compliance	100,000	Legal
Dorm	Dorm I ROTC windows, walls, air conditioning Phase 1	100,000	Efficiency/Safety
Campus Wide	Campus wiring to CAT6 Phase 1	160,000	Efficiency/Core Mission
OIT	UPS Battery	100,000	Core Mission
	FY 2018 Total Request	2,159,000	
Library	Collection Development: Books (Print & Non-Print)	60,000	
Library	Collection Development: Databases	97,113	
Library	Collection Development: Film/DVD's	10,000	
Library	Collection Development: Journals/Subscriptions	110,421	
MARC	Collection Development: Books (Print & Non-Print)	5,000	
MARC	UOG Press Publication(s)	50,000	
	Academic and Research Internet Utility Fund	70,000	
		402,534	

UNIVERSITY OF GUAM FY2018 Special Appropriations Fund Budget

Account Name: WERI GUAM HYDROLOGIC SURVEY Signature-Dept Head: Dr. John Jenson

Account Number: 10-30-430002-R-5

Revenue (Please list sources)

		Quarterly Breakdown			
		Oct-Dec	Jan-Mar	Apr-June	Jul-Sept
SPECIAL APPROPRIATION FUNDED BY THE GUAM LEGISLATURE	204,200				
$ 204,200		51,050	51,050	51,050	51,050

A. **SALARIES AND BENEFITS**

FACULTY/RESEARCH ASSISTANT(S) SALARY AND FRINGE BENEFITS (Please attach staffing pattern)	**$ 125,000**	31,250	31,250	31,250	31,250

B. **OFF-ISLAND TRAVEL**

Name & Position of Traveler		Total				
none.						
Justification / Notes:	**Total FY17**	$ -				

C. **CONTRACTUAL SERVICES**

Item	Qty	Cost	Total				
CONTRACTUAL SERVICES FOR RESEARCH			10,000				
Justification / Notes:		**Total FY17**	**$ 10,000**	2,500	2,500	2,500	2,500

D. **SUPPLIES**

Item	Qty	Cost	Total				
OFFICE SUPPLIES/OTHER SUPPLIES & MATERIALS			14,500				
Justification / Notes:		**Total FY17**	**$ 14,500**	3,625	3,625	3,625	3,625

E. **EQUIPMENT: below $5,000**

Item	Qty	Cost	Total				
COMPUTER EQUIPMENT/SOFTWARE FOR GIS LABORATORY			7,780				
Justification / Notes:		**Total FY17**	**$ 7,780**	1,945	1,945	1,945	1,945

F. **MISCELLANEOUS Expense**

Item	Qty	Cost	Total				
TUITION & FEES FOR RESEARCH ASSISTANTS			3,500				
PRINTING			2,500				
POSTAGE/LONG DISTANCE/FAX			500				
Justification / Notes:		**Total FY17**	**$ 6,500**	1,625	1,625	1,625	1,625

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

Item	Qty	Cost	Total				
GHS LAB AND EQUIPMENT			20,000				
Justification / Notes:		**Total FY17**	**$ 20,000.00**	5,000	5,000	5,000	5,000

H. **UTILITIES: Power, Water, Telephone**

Item	Total				
Power	-				
Telephone					
Total FY17	**$ -**				

I. **Transfer for F & A Fees: 10%**	**$ 20,420**	5,105	5,105	5,105	5,105
Annual Surplus (Deficit)	**$ -**	**0**	**0**	**0**	**0**

UNIVERSITY OF GUAM FY2018 Special Appropriations Fund Budget

Account Name: WERI GUAM HYDROLOGIC MONITORING Signature-Dept Head: Dr. John Jenson

Account Number: 10-30-430003-R-5

Revenue (Please list sources)

		Quarterly Breakdown			
		Oct-Dec	Jan-Mar	Apr-June	Jul-Sept
SPECIAL APPROPRIATION FUNDED BY THE GUAM LEGISLATURE	173,948				
	$ 173,948	43,487	43,487	43,487	43,487

A. **SALARIES AND BENEFITS**

Please attach staffing pattern					

B. **OFF-ISLAND TRAVEL**

Name & Position of Traveler		Total				
Justification / Notes:	**Total FY18**	$ -				

C. **CONTRACTUAL SERVICES**

Item	Qty	Cost	Total				
CONTRACTUAL SERVICES FOR RESEARCH WITH US GEOLOGIC SURVEY			173,948				
Justification / Notes:	**Total FY18**	**$ 173,948**		43,487	43,487	43,487	43,487

D. **SUPPLIES**

Item	Qty	Cost	Total				
Justification / Notes:	**Total FY18**	$ -					

E. **EQUIPMENT: below $5,000**

Item	Qty	Cost	Total				
Justification / Notes:	**Total FY18**	$ -					

F. **MISCELLANEOUS Expense**

Item	Qty	Cost	Total				
Justification / Notes:	**Total FY18**	$ -					

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

Item	Qty	Cost	Total				
Justification / Notes:	**Total FY18**	$ -					

H. **UTILITIES: Power, Water, Telephone**

Item	Total				
Power					
Telephone					
Total FY18	$ -				

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

Annual Surplus (Deficit)	$ -	0	0	0	0

UNIVERSITY OF GUAM FY2018 Special Appropriations Fund Budget

Account Name: Guam Aquaculture Dev & Training Center Signature-Dept Head: Dr. Lee Yudin

Account Number:

Revenue (Please list sources)

		Quarterly Breakdown			
		Oct-Dec	Jan-Mar	Apr-June	Jul-Sept
Special Appropriation funded by the Government of Guam	153,032				
	$ 153,032	38,258	38,258	38,258	38,259

A. **SALARIES AND BENEFITS**

3 to 4 limited term employees	$ 60,000	15,000	15,000	15,000	15,000

B. **TRAVEL**

Name & Position of Traveler		Total
N/A		

Justification / Notes: **Total FY18** $ -

C. **CONTRACTUAL SERVICES**

Item	Qty	Cost	Total
Maintenance Contracts			15,000
Deep water well pulls			
Pump and blower repairs			
Plumbing renovations			

Justification / Notes: **Total FY18** **$ 15,000** 3,750 3,750 3,750 3,750

D. **SUPPLIES**

Item	Qty	Cost	Total
Feed			28,729

Justification / Notes: **Total FY18** **$ 28,729** 7,182 7,182 7,182 7,183

E. **EQUIPMENT**: **below $5,000**

Item	Qty	Cost	Total
Pumps and blowers			9,000

Justification / Notes: **Total FY18** **$ 9,000** 2,250 2,250 2,250 2,250

F. **MISCELLANEOUS Expense**

Item	Qty	Cost	Total

Justification / Notes: **Total FY18** **$ -**

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

Item	Qty	Cost	Total
Renovations of Fadian Aquaculture Hatchery Facilities			25,000

Justification / Notes: **Total FY18** **$ 25,000.00** 6,250 6,250 6,250 6,250

H. **UTILITIES: Power, Water, Telephone**

Item	Total

Total FY18 $ -

I. **Transfer for F & A Fees** (see guidelines for more information) 15,303 3,826 3,826 3,826 3,826

Annual Surplus (Deficit) **$ (0)** **0** **0** **0** **0**

GADTC

UNIVERSITY OF GUAM
UNIBETSEDAT GUÅHAN
BOARD OF REGENTS

RESOLUTION NO. 17-04

RELATIVE TO APPROVING THE FY2018 NON-APPROPRIATED FUND (NAF) BUDGETS

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

WHEREAS, the UOG Board of Regents (BOR) is responsible for annually approving and adopting budgets and strategic plans for non-appropriated funds that derive revenues from self-generated funds, indirect costs, tuition revenue sharing, and fees and that meet the following guidelines: accounts that spend or plan to spend $25,000 or more annually and/or accounts with salary expenses, even if the total annual expenditure level falls below $25,000; and

WHEREAS, UOG's NAF budgets are an important source of University-generated funding for the operational needs of the academic, student services and administrative departments in performance of UOG's mission and focus upon the highest priorities of academic and business plan objectives; and

WHEREAS, UOG received recommendations on areas of resource needs and opportunities of non-appropriated funds from the University Planning and Budget Advisory Committee (UPBAC) with representation from the Faculty Senate, Deans' Council, Administrative Council, Faculty Union, Staff Council, and Student Government Association; and

WHEREAS, based upon an assessment of UOG's priority needs and the recommendations of UPBAC and the administration, the President approved the attached FY2018 NAF budgets for consideration by the Budget, Finance, Investments and Audit Committee; and

WHEREAS, the BFIA Committee has reviewed the budgets and, with the President, recommends to the BOR for approval the following FY18 NAF budgets attached hereto:

SBPA- IAI Strategic Initiatives/ Institutional Course Admin Allowance
SOE- Institutional Course Admin Allowance
SNHS- Institutional Course Admin Allowance
SNHS- Lab Fees
SW – Admin Allowance
CLASS – Admin Allowance

CLASS – Course Fees
CLASS - Miscellaneous
CNAS – Institutional Course Admin Allowance

WERI- Water Quality

CEDDERS Indirect Cost
EMSS – SGA Support
EMSS-A & R Catalog/Transcript Account
EMSS- Indirect Cost (TRIO)
Learning Resources- Library Acquisition/ Student Fees
Computer Center – Internet Fee
Computer Center – IT Fee
Computer Center - Miscellaneous

CNAS – Science Lab Fees	President's Development Fund
CNAS – Math & Computer Science Lab Fees	Facilities and Administrative Support (F&A)
SVP-Discretionary	Comptroller's Office-Bursar & Business Office
Marine Lab- Coastal Resources	On-Line Learning Fee

WHEREAS, the BFIA and the Student Affairs, Scholarship, Alumni Relations and Honorary Degree (SASARHD) Committees have reviewed draft proposals for changes to student institutional and course/lab fees that will impact future NAF budgets; and

WHEREAS, the BFIA and SASARHD Committees intend to jointly sponsor a public hearing to address the proposed changes to the student institutional and course/lab fees, which are intended to become effective in AY 2017-2018.

NOW, THEREFORE, BE IT RESOLVED, that the UOG FY2018 Non-Appropriated Funds named above and attached hereto are hereby approved and will be administered with an effective date of October 1, 2017.

BE IT FURTHER RESOLVED, that the President take the appropriate steps to facilitate community feedback regarding the proposed changes to the student institutional and course/lab fees, and submit a final proposal of fee changes to the BFIA and SASARHD Committees to consider for recommendation to the BOR for implementation in AY 2017-2018.

Adopted this 16th day of February, 2017.

Antoinette D. Sanford, Chairperson

ATTESTED:

Dr. Robert A. Underwood, Executive Secretary

University of Guam
Non-Appropriated Fund
FY 2018 Budget Summaries
Per BOR 17-nn

	SBPA	SOE - Adm. Allowance	SNHS - Adm Allowance	SNHS - Lab Fees	SW - Adm Allowance	CLASS - Adm Allowance	CLASS - Misc.	CLASS Course Fees	CNAS - Adm Allowance	CNAS - Math/CS Adm Allowance	CNAS - NatSci Adm Allowance
Revenue	386,194	114,776	37,628	32,573	23,750	452,409	35,651	122,068	13,000	190,000	70,000
Salaries & Benefits	58,518	39,000	-	-	-	155,241	-	92,000	-	140,000	40,000
Travel	125,000	21,250	8,000	-	9,000	85,357	-	-	2,500	20,000	10,000
Contractual Services	35,000	23,000	15,000	14,340	8,000	68,200	-	11,500	1,750	2,900	2,700
Supplies	23,000	5,000	3,500	14,600	2,000	17,800	20,000	10,000	7,500	15,000	10,000
Equipment	44,650	18,935	9,225	3,633	1,582	102,181	3,400	2,800	730	1,500	1,500
Miscellaneous	22,500	3,000	-	-	2,204	-	-	-	-	3,000	3,000
Capital Outlay	-	-	-	-	-	5,000	10,000	-	-	-	-
Utitlities											
Transfer to F&A	15,448	4,591	1,505	-	950	18,096	1,426	-	520	7,600	2,800
Annual Surplus (Deficit)	62,078	-	398	-	14	534	825	5,768	-	-	-

	CNAS - ALS Fees	CNAS - Math/CS Fees	CNAS - NatSci Fees	SVP Disc	ML - Coastal Resources	WERI	CEDDERS	EMSS - SGA Support	EMSS - Cat/Transcript Revenue	EMSS - Indirect (TRIO)	LR - Acquisitions & Library Fees
Revenue	13,000	65,000	82,000	573,226	60,950	185,000	29,935	35,000	55,620	35,000	197,651
Salaries & Benefits	3,000	43,000	2,000	307,000	-	25,000	-	-	16,974	19,000	-
Travel	-	-	-	61,000	-	5,500	13,000	10,000	15,450	3,200	-
Contractual Services	-	2,500	600	67,500	19,040	36,500	7,200	1,500	15,229	3,200	65,000
Supplies	4,000	16,500	78,900	2,388	1,800	26,100	5,945	10,000	5,742	1,600	18,200
Equipment	4,000	2,000	200	5,000	4,925	2,000	3,000	3,100	-	2,000	13,720
Miscellaneous	2,000	1,000	300	107,409	5,000	10,450	790	7,000		1,350	1,500
Capital Outlay	-	-			-	44,000	-	-			90,800
Utitlities						7,700		2,000		4,650	
Transfer to F&A	-	-	-	22,929	9,143	27,750	-	1,400	2,225	-	7,906
Annual Surplus (Deficit)	-	-	-	0	21,043	-	-	-	0	-	525



	Comp Ctr - Internet	*Comp Ctr - IT Fee*	*Comp Ctr - Misc.*	*Pres Develop. Fund*	*F&A*	*Comptroller*	*TADEO - OLL*	Total
Revenue	495,000	178,200	30,000	534,000	606,817	117,000	145,000	4,916,448
Salaries & Benefits	150,000	127,000	10,000	-	208,117	38,566	79,522	1,553,938
Travel	17,000	5,000	8000	60,000	-	27,000	6250	512,507
Contractual Services	260,875	16,000	9,800	120,000	345,500	11,800	51400	1,216,034
Supplies	20,200	16,000	1,000	-	14,500	18,000	2,028	371,303
Equipment	17,125	7,072	-	-	4,000	5,000		263,278
Miscellaneous	10,000	-	-	354,000	34,700	9,200		578,403
Capital Outlay	-							149,800
Utitlities								14,350
Transfer to F&A	19,800	7,128	1,200	-	-	7,434	5,800	165,651
Annual Surplus (Deficit)	-	-	-	-	(0)	-	-	91,184

UNIVERSITY OF GUAM FY2018 NON-APPROPRIATED FUND BUDGET

Department/Unit: School of Business and Public Administration Signature-Dept Head: Dr. Annette Taijeron Santos

Account No: IAI Strategic Initiative28-34-040015-N | Institutional Administrative Allowance 28-34-040016-A

Revenue (Please list sources)

		Quarterly Breakdown			
		Oct-Dec	Jan-Mar	Apr-June	Jul-Sept
SBPA Institutional Administrative Allowance	336,694				
SBPA IAI Strategic Initiatives (average of last five years)	49,500				
	$ 386,194	96,549	96,549	96,549	96,549

A. **SALARIES AND BENEFITS**

		Oct-Dec	Jan-Mar	Apr-June	Jul-Sept
Advisement and Assessment Coordinator (Salary plus benefits)	$ 58,518	14,630	14,630	14,630	14,630

Justification / Notes: Please see attached organization structure

B. **OFF-ISLAND TRAVEL**

Name & Position of Traveler		Total
SBPA Faculty	All Full-Time Faculty @ $3,500 x 22	77,000
SBPA Dean	$3,500 x 5 Trips	17,500
SBPA Administrative Support Team	Training Development: $3,500 x 6 Full-Time Staff	21,000
Student Success Initiatives	Conference Participation ($500 x 12 Students)	6,000
Student Success Initiatives	International Travel Experience ($500 x 7 Students)	3,500

	Total FY18	$ 125,000	31,250	31,250	31,250	31,250

Justification / Notes: Support Faculty/Staff Professional Development, Dean Accreditation/Revene Generating Travel and Student Success Initiatives

C. **CONTRACTUAL SERVICES**

Item	Qty	Cost	Total
Xerox Maintenance	3	5,000	15,000
Facilities Maintenance	1	10,000	10,000
Student Recruitment and Retention Initiatives	Misc	10,000	10,000

	Total FY18	**$ 35,000**	8,750	8,750	8,750	8,750

Justification / Notes: Xerox Maintenance contract, facilities maintenance and recruitment/retention investments.

D. **SUPPLIES**

Item	Qty	Cost	Total
Instructional Supplies	Misc	10,000	10,000
Administrative Support Supplies	Misc	5,000	5,000
SBPA Program Support Supplies	Misc	5,000	5,000
Student Sponsored Events (Forums/Coferences)	Misc	3,000	3,000

	Total FY18	**$ 23,000**	5,750	5,750	5,750	5,750

Justification / Notes: Support instructional and administrative for academic and robust degree programs.

E. **EQUIPMENT: below $5,000**

Item	Qty	Cost	Total
Computer Equipment (i.e. Laptops)	15	1,250	18,750
External Hard Drives ($200 x 22); Faculty/Staff Usage	22	200	4,400
Printers: Faculty/Staff Usage	10	550	5,500
Computer Backup Power Supply ($500 x 10)	10	500	5,000
Computer Equipment Accessories (RAM, Hard Drive) $500 x 22	22	500	11,000

	Total FY18	**$ 44,650**	11,163	11,163	11,163	11,163

Justification / Notes: Faculty/Staff and Computer Lab equipment replacement

F. **MISCELLANEOUS Expense**

Item	Qty	Cost	Total
Accreditation: IACBE	1	2,950	2,950
Accreditation: NASPAA	1	5,000	5,000
Accreditation: ACJS	1	3,000	3,000
Accreditation: AACSB	1	2,550	2,550
Software License Renewal	Misc	5,000	3,000
Subscriptions: Academic	Misc	3,000	3,000
Peregrine Academic Services	Misc	3,000	3,000

	Total FY18	**$ 22,500**	5,625	5,625	5,625	5,625

Justification / Notes: Academic membership and renewals based on access to quality academic resources; required academic subscriptions for faculty; and software license renewals.

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

Item	Qty	Cost	Total

	Total FY18	**$ -**				

Justification / Notes:

H. **UTILITIES: Power, Water, Telephone**

Item	Total
Power	
Telephone	

	Total FY18	**$ -**				

I.	**Transfer for F & A Fees** (see guidelines for more information)	$ 15,448	3,862	3,862	3,862	3,862
	Annual Surplus (Deficit)	**$ 62,078**	**15,520**	**15,520**	**15,520**	**15,520**

UNIVERSITY OF GUAM FY2018 NON-APPROPRIATED FUND BUDGET

Department/Unit: School of Education Signature-Dept Head: Dr. John Sanchez, Dean

Revenue (Please list sources)

		Quarterly Breakdown			
		Oct-Dec	Jan-Mar	Apr-June	Jul-Sept
Admin Allowance (15% of Institutional Course Net Revenue)	114,776				
	$ 114,776	28,694	28,694	28,694	28,694

A. **SALARIES AND BENEFITS**

Please attach staffing pattern	$ 39,000	9,750	9,750	9,750	9,750

B. **OFF-ISLAND TRAVEL**

Name & Position of Traveler		Total				
Dean Travel		5,000				
Faculty/Staff Development		11,250				
CAEP Related Travel		5,000				
Justification / Notes:	Total FY18	$ 21,250	5,313	5,313	5,313	5,313

C. **CONTRACTUAL SERVICES**

Item	Qty	Cost	Total				
SOE Recognition Ceremonies			8,000				
Professional Services/Contracts (GDOE)			15,000				
Justification / Notes:		Total FY18	$ 23,000	5,750	5,750	5,750	5,750

D. **SUPPLIES**

Item	Qty	Cost	Total				
Office Supplies			2,500				
Instructional Supplies			2,500				
Justification / Notes:		Total FY18	$ 5,000	1,250	1,250	1,250	1,250

E. **EQUIPMENT: below $5,000**

Item	Qty	Cost	Total				
Furniture/Equipment Needed for various rooms			11,000				
Technological equipment upgrade			7,935				
Justification / Notes:		Total FY18	$ 18,935	4,734	4,734	4,734	4,734

F. **MISCELLANEOUS Expense**

Item	Qty	Cost	Total				
Payless Supermarket			3,000				
Justification / Notes:		Total FY18	$ 3,000	750	750	750	750

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

Item	Qty	Cost	Total				
Justification / Notes:		Total FY18	$ -				

H. **UTILITIES: Power, Water, Telephone**

Item	Total				
Power					
Telephone					
	Total FY18	$ -				

I. **Transfer for F & A Fees** (see guidelines for more information)	$ 4,591	1,148	1,148	1,148	1,148
Annual Surplus (Deficit)	$ -	0	0	0	0

UNIVERSITY OF GUAM FY2018 NON-APPROPRIATED FUND BUDGET

Department/Unit: SNHS Signature-Dept Head: M. Hattori-Uchima

Admin Allowance 28-34-120013-A

Revenue (Please list sources)

		Quarterly Breakdown			
		Oct-Dec	Jan-Mar	Apr-June	Jul-Sept
Fall 2017	17,117				
Intercession 2017	907				
Spring 2018	16,919				
Summer 2018	2,685				
	$ 37,628	17,117	907	16,919	2,685

A. **SALARIES AND BENEFITS**

Please attach staffing pattern						

B. **OFF-ISLAND TRAVEL**

Name & Position of Traveler		Total				
Faculty travel	APHA Accreditation Conference	4,000				
Faculty travel	ACEN	4,000				
Justification / Notes:	Total FY18	$ 8,000	8,000			

C. **CONTRACTUAL SERVICES**

Item	Qty	Cost	Total				
Subscriptions, memership dues, consultancy (Nursing) Accreditation, accrediation fees			5,000				
advisement assistance			10,000				
Justification / Notes:		Total FY18	$ 15,000	5,000	2,000	4,000	4,000

D. **SUPPLIES**

Item	Qty	Cost	Total				
Instructional Supplies			1,000				
Retention Initiative			2,000				
Faculty Retreat			500				
Justification / Notes:		Total FY18	$ 3,500	1,250	750	750	750

E. **EQUIPMENT: below $5,000**

Item	Qty	Cost	Total				
SNHS Computer Lab Computers			8,000				
classroom equipment and supplies			1,225				
Justification / Notes:		Total FY18	$ 9,225	2,000	1,225	6,000	

F. **MISCELLANEOUS Expense**

Item	Qty	Cost	Total				
Justification / Notes:		Total FY18	$ -				

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

Item	Qty	Cost	Total				
Justification / Notes:		Total FY18	$ -				

H. **UTILITIES: Power, Water, Telephone**

Item	Total					
Power						
Telephone						
	Total FY18	$ -				

I. **Transfer for F & A Fees** (see guidelines for more information)	$ 1,505	685	36	677	107	
Annual Surplus (Deficit)	**$ 398**	**182**	**(3,104)**	**5,492**	**(2,172)**	

UNIVERSITY OF GUAM FY2018 NON-APPROPRIATED FUND BUDGET

Department/Unit: SHNS Signature-Dept Head: M. Hattori-Uchima

Lab Fees 28-34-120012-N-5

Revenue (Please list sources)

		Quarterly Breakdown			
		Oct-Dec	Jan-Mar	Apr-June	Jul-Sept
Fall 2017	12,113				
Intercession 2017	225				
Spring 2018	19,560				
Summer 2018	675				
	$ 32,573	12,113	225	19,560	675

A. **SALARIES AND BENEFITS**

Please attach staffing pattern					

B. **OFF-ISLAND TRAVEL**

Name & Position of Traveler		Total				
Justification / Notes:	Total FY18	$ -				

C. **CONTRACTUAL SERVICES**

Item	Qty	Cost	Total				
lab equipment maintenance			1,500				
printing (computer lab and testing)			840				
teaching assistant			12,000				
Justification / Notes:	Total FY18		$ 14,340	3,660	3,560	3,560	3,560

D. **SUPPLIES**

Item	Qty	Cost	Total				
clinical and lab supplies Nursing and HS			8,000				
Instructional materials, NLN exams, HSRT exams, NCLEX prep			6,600				
Justification / Notes:	Total FY18		$ 14,600	3,950	3,000	4,650	3,000

E. **EQUIPMENT: below $5,000**

Item	Qty	Cost	Total				
lab equipment for HS and Nursing			3,633				
Justification / Notes:	Total FY18		$ 3,633	909	908	908	908

F. **MISCELLANEOUS Expense**

Item	Qty	Cost	Total				
Justification / Notes:	Total FY18		$ -				

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

Item	Qty	Cost	Total				
Justification / Notes:	Total FY18		$ -				

H. **UTILITIES: Power, Water, Telephone**

Item	Total				
Power					
Telephone					
Total FY18	$ -				

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

Annual Surplus (Deficit)	**$ -**	**3,594**	**(7,243)**	**10,442**	**(6,793)**

UNIVERSITY OF GUAM FY2018 NON-APPROPRIATED FUND BUDGET

Department/Unit: SNHS/SW Signature-Dept Head: M. Hattori-Uchima

Admin Allowance 28-34-120021-A-5

Revenue (Please list sources)			Quarterly Breakdown			
			Oct-Dec	Jan-Mar	Apr-June	Jul-Sept
Fall 2017		15,000.00				
Fall Intercession 2017		750.00				
Spring 2018		6,000.00				
Summer 2018		2,000.00				
		23,750	15,000	750	6,000	2,000

A. SALARIES AND BENEFITS

Please attach staffing pattern						

B. OFF-ISLAND TRAVEL

Name & Position of Traveler		Total				
Faculty	SW Accreditation Conference	9,000				
Justification / Notes:	Total FY18	**9,000**	4,500		4,500	

C. CONTRACTUAL SERVICES

Item	Qty	Cost	Total				
CSWE membership			6,000				
subscriptions, accreditation fees			2,000				
Justification / Notes:		Total FY18	**8,000**	2,000		6,000	

D. SUPPLIES

Item	Qty	Cost	Total				
faculty/student retreat			1,500				
SW Pinning			500				
Justification / Notes:		Total FY18	**2,000**	1,000		1,000	

E. EQUIPMENT: below $5,000

Item	Qty	Cost	Total				
Computer Equipment			1,582				
Justification / Notes:		Total FY18	**1,582**	791		791	

F. MISCELLANEOUS Expense

Item	Qty	Cost	Total				
office supplies			500				
brochures/promotional			1,704				
Justification / Notes:		Total FY18	**2,204**	735		1,469	

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

Item	Qty	Cost	Total				
Justification / Notes:		Total FY18	-				

H. UTILITIES: Power, Water, Telephone

Item	Total				
Power					
Telephone					
	Total FY18	-				

I.	**Transfer for F & A Fees (see guidelines for more information)**	950	600	30	240	80
	Annual Surplus (Deficit)	**14**	**5,374**	**720**	**(8,000)**	**1,920**

UNIVERSITY OF GUAM FY2018 NON-APPROPRIATED FUND BUDGET

Department/Unit: CLASS OPSI Acct 28-34-160013-A Signature-Dept Head: Dr. James Sellmann, Dean

Revenue (Please list sources)

		Quarterly Breakdown			
		Oct-Dec	Jan-Mar	Apr-June	Jul-Sept
Fall 2017	210,890				
Fall Intersession 2017-2016	14,280				
Spring 2018	180,171				
Summer 2018	47,068				
	$ 452,409	113,102	113,102	113,102	113,102

A. **SALARIES AND BENEFITS**

Teaching Assistants, Research Assistants, ISLA EA, IT Support Tech, Isa Counselor **and Isa Director** - part time.	$ 155,241	38,810	38,810	38,810	38,810

B. **OFF-ISLAND TRAVEL**

Name & Position of Traveler		Total				
Faculty and Student Travel Grants		50,000				
Professional Development - Dean's fund		35,357				
Justification / Notes:	**Total FY18**	$ 85,357	21,339	21,339	21,339	21,339

C. **CONTRACTUAL SERVICES**

Item	Qty	Cost	Total				
Maintenance and Equipment/Computer			3,000				
Professional Consultant			20,000				
Ad/Printing/Duplicating			1,000				
Subscriptions/Dues, Books			1,000				
Other Services			43,200				
Justification / Notes:		**Total FY18**	**$ 68,200**	17,050	17,050	17,050	17,050

D. **SUPPLIES**

Item	Qty	Cost	Total				
Instructional Supplies			10,000				
Other Supplies & Materials			7,800				
Justification / Notes:		**Total FY18**	**$ 17,800**	4,450	4,450	4,450	4,450

E. **EQUIPMENT: below $5,000**

Item	Qty	Cost	Total				
Furniture and Equipment: Smart Classrooms, Graphic Arts Lab and Computer Labs			24,500				
Computer Replacement: Faculty,Staff and Administrators			64,181				
Art, Ceramic and Music Instruments			13,500				
Justification / Notes:		**Total FY18**	**$ 102,181**	25,545	25,545	25,545	25,545

F. **MISCELLANEOUS Expense**

Item	Qty	Cost	Total				
Justification / Notes:		**Total FY18**	**$ -**				

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

Item	Qty	Cost	Total				
Building Repairs			5,000				
Justification / Notes:		**Total FY18**	**$ 5,000.00**	1,250	1,250	1,250	1,250

H. **UTILITIES: Power, Water, Telephone**

Item	Total				
Power					
Telephone					
	Total FY18	**$ -**				

I. **Transfer for F & A Fees** (see guidelines for more information) - 4% $ 18,096 4,524 4,524 4,524 4,524

Annual Surplus (Deficit) **$ 534** **134** **134** **134** **134**

UNIVERSITY OF GUAM FY2018 NON-APPROPRIATED FUND BUDGET

Department/Unit: CLASS Misc. Account 28-34-160019-A Signature-Dept Head: Dr. James Sellmann, Dean

Revenue (Please list sources)

		Quarterly Breakdown			
		Oct-Dec	Jan-Mar	Apr-June	Jul-Sept
Lecture Hall, Fine Arts Auditorium and Classrooms Rental	35,651				
	$ 35,651	8,913	8,913	8,913	8,913

A. **SALARIES AND BENEFITS**

Please attach staffing pattern					

B. **OFF-ISLAND TRAVEL**

Name & Position of Traveler		Total				
Justification / Notes:	Total FY18	$ -				

C. **CONTRACTUAL SERVICES**

Item	Qty	Cost	Total				
Justification / Notes:	Total FY18	$ -					

D. **SUPPLIES**

Item	Qty	Cost	Total				
Instructional Supplies			15,000				
Other Supplies & Materials			5,000				
Justification / Notes:	Total FY18	$ 20,000		5,000	5,000	5,000	5,000

E. **EQUIPMENT: below $5,000**

Item	Qty	Cost	Total				
Furniture and Equipment: Smart Classrooms, Graphic Arts Lab and Computer Labs			3,400				
Justification / Notes:	Total FY18	$ 3,400		850	850	850	850

F. **MISCELLANEOUS Expense**

Item	Qty	Cost	Total				
Justification / Notes:	Total FY18	$ -					

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

Item	Qty	Cost	Total				
Building Repairs			10,000				
Justification / Notes:	Total FY17	$ 10,000.00		2,500	2,500	2,500	2,500

H. **UTILITIES: Power, Water, Telephone**

Item	Total				
Power					
Telephone					
	Total FY18	$ -				

I. **Transfer for F & A Fees** (see guidelines for more information) - 4%	$ 1,426	357	357	357	357
Annual Surplus (Deficit)	**$ 825**	**206**	**206**	**206**	**206**

UNIVERSITY OF GUAM FY2018 NON-APPROPRIATED FUND BUDGET

Department/Unit: CLASS Course Fees Acct 28-34-160017-A Signature-Dept Head: Dr. James Sellmann, Dean

Revenue (Please list sources)		Quarterly Breakdown			
		Oct-Dec	Jan-Mar	Apr-June	Jul-Sept
Fall 2016	57,498				
Fall Intersession 2016-2017	2,682				
Spring 2017	53,865				
Summer 2017	8,024				
	$ 122,068	30,517	30,517	30,517	30,517

A. **SALARIES AND BENEFITS**

Teaching Assistants, Research Assistants, Extension Associates - part time.	**$ 92,000**	23,000	23,000	23,000	23,000

B. **OFF-ISLAND TRAVEL**

Name & Position of Traveler		Total				
Justification / Notes:	**Total FY18**	$ -	0	0	0	0

C. **CONTRACTUAL SERVICES**

Item	Qty	Cost	Total				
Professional Consultant			11,000				
Books, Subscriptions and Advertising			500				
Justification / Notes:		**Total FY18**	**$ 11,500**	2,875	2,875	2,875	2,875

D. **SUPPLIES**

Item	Qty	Cost	Total				
Instructional Supplies			10,000				
Justification / Notes:		**Total FY18**	**$ 10,000**	2,500	2,500	2,500	2,500

E. **EQUIPMENT: below $5,000**

Item	Qty	Cost	Total				
Smart Classrooms, Graphic Arts Labs & Computer Labs			2,800				
Justification / Notes:		**Total FY18**	**$ 2,800**	935	935		930

F. **MISCELLANEOUS Expense**

Item	Qty	Cost	Total				
Justification / Notes:		**Total FY18**	**$ -**	0	0	0	0

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

Item	Qty	Cost	Total				
Justification / Notes:		**Total FY18**	**$ -**	0	0	0	0

H. **UTILITIES: Power, Water, Telephone**

Item	Total				
Power					
Telephone	380				
	Total FY18	**$ 380**	95	95	95	95

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

Annual Surplus (Deficit)	**$ 5,388**	**1,112**	**1,112**	**2,047**	**1,117**

UNIVERSITY OF GUAM FY2018 NON-APPROPRIATED FUND BUDGET

Department/Unit: ADM Allowance CALS-INST (15 percent) Signature-Dept Head: Yudin, Lee

Account No: 28-34-200013-A5

Revenue (Please list sources)

		Quarterly Breakdown			
		Oct-Dec	Jan-Mar	Apr-June	Jul-Sept
2017 Fall	5,000				
2017 Fall Intersession					
Spring 2018	5,000				
Summer 2018	3,000				
	$ 13,000	5,000	5,000	1,500	1,500

A. **SALARIES AND BENEFITS**

Please attach staffing pattern					

B. **OFF-ISLAND TRAVEL**

Name & Position of Traveler		Total				
Student Attending Conferene		2,500				
Justification / Notes:	Total FY18	$ 2,500	1,250	1,250		

C. **CONTRACTUAL SERVICES**

Item	Qty	Cost	Total				
Data Communication			1,500				
Ads., Printing, Copying			250				
Justification / Notes:	Total FY18	$ 1,750	438	438	438	438	

D. **SUPPLIES**

Item	Qty	Cost	Total				
Office Supplies							
Instructional Supplies							
Computer	3	2500	7,500				
Justification / Notes:	Total FY18	$ 7,500		5,000	2,500		

E. **EQUIPMENT: below $5,000**

Item	Qty	Cost	Total				
desks			730				
Justification / Notes:	Total FY18	$ 730				730	

F. **MISCELLANEOUS Expense**

Item	Qty	Cost	Total				
Justification / Notes:	Total FY18	$ -					

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

Item	Qty	Cost	Total				
Justification / Notes:	Total FY18	$ -					

H. **UTILITIES: Power, Water, Telephone**

Item	Total				
Power					
Telephone					
	Total FY18	$ -				

I.	**Transfer for F & A Fees** (see guidelines for more information)	$ 520	130	130	130	130
	Annual Surplus (Deficit)	$ -	3,183	(1,818)	(2,298)	933

UNIVERSITY OF GUAM FY2018 NON-APPROPRIATED FUND BUDGET

Department/Unit: ADM Allowance Natural Sciences (15 percent) Signature-Dept Head: Yudin, Lee

Account No: 28-34-200018-A5

Revenue (Please list sources)

		Quarterly Breakdown			
		Oct-Dec	Jan-Mar	Apr-June	Jul-Sept
2017 Fall	70,000				
2017 Fall Intersession	5,000				
Spring 2018	70,000				
Summer 2018	45,000				
	$ 190,000	47,500	47,500	47,500	47,500

A. **SALARIES AND BENEFITS**

TA's	$ 140,000	35,000	35,000	35,000	35,000

B. **OFF-ISLAND TRAVEL**

Name & Position of Traveler		Total				
Student Attending Conferene		20,000				
Justification / Notes:	Total FY18	$ 20,000	5,000	5,000	5,000	5,000

C. **CONTRACTUAL SERVICES**

Item	Qty	Cost	Total				
Data Communication			2,000				
Ads., Printing, Copying			900				
Justification / Notes:	Total FY18	$ 2,900	725	725	725	725

D. **SUPPLIES**

Item	Qty	Cost	Total				
Office Supplies							
Instructional Supplies							
Computer	6	2500	15,000				
Justification / Notes:	Total FY18	$ 15,000	3,750	3,750	3,750	3,750

E. **EQUIPMENT: below $5,000**

Item	Qty	Cost	Total				
desks	6	250	1,500				
Justification / Notes:	Total FY18	$ 1,500	375	375	375	375

F. **MISCELLANEOUS Expense**

Item	Qty	Cost	Total				
Miscellaneours itesm			3,000				
Justification / Notes:	Total FY18	$ 3,000	750	750	750	750

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

Item	Qty	Cost	Total				
Justification / Notes:	Total FY18	$ -				

H. **UTILITIES: Power, Water, Telephone**

Item	Total				
Power					
Telephone					
	Total FY18	$ -				

I. **Transfer for F & A Fees** (see guidelines for more information)	$ 7,600	1,900	1,900	1,900	1,900
Annual Surplus (Deficit)	$ -	0	0	0	0

UNIVERSITY OF GUAM FY2018 NON-APPROPRIATED FUND BUDGET

Department/Unit: ADM Allowance Natural Sciences (15 percent) Signature-Dept Head: Yudin, Lee

Account No: 28-34-2000019-A5

Revenue (Please list sources)

		Quarterly Breakdown			
		Oct-Dec	Jan-Mar	Apr-June	Jul-Sept
2017 Fall	30,000				
2017 Fall Intersession	2,000				
Spring 2018	30,000				
Summer 2018	8,000				
	$ 70,000	17,500	17,500	17,500	17,500

A. **SALARIES AND BENEFITS**

TA's	$ 40,000	15,000	15,000	5,000	5,000

B. **OFF-ISLAND TRAVEL**

Name & Position of Traveler		Total				
Student Attending Conferene		10,000				
Justification / Notes:	Total FY18	$ 10,000	2,500	2,500	2,500	2,500

C. **CONTRACTUAL SERVICES**

Item	Qty	Cost	Total				
Data Communication			2,000				
Ads., Printing, Copying			700				
Justification / Notes:	Total FY18	$ 2,700	675	675	675	675

D. **SUPPLIES**

Item	Qty	Cost	Total				
Office Supplies							
Instructional Supplies							
Computer	4	2500	10,000				
Justification / Notes:	Total FY18	$ 10,000	2,500	2,500	2,500	2,500

E. **EQUIPMENT: below $5,000**

Item	Qty	Cost	Total				
desks	6	250	1,500				
Justification / Notes:	Total FY18	$ 1,500	375	375	375	375

F. **MISCELLANEOUS Expense**

Item	Qty	Cost	Total				
Miscellaneous items			3,000				
Justification / Notes:	Total FY18	$ 3,000	750	750	750	750

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

Item	Qty	Cost	Total				
Justification / Notes:	Total FY18	$ -				

H. **UTILITIES: Power, Water, Telephone**

Item	Total				
Power					
Telephone					
	Total FY18	$ -				

I. **Transfer for F & A Fees** (see guidelines for more information)	$ 2,800	700	700	700	700
Annual Surplus (Deficit)	$ -	(5,000)	(5,000)	5,000	5,000

UNIVERSITY OF GUAM FY2018 NON-APPROPRIATED FUND BUDGET

Department/Unit: CALS Lab Fees Signature-Dept Head: Dr. Lee Yudin

Account No: 28-34-200012-P5

Revenue (Please list sources)

		Quarterly Breakdown			
		Oct-Dec	Jan-Mar	Apr-June	Jul-Sept
Fall 2017	5,000				
Fall 2017 Intersession					
Spring 2018	5,000				
Summer 2018	3,000				
	$ 13,000	4,000	4,000	4,000	1,000

A. **SALARIES AND BENEFITS**

TA's	$ 3,000	1,500	1,500		

B. **OFF-ISLAND TRAVEL**

Name & Position of Traveler		Total

Justification / Notes: Total FY18 $ -

C. **CONTRACTUAL SERVICES**

Item	Qty	Cost	Total

Justification / Notes: Total FY18 $ -

D. **SUPPLIES**

Item	Qty	Cost	Total
Institutional Supplies			4,000

Justification / Notes: Total FY18 $ 4,000 | 2,000 | 2,000 | | |

E. **EQUIPMENT: below $5,000**

Item	Qty	Cost	Total
Institutional Equipment			4,000

Justification / Notes: Total FY18 $ 4,000 | 2,000 | 2,000 | | |

F. **MISCELLANEOUS Expense**

Item	Qty	Cost	Total
Micc			2,000

Justification / Notes: Total FY18 $ 2,000 | 1,000 | | 1,000 | |

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

Item	Qty	Cost	Total

Justification / Notes: Total FY18 $ -

H. **UTILITIES: Power, Water, Telephone**

Item	Total
Power	
Telephone	

Total FY18 $ -

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

Annual Surplus (Deficit) $ - | (2,500) | (1,500) | 3,000 | 1,000

UNIVERSITY OF GUAM FY2018 NON-APPROPRIATED FUND BUDGET

Department/Unit: CNAS - Math & CS Class Fees Signature-Dept Head: Lee S. Yudin

Account No: 28-34-200516-A5

Revenue (Please list sources)

		Quarterly Breakdown			
		Oct-Dec	Jan-Mar	Apr-June	Jul-Sept
FALL 2017	24,000				
FALL 2017 INTERSESSION	3,000				
SPRING 2018	23,000				
SUMMER 2018	15,000				
	$ 65,000	22,750	22,750	13,000	6,500

A. **SALARIES AND BENEFITS**

Teaching Assistants (TAs))	$ 43,000	15,050	15,050	8,600	4,300

B. **OFF-ISLAND TRAVEL**

Name & Position of Traveler		Total				
Justification / Notes:	Total FY18	$ -				

C. **CONTRACTUAL SERVICES**

Item	Qty	Cost	Total				
Data Communication			1,600				
Ads., Printing, Copying			400				
Subscriptions, dues, books			500				
Other services							
Justification / Notes:	Total FY18	$ 2,500	875	875	500	250	

D. **SUPPLIES**

Item	Qty	Cost	Total				
Office Supplies			1,000				
Instructional Supplies			1,500				
Computer	7	2000	14,000				
Other Supplies & Materials							
Justification / Notes:	Total FY18	$ 16,500	5,775	5,775	3,300	1,650	

E. **EQUIPMENT: below $5,000**

Item	Qty	Cost	Total				
Furniture & Equipment			2,000				
Justification / Notes:	Total FY18	$ 2,000	700	700	400	200	

F. **MISCELLANEOUS Expense**

Item	Qty	Cost	Total				
Other emergency class supplies such as online course supplies			1,000				
Justification / Notes:	Total FY18	$ 1,000	350	350	200	100	

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

Item	Qty	Cost	Total				
Justification / Notes:	Total FY18	$ -					

H. **UTILITIES: Power, Water, Telephone**

Item	Total				
Power					
Telephone					
	Total FY18	$ -				

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

Annual Surplus (Deficit)	$ -	0	0	0	0

UNIVERSITY OF GUAM FY2018 NON-APPROPRIATED FUND BUDGET

Department/Unit: CNAS - Natural Science Lab Fees Signature-Dept Head: Lee S. Yudin

Account No: 28-34-201512-A5

Revenue (Please list sources)

		Quarterly Breakdown			
		Oct-Dec	Jan-Mar	Apr-June	Jul-Sept
FALL 2017	34,000				
FALL 2017 INTERSESSION	2,000				
SPRING 2018	31,000				
SUMMER 2018	15,000				
	$ 82,000	28,700	28,700	16,400	8,200

A. **SALARIES AND BENEFITS**

Teaching Assistants (TAs))	$ 2,000	700	700	400	200

B. **OFF-ISLAND TRAVEL**

Name & Position of Traveler		Total				
Justification / Notes:	Total FY18	$ -				

C. **CONTRACTUAL SERVICES**

Item	Qty	Cost	Total				
Data Communication			200				
Ads., Printing, Copying			200				
Subscriptions, dues, books			200				
Other services							
Justification / Notes:	Total FY18	$ 600		210	210	120	60

D. **SUPPLIES**

Item	Qty	Cost	Total				
Office Supplies			300				
Instructional/Lab Supplies			78,600				
Computer							
Other Supplies & Materials							
Justification / Notes:	Total FY18	$ 78,900		27,615	27,615	15,780	7,890

E. **EQUIPMENT: below $5,000**

Item	Qty	Cost	Total				
Furniture & Equipment			200				
Justification / Notes:	Total FY18	$ 200		70	70	40	20

F. **MISCELLANEOUS Expense**

Item	Qty	Cost	Total				
Other emergency class supplies			300				
Justification / Notes:	Total FY18	$ 300		105	105	60	30

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

Item	Qty	Cost	Total				
Justification / Notes:	Total FY18	$ -					

H. **UTILITIES: Power, Water, Telephone**

Item	Total				
Power					
Telephone					
	Total FY18	$ -				

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

Annual Surplus (Deficit)	$ -	0	0	0	0

UNIVERSITY OF GUAM FY2018 NON-APPROPRIATED FUND BUDGET

Department/Unit: Academic and Student Affairs Signature-Dept Head: Dr. Anita Borja Enriquez

Revenue (Please list sources)

		Quarterly Breakdown			
		Oct-Dec	Jan-Mar	Apr-June	Jul-Sept
Salary Reimbursements (HSN; EPSCOR- JB, JP, TD, JD, $69,654; YP, KC, and MHU, RAU, MH, KM, LR)	160,000				
3% from EMSS, three colleges, and three schools	217,226				
Registration Fees	100,000				
Application Fees	73,000				
Graduate Application Fee	23,000				
	$ 573,226	286,613		143,307	143,307

A. **SALARIES AND BENEFITS**

CDRS Fac FTE ($62k), 2-Ext Asst PT ($50k), 6-Advsmt Coords ($25k ea)/DIMC's MD ($30k), Felws/$15k	**$ 307,000**	153,500		76,750	76,750

B. **OFF-ISLAND TRAVEL**

Name & Position of Traveler		Total				
Administrator/Staff/College Readiness		11,000				
SVP (AASCU/APLU/WASC/DC meetings)		25,000				
WASC Meetings/Workshops-Key reps		25,000				
Justification / Notes: Att Misc. travel related to college readiness, degree completion, higher ed trends, WASC mtgs.	**Total FY17**	**$ 61,000**	30,500		15,250	15,250

C. **CONTRACTUAL SERVICES**

Item	Qty	Cost	Total				
Ads, printing, copying ($1k)+ DIMC Mktg Retention Initiatives ($42k)			43,000				
Data Communication			1,500				
Subscription, dues, books			2,000				
Early Pipeline/College Success Research Work (faculy/research fellows)			21,000				
Justification / Notes: Support to DIMC for mktg and recruitment exp., comm., subscription, research fellows+ support		**Total FY17**	**$ 67,500**	33,750		16,875	16,875

D. **SUPPLIES**

Item	Qty	Cost	Total				
Supplies			2,388				
Justification / Notes: Misc. office and related supplies.		**Total FY17**	**$ 2,388**	1,194		597	597

E. **EQUIPMENT: below $5,000**

Item	Qty	Cost	Total				
Computer, Printer, Laptop			5,000				
Justification / Notes: Upgrades on computer/printer/laptop		**Total FY17**	**$ 5,000**	2,500		1,250	1,250

F. **MISCELLANEOUS Expense**

Item	Qty	Cost	Total				
G2G Assessment and Program Reviews			15,000				
Student Success			72,409				
SVP Miscellaneous Expense (Staff/Faculty Senate)			20,000				
Justification / Notes: Related G2G assessment and program review exp., 1/3 alloc. for SSIT priorities, Staff & Faculty Dev.		**Total FY17**	**$ 107,409**	53,704		26,852	26,852

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

Item	Qty	Cost	Total				
Justification / Notes:		**Total FY17**	**$ -**				

H. **UTILITIES: Power, Water, Telephone**

Item	Total				
	Total FY17	**$ -**				

I. **Transfer for F & A Fees** (see guidelines for more information) | $ 22,929.04 | 11,465 | | 5,732 | 5,732

Annual Surplus (Deficit) | **$ 0** | **0** | **0** | **0** | **0**

UNIVERSITY OF GUAM FY2018 NON-APPROPRIATED FUND BUDGET

Department/Unit: Marine Laboratory Signature-Dept Head: Dr. Tom Schils, Acting Director-ML

Account No: 28-34-410015-R-5

Revenue (Please list sources)

		Quarterly Breakdown			
		Oct-Dec	Jan-Mar	Apr-June	Jul-Sept
NOAA: monitoring air samples	$7,950				
Boat and truck charges from research grants and contractual services	$40,500				
ML housing fees (varies depending on the number of visiting researchers)	$12,500				
	$60,950	$15,238	$15,238	$15,238	$15,238

A. **SALARIES AND BENEFITS**

Please attach staffing pattern					

B. **OFF-ISLAND TRAVEL**

Name & Position of Traveler		Total				
Justification / Notes:	**Total FY18**	**$0.00**	$0.00	$0.00	$0.00	$0.00

C. **CONTRACTUAL SERVICES**

Item	Qty	Cost	Total				
Truck maintenance	3	$180.00	$540				
Boat engine maintenance and repair	7	$1,500.00	$10,500				
Boat maintenance and repair for 4 boats: Tanguisson, Mafute, Randall, and Eldredge	4	$1,500.00	$6,000				
Scuba tank tests (visual and pressure), maintenance, and repair for 60 tanks	1	$2,000.00	$2,000				
Justification/Notes: these are essential maintenance costs to ensure an active research and diving program. These costs are recovered from the fees charged to field trip and diving services rendered.	**Total FY18**	**$19,040**	$4,760	$4,760	$4,760	$4,760	

D. **SUPPLIES**

Item	Qty	Cost	Total				
Scuba safety supplies (quarterly)	4	$450.00	$1,800				
Justification/Notes: these are essential supplies to ensure an active research and diving program. These costs are recovered from the fees charged to field trip and diving services rendered.	**Total FY18**	**$1,800**	$450	$450	$450	$450	

E. **EQUIPMENT: below $5,000**

Item	Qty	Cost	Total				
Ultrasonic cleaner	1	$500.00	$500				
Magnehelic differential pressure gage (breathing resistence apparatus)	1	$125.00	$125				
Washer/Dryer for ML visitor housing	2	$750.00	$1,500				
Beds	7	$350.00	$2,450				
Dining Room Sets	2	$175.00	$350				
Justification/Notes: We have a new Diving Safety Officer (DSO), who is certified to conduct basic maintenance of SCUBA gear. Having the capability to service gear at the ML is a cost-effective measure. To get this effort started, the DSO needs the basic equipment listed.	**Total FY18**	**$4,925**	$1,231	$1,231	$1,231	$1,231	

F. **MISCELLANEOUS Expense**

Item	Qty	Cost	Total				
Security lights with motion sensors	4	$95.00	$380				
Security cameras	3	$250.00	$750				
Doors and frame for ML housing	3	$950.00	$2,850				
New window bars for ML housing	13	$40.00	$520				
Connect the ML housing to the UOG fiber optics line	1	$500.00	$500				
Justification/Notes: Vandalism and theft are a continuous concern at the ML because of its isolated location. In the last year multiple big ticket items were stolen and the student community has strongly requested to increase the security at the ML.	**Total FY18**	**$5,000**	$1,250	$1,250	$1,250	$1,250	

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

Item	Qty	Cost	Total				
Justification/Notes:	**Total FY18**	**$0**					

H. **UTILITIES: Power, Water, Telephone**

Item	Total					
Power						
Telephone						
Total FY18	**$ -**					

I.	**Transfer for F & A Fees** (see guidelines for more information)	$ 9,143	2,286	2,286	2,286	2,286
	Annual Surplus (Deficit)	**$21,043**	$5,261	$5,261	$5,261	$5,261

UNIVERSITY OF GUAM FY2018 Non-Appropriated Fund Budget

Account Name: WERI WATER QUALITY LABORATORY Signature-Dept Head: Dr. John Jenson

Account Number: 28-34-430015-R-5

Revenue (Please list sources)

		Quarterly Breakdown			
		Oct-Dec	Jan-Mar	Apr-June	Jul-Sept
LOCAL GOVERNMENT, FEDERAL, AND PRIVATE COMPANIES	185,000				
	$ 185,000	45,750	45,750	45,750	45,750

A. **SALARIES AND BENEFITS**

RESEARCH ASSISTANT(S) SALARY AND FRINGE BENEFITS (Please attach staffing pattern)	$ 25,000	6,250	6,250	6,250	6,250

B. **OFF-ISLAND TRAVEL**

Name & Position of Traveler		Total
TO BE DETERMINED.		4,000
LOCAL MILEAGE		1,500

Justification / Notes: Total FY18 $ 5,500 | 1,375 | 1,375 | 1,375 | 1,375

C. **CONTRACTUAL SERVICES**

Item	Qty	Cost	Total
POSTAGE/LONG DISTANCE PHONE/SUBSCRIPTIONS/DUES/BOOKS			4,500
EQUIPMENT MAINTENANCE/VEHICLE/EQUIPMENT LEASE			16,000
CONTRACTUAL SERVICES			10,000
OTHER SERVICES/REPAIRS			6000

Justification / Notes: Total FY18 $ 36,500 | 9,125 | 9,125 | 9,125 | 9,125

D. **SUPPLIES**

Item	Qty	Cost	Total
OFFICE SUPPLIES/MISC. SUPPLIES & MATERIALS			25,000
INSTRUCTIONAL SUPPLIES			500
CUSTODIAL SUPPLIES			600

Justification / Notes: Total FY18 $ 26,100 | 6,525 | 6,525 | 6,525 | 6,525

E. **EQUIPMENT: below $5,000**

Item	Qty	Cost	Total
COMPUTERS			2,000

Justification / Notes: Total FY18 $ 2,000 | 500 | 500 | 500 | 500

F. **MISCELLANEOUS Expense**

Item	Qty	Cost	Total
EQUIPMENT/FURNITURE			8,450
TUITION ASSISTANCE OR CONFERENCE/REGISTRATION FEE			2,000

Justification / Notes: Total FY18 $ 10,450 | 2,613 | 2,613 | 2,612 | 2,612

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

Item	Qty	Cost	Total
A/C REPLACEMENT			10,000
LAB EQUIPMENT REPLACEMENT			34,000

Justification / Notes: Total FY18 $ 44,000.00 | 10,500 | 10,500 | 10,500 | 10,500

H. **UTILITIES: Power, Water, Telephone**

Item	Total
Power	7,500
Telephone	200

Total FY18 $ 7,700 | 2,000 | 2,000 | 2,000 | 2,000

I. **Transfer for F & A Fees** (see guidelines for more information) **15%** $ 27,750 | 6,863 | 6,863 | 6,863 | 6,862

Annual Surplus (Deficit) $ - | 0 | 0 | 0 | 0

UNIVERSITY OF GUAM FY2018 Non-Appropriated Fund Budget

Account Name: **CEDDERS Indirect Cost** Signature-Dept Head: **HEIDI E. SAN NICOLAS, Ph.D.**

Account Number: **26-2F-450010-N5** **Director, Guam CEDDERS**

Revenue (Please list sources): 38% of Total Expected Indirect Cost Revenue

		Quarterly Breakdown			
		Oct-Dec	Jan-Mar	Apr-June	Jul-Sept
GEHDI/Project Rikori (631H453003P5)	11,020				
CORE (631H453015P5)	15,397				
GSAT (631J453014P5)	3,518				
$ 29,935		5,000	8,000	11,000	5,935

A. **SALARIES AND BENEFITS**

Please attach staffing pattern								

B. **OFF-ISLAND TRAVEL**

Name & Position of Traveler		Qty	Cost	Total				
Fiscal/Grant Member	AGA 2018 Professional Development Training July 2018	2	4,000	8,000				
Grant Specialist	Natl. Grants Management Association Seminar April 2018	1	4,000	4,000				
TA Cancellation Penalties/Change Fees				1,000				
Justification / Notes:	Attendance to training/workshop to acquire new approaches and updates of the federal regulation for better monitoring, compliance, and fiscal management to maintain clean audit.		**Total FY18**	**$ 13,000**	250	250	12,250	250

C. **CONTRACTUAL SERVICES**

Item	Qty	Cost	Total				
Vehicle Maintenace (including inspection, registration, tires, oils, etc.)			3,000				
CEDDERS Website Development, including linkage to UOG Website	1	3,700	3,700				
Backblaze online backup service for computers	10	50	500				
Justification / Notes:		**Total FY18**	**$ 7,200**	500	4,500	1,200	1,000

D. **SUPPLIES**

Item	Qty	Cost	Total				
Public Awareness/Outreach Supplies & Materials			2,000				
2019 Weekly/Keyboard Monitor Calendars			1,500				
2019 Notebook Calendars			945				
Drinking Water			1,500				
Justification / Notes: For distribution and use of projects stakeholders, participants and visitors		**Total FY18**	**$ 5,945**	250	3,445	2,000	250

E. **EQUIPMENT: below $5,000**

Item	Qty	Cost	Total				
Computer	1	1,900	1,900				
Printer	2	550	1,100				
Justification / Notes:		**Total FY18**	**$ 3,000**		1,100	1,900	0

F. **MISCELLANEOUS Expense**

Item	Qty	Cost	Total				
AGA Full Government Membership	2	95	190				
Refreshments for Advisory and other Planning Meetings			600				
Justification / Notes:		**Total FY18**	**$ 790**	0	500	290	

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

Item	Qty	Cost	Total				
Justification / Notes:		**Total FY18**	**$ -**	0	0	0	0

H. **UTILITIES: Power, Water, Telephone**

Item	Total				
Power					
Telephone					
	Total FY18	**$ -**			

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

Annual Surplus (Deficit)	**$ -**	**4,000**	**(1,795)**	**(6,640)**	**4,435**

UNIVERSITY OF GUAM FY2018 Non-Appropriated Fund Budget

Account Name: EMSS - SGA Support Signature-Dept Head: Dr. Michael C. Gunn, Dean of EMSS
Account Number: 28-34-500019-S-5 Dean

Revenue (Please list sources)

		Quarterly Breakdown			
		Oct-Dec	Jan-Mar	Apr-June	Jul-Sept
SGA Transfer	35,000				
	$ 35,000	8,500	7,500	10,500	8,500

A. **SALARIES AND BENEFITS**

Please attach staffing pattern					

B. **OFF-ISLAND TRAVEL**

Name & Position of Traveler		Total				
		10,000				
Justification / Notes:	Total FY18	$ 10,000	5,000		5,000	

C. **CONTRACTUAL SERVICES**

Item	Qty	Cost	Total				
Computer maintenanace			1,500				
Justification / Notes:		Total FY18	$ 1,500	500	500	500	

D. **SUPPLIES**

Item	Qty	Cost	Total				
Recruitment materials			5,000				
Office Supplies			5,000				
Justification / Notes:		Total FY18	$ 10,000	1,000	3,000	2,000	4,000

E. **EQUIPMENT: below $5,000**

Item	Qty	Cost	Total				
Computers	1	2,300	2,600				
Printer	1	500	500				
Justification / Notes:		Total FY18	$ 3,100				3100

F. **MISCELLANEOUS Expense**

Item	Qty	Cost	Total				
Support student activities			5,000				
Professional development			2,000				
Justification / Notes:		Total FY18	$ 7,000	2000	2000	2000	1000

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

Item	Qty	Cost	Total				
Justification / Notes:		Total FY18	$ -				

H. **UTILITIES: Power, Water, Telephone**

Item	Total				
Power	1,000				
Telephone	1,000				
Total FY18	$ 2,000	500	500	500	500

I.	**Transfer for F & A Fees** (see guidelines for more information) 4%	$ 1,400	400	400	300	300
	Total Expenditures	**$ 35,000**				
	Annual Surplus (Deficit)	**$ -**				

UNIVERSITY OF GUAM FY2018 Non-Appropriated Fund Budget

Account Name: SA-AR Cat/Transcript Revenue Signature-Dept Head:

Account Number: 28-34-501015-S Associate Dean/Registrar

Revenue (Please list sources)

		Quarterly Breakdown			
		Oct-Dec	Jan-Mar	Apr-June	Jul-Sept
Transcript	55,620				
	$ 55,620	13,905	13,905	13,905	13,905

A. **SALARIES AND BENEFITS**

Administrative Aide	$ 16,974	4,243	4,243	4,243	4,245

B. **OFF-ISLAND TRAVEL**

Name & Position of Traveler		Total
Remy Cristobal, Registrar		7,210
PCI		4,120
PCI, PCII, or other Rec & Reg Techs		4,120

Justification / Notes: Annual training for immigration and FERPA — **Total FY18** $ 15,450 | 5,150 | 5,150 | 5,150 |

C. **CONTRACTUAL SERVICES**

Item	Qty	Cost	Total
Postage, Long Distance			4,120
Equipment Maintenance			500
Contractual Services			3,296
Ads, Printing, Copying			4,635
Subscription, Dues, Books			1,648
Other Services			1,030

Justification / Notes: **Total FY18** **$ 15,229** | 3,807 | 3,807 | 3,807 | 3,808

D. **SUPPLIES**

Item	Qty	Cost	Total
Office Supplies			2,000
Computer			2,712
Other Supplies and Materials			1,030

Justification / Notes: **Total FY18** **$ 5,742** | 2,871 | 0 | 2,871 | 0

E. **EQUIPMENT: below $5,000**

Item	Qty	Cost	Total

Justification / Notes: **Total FY18** **$ -**

F. **MISCELLANEOUS Expense**

Item	Qty	Cost	Total

Justification / Notes: **Total FY18** **$ -**

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

Item	Qty	Cost	Total

Justification / Notes: **Total FY18** **$ -**

H. **UTILITIES: Power, Water, Telephone**

Item	Total
Power	
Telephone	

Total FY18 **$ -**

I. **Transfer for F & A Fees** (see guidelines for more information) 4% $ 2,225 | 556 | 556 | 556 | 556

Total Expenditures **$ 55,620**

Annual Surplus (Deficit) **$ 0** | 0 | 0 | 0 | 0

UNIVERSITY OF GUAM FY2018 Non-Appropriated Fund Budget

Account Name: EMSS Indirect Cost (TRIO) Signature-Dept Head: Dr. Michael C. Gunn, Dean of EMSS

Account Number: 26-2F-500510-S-5

Revenue (Please list sources)		Quarterly Breakdown			
		Oct-Dec	Jan-Mar	Apr-June	Jul-Sept
TRIO Indirect cost	35,000				
	$ 35,000	8,750	8,750	8,750	8,750

A. **SALARIES AND BENEFITS**

Extension Associate	$ 19,000	4,750	4,750	4,750	4,750

B. **OFF-ISLAND TRAVEL**

Name & Position of Traveler		Total				
		3,200				
Justification / Notes: Recruitment / Conference	**Total FY18**	**$ 3,200**		3,200		

C. **CONTRACTUAL SERVICES**

Item	Qty	Cost	Total				
TRIO Grant Reviewer			3,200				
Justification / Notes:		**Total FY18**	**$ 3,200**			3,200	

D. **SUPPLIES**

Item	Qty	Cost	Total				
Computer Replacements			1,600				
Justification / Notes:		**Total FY18**	**$ 1,600**	1,600			

E. **EQUIPMENT: below $5,000**

Item	Qty	Cost	Total				
Computer			2,000				
Justification / Notes:		**Total FY18**	**$ 2,000**		2,000		

F. **MISCELLANEOUS Expense**

Item	Qty	Cost	Total				
Professional Development			1,350				
Justification / Notes:		**Total FY18**	**$ 1,350**		1,000		350

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

Item	Qty	Cost	Total				
Justification / Notes:		**Total FY18**	**$ -**				

H. **UTILITIES: Power, Water, Telephone**

Item	Total				
Power	3,100				
Telephone	1,550				
Total FY18	**$ 4,650**	1,162	1,162	1,162	1,164

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

Total Expenditures	**$ 35,000**				
Annual Surplus (Deficit)	**$ -**				

UNIVERSITY OF GUAM FY2018 NON-APPROPRIATED FUND BUDGET

Department/Unit: LR-RFK Memorial Library Signature-Dept Head: Dr. Monique Storie

Account No: 28-34-600018-A

Revenue (Please list sources)

		Quarterly Breakdown			
		Oct-Dec	Jan-Mar	Apr-June	Jul-Sept
Miscellaneous Fees: Library Student Fees, Library Fines, Lost Books, etc.	197,651				
	$ 197,651	59,506	48,795	30,000	59,350

A. **SALARIES AND BENEFITS**

Please attach staffing pattern					

B. **OFF-ISLAND TRAVEL**

Name & Position of Traveler		Total				
Justification / Notes:	Total FY18	$ -				

C. **CONTRACTUAL SERVICES**

Item	Qty	Cost	Total				
Contractual Service			50,000				
Internet Bandwidth-Computer Center			7,200				
Employee Development			5,800				
Ads/Printing/Duplicating			1,000				
Postage/Long Distance/Fax			1,000				
Justification / Notes:		Total FY18	$ 65,000	5,250	8,500	500	50,750

D. **SUPPLIES**

Item	Qty	Cost	Total				
Office: Misc. supplies, copy paper, etc.			3,000				
Instructional & Technical Library Supplies			6,200				
Computer: Software Upgrades & Network Hardware			7,000				
Other Supplies and Materials			2,000				
Justification / Notes:		Total FY18	$ 18,200	3,850	5,000	3,850	5,500

E. **EQUIPMENT: below $5,000**

Item	Qty	Cost	Total				
UPS for Student Workstations			2,500				
Equipment upgrades for AV1-Conferencing System, MMP, PA System, Video Camera, etc.			5,220				
Video Surveillance System Maintenance			3,000				
Video Surveillance System for After Hour Study Room			3,000				
Justification / Notes:		Total FY18	$ 13,720	6,000	2,500	5,220	0

F. **MISCELLANEOUS Expense**

Item	Qty	Cost	Total				
VHS to DVD Replacement Project			1,500				
Justification / Notes:		Total FY18	$ 1,500	1,500	0	0	0

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

Item	Qty	Cost	Total				
New Electronic Resources (Databases)			40,000				
Library Books & DVD's for Library Collection			30,000				
Desks & Chairs for New Information Literacy Classroom (AV3)			10,800				
60 inch+ Flat screen TV for AV Classrooms			10,000				
Justification / Notes:		Total FY18	$ 90,800	40,800	28,000	20,000	2,000

H. **UTILITIES: Power, Water, Telephone**

Item	Total				
Power					
Telephone					
	Total FY18				

I. **Transfer for F & A Fees** (see guidelines for more information)	$ 7,906	1,977	1,977	1,977	1,977
Annual Surplus (Deficit)	**$ 525**	**129**	**2,818**	**(1,547)**	**(877)**

UNIVERSITY OF GUAM FY2018 Non-Appropriated Fund Budget

Account Name: **CC-Internet Fee** Signature-Dept Head: **Rommel Hidalgo, CIO**

Account Number: **28-34-640012-A**

Revenue (Please list sources)

		Quarterly Breakdown			
		Oct-Dec	Jan-Mar	Apr-June	Jul-Sept
Student Internet Fees	495,000				
	$ 495,000		266,000		229,000

A. **SALARIES AND BENEFITS**

Computer Lab Assistants/OT	**$ 150,000**	55,000	55,000	20,000	20,000

B. **OFF-ISLAND TRAVEL**

Name & Position of Traveler		Total				
	PTC '18, CENIC, Internet2 Global Summit, Internet2 Tech Exchange, EduCaus	9,000				
	G2G Big Data Training, Ellucian Colleague Training	8,000				
Justification / Notes:	**Total FY17**	**$ 17,000**		9,000		8,000

C. **CONTRACTUAL SERVICES**

Item	Qty	Cost	Total				
Communications			5,000				
Internet Connectivity #1 (Primary)			145,875				
Internet Connectivity #2 (Secondary)			90,000				
Contract Services for Hardware and CC Equipment			10,000				
TRAINING ON Network and Security			10,000				
Justification / Notes:		**Total FY17**	**$ 260,875**	90,000	80,000	75,000	15,875

D. **SUPPLIES**

Item	Qty	Cost	Total				
Misc. Internet and Net Supplies including Spare Parts to Support more than 1000 Workstations			15,200				
Internet Lab Supplies			5,000				
Justification / Notes:		**Total FY17**	**$ 20,200**	8,500	8,500	3,200	0

E. **EQUIPMENT: below $5,000**

Item	Qty	Cost	Total				
Miscellaneous Computer and Net Equipment			17,125				
Justification / Notes:		**Total FY17**	**$ 17,125**	8,000	8,000	1,125	0

F. **MISCELLANEOUS Expense**

Item	Qty	Cost	Total				
G2G Connectivity - Networking Equipment			5,000				
VOIP - Phase 1 Proof of Concept			5,000				
Justification / Notes: ITRC requests 50% from other sources (such as IT Initiative Fund) to fund the implemetation if the other 50% is not available, ITRC will use 21K for 1- additional tech training, 2- additional bandwidth, and 3- Faculty secured wireless.		**Total FY17**	**$ 10,000**	2,500	2,500	2,500	2,500

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

Item	Qty	Cost	Total				
UPS							
HVAC							
Computer Center Building Electrical and Door Entry Updates / Upgrades							
Justification / Notes:		**Total FY17**	**$ -**				

H. **UTILITIES: Power, Water, Telephone**

Item	Total				
Power					
Telephone					
	Total FY17	**$ -**				

I. **Transfer for F & A Fees** (see guidelines for more information)	**$ 19,800**	4,950	4,950	4,950	4,950
Annual Surplus (Deficit)	**$ -**	**(168,950)**	**98,050**	**(106,775)**	**177,675**

UNIVERSITY OF GUAM FY2018 Non-Appropriated Fund Budget

Account Name: **CC-IT FEE** Signature-Dept Head: **Rommel Hidalgo, CIO**

Account Number: **28-34-640012-A**

Revenue (Please list sources)				Quarterly Breakdown			
				Oct-Dec	Jan-Mar	Apr-June	Jul-Sept
IT Fees			178,200				
			$ 178,200		89,100		89,100

A. **SALARIES AND BENEFITS**

IT Support Staff Salary /OT and Jr. Programmer Analyst			**$ 127,000**				
Justification / Notes: Need IT Support Staff and Analyst to Support GTG Mission		**Total FY17**	**$ 127,000**	31,750	31,750	31,750	31,750

B. **OFF-ISLAND TRAVEL**

Name & Position of Traveler			**Total**				
	Training/Workshops		5,000				
Justification / Notes:		**Total FY17**	**$ 5,000**	5,000	0	0	0

C. **CONTRACTUAL SERVICES**

Item	**Qty**	**Cost**	**Total**				
Communications(Fax/Long Distance/Postage			1,000				
MS Window and MS Office product.			15,000				
Justification / Notes:		**Total FY17**	**$ 16,000**	6,000	5,000	4,000	1,000

D. **SUPPLIES**

Item	**Qty**	**Cost**	**Total**				
Miscellaneous Computer Supplies (including lab's spare parts)			6,000				
IT Lab's Office/Instructional Supplies (including papers)			10,000				
Justification / Notes:		**Total FY17**	**$ 16,000**	4,000	4,000	4,000	4,000

E. **EQUIPMENT: below $5,000**

Item	**Qty**	**Cost**	**Total**				
Computers/Printers			7,072				
Justification / Notes:		**Total FY17**	**$ 7,072**	3,536	3,536	0	0

F. **MISCELLANEOUS Expense**

Item	**Qty**	**Cost**	**Total**				
Justification / Notes:		**Total FY17**	**$ -**				

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

Item	**Qty**	**Cost**	**Total**				
Justification / Notes:		**Total FY17**	**$ -**				

H. **UTILITIES: Power, Water, Telephone**

Item	**Total**					
Power						
Telephone						
	Total FY17	**$ -**				

I. **Transfer for F & A Fees** (see guidelines for more information) $ 7,128 1,782 1,782 1,782 1,782

Annual Surplus (Deficit) **$ -** **(52,068)** **43,032** **(41,532)** **50,568**

Doc. No. 34GL-17-0242.*

UNIVERSITY OF GUAM FY2018 Non-Appropriated Fund Budget

Account Name: **CC-Miscellaneous** Signature-Dept Head: **Rommel Hidalgo, CIO**

Account Number: **28-34-640099-A**

Revenue (Please list sources)

		Quarterly Breakdown			
		Oct-Dec	Jan-Mar	Apr-June	Jul-Sept
Miscellaneous revenue generated from department requests and other small contracts with	30,000				
	$ 30,000	10,000	10,000	10,000	

A. **SALARIES AND BENEFITS**

Development and Operation staff's OT	**$ 10,000**	2,500	2,500	2,500	2,500

B. **OFF-ISLAND TRAVEL**

Name & Position of Traveler		Total				
	For Tech & Professional Training and Conference	8,000				
Justification / Notes:	**Total FY17**	**$ 8,000**		4,000		4,000

C. **CONTRACTUAL SERVICES**

Item	Qty	Cost	Total				
Communications			1,000				
OS and Applications Fee (HP, MS Net, etc.)			8,800				
Justification / Notes:		**Total FY17**	**$ 9,800**	5,000	4,800		

D. **SUPPLIES**

Item	Qty	Cost	Total				
Subscriptions/Dues/Books			1,000				
Justification / Notes:		**Total FY17**	**$ 1,000**	1,000			

E. **EQUIPMENT: below $5,000**

Item	Qty	Cost	Total				
Justification / Notes:		**Total FY17**	**$ -**				

F. **MISCELLANEOUS Expense**

Item	Qty	Cost	Total				
Justification / Notes:		**Total FY17**	**$ -**				

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

Item	Qty	Cost	Total				
Justification / Notes:		**Total FY17**	**$ -**				

H. **UTILITIES: Power, Water, Telephone**

Item	Total				
Power					
Telephone					
	Total FY17	**$ -**			

I. **Transfer for F & A Fees** (see guidelines for more information)	**$ 1,200**	300	300	300	300
Annual Surplus (Deficit)	**$ -**	**1,200**	**(1,600)**	**7,200**	**(6,800)**

UNIVERSITY OF GUAM FY2018 NON-APPROPRIATED FUND BUDGET

Department/Unit: Office of the President Signature-Dept Head: Robert A. Underwood, Ed.D.

Account No:

Revenue (Please list sources)

		Quarterly Breakdown			
		Oct-Dec	Jan-Mar	Apr-June	Jul-Sept
Application & Graduation fees	104,000				
Indirect Costs Recovery	430,000				
	$ 534,000	159,500	107,500	159,500	107,500

A. **SALARIES AND BENEFITS**

Please attach staffing pattern						

B. **OFF-ISLAND TRAVEL**

Name & Position of Traveler		Total
Robert A. Underwood	President	25,000
David S. Okada	Chief Planning Officer, EAP	5,000
Christine Mabayag	Executive Secretrary	5,000
Jonas Macapinlac	Director, Integrated Marketing Communication	5,000
Norman Analista	Director, Develoopment and Alumnii Affairs	5,000
Victorina Renacia	Legal Counsel	5,000
Joseph Gumataotao	Director, EEO & Title IX/ADA Coordinattor	5,000
Louise Toves	Assistant for Special Projects	5,000

Justification / Notes: **Total FY18** **$ 60,000** | 15,000 | 15,000 | 15,000 | 15,000

C. **CONTRACTUAL SERVICES**

Item	Qty	Cost	Total
Consultant Services			60,000
Legal Expenses			20,000
EEO/ADA			20,000
Accreditation (Transfer to SVP)			20,000

Justification / Notes: **Total FY18** **$ 120,000** | 30,000 | 30,000 | 30,000 | 30,000

D. **SUPPLIES**

Item	Qty	Cost	Total

Justification / Notes: **Total FY18** $ - | | | | |

E. **EQUIPMENT: below $5,000**

Item	Qty	Cost	Total

Justification / Notes: **Total FY18** $ - | | | | |

F. **MISCELLANEOUS Expense**

Item	Qty	Cost	Total
BOR Development Fund			35,000
Faculty Development Fund			50,000
Staff Development Fund			41,500
Leadership Development Fund			25,000
Charter Day			7,500
Employee Recognition			12,500
Commencement (Transfer to SVP)			104,000
Strategic Initiatives			78,500

Justification / Notes: **Total FY18** **$ 354,000** | 114,500 | 62,500 | 114,500 | 62,500

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

Item	Qty	Cost	Total

Justification / Notes: **Total FY18** $ - | | | | |

H. **UTILITIES: Power, Water, Telephone**

Item	Total
Power	
Telephone	

Total FY18 $ - | | | | |

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

Annual Surplus (Deficit) $ - | 0 | 0 | 0 | 0

Doc. No. 34GL-17-0242.*

Revenues established per BOR (F&A Fee)	335,651
Revenues established per BOR (12% I/C Allocation)	271,166
Estimated Total Revenue	606,817

35%

Expenditures		FTE	FY18	FY 2018 F&A BUDGET Salary	Benefits	Supplies	Equip	Contracts	Travel/Misc	Subtotal	Cap Outlay	Est Cost
TADEO	Admin Aide	1	40,342	29,883	10,459					40,342		40,342
HRO	Proj Spec I	1	51,184	37,914	13,270					51,184		51,184
	Admin Support Tech (vacant)	1	32,466	24,049	8,417					32,466		32,466
	Operations (supplies)		10,000			10,000				10,000		10,000
Business Office	VPAF/COMP Control Projects & Monitoring		30,000					30,000		30,000		30,000
	Payroll Clerk (vacant)	1	31,281	23,171	8,110					31,281		31,281
Plant & Facilities	Outsourcing Contracts		150,000					150,000		150,000		150,000
	50% Engineer III or Contractor		30,500					30,500		30,500		30,500
	APPA		70,000					70,000		70,000		70,000
Fieldhouse/IAC	UOG Teams (Soccer, Bball, Vball)		10,000						10,000	10,000		10,000
IT/ eWorks	Graphic Designer (Part-Time for DIMC)	0.5	14,241	13,260	981					14,241		14,241
	IT Contract Support/eWorks		35,000					35,000		35,000		35,000
A&F	Safety Insp I	1	38,603	28,595	10,008					38,603		38,603
	Security Vehicle Maintenance		700						700	700		700
	Safety		24,500			4,500	4,000	10,000	6,000	24,500		24,500
	Contractual Services		20,000					20,000		20,000		20,000
	VPAF-Directed Ad Hoc Projects		10,000						10,000	10,000		10,000
TBD	Contingency/ Urgent Needs		8,000						8,000	8,000		8,000
		5.5	606,817	156,872	51,245	14,500	4,000	345,500	34,700	606,817	-	606,817

UNIVERSITY OF GUAM FY2018 NON-APPROPRIATED FUND BUDGET

Department/Unit: Comptroller's Office Signature-Dept Head: _____

Account No: 28-34-720599-T

Revenue (Please list sources)

		Quarterly Breakdown			
		Oct-Dec	Jan-Mar	Apr-June	Jul-Sept
TOPP	33,000				
Tuition Interest	84,000				
	$ 117,000	29,250	29,250	29,250	29,250

A. **SALARIES AND BENEFITS**

Admin Assistant - See Form UOG NP-1 Narrative (attached)	$ 38,566	9,642	9,642	9,642	9,642

B. **OFF-ISLAND TRAVEL**

Name & Position of Traveler		Total				
Comptroller's Office	Comptroller/Assoc. Comptroller	8,000				
Bursar's staff	2 staff	7,000				
3 Accountants	2 GAS/Accountant	7,000				
Internal Auditor training (Uniform Guidance)		3,500				
Procurement Training	Charlie Alcantara/Roy Abril	1,500				
Justification / Notes:	**Total FY18**	$ 27,000	6,750	6,750	6,750	6,750

C. **CONTRACTUAL SERVICES**

Item	Qty	Cost	Total				
Xerox			6,000				
Subscription			800				
Other Services-Repairs of B.O.-Admin Bldg premise			5,000				
Justification / Notes:		**Total FY18**	**$ 11,800**	2,950	2,950	2,950	2,950

D. **SUPPLIES**

Item	Qty	Cost	Total				
Office Supplies			6,000				
Gas/Fuel - Van/Toyota & Mazda			10,000				
Bursars student related (Charter Day, student orientation & FAO support)			2,000				
Justification / Notes:		**Total FY18**	**$ 18,000**	4,500	4,500	4,500	4,500

E. **EQUIPMENT: below $5,000**

Item	Qty	Cost	Total				
Computers (replace old ones)			5,000				
Justification / Notes:		**Total FY18**	**$ 5,000**	1,250	1,250	1,250	1,250

F. **MISCELLANEOUS Expense**

Item	Qty	Cost	Total				
Repairs			-				
Professional membership			2,000				
Internshio (2 sem for 6 students @ $600)			7,200				
Others-office supplies			-				
Justification / Notes:		**Total FY18**	**$ 9,200**	2,300	2,300	2,300	2,300

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

Item	Qty	Cost	Total				
Justification / Notes:		**Total FY18**	**$ -**				

H. **UTILITIES: Power, Water, Telephone**

Item	Total				
Power					
Telephone					
	Total FY18	**$ -**			

I. **Transfer for F & A Fees** (see guidelines for more information)	$ 7,434	1,859	1,859	1,859	1,859
Annual Surplus (Deficit)	**$ -**	**0**	**0**	**0**	**0**

Doc. No. 34GL-17-0242.*

TADEO Projected Budget for FY 2018

	Code	General Operations	F&A	UTAC	OLL	TADEO	Total
Revenue							
Local Appropriations		$89,615		$100,000			$189,615
F&A			$105,490				$105,490
Online Learning Student Fee					$145,000		$145,000
VTC						$1,000	$1,000
Cancer Grant						$3,000	$3,000
Sub-Total		$89,615		$100,000	$145,000	$4,000	$444,105
Expenses							
Salary							
Associate Director(MH)	5102005	$89,615					$89,615
Moodle Technician	5102010				$39,761		$39,761
Administrative Aide	5102010		$41,552				$41,552
IT Technician	5102010				$39,761		$39,761
Sub-Total							$210,689
Contractual Services							
DE Coordinator	5201020		$63,938				$63,938
Learning Management System	5201020				$20,000		$20,000
Online Course Development	5201020			$50,000	$15,000		$65,000
Online Course Mentor	5201020				$500		$500
Web Services	5201020			$16,000	$6,000		$22,000
Security Monitoring Service	5201050				$600		$600
Broadband Service	5201050				$1,500		$1,500
Training	5201050			$34,000	$2,500		$36,500
DE-Contracts	5201020				$5,000		$5,000
Newspaper	5201040				$300		$300
Sub-Total							$215,338
Professional Development							
Travel					$5,000		$5,000
Conference Fees					$1,250		$1,250
Sub-Total							$6,250
Supplies and Materials							
Computer Equipment	5202005				$1,000	$3,000	$4,000
Office Supplies	5201505				$528	$1,000	$1,528
Instructional Supplies	5201510				$500		$500
F&A 4%					$5,800		$5,800
Sub-Total							$11,828
Total Expenses		$89,615	$105,490	$100,000	$145,000	$4,000	$444,105
Percentage of Total Revenue					100.00%	100.00%	100.00%
Difference		$0	$0	$0	$0	$0	$0

UNIVERSITY OF GUAM
UNIBETSEDAT GUÅHAN
BOARD OF REGENTS

RESOLUTION NO. 17-05

RELATIVE TO APPROVING THE FY2018 AUXILIARY BUDGETS

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

WHEREAS, the UOG Board of Regents (BOR) is responsible for annually approving and adopting budgets and strategic plans for auxiliary units that derive their revenues from self-generating funds and fees; and

WHEREAS, UOG received recommendations on areas of resource needs and opportunities of auxiliary units from the University Planning and Budget Advisory Committee (UPBAC), with representation from the Faculty Senate, Deans' Council, Administrative Council, Faculty Union, Staff Council, and Student Government Association; and

WHEREAS, the UPBAC provided recommendations on the goals articulated in the strategic plans of the auxiliary units, with auxiliary unit revenues and spending focused on the highest priorities within the unit's business plan objectives; and

WHEREAS, UOG continues to demonstrate a commitment to deficit elimination and the seizing of opportunities in an atmosphere of declining resources related to the problems facing the economies of the island and the region; and

WHEREAS, UOG has implemented initiatives that enhance, realign and reshape the institution, strengthening its commitment to institutional efficiency and effectiveness, revenue growth, and cost savings; and

WHEREAS, the Budget, Finance, Investments and Audit Committee has reviewed and, together with the President, recommend to the BOR for approval the following FY2018 Auxiliary Fund Budgets attached hereto:

Bookstore	Student Government Association
Cafeteria	Student Health
Calvo Fieldhouse	Student Housing
Intercollegiate Athletics Council	Professional and International Programs

WHEREAS, the BFIA and the Student Affairs, Scholarship, Alumni Relations and Honorary Degree (SASARHD) Committees have reviewed draft proposals for changes to student institutional and course/lab fees that will impact future Auxiliary budgets; and

WHEREAS, the BFIA and SASARHD Committees intend to jointly sponsor a public hearing to address the proposed changes to the student institutional and course/lab fees, which are intended to become effective in AY 2017-2018.

NOW, THEREFORE, BE IT RESOLVED, that the UOG FY2018 Auxiliary Budgets named above and attached hereto are hereby approved and will become effective October 1, 2017.

BE IT FURTHER RESOLVED, that the provisions of UOG BOR Resolution No. 01-32 *Relative to Authorizing the President to Approve Quarterly Budget Re-forecasts and Requiring Annual Business Plans for Auxiliary Budgets,* adopted the 4th of October, 2001, remain in effect and are unchanged by this resolution.

BE IT FURTHER RESOLVED, that the President take the appropriate steps to facilitate community feedback regarding the proposed changes to the student institutional and course/lab fees, and submit a final proposal of fee changes to the BFIA and SASARHD Committees to consider for recommendation to the BOR for implementation in AY 2017-2018.

Adopted this 16th day of February, 2017.

Antoinette D. Sanford, Chairperson

ATTESTED:

Dr. Robert A. Underwood, Executive Secretary

University of Guam
Auxiliary Funds
FY 2018 Budgets as of February 2017

	Triton Bookstore	*Cafeteria*	*IAC*	*Calvo Fieldhouse*	*SGA*	*Student Health*	*Residence Hall*	*PIP*	*ELI*	*EAP*	*Total*
Revenue	450,000	39,000	282,800	484,290	201,960	107,120	670,751	1,187,400	211,100	430,600	4,065,021
Salaries & Benefits	329,552		157,510	350,140		57,436	265,241	442,379	170,464	-	1,772,722
Off-Island Travel	10,000					-		35,000	5,000	62,000	112,000
Contractual Services	16,500	-	49,000	14,100	20,460	26,780	30,883	448,500	10,500	116,600	733,323
Supplies	2,000	-	7,500	13,500	157,000	9,304	14,626	-	4,200	9,000	217,130
Equipment	2,000	-	4,000	10,000	5,000	3,600	5,217	3,000	-	20,000	52,817
Miscellaneous	3,000		1,000	10,500	2,000		14,574	-		110,000	141,074
Capital Outlay	-						89,760				89,760
Utitlities	33,500	24,000	38,790	59,000	7,500		200,450	17,000	13,000		393,240
Transfer to F&A	50,000		25,000	25,000	10,000	10,000	50,000	240,000	7,000	113,000	530,000
Annual Surplus (Deficit)	3,448	15,000	-	2,050	-	-	-	1,521	936	-	22,955

UNIVERSITY OF GUAM FY2018 AUXILIARY BUDGET

Department/Unit: Triton Bookstore/Administration & Finance Signature-Dept Head: Ann S.A. Leon Guerrero

Account No.:

Revenue (Please list sources)

		Quarterly Breakdown			
		Oct-Dec	Jan-Mar	Apr-June	Jul-Sept
Sales Textbooks	450,000				
Sales Non-Textbooks	475,000				
Purchase Textbooks	(225,000)				
Purchase Non-Textbooks	(250,000)				
	$ 450,000	112,500	112,500	112,500	112,500

A. **SALARIES AND BENEFITS**

Please attach staffing pattern	$ 329,552	82,388	82,388	82,388	82,388

B. **OFF-ISLAND TRAVEL**

Name & Position of Traveler		Total
Ann S.A. Leon Guerrero	Auxiliary Services Director	5,000
Buyer	Staff	5,000

Justification / Notes:

Total FY18	$ 10,000	2,500	2,500	2,500	2,500

C. **CONTRACTUAL SERVICES**

Item	Qty	Cost	Total
Postage, Long Distance			10,000
Vechicle/equipment			5,000
Subscriptions, dues, books			1,000
Other services			500

Justification / Notes:

Total FY18	$ 16,500	4,125	4,125	4,125	4,125

D. **SUPPLIES**

Item	Qty	Cost	Total
Supplies & Materials			1,000
Other Supplies & Materials			1,000

Justification / Notes:

Total FY18	$ 2,000	500	500	500	500

E. **EQUIPMENT: below $5,000**

Item	Qty	Cost	Total
Equipment			2,000

Justification / Notes:

Total FY18	$ 2,000	500	500	500	500

F. **MISCELLANEOUS Expense**

Item	Qty	Cost	Total
Bank Charges			3,000

Justification / Notes:

Total FY18	$ 3,000	750	750	750	750

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

Item	Qty	Cost	Total

Justification / Notes:

Total FY18	$ -				

H. **UTILITIES: Power, Water, Telephone**

Item	Total
Power	30,000
Telephone	3,500

Total FY18	$ 33,500	8,375	8,375	8,375	8,375

I. **Transfer for F & A Fees** (see guidelines for more information)	$ 50,000	12,500	12,500	12,500	12,500
Annual Surplus (Deficit)	**$ 3,448**	**862**	**862**	**862**	**862**

Bookstore Staffing Pattern
FY 2018

ID#	Name	Position	Grade	Current Salary	New Salary
	Christyelyn Ochoco	Sales Associate	E-GPP	21,095	21,095
	Christine Concepsion	Inventory Associate	E-GPP	21,095	21,728
	Vacant Frozen	Admin. Assistant	J-GPP		
34459	David Quintanilla	Buyer II	I-GPP	35,744	36,816
110912	Tony Villanueva	Buyer I	H-GPP	29,650	30,540
27379	Ann Leon Guerrero	Aux Serv Director		78,070	78,070
23975	Paulita Reyes	Acct Tech II(BO Staff)*	I-GPP	41,786	43,040
	Total			227,440	231,288
	Overtime			10,000	15,000
	Benefits (36%)			81,878	83,264
	Total Salary			319,318	329,552
	* Bookstore temporarily funding BO Staff for over 5 years				

UNIVERSITY OF GUAM FY2018 AUXILIARY BUDGET

Department/Unit: Cafeteria/Food Court Signature-Dept Head: Ann S.A. Leon Guerrero

Account No.:

Revenue (Please list sources)

		Quarterly Breakdown			
		Oct-Dec	Jan-Mar	Apr-June	Jul-Sept
Rental & Power	25,000				
Vending Machine	14,000				
	$ 39,000	9,750	9,750	9,750	9,750

A. **SALARIES AND BENEFITS**

Please attach staffing pattern					

B. **OFF-ISLAND TRAVEL**

Name & Position of Traveler		Total				
Justification / Notes:	Total FY18	$ -				

C. **CONTRACTUAL SERVICES**

Item	Qty	Cost	Total				
Justification / Notes:	Total FY18	$ -					

D. **SUPPLIES**

Item	Qty	Cost	Total				
Justification / Notes:	Total FY18	$ -					

E. **EQUIPMENT: below $5,000**

Item	Qty	Cost	Total				
Justification / Notes:	Total FY18	$ -					

F. **MISCELLANEOUS Expense**

Item	Qty	Cost	Total				
Justification / Notes:	Total FY18	$ -					

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

Item	Qty	Cost	Total				
Justification / Notes:	Total FY18	$ -					

H. **UTILITIES: Power, Water, Telephone**

Item	Total				
Power	24,000				
Telephone					
Total FY18	$ 24,000	6,000	6,000	6,000	6,000

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

Annual Surplus (Deficit)	**$ 15,000**	**3,750**	**3,750**	**3,750**	**3,750**

UNIVERSITY OF GUAM FY2018 AUXILIARY BUDGET

Department/Unit: IAC Signature-Dept Head: Douglas W. Palmer

Account No.: 41-2X-810014-X-520XXXX

		Quarterly Breakdown			
Revenue (Please list sources)		**Oct-Dec**	**Jan-Mar**	**Apr-June**	**Jul-Sept**
Athletics Fees	242,800				
Athletic Tournaments	10,000				
Sports League	15,000				
Fund Raising	15,000				
	$ 282,800	70,700	70,700	70,700	70,700

A. **SALARIES AND BENEFITS**

Please attach staffing pattern	$ 157,510	39,378	39,378	39,378	39,378

B. **OFF-ISLAND TRAVEL**

Name & Position of Traveler		Total

Justification / Notes: **Total FY18** $ -

C. **CONTRACTUAL SERVICES**

Item	Qty	Cost	Total				
Vehicle/equipment lease							
Ads, printing & copy			500				
Other Services			2,500				
Class Instructors			6,000				
Coaches			40,000				
Justification / Notes:		**Total FY18**	**$ 49,000**	12,250	12,250	12,250	12,250

D. **SUPPLIES**

Item	Qty	Cost	Total				
Supplies & Materials			1,000				
Instructional Materials			500				
Fuel			1,000				
Other Supplies & Materials			5,000				
Justification / Notes:		**Total FY18**	**$ 7,500**	1,875	1,875	1,875	1,875

E. **EQUIPMENT: below $5,000**

Item	Qty	Cost	Total				
Equipment			2,000				
Recreation			2,000				
Justification / Notes:		**Total FY18**	**$ 4,000**	1,000	1,000	1,000	1,000

F. **MISCELLANEOUS Expense**

Item	Qty	Cost	Total				
Miscellaneous			1,000				
Justification / Notes:		**Total FY18**	**$ 1,000**	250	250	250	250

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

Item	Qty	Cost	Total				
Justification / Notes:		**Total FY18**	**$ -**				

H. **UTILITIES: Power, Water, Telephone**

Item	Total				
Power	38,790				
Telephone					
	Total FY18	**$ 38,790**	9,698	9,698	9,698	9,698

I.	**Transfer for F & A Fees** (see guidelines for more information)	$ 25,000	6,250	6,250	6,250	6,250
	Annual Surplus (Deficit)	**$ -**	**0**	**0**	**0**	**0**

IAC

FY 2018 Staffing Pattern

ID#	Name	Position	Grade	Current Salary	Increment Date
32445	Dismas, Swingly	Recreation Supervisor	I	33,182	3/12/2018
	Sakisat, Julian	Recreation Leader 1	H	19,040	
	Taguacta, Cera	Recreation Leader 1	H	19,040	
146794	Douglas Palmer	Athletics Director		37,830	

Total	109,092
Overtime	5,000
Benefits (35%)	43,418
Total Salary	157,510

UNIVERSITY OF GUAM FY2018 AUXILIARY BUDGET

Department/Unit: Field House Signature-Dept Head: Douglas W. Palmer

Account No.: 42-2X-810015-S-520XXXX

		Quarterly Breakdown			
Revenue (Please list sources)		**Oct-Dec**	**Jan-Mar**	**Apr-June**	**Jul-Sept**
Transfer Fieldhouse Fees (90%)	161,400				
Rental (General Use)	125,000				
Users Fees	1,500				
Concession Sales	10,000				
Adventures Sports Camp	155,000				
Transfer General OPS Salaries (60%)	31,390				
	$ 484,290	121,073	121,072	121,073	121,073

A. **SALARIES AND BENEFITS**

Please attach staffing pattern	$ 350,140	87,535	87,535	87,535	87,535

B. **OFF-ISLAND TRAVEL**

Name & Position of Traveler		Total

Justification / Notes: **Total FY18** $ -

C. **CONTRACTUAL SERVICES**

Item	Qty	Cost	Total				
Postage, Long Distance, Pagers			100				
Equipment Maintenance			1,000				
Vehicle/Equipment Lease			10,000				
Other Services			3,000				
Justification / Notes:		**Total FY18**	**$ 14,100**	3,525	3,525	3,525	3,525

D. **SUPPLIES**

Item	Qty	Cost	Total				
Office Supplies			500				
Custodial Supplies			8,000				
Other Supplies & Materials			5,000				
Justification / Notes:		**Total FY18**	**$ 13,500**	3,375	3,375	3,375	3,375

E. **EQUIPMENT: below $5,000**

Item	Qty	Cost	Total				
Equipment			5,000				
Summer Camp equipment			5,000				
Justification / Notes:		**Total FY18**	**$ 10,000**	2,500	2,500	2,500	2,500

F. **MISCELLANEOUS Expense**

Item	Qty	Cost	Total				
Summer Camp - CPR, 1st Aid, AED			3,000				
Summer Camp - T-Shirts			7,500				
Justification / Notes:		**Total FY18**	**$ 10,500**	2,625	2,625	2,625	2,625

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

Item	Qty	Cost	Total				
Justification / Notes:		**Total FY18**	**$ -**				

H. **UTILITIES: Power, Water, Telephone**

Item	Total				
Power	55,000				
Telephone	4,000				
Total FY18	**$ 59,000**	14,750	14,750	14,750	14,750

I. **Transfer for F & A Fees** (see guidelines for more information) $ 25,000

Annual Surplus (Deficit) **$ 2,050** | 6,763 | 6,762 | 6,763 | 6,763

Fieldhouse
FY 2018 Staffing Pattern

ID#	Name	Position	Grade	Current Salary	Increment Date
37284	Calceta, Virgilio	Maintenance Worker	H	35,287	11/15/2018
3153	Camemo Jude	Maintenance Worker	H	34,202	11/14/2018
27310	Guilas, Antonio (fund 10 60%)	Maintenance Worker	H	38,753	6/27/2019
122378	Sarita Reyes	Administrative Assistant	J	33,476	1/13/2018
146794	Douglas Palmer	Athletics Director 50%		37,830	
	Sports Camp Employees			75,000	
	Total			254,548	
	Overtime			10,000	
	Benefits (35%)			85,592	
	Total Salary			350,140	

UNIVERSITY OF GUAM FY2018 AUXILIARY BUDGET

Department/Unit: Student Government Assoc Signature-Dept Head: Dr. Michael C. Gunn, Dean of EMSS

Revenue (Please list sources)

		Quarterly Breakdown			
		Oct-Dec	Jan-Mar	Apr-June	Jul-Sept
Fall	97,920				
Spring	88,128				
Summer	15,912				
	$ 201,960	48,960	93,024	44,064	15,912

A. **SALARIES AND BENEFITS**

Please attach staffing pattern					

B. **OFF-ISLAND TRAVEL**

Name & Position of Traveler		Total				
Justification / Notes:	Total FY18	$ -				

C. **CONTRACTUAL SERVICES**

Item	Qty	Cost	Total				
Ads, printing, Copying			5,000				
Leadership Development-Misc			15,460				
Justification / Notes:		Total FY18	**$ 20,460**	8,500	8,960	2,000	1,000

D. **SUPPLIES**

Item	Qty	Cost	Total				
Other Supplies & Materials			5,000				
Admin Operation Support (EMSS)			35,000				
Business Office Support			5,000				
Sponsored Activities			50,000				
Charter Day/Blue Night			20,000				
Computer Supplies			2,000				
Stipends			20,000				
Clubs/Theater/HR Transfers			20,000				
Justification / Notes:		Total FY18	**$ 157,000**	81,500	32,500	32,000	21,000

E. **EQUIPMENT: below $5,000**

Item	Qty	Cost	Total				
Furniture & Equipment			5,000				
Justification / Notes:		Total FY18	**$ 5,000**	1,500	2,500	500	500

F. **MISCELLANEOUS Expense**

Item	Qty	Cost	Total				
Uniforms			2,000				
Justification / Notes:		Total FY18	**$ 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 FY18	**$ -**				

H. **UTILITIES: Power, Water, Telephone**

Item	Total				
Power	6,500				
Telephone	1,000				
Total FY18	**$ 7,500**	2,250	1,750	1,750	1,750

I. **Transfer for F & A Fees** (see guidelines for more information)	$ 10,000	2,500	2,500	2,500	2,500
Total Expenditures	**$ 201,960**				
Annual Surplus (Deficit)					

UNIVERSITY OF GUAM FY2018 AUXILIARY BUDGET

Department/Unit: EMSS-Student Health Signature-Dept Head: Dr. Michael C. Gunn, Dean of EMSS

Revenue (Please list sources)

		Quarterly Breakdown			
		Oct-Dec	Jan-Mar	Apr-June	Jul-Sept
Student Health Fees	107,120				
Total FY15	$ 107,120	26,780	26,780	26,780	26,780

A. **SALARIES AND BENEFITS**

Admin. Assistant + Benefits+increments/50% Nurse Salary (50%)	$ 57,436	14,359	14,359	14,359	14,359

B. **OFF-ISLAND TRAVEL**

Name & Position of Traveler		Total				
Justification / Notes:	**Total FY18**	$ -				

C. **CONTRACTUAL SERVICES**

Item	Qty	Cost	Total				
physician			23,690				
subcriptions			3090				
Justification / Notes:		**Total FY18**	**$ 26,780**	6,695	6,695	6,695	6,695

D. **SUPPLIES**

Item	Qty	Cost	Total				
medical supplies			9,304				
Justification / Notes: supplies for the operations of student health office for students		**Total FY18**	**$ 9,304**	2,326	2,326	2,326	2,326

E. **EQUIPMENT: below $5,000**

Item	Qty	Cost	Total				
Computer	1	2500	2,500				
Scanner	1	600	600				
Printer	1	500	500				
Justification / Notes:		**Total FY18**	**$ 3,600**		600	500	2,500

F. **MISCELLANEOUS Expense**

Item	Qty	Cost	Total				
Justification / Notes:		**Total FY18**	**$ -**				

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

Item	Qty	Cost	Total				
Justification / Notes:		**Total FY18**	**$ -**				

H. **UTILITIES: Power, Water, Telephone**

Item	Total				
	Total FY18	**$ -**				

I. **Transfer for F & A Fees** (see guidelines for more information)	$ 10,000	2,500	2,500	2,500	2,500
Annual Surplus (Deficit)	**$ -**	**900**	**300**	**400**	**(1,600)**

Doc. No. 34GL-17-0242.*

STUDENT HEALTH FY 2018 STAFFING PATTERN

Student Health FY 2018 Staffing Pattern	Local	Auxiliary
Fernabel De La Pena, AO		40,841
Community Nurse Vacant (50/50)	43,560	44,866
Benefits (34%)	15,682	30,855
Increments (3%)	1,307	2,571
Total	60,548	119,133

UNIVERSITY OF GUAM FY2018 AUXILIARY BUDGET

Department/Unit: EMSS/Residence Halls Office Signature-Dept Head: Dr. Michael Guam, Dean of EMS

Revenue (Please list sources)

		Quarterly Breakdown			
		Oct-Dec	Jan-Mar	Apr-June	Jul-Sept
Dorm Rental – Fall	243,413				243,413
Spring	231,039		231,039		
Summer	71,188			71,188	
Intersession	21,452	21,452			
Guest	12,020	3,005	3,005	3,005	3,005
Washer/Dryer Rev	12,020	3,005	3,005	3,005	3,005
Aux Miscellaneous	5,459	1,365	1,365	1,365	1,364
Transfer to/from: PF-RENREP	74,160	18,540	18,540	18,540	18,540
	$ 670,751	47,367	256,954	97,103	269,327

A. SALARIES AND BENEFITS

Please see attach staffing pattern	**$ 265,241**	66,310	66,310	66,310	66,311

B. OFF-ISLAND TRAVEL

Name & Position of Traveler		Total

Justification / Notes: **Total FY18** $ -

C. CONTRACTUAL SERVICES

Item	Qty	Cost	Total
Fuel			16,884
Copier			896
Cable Service			2,110
Equipment Maintenance			2,251
Other Services			8,742

Justification / Notes: 24/7 Operation (Dormitory) **Total FY18** **$ 30,883** 7,721 | 7,721 | 7,721 | 7,720

D. SUPPLIES

Item	Qty	Cost	Total
Office Supplies			1,030
Custodial Supplies			10,300
Hardware			3,296

Justification / Notes: 24/7 Operation (Dormitory) **Total FY18** **$ 14,626** 3,500 | 3,500 | 3,500 | 3,700

E. EQUIPMENT: below $5,000

Item	Qty	Cost	Total
computers and printers			5,217

Justification / Notes: **Total FY18** **$ 5,217**

F. MISCELLANEOUS Expense

Item	Qty	Cost	Total
Stipends			10,000
Dorm Activities and Events			4,574

Justification / Notes: **Total FY18** **$ 14,574** 3,750 | 3,750 | 3,750 | 3,750

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

Item	Qty	Cost	Total
Furnishings/Appliances			20,000
Repairs/Renovations			69,760

Justification / Notes: Continue repairs/renovations. Purchase commercial freezers & W-Heaters to accommodate increased number of residents; required for dormitories **Total FY18** **$ 89,760** 22,440 | 22,440 | 22,440 | 22,440

H. UTILITIES: Power, Water, Telephone

Item	Total
Power	200,000
Telephone	450

Total FY18 **$ 200,450** 50,112 | 50,112 | 50,115 | 50,111

I. Transfer for F & A Fees (see guidelines for more information) **$ 50,000**

Total Expenditures **$ 670,751**

Annual Surplus (Deficit) **$ -**

UOG Residence Halls Office FY 2018 Staffing Pattern				
Employee	Position	Est. Annual Salary	Est. Benefits.	Estimated Total Cost
Jonathan Triplet	**Housing Director**	$77,250.00	$29,042.32	$106,292.32
Vacant	Administrative Assistant	$42,661.00	$15,571.27	$58,232.27
	Building Custodian	$19,141.00	$6,986.47	$26,127.47
	Building Custodian	$19,141.00	$6,986.47	$26,127.47
	Building Custodian	$19,141.00	$6,986.47	$26,127.47
	Building Custodian	$19,141.00	$6,986.47	$26,127.47
Totals		**$196,475.00**	**$72,559.45**	**$269,034.45**

UNIVERSITY OF GUAM FY2018 AUXILIARY BUDGET

Department/Unit: Professional and International Programs (PDLLC) Signature-Dept Head: Carlos Taitano, Acting Director

Revenue (Please list sources)		Quarterly Breakdown			
		Oct-Dec	Jan-Mar	Apr-June	Jul-Sept
Tuition	$ 303,900.00				
Admin Cost/Workshops	$ 170,000.00				
Examinations	$ 169,500.00				
Other Contracts	$ 300,000.00				
Miscellaneous Fees	$ 115,000.00				
Summer Camps	$ 129,000.00				
	$ 1,187,400	296,850	296,850	296,850	296,850

A. **SALARIES AND BENEFITS**

Please attach staffing pattern	$ 442,379	110,595	110,595	110,595	110,595

B. **OFF-ISLAND TRAVEL**

Name & Position of Traveler		Total
Dr. Anitqa Enriquez	Off Island Travel	20,000
Carlos Taitano		15,000

Justification / Notes: Total $ 35,000 | 8,750 | 8,750 | 8,750 | 8,750

C. **CONTRACTUAL SERVICES**

Item	Qty	Cost	Total
Postage, Long Distance, Pagers			$ 1,500.00
Contractual Services			$ 180,000.00
Vehicle/Equipment Lease			$ 10,000.00
Ads, printing, copying			$ 10,000.00
Subscriptions, dues, books			$ 1,000.00
Other Services			$ 130,000.00
Supplies & Materials			$ 13,000.00
Instructional Supplies			$ 95,000.00
Fuel/Lubrication			$ 2,000.00
Other Supplies and Materials			$ 6,000.00

Justification / Notes: Total **$ 448,500** | 112,125 | 112,125 | 112,125 | 112,125

D. **SUPPLIES**

Item	Qty	Cost	Total

Justification / Notes: Total $ - | | | |

E. **EQUIPMENT: below $5,000**

Item	Qty	Cost	Total
Equipment			3,000

Justification / Notes: Total **$ 3,000** | 750 | 750 | 750 | 750

F. **MISCELLANEOUS Expense**

Item	Qty	Cost	Total

Justification / Notes: Total $ - | 0 | 0 | 0 | 0

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

Item	Qty	Cost	Total

Justification / Notes: Total $ - | | | |

H. **UTILITIES: Power, Water, Telephone**

Item	Total
Power	10,000
Telephone	7,000

Total **$ 17,000** | 4,250 | 4,250 | 4,250 | 4,250

I. **Transfer for F & A Fees** (see guidelines for more information) $ 240,000 | 60,000 | 60,000 | 60,000 | 60,000

Annual Surplus (Deficit) **$ 1,521** | **380** | **380** | **380** | **380**

UNIVERSITY OF GUAM FY2018 AUXILIARY BUDGET

Department/Unit: PIP English Language Institute Signature-Dept Head: Carlos R. Taitano, Acting Director

Revenue (Please list sources)

		Quarterly Breakdown			
		Oct-Dec	Jan-Mar	Apr-June	Jul-Sept
Tuition	201,600				
Application/Registration Fees	9,500				
$ 211,100		83,375	83,375	83,375	83,375

A. **SALARIES AND BENEFITS**

Please attach staffing pattern	$ 170,464	42,616	42,616	42,616	42,616

B. **OFF-ISLAND TRAVEL**

Name & Position of Traveler		Total
Instructors		5,000

Justification / Notes: **Total FY18** $ 5,000 | | | 0 |

C. **CONTRACTUAL SERVICES**

Item	Qty	Cost	Total
Postage, long distance	4	125	500
Contractual Services	1	7000	7,000
Ads, Printing, Copying, web	1	2000	2,000
Subscriptions, Dues, Books	2	500	1,000

Justification / Notes: **Total FY18** **$ 10,500** | 2,625 | 2,625 | 2,625 | 2,625

D. **SUPPLIES**

Item	Qty	Cost	Total
Office Supplies	3	500	1,500
Instructional Supplies	3	500	1,500
Custodial supplies	2	100	200
Computer	1	1500	1,500
Other supplies and materials	2	500	1,000

Justification / Notes: **Total FY18** **$ 4,200** | | 1,400 | 1,400 | 1,400

E. **EQUIPMENT: below $5,000**

Item	Qty	Cost	Total
			-

Justification / Notes: **Total FY18** **$ -** | | 0 | 0 | 0

F. **MISCELLANEOUS Expense**

Item	Qty	Cost	Total
NONE			

Justification / Notes: **Total FY18** **$ -** | | | |

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

Item	Qty	Cost	Total

Justification / Notes: **Total FY18** **$ -** | | | |

H. **UTILITIES: Power, Water, Telephone**

Item	Total
Power	12,500
Telephone	500

Total FY18 **$ 13,000** | 3,250 | 3,250 | 3,250 | 3,250

I. **Transfer for F & A Fees** (see guidelines for more information) | $ 7,000 | 1,750 | 1,750 | 1,750 | 1,750

Annual Surplus (Deficit) **$ 936** | **33,134** | **31,734** | **31,734** | **31,734**

PIP FY 2018 Staffing Pattern

Department	Emp ID	Name	Title	Annual Salary	Total Benefits	Total Salary & Benefits
Prof.devlpmnt&life-long Learn	0002269	Calvo, Mary	ADMIN OFFCR	52,547	19,269	71,816
Prof.devlpmnt&life-long Learn	0013980	Taitano, Carlos	ACTING DIR, PIP PDLLC	77,632	27,238	104,870
Prof.devlpmnt&life-long Learn	0010581	Jualin, Raymond	EXT ASSOC III	39,374	15,137	54,511
Prof.devlpmnt&life-long Learn	0109486	Chan, Tarryn Pamela	EXT ASSOC II	32,053	12,969	45,022
Prof.devlpmnt&life-long Learn	0085784	Justin Andre	OUTREACH COORD	49,093	19,388	68,481
Prof.devlpmnt&life-long Learn	0100265	Flores, Ealani	OUTREARCH COORD	42,307	15,828	58,135
Prof.devlpmnt&life-long Learn		VACANT	DIR, PROF INTL PROGS	-	-	-
Prof.devlpmnt&life-long Learn		VACANT	ADMIN ASST	22,942	16,603	39,545
Prof.devlpmnt&life-long Learn		VACANT	EXT. ASST	-	-	-
				315,948	126,431	442,379

English Learning Institute

Prof.devlpmnt&life-long Learn	0000770	Cruz, Eduardo	ESL INST	44,942	16,290	61,232
Prof.devlpmnt&life-long Learn	0003489	Flores, Edna	ESL INST	37,814	13,001	50,816
Prof.devlpmnt&life-long Learn	0134426	VACANT	ESL INST	-	-	-
Prof.devlpmnt&life-long Learn	0097667	Reda, Michael	ESL INST	40,706	17,711	58,417
				123,462	47,003	170,464

UNIVERSITY OF GUAM FY2018 AUXILIARY BUDGET

Department/U English Adventure Proce-Dept Head: Carlos R Taitano

Revenue (Please list sources)

		Quarterly Breakdown			
		Oct-Dec	Jan-Mar	Apr-June	Jul-Sept
Long term English langauge programs	190,000				
Short Term (less than five days) programs	240,600				
Other					
	$ 430,600	107,650	107,650	107,650	107,650

A. **SALARIES AND BENEFITS**

Note: support staf funded throug PIP; instructors are short term contractual appointr			0			

B. **OFF-ISLAND TRAVEL**

lame & Position of Travele			Total				
Carlos R Taitano	Director		25,000				
Justin Andre	outreach coordinator		7,000				
Students	Travel scholarships		30,000				
Justification / No		Total	$ 62,000	15,500	15,500	15,500	15,500

C. **CONTRACTUAL SERVICES**

Item	Qty	Cost	Total				
postage, long distance	4	500	2,000				
contractual services	4	15794	100,000				
Ads, printing, copying	4	1750	7,000				
Other services	4	1750	7,600				
Justification / No		Total	$ 116,600	29,150	29,150	29,150	29,150

D. **SUPPLIES**

Item	Qty	Cost	Total				
Office supplies	4	750	3,000				
Instructional supplies	4	750	3,000				
computer/projector	4	1000	3,000				
Justification / No		Total	$ 9,000	7,200	1,600	200	0

E. **EQUIPMENT: below $5,000**

Item	Qty	Cost	Total				
Computers/Laptops			20,000				
projectors							
cameras/video							
Justification / No		Total	$ 20,000	5,000	5,000	5,000	5,000

F. **MISCELLANEOUS Expense**

Item	Qty	Cost	Total				
meal plan	4	7500	30,000				
transportation			40,000				
excursions			40,000				
Justification / No		Total	$ 110,000	27,500	27,500	27,500	27,500

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

Item	Qty	Cost	Total				
Justification / No		Total	$ -				

H. **UTILITIES: Power, Water, Telephone**

Item	Total					
Power						
Telephone						
	Total	$ -				

I. **Transfer for F & A Fees** (see guidelines for more information) $ 113,000 | 24,250 | 48,500 | 24,250 | 0

Annual Surplus (Deficit) $ - | | | | 50

Physical Facilities Chairperson Elizabeth Gayle will report on the Physical Facilities Committee meeting.

An update regarding Plant and Facilities projects will be given at this time.

UOG Endowment Foundation Executive Director Janiece Sablan will provide an update.

New Business will be introduced at this time.

BOR Chairperson Regent Antoinette Sanford will announce the appointments made to the Presidential Search Committee.

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.

BOR Chairperson Regent Antoinette Sanford will adjourn the meeting.