Gmail

BENJAMIN CRUZ <speaker@senatorbjcruz.com>

MC Fwd: UOG Board of Regents Special Meeting of January 10, 2018 and Regular Meeting of February 22, 2018 for Reporting Purposes

1 message

BENJAMIN CRUZ <speaker@senatorbjcruz.com>
To: 34th Guam Legislature Clerks <clerks@guamlegislature.org>
Cc: Rennae Meno <rennae@guamlegislature.org>

Fri, Mar 2, 2018 at 9:20 AM

03/01/18	03/01/18	University of Guam	Boardbooks for the January 10, 2018 University of Guam Board of Regents Special Meeting and the February 22, 2018 Regular Meeting, submitted in compliance with PL 31-233. *	34-18-1599

---------- Forwarded message ----------
From: **Christine Mabayag** <ckamm@triton.uog.edu>
Date: Thu, Mar 1, 2018 at 4:30 PM
Subject: UOG Board of Regents Special Meeting of January 10, 2018 and Regular Meeting of February 22, 2018 for Reporting Purposes
To: Hermina Certeza <hermina.certeza@senatorbjcruz.com>, sandra.miller@guam.gov, "Flora A. Weilbacher" <flora.weilbacher@guam.gov>, BENJAMIN CRUZ <speaker@senatorbjcruz.com>
Cc: Victorina Renacia <vrenacia@triton.uog.edu>, Jonas Macapinlac <jmac@triton.uog.edu>, David Okada <dsokada@triton.uog.edu>

Hafa Adai,

Please find the attached the Boardbooks for the January 10, 2018 University of Guam Board of Regents Special Meeting and the February 22, 2018 Regular Meeting, submitted in compliance with PL 31-233.

Should you have any questions, please do not hesitate to contact me.

GL# 34-18-1599
Speaker Benjamin J.F. Cruz

Thank you,

Chris

MAR 0 2 2018
Time: 920 [ ] AM [ ] PM File No.
Received By:

Christine M.K. Mabayag

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2018 MAR -2 AM 10:36

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1599

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OFFICE OF SPEAKER BENJAMIN J.F. CRUZ

Committee on Appropriations and Adjudication

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2 attachments

UOG Board of Regents Special Meeting of January 10, 2018 Boardbook for Reporting Purposes.pdf
1397K

UOG Board of Regents Regular Meeting of February 22, 2018 Boardbook for Reporting Purposes.pdf
3793K

Doc No. 34GL-18-1599.*

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 22, 2018, 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 October 26, 2017**
Action	2.2	**Special Meeting Minutes of January 10, 2018**
Information	3.0	**CHAIRPERSON'S REPORT**
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. 18-02, Relative to Establishing a Diving Control Board in Direct Support of the University of Guam Marine Laboratory and its Operations**
	5.2	**Student Affairs, Scholarship, Alumni Relations and Honorary Degree Committee**
Action		**5.2.1 Resolution No. 18-03, Relative to Amending the University of Guam Student Government Association Constitution**
Action		**5.2.2 Resolution No. 18-04, Relative to Approving the Student Financial Assistance Program FY2019 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. 18-05, Relative to Approving the FY2019-2020 General Operations Budgets**
Action		**5.3.5 Resolution No. 18-06, Relative to Approving the FY2019 Auxiliary Budgets**
Action		**5.3.6 Resolution No. 18-07, Relative to Approving the 2019 Non-Appropriated Fund Budgets**

Action **5.3.7 Resolution No. 18-08, Relative to Approving the Increase of the Threshold for Small Purchases**

Action **5.3.8 Resolution No. 18-09, Relative to Approving the Changes to UOG Endowment Accounts**

5.4 Physical Facilities Committee

Information **5.4.1 Plant & Facilities Update**

6.0 AD HOC REPORT: ENDOWMENT FOUNDATION UPDATE

7.0 NEW BUSINESS

Action **7.1 Resolution No. 18-10, Relative to Amending the Presidential Search Committee Membership and the University of Guam President's Contract in Support of BOR Resolution No. 17-19 "Relative to the 2017 Presidential Search Process"**

8.0 OPEN PRESENTATION (3 Minute Limit Per Person)

9.0 EXECUTIVE SESSION

10.0 ADJOURNMENT

Chairperson Elizabeth Gayle will call the meeting to order.

The BOR will vote on approving the meeting minutes presented.

UNIVERSITY OF GUAM
UNIBETSEDÅT GUAHAN

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

Regular Meeting Minutes
October 26, 2017

1.0 CALL TO ORDER

The Regular Meeting of the Board of Regents (BOR) was called to order by Acting BOR Chairperson Elizabeth Gayle on October 26, 2017, at 5:30 p.m., in AV Room #1, University of Guam RFK Library, Tan Siu Lin Building, notice of such meeting having been duly and regularly provided by the BOR.

QUORUM:

Elizabeth Gayle	**Acting Chairperson**
Jillette Leon-Guerrero	**Member**
Christopher Felix	**Member**
Mariflor Herrero	**Member**
Hyo Sang Ji	**Member**
Jerold Filush	**Member**
Liza Provido	**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 21, 2017

Regent Filush moved for the approval of the Regular Meeting Minutes of September 21, 2017, which was duly seconded. The motion carried.

3.0 CHAIRPERSON'S REMARKS

Acting Chairperson Gayle extended condolences on behalf of the BOR to the Twaddle/Dela Cruz, Medina, Taienao, and Santos families on the death of their loved ones. She asked for a moment of silence to remember them and all of those in the UOG community who may have family or friends who have passed away.

She introduced and welcomed Liza Providó, who was confirmed as a member of the Board of Regents on September 29th. Regent Providó stated that she is thankful for serving on the Board and is looking forward to working with everyone. Chairperson Gayle on behalf of the BOR expressed her appreciation to former Chairperson Toni Sanford for her leadership and service to UOG for the past six years.

She commended Dr. Austin Shelton and other attendees for representing UOG at the 44th annual conference hosted by the Society for the Advancement of Chicanos/Hispanics and Native Americans in Science (SACNAS) and she also recognized undergraduate student Joseph Casila for the award he received at the conference for his research poster.

She also commended RCUOG for their support in providing travel grants to five UOG undergraduate students, allowing them to represent UOG at conferences to present their research.

She recognized Art Professor Ric Castro for contributing to the experience of English Adventure Program participants from the Niigata College of Art and Design. She congratulated CIO Rommel Hidalgo and the Office of Information Technology staff for their efforts in the improvement and expansion of the UOG IT services.

She 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.

5.0 REPORTS FROM STANDING COMMITTEES

5.1 Academic, Personnel, and Tenure Committee

5.1.1 Resolution No. 17-24, Relative to Commending, Congratulating and Expressing a Sincere *Dangkulo Na Si Yu'os Ma'ase* to Dr. Luan P. Nguyen for His Forty Years of Exceptional Service on the Occasion of His Retirement from the University of Guam

Regent Leon-Guerrero introduced Resolution No. 17-24, which was duly seconded. She read portions of the resolution to recognize his service to the University. The motion carried.

5.1.2 Resolution No. 17-35, Relative to Amending Resolution No. 17-20 "Relative to Approving an Interim Stipend Scale for Instructional Overload for Full-Time Faculty"

Regent Leon-Guerrero introduced Resolution No. 17-35, which was duly seconded. The motion carried.

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

5.2.1 Resolution No. 17-25, Relative to Approving the Re-apportioned FY2018 Student Financial Assistance Program Budget

Regent Herrero gave a brief report on the SASARHD meeting. She then introduced Resolution No. 17-25, which was duly seconded. The motion carried.

5.2.2 Resolution No. 17-26, Relative to Approving the 2017 Fanuchånan Commencement Graduate Listing

Regent Herrero introduced Resolution No. 17-26, which was duly seconded. The motion carried.

5.3 Budget, Finance, Investments and Audit Committee

5.3.1 Financial Update

Regent Filush on behalf of Regent Chiang gave a brief report on the BFIA committee meeting. He noted that the investments market value of the Endowment Fund is $23.5M as of the end of fiscal year September 30, 2017.

He stated the activities reflected on the cash basis financials continue to be limited due to the allotments received. He further stated that the President sent a letter to the Governor and the Speaker requesting a meeting to discuss the critical condition of the allotments and because of the letter, a public hearing is scheduled for 2pm, October 31st. He noted that VPAF Wiegand is implementing a financial management plan to mitigate the cash flow problems.

5.3.2 Collections Report

Regent Filush noted the collections of student loans for fiscal year ending September 30, 2017 was $805K versus a $300K projection, which is an increase of 268%. He commended the Bursar's office for their work.

5.3.3 Procurement Transactions and Contracts Report

Regent Filush reported that two contracts with DOE were over $100,000 have been executed in September. He noted that they are reimbursable.

5.3.4 Resolution No. 17-27, Relative to Approving the Re-apportioned FY2018 General Operations Budget

Regent Filush introduced Resolution No. 17-27, which was duly seconded. The motion carried.

5.3.5 Resolution No. 17-28, Relative to Approving the Re-apportioned FY2018 Non-Appropriated Fund (NAF) and Auxiliary Budgets

Regent Filush introduced Resolution No. 17-28, which was duly seconded. The motion carried.

5.3.6 Resolution No. 17-29, Relative to Approving the FY2018 Insurance Program

Regent Filush introduced Resolution No. 17-29, which was duly seconded. Regent Filush briefly explained the purpose of the resolution. The motion carried.

5.4 Physical Facilities Committee

5.4.1 Plant & Facilities Update

Acting Chairperson Gayle gave a brief report on the Physical Facilities Committee meeting. She reported that three custodial vendors responded to a bid to outsource maintenance services at the dorm and that VPAF Wiegand and CPFO Perez are exploring options due to current financial conditions. She also reported on the status of the AC replacement bid package for the School of Business and Public Administration and that the next priority is the College of Liberal Arts and Social Sciences' AC system. She also reported on the CIP update noting that the project for the Marine Laboratory Boat House Lab Classroom has been extended due to inclement weather and the H-2 worker situation.

5.4.2 Resolution No. 17-30, Relative to Board of Regents' Support for the Triton Engagement Center and Fine and Performing Arts Complex

Regent Felix introduced Resolution No. 17-30, which was duly seconded. The motion carried.

5.4.3 Resolution No. 17-31, Relative to Making a Determination of Need for an Exceptional Term Contract for the Renovation of the Hatchery (Guam Aquaculture Development and Training Center)

Regent Felix introduced Resolution No. 17-31, which was duly seconded. The motion carried.

5.4.4 Resolution No. 17-32, Relative to Making a Determination of Need for an Exceptional Term Contract for the Construction of Dormitory A to be Utilized by the Professional and International Programs

Regent Felix introduced Resolution No. 17-32, which was duly seconded. The motion carried.

6.0 AD HOC REPORT: ENDOWMENT FOUNDATION UPDATE

UOG Endowment Foundation (UOGEF) Executive Director Melanie Mendiola provided an update. She noted that two scholarships were given out today from Dr. Charles Parent and Attorney Fred Horecky, and that Fred Horecky also presented a donation of $5K.

She mentioned the upcoming events are the Giving Tuesday program which launches the Tuesday after Thanksgiving. The RFT-MARC is celebrating its 50th anniversary with a kick off event entitled a "Taste of History". The event will feature tuba tasting and recipes from the Guam Recorder for the fundraising drive.

7.0 NEW BUSINESS

7.1 Election of Chairperson

Acting Chairperson Gayle opened the floor for nominations. Regent Felix moved to nominate Regent Elizabeth Gayle serve as Chairperson, which was duly seconded.

Acting Chairperson Gayle turned the meeting over to Regent Leon-Guerrero, since she accepted the nomination to serve as Chairperson. Regent Leon-Guerrero called for the vote for the nomination for Chairperson, Regent Gayle. A vote was taken on the nomination and passed unanimously. The meeting was then turned over to Chairperson Gayle.

Chairperson Gayle stated that now that she accepted the nomination as Chairperson; it will now leave a vacancy for Vice Chairperson. She then opened the floor for nominations. Regent Felix moved that Regent Jillette Leon-Guerrero be nominated to serve as Vice Chairperson. The motion was duly seconded and carried unanimously.

7.2 Resolution No. 17-33. Relative to Expressing Appreciation to Antoinette D. Sanford for Her Service as a Member, Treasurer, Vice Chairperson and Chairperson of the Board of Regents

Regent Terlaje introduced Resolution No. 17-33, which was duly seconded. He read a portion of the resolution noting her exemplary service and contributions to the University and the community. The motion carried.

7.3 Resolution No. 17-34, Relative to Amending BOR Resolution No. 17-19 "Relative to the 2017 Presidential Search Process"

Regent Felix introduced Resolution 17-34, which was duly seconded. He noted that the resolution allowed former Chairperson Toni Sanford to continuing serving on the Presidential Search Committee now that her term on the BOR has since expired. The motion carried.

8.0 OPEN PRESENTATION (3 Minute Limit per Person)

Chairperson Gayle opened the floor for open presentations. No presentations were made.

9.0 EXECUTIVE SESSION

Executive session was not held as there was no business to address.

10.0 ADJOURNMENT

Regent Filush moved that the meeting be adjourned, which was duly seconded and passed. Chairperson Gayle adjourned the meeting at 6:19 p.m., Chamorro Standard Time.

Elizabeth C. Gayle, Chairperson

ATTESTED:

Dr. Robert A. Underwood, Executive Secretary

PRESIDENT'S REPORT
26 October 2017

1. 2017 *Fanuchånan* Commencement

The graduation rate for the 2017 ***Fanuchånan*** Commencement has increased in comparison to 2016 ***Fanuchånan*** Commencement.

2. FY2018 Budget

The University continues to work with the Legislature, the Governor's office and DOA to secure payment of UOG's allotments for both FY2017 and FY2018. An oversight hearing has been scheduled by Speaker BJ Cruz on October 31, 2017 in respect to allotment payments to Guam's educational institutions.

3. EduRoam

As reported last month, UOG has joined and implemented the EDUROAM (educational roaming) wireless network on campus. On November 1st, 2017, University of Guam's official campus Wi-Fi will be changed from UOG to **eduroam**, a secure, world-wide roaming access service developed for the international research and education community. It allows students, faculty, researchers, and staff to obtain Internet connectivity across campus and when visiting other participating institutions worldwide. The UOG community is asked to visit the eduroam website to set up access and avoid losing Wi-Fi connectivity.

4. Improvements at UOG Dorms

This semester, the Residence Hall Office (RHO) implemented a meal plan program for all dorm students. Throughout the week, all-you-can-eat lunch and dinner are served in the newly renovated cafeteria located on the second floor of Guma'ta Hall. Students are also served lunch on Saturdays and dinner on Sundays. The plan, which is required for all dorm residents at a fee of $800 per semester, includes a variety of meals, including vegan options.

In the last year, RHO has also implemented a bike share program for all students on campus and created the Triton Express convenience store located on the first floor of Dorm I. It has also renovated dorm rooms on the second floor of Iya-hami Hall and first and second floor of Guma'ta Hall, which include the painting of each of the rooms, new carpeted floors, new light fixtures, refinished furniture, new desks and dressers, new mattresses and Wi-Fi available in every room and lounge space. Kudos to Residence Halls Director, Jonathan Triplett, for the work he has done to improve the campus experience for students.

5. Students

University of Guam students and faculty returned this week from 2017 SACNAS - The National Diversity in STEM Conference, which was held in Salt Lake City, Utah, and is one of the largest and most diverse gatherings in the U.S. for underrepresented minority students and professionals in fields of science, technology, engineering and mathematics (STEM). The 44th annual

conference hosted by the Society for the Advancement of Chicanos/Hispanics and Native Americans in Science (SACNAS) was attended by nearly 4,000 students and professionals.

Joseph Casila, a UOG undergraduate student in the College of Natural & Applied Sciences (CNAS), won an award for the best research poster in the Life sciences/Genetics category. He plans to pursue a doctoral degree in biomedical engineering.

UOG was also recognized at the conference for establishing one of the newest SACNAS Chapters to bring science to local communities through educational outreach events and scientific symposia year-round. Dr. Austin Shelton, assistant professor of extension and outreach in the UOG Sea Grant Program, Co-Principal Investigator of Guam Established Program to Stimulate Competitive Research (EPSCoR), and recently appointed Executive Director for the Center for Island Sustainability, is the advisor for the UOG SACNAS Chapter. Travel for the UOG delegation of 11 attendees was funded through the National Science Foundation-funded Guam EPSCoR at UOG, CNAS, SACNAS, the Broad Institute at MIT and Harvard, and University of Hawaii Hilo PIPES.

On September 30, five University of Guam students were selected to receive Research Corporation of the University of Guam (RCUOG) travel awards for education related travel occurring through December 31, 2017. The recipients will travel to various conferences in Asia and the U.S. mainland to present their research projects and enhance their academic experiences.

Mischa Calvo Cruz, a senior majoring in Sociology, and Samantha Uncangco, a junior majoring in Psychology and Sociology, were selected to represent UOG at the 4th International Academic Conference in Social Sciences in Singapore. They will present their research on Guam's ever-changing patterns of human ecology at the conference.

Marcel Kate Jardeleza, a senior majoring in Biology, had the opportunity last summer to participate in a National Science Foundation Research Experience at the University of Hawaii in Hilo. Marcel traveled to Utah to present her data at the Society for Advancement of Chicanos/Hispanics and Native Americans in Science (SACNAS) conference in Salt Lake City.

Noelle Bautista, a senior majoring in Health Sciences, will present her abstract on tobacco, e-cigarette use, and sleep patterns at the American Public Health Association (APHA) national conference in Atlanta, Georgia in November. This travel award will also allow her to expand her knowledge on health issues, network with professionals, and remain current with the latest trends and practices in the field.

Christian Delgado will represent UOG at the Asia Pacific Association of Fiduciary Studies 17th Pacific Region Investment Conference in Manila, Philippines in November to learn more about the finance industry in an international setting. He is a Finance/Economics major and vice president of the Student Investment Club.

University of Guam graduate student Rebecca Elmore was recently chosen to represent Guam in the Philippine Embassy's Filipino Young Leaders Program (FYLPRO), a week-long, expenses-paid immersion program in the Philippines. FYLPRO, a non-profit organization of high-performing, next-generation leaders that have a passion for advancing the Philippines and the Filipino People, selects ten delegates every year to represent their districts. She is the second UOG MPA student who has been selected as a FYLPRO delegate. Elmore is currently pursuing a Master of Public Administration at UOG. She earned a Bachelor of Arts with Latin honors in

Mass Communication in 2013 from the University of Colorado- Denver, where she co-founded"Sibol," a Filipino organization intent on creating a community of service-oriented and ethical leaders. She is employed as a news anchor and reporter for the Pacific News Center. She intends to employ her communications skills both as a journalist and social justice advocate towards the advancement of the local Filipino community.

6. Recognition

Paul M. Smith, J.D. was the 33rd speaker in the Presidential Lecture Series. His lecture, tittled "Arguing Civil Rights at the US Supreme Court," was presented on October 24th. In 1976, he earned a Bachelor of Arts degree in Political Science from Amherst College in Massachusetts. Three years later, he earned a law degree from Yale Law School and is currently a Distinguished Visitor from Practice at Georgetown University Law Center in Washington, D.C. As Vice President for Litigation and Strategy at the Campaign Legal Center (CLC) and with more than 30 years of experience, he has secured numerous victories that help advance civil liberties. Among Smith's important victories have been Lawrence v. Texas, the landmark gay rights case, and Brown v. Entertainment Merchants Association which established the First Amendment rights of those who produce and sell video games. Chambers USA has repeatedly named Professor Smith one of the country's leading lawyers in appellate litigation, media and entertainment law, and First Amendment litigation for multiple years. The American Bar Association Section of Individual Rights and Responsibilities awarded the Thurgood Marshall Award to Attorney Smith for his work promoting civil rights and civil liberties. In 2010, he was recognized by Washingtonian magazine as one of "Washington's Top Lawyers." The National Law Journal named him one of the "Decade's Most Influential Lawyers." He was also named the Washington D.C. First Amendment Lawyer of the Year for 2012 by Best Lawyers.

The UOG Society of Emeritus Professors and Retired Scholars welcomed retired scholars Mr. Victor Artero and Dr. Christopher Lobban as members. Both were granted Professor Emeritus Status by the Board of Regents in April 2016, Mr. Artero as Professor Emeritus of Agricultural Economics and Dr. Lobban as Professor Emeritus of Biology.

An alumnus of the University of Guam, Artero's academic disciplines include Agricultural Economics and Business Management. He received his Bachelor of Business Administration from UOG in 1975 and a Master of Science at the University of Hawaii at Manoa in 1978. Mr. Artero began his UOG career as a Biological Aide for the Land Grant Programs in 1973. Over the years, Artero taught for the then-College of Agriculture and Life Sciences, concurrently serving as Deputy Director for the Guam Department of Agriculture for three years. He achieved tenure status at UOG in 1991. After retiring in 2000, Artero continued working with the University through 2014 under contract.

Dr. Christopher Lobban, a professor of Biology, began teaching at the University of Guam in 1988. Lobban's specialties include science education, microscopy and biodiversity of microbial eukaryotes. Dr. Lobban became a full professor at UOG in 1992 and has taught undergraduate courses including Plant Diversity, Cellular Physiology, Marine Botany, Science Communication, and Environmental Biology. He retired from his teaching position in September 2015 to spend more time pursuing his research in diatoms.

The Richard Flores Taitano Micronesian Area Research Center (MARC) 2017-2018 seminar series, featured a lecture by University of Bern graduate student Eva Kuske on October 10th entitled *"Guam English: You've all heard it, but what does it really sound like?"* The seminar series' lectures will be prerecorded by Rlene"Live" Productions and aired on PBS Guam and YouTube after edits.

With a renewed partnership heading into its second year, Triple J Enterprises donated $20,000 to the University of Guam Water and Environmental Research Institute of the Western Pacific (WERI) on September 28th. The funding supports WERI's stewardship of Guam fresh water resources and the Guam Water Kids Initiative. WERI will use the donated funds to continue providing education and field trips for teachers in cooperation with the Guam Department of Education, encourage high school students to explore the importance of sustaining our island's fresh water resources, and expand community outreach efforts.

Recent visits to UOG included a delegation of more than 20 Korean representatives, whom I met with in a visit coordinated in partnership with the Guam Economic Development Authority in hopes of attracting investors to Guam and creating exchange programs for university students. Students from the Niigata College of Art & Design (NCAD) participated in UOG's award winning English Adventure Program in September. During their visit, a special art class was conducted by UOG Art Professor Ric Castro showcasing the skills and techniques to complete a caricature design in 3 minutes.

The University of Guam recently signed a memorandum of agreement with the owners and administrators of the LearningChamorro.com website. The website will be used in the University's Chamorro Studies program.

UNIVERSITY OF GUAM
UNIBETSEDAT GUAHAN

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

Special Meeting Minutes
January 10, 2018

1.0 CALL TO ORDER

The Special Meeting of the Board of Regents (BOR) was called to order by BOR Chairperson Elizabeth Gayle on January 10, 2018, at 4:30 p.m., in AV Room #1, University of Guam RFK Library, Tan Siu Lin Building, notice of such meeting having been duly and regularly provided by the BOR.

QUORUM:

Elizabeth Gayle	**Chairperson**
Jillette Leon Guerrero	**Vice Chairperson**
Elvin Chiang	**Treasurer**
Mariflor Herrero	**Member**
Christopher Felix	**Member**
Austin Terlaje	**Member**
Jerold Filush	**Member**
Liza Provido	**Member**

ALSO PRESENT:

Robert A. Underwood	**Executive Secretary**
David Okada	**Chief Planning Officer**
Victorina M.Y. Renacia	**Legal Counsel**
Christine Mabayag	**Recording Secretary**

2.0 Resolution No. 18-01, Relative to Amending the Budget in Support of BOR Resolution No. 17-19 "Relative to the 2017 Presidential Search Process"

Regent Chiang introduced Resolution No. 18-01, which was duly seconded. Regent Chiang explained that the purpose of the additional funding is due to the extended scope of service rendered by the Association of Governing Boards and also noted that the resolution was recommended by the BFIA committee. The motion carried.

Board of Regents Special Meeting Minutes of January 10, 2018

3.0 ADJOURNMENT

Regent Felix moved that the meeting be adjourned, which was duly seconded and carried. Chairperson Gayle adjourned the meeting at 4:35 p.m.

Elizabeth C. Gayle, Chairperson

ATTESTED:

Robert A. Underwood, Executive Secretary

Chairperson Gayle will give her report.

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
UNIBETSEDAT GUÅHAN
BOARD OF REGENTS

RESOLUTION NO. 18-02

RELATIVE TO ESTABLISHING A DIVING CONTROL BOARD IN DIRECT SUPPORT OF THE UNIVERSITY OF GUAM MARINE LABORATORY AND ITS OPERATIONS

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 University of Guam Marine Laboratory (UOG ML) has had a dive program for faculty, students, staff, administrators, and visiting researchers since its establishment as a research unit of the University in 1970; and

WHEREAS, the UOG ML has had a Diving Control Board (DCB) serving as an *ad hoc* Committee since that time managing the diving and snorkeling program for research and other water activities associated with the UOG ML; and

WHEREAS, the *ad hoc* Committee is a member of the American Academy of Underwater Sciences (AAUS) that facilitates safe diving and snorkeling practices between member organizations, provides information and training for its member organizations, and supports up-to-date safe scientific diving and snorkeling practices; and

WHEREAS, in order to meet and maintain the standards of the AAUS and include further safety standards as established by the *ad hoc* Committee for the UOG's local area of operations, it is necessary that the *ad hoc* committee transition to a formalized standing DCB; and

WHEREAS, the DCB will establish By-Laws that formally control and govern the internal affairs of the organization as well as formally establish a Scientific Diving Procedures Manual that will conform to the safety standards of the AAUS and additional safety standards for UOG's local area of operations; and

WHEREAS, the request to establish the DCB is submitted by UOG ML and endorsed by the Administrative Council, for the Board of Regents Academic, Personnel, and Tenure Committee to review for approval.

NOW, THEREFORE, BE IT RESOLVED, that the UOGML will establish a standing DCB in accordance with the policy enclosed outlining the framework by which it will operate.

Adopted this 22nd day of February 2018.

Elizabeth C. Gayle, Chairperson

ATTESTED:

Dr. Robert A. Underwood, Executive Secretary

Doc. No. 34GL-18-1599.*

University of Guam Marine Laboratory Diving Control Board
Proposed RRPM narrative
February 14, 2018

Add to RRPM, dated Feb 17, 2000, Article II, new Paragraph P:

P. The University of Guam Marine Laboratory (UOG ML) will establish a standing Diving Control Board (DCB) that will be responsible for developing, maintaining, training, and enforcing safety protocols of in-water research and other water activities associated with the UOG ML. The DCB will exist in direct support of the UOG ML and its operations.

The DCB will have established By-Laws that will control and govern the internal affairs of the organization and will have, at a minimum, the Board's office name, purpose/mission, requirements for membership, members' titles and responsibilities, how members are to be elected or assigned, how meetings will be conducted, and how often meetings will be held. The DCB will be responsible for developing, maintaining, and updating the By-Laws, and establish, in writing, the governing organizations by which the By-Laws will be reviewed for concurrence. The approving authority will be the UOG President.

These DCB By-Laws will be housed in the UOG ML's existing Standard Operating Procedures (SOP) Manual. These By-Laws will be reviewed, and any changes acknowledged, within 36 months of initial BOR approval, and every 36 months thereafter.

The DCB will also have an established Scientific Diving Procedures Manual that will conform to the safety standards of the American Academy of Underwater Sciences (AAUS) and include further safety standards as established by the DCB for UOG's local areas of operation. The Manual will, at a minimum, outline necessary safety guidelines, operational control procedures, equipment safety standards, responsibilities, consequences for violating standards, records maintenance, regulations for SCUBA diving, procedures for incident reporting and investigations, diver-in-training requirements, scientific diver certification requirements, medical standards, nitrox diving guidelines, and snorkeling guidelines. The Manual will state how often it will be reviewed on a recurring basis and establish, in writing, the organizations by which the Manual will be reviewed for concurrence. The approving authority will be the Senior Vice President for Academic and Student Affairs.

The Scientific Diving Procedures Manual will be housed in the Marine Laboratory's existing SOP Manual. This Manual will be reviewed, and any changes acknowledged, within 36 months of initial BOR approval, and every 36 months thereafter, unless otherwise required.

Summary on Establishing a Standing Dive Control Board

As of February 5, 2018

Background Information:

-The University of Guam Marine Laboratory (UOG ML) has had a dive program for faculty, students, and visiting researchers since its establishment as a research unit of the University in 1970.
-The Dive Control Board (DCB) has existed as an *ad hoc* committee since that time. As stated in its Draft By-Laws, its mandate is "to develop, maintain, and enforce a safety program that will train and guide all SCUBA and snorkeling research and other water activities associated with the UOG ML."
-The DCB is an active member of the American Academy of Underwater Sciences (AAUS), whose mandate is "to advance and facilitate safe and productive scientific diving." Membership with AAUS facilitates safe diving practices between member organizations via dive reciprocity, provides information and training for its member organizations, and generally supports up-to-date safe scientific diving practices. Thus, membership is vital to University diving programs throughout the U.S.
-As a member organization, the UOG ML DCB is required to develop and uphold safe diving standards and procedures, as dictated by AAUS.
-In order to meet and maintain the standards of AAUS and create a safe scientific diving environment for UOG ML personnel, it is necessary that the DCB transition from an *ad hoc* committee to a formalized standing board. To achieve this goal, the DCB has taken the following steps:

- Hired a formally trained Dive Safety Officer (DSO) to oversee the UOG ML dive program;
- Updated and revised the DCB's Draft *Scientific Diving Procedures Manual: Standards and Rules for the University of Guam Scientific Diving Program;* and
- Created Draft By-Laws to govern the functioning of the DCB.

-The UOG ML would like to establish the DCB as a standing board in direct support of the UOG ML by UOG Board of Regents (BOR) Policy. The DCB will be responsible for establishing its By-Laws, whose approving authority will be the UOG President. The DCB will also be responsible for establishing a Scientific Diving Procedures Manual, whose approving authority will be the Senior Vice President for Academic and Student Affairs..

Recommendation:

-That the UOG BOR approve the draft policy attached to establish the DCB as a standing Board, and include it in the RRPM.

January 26, 2018

UNIVERSITY OF GUAM
POLICIES AND REGULATIONS CHANGE REQUEST FORM

1. Subject: Establishing a standing UOG Marine Laboratory Diving Control Board (DCB) in the RRPM
2. Purpose: To obtain approval to include the DCB into the RRPM as a formal University standing Board.
3. See enclosed summary (with attachment), Proposed BOR Resolution, and Proposed RRPM Narrative.
4. Requested Effective Date: Immediately upon approval by the BOR.
5. Publication Document (Reference section and/or page number):

Year	
2000	Rules, Regulations and Procedures Manual (Add new Paragraph P)
XX	Organization and Governance Policies (Article II)

UNIT	SIGNATURE (use BLUE pen please)	DATE
Administrative Council Chair		2/1/18

APPROVED/DISAPPROVED:

	2/9/18		2/9/18
VICE PRESIDENT, Administration and Finance	DATE	SENIOR VICE PRESIDENT, for Academic and Student Affairs	DATE
PRESIDENT		FEB 12, 2018 DATE	
CHAIR, AP&T COMMITTEE BOARD OF REGENTS (When applicable)		FEB 14, 2018 DATE	
CHAIR, BOARD OF REGENTS (When applicable)		FEB 22, 2018 DATE	

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

SASARHD Chairperson Regent Mariflor Herrero will report on the SASARHD Committee Meeting.

UNIVERSITY OF GUAM
UNIBETSEDÅT GUAHAN
BOARD OF REGENTS

RESOLUTION NO. 18-03

RELATIVE TO AMENDING THE UNIVERSITY OF GUAM STUDENT GOVERNMENT ASSOCIATION CONSTITUTION

WHEREAS, the University of Guam (UOG) Student Government Association (SGA) is the official student representative body of UOG; and,

WHEREAS, the UOG SGA plays an important role in university governance; and

WHEREAS, the 56th SGA Council made 14 amendments to the UOG SGA Constitution, which are detailed in the attached summary, that were approved at their meeting on October 6, 2017; and,

WHEREAS, the amendments were reviewed and endorsed by the Administrative Council; and

WHEREAS, the Student Affairs, Scholarship, Alumni Relations and Honorary Degree Committee has reviewed and recommends, together with the administration, that the Board of Regents approve the amended UOG SGA Constitution.

NOW THEREFORE, BE IT RESOLVED, that the Board of Regents hereby approves the amended constitution of the UOG SGA, attached herewith.

Adopted this 22nd day of February 2018.

Elizabeth C. Gayle, Chairperson

ATTESTED:

Dr. Robert A. Underwood, Executive Secretary

University of Guam
Student Government Association
Constitution

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RECORD OF AMENDMENTS

Date of Amendment	Description of Amendment
14 November 2013	Preamble - complete replacement.
26 October 2017	Article 2.3.1 (Election of Officials) - reworded for continuity with 2.3.2 and 2.3.3 Article 2.3.2 (Election of Officials) - clarify minimum participation required for a valid election. Article 2.3.4 (Election of Officials) - Deleted, statement was repetitive. Article 2.9.1 (Vacancies in Office) - Clarify voting is still required when only one candidate. Article 3.2.2 (Student Regent) - Reworded to clarify responsibilities to SGA and Board of Regents. Article 4.7.1 (Initiatives) - Clarify the process for action on initiatives presented to SGA. Article 4.7.2 (Initiatives) - Identify the timetable for action on initiatives. Article 5 (Standing Committees) - Remove KUOG committee and add Student Committee. Article 6.4.1 (Frozen Budget) - Grammar corrections: "full 'or' partial" Article 7.1.1 (Amendment to the Constitution) - Change student petition signature requirement to 10% of the general membership form 250 members. Article 7.1.2 (Amendment to the Constitution) - Clarify the process for amendment. Article 7.1.3 (Amendment to the Constitution) - Added to clarify approval requirement. Article 7.1.4 (Amendment to the Constitution) - Added to provide signature line for SGA President. Article 7.1.5 (Amendment to the Constitution) - Added to provide signature line for the Board of Regents Chairperson.

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PREAMBLE

"We, the Student Government Association of the University of Guam, as an elected and democratic constituency of the university community, a regional institution, under the authority of the Board of Regents of the University of Guam, in to provide a student government responsible for the effective student participation in all areas of student concern; avail ourselves of opportunities for self-expression, maintain a harmonious environment among other constituencies of the university community, practice the principles of democracy in the governance of the campus, participate in the formation and improvement educational programs, provide services and coordinate actives for students, and encourage cultural unity among other members of the university and the local communities; do hereby adopt this Constitution..."

ARTICLE I

NAME AND MEMBERSHIP.

1.1 NAME. The name of this organization shall be the Student Government Association, herein referred to as SGA. The abbreviation of the Student Government Association shall be SGA.

1.2 MEMBERSHIP.

1. All registered students, having paid the student activity fees of the University of Guam are general members of the SGA.

2. The elected officials of the SGA shall hereafter be referred to collectively as the SGA Council as defined by Article II, Section 1, Paragraph 1, of this Constitution.

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ARTICLE II

ELECTED OFFICIALS.

2.1 AUTHORITY.

1. The elected officials of the SGA Council shall be eleven (11) Senators, one (1) Treasurer, one (1) Secretary, one (1) Vice President, and one (1) President.

2. The elected officials of the SGA Council shall be elected by its general members and shall hold equal voting rights in the SGA except as otherwise provided in this Constitution.

3. All legislative and final administrative authority of the SGA Council shall be vested in and exercised by the SGA Council, for promotion of the welfare and interest of the general members of the SGA, subject to the limitations enumerated in the Constitution.

4. Each elected official of the SGA shall have the right of attendance at all University Standing Committee meetings, sessions, and assemblies except as otherwise provided.

2.2 QUALIFICATION AND TERMS OF OFFICES.

1. All elected officials shall have completed at least fifteen (15) University of Guam semester credit hours prior to obtaining their respective offices.

2. All elected officials shall maintain academic good standing as stated by the Board of Regents prior to obtaining their office and must maintain this minimum GPA while in office. Elected officials falling below the minimum GPA requirements will be automatically removed from office.

3. Each elected official of the SGA Council shall serve for one (1) calendar year starting in the month of August.

2.3 ELECTION OF OFFICIALS. The election of SGA officials: President, Vice President, Secretary, Treasurer and eleven (11) Senators shall be in accordance with the following:

1. One (1) regular election shall be held during the Fañomnåkan semester of each year no later than the first Monday of May. The elected officials shall be sworn in no later than the last Friday of August of the same year.

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2. All officials shall be elected by a plurality vote of the general membership of the SGA. At least ten (10) percent of the general membership is required to cast a vote for the election results to stand. Additional elections may be held until the participation is met.

3. The responsibility for coordinating and conducting all SGA elections and related activities shall rest with the Election Committee as empowered by the By-laws of the SGA.

4. Voting.

   a. All students, having paid the student activity fees and is registered at the University of Guam, shall have equal voting rights at any SGA election.

   b. All voting in the SGA elections shall be by secret ballot.

   c. The method of determining the outcome of these elections shall be by plurality vote of all valid votes cast unless otherwise specified by the public laws governing Student Regent and/or Youth Congress elections or as otherwise specified by this Constitution.

2.4 DUTIES OF THE PRESIDENT. The duties and powers of the President shall be as follows:

1. To serve as the Chief Executive and representative of the SGA.

2. To serve as the vice-chairperson and a voting member of the Finance Committee.

3. To serve as a non-voting member of the SGA Council, to make no motion or amendment, except when the vote is by secret ballot or in case of a tie, and in all other cases where the vote would affect the result.

4. To make appointments as directed by this Constitution, and make such additional appointments from the general membership as may be required. All such appointments shall be subject to approval by a simple majority vote of the Senate.

5. To faithfully attend all meetings and SGA Council sessions.

6. To present SGA Council approved student representatives to the various University Committees.

7. To serve as a liaison between the SGA and sponsored organizations dealing with areas of student interest.

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8. To enforce all decisions of the SGA Council including those stated in this Constitution and By-laws.

9. To be responsible for the timely execution of the Election committee responsibilities and to call elections as directed and provided for by this Constitution.

2.5 DUTIES OF THE VICE PRESIDENT. The duties and powers of the Vice President shall be as follows:

1. To serve as the second ranking executive and representative of the SGA.

2. To serve as a voting member of the Finance Committee.

3. To serve as the chairperson and voting member of the Public Relations committee.

4. To assume the office and perform the duties of the President in the event of the President's removal from office, or temporary or permanent incapacitation.

5. To present for consideration and action by the SGA Council a list of candidates for selection and appointment to the various University committees.

6. To maintain an inventory of all SGA property including furniture, equipment and supplies belonging to the SGA.

7. To faithfully attend all meetings and SGA Council sessions.

2.6 DUTIES OF THE SECRETARY. The duties and powers of the Secretary shall be as follows:

1. To keep all records of the proceedings of the organization, including documenting all the subjects discussed, participants, and decisions of the SGA Council.

2. To process and submit to the SGA Council all requests for assistance.

3. To be responsible for the timely execution of all official correspondence.

4. To be responsible for duplication and distribution of the minutes and other documents to be presented at the SGA Council meetings and sessions.

5. To be responsible for all administrative tasks as specified by the SGA Council.

6. To faithfully attend all meetings and SGA Council sessions.

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2.7 DUTIES OF THE TREASURER. The duties and powers of the Treasurer shall be as follows:

1. To ensure the deposit of all SGA monies into the University Student Government Association account through the business office within an appropriate time period after receipt of the funds.

2. To authorize the UOG Business Office to pay all funds as authorized by the SGA Council and in accordance with the University procurement regulations. Expenditures must be countersigned by the Dean of Student Affairs.

3. To have authority with the Dean of Students and the Financial Committee to expend funds in the absence of the SGA and only when an emergency arises. Any such expenditure, shall be in accordance with the University procurement regulations, shall not be exceed one thousand dollars ($1,000.00) and shall be justified by written report subject to review at the next regular SGA Council meeting.

4. To be responsible for such financial matters as are delegated by the SGA Council in accordance with the Constitution and By-laws.

5 To review all the financial matters of the SGA Council.

6. To serve as the chairperson and a voting member of the Finance Committee.

7. To Provide a financial status report at every SGA Council regular sessions.

8. To be responsible for the presentations of the annual budget of the SGA to the SGA Council.

9. To faithfully attend all meetings and SGA Council Sessions.

2.8 DUTIES OF SENATORS. The duties and powers of Senators shall be as follows:

1. To faithfully attend all meetings and SGA Council Regular and Special sessions

2. To represent the interest of the general members of the SGA to the SGA Council.

3. To author at least one (1) bill and one (1) resolution per semester, which require action to be taken.

4. To serve and attend all meetings of at least one (1) University Wide Committee that has no more than one (1) other representative.

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5. To chair and/or co-chair, at least one SGA-sponsored activity per year, and to assist in carrying out all other SGA-sponsored activities needed.

6. To execute all duties and responsibilities assigned by the SGA Council.

2.9 VACANCIES IN OFFICE. In the event of a vacancy in the office of the President, the Vice President will assume office. In the event of a vacancy occurring in any other elected office, the method of replacement of any such vacancy before the end of the academic year shall be the following:

1. Nominations to fill the vacancy shall be made by an existing SGA Council elected official. Two-thirds (2/3) vote of the elected officials present in session shall fill the vacancy. In cases of only one (1) candidate voting is still required.

2. Nominations to fill each vacancy shall not exceed three (3) candidates, and the appointee shall hold office for the remainder of the vacant term.

3. Each appointee shall have the same qualifications as are required for a candidate for the election.

4. Nominees must be present to accept the nominations.

2.10 REMOVAL OF OFFICIALS.

1. Procedure.

a. Charges, in affidavit form, stating the alleged violations and preliminary poof, may be filed by any student at the University of Guam. A copy of said affidavit will be presented to each member of the SGA Council.

b. Once on the floor of the SGA Council, debate shall be limited. At the end of said debate, a simple majority vote of the SGA Council shall be required for further investigation. If a majority vote for further investigation is indicated, the President of the SGA Council shall set a date for a hearing no sooner than fourteen (14) calendar days and no later than twenty-one (21) calendar days from that meeting of the SGA Council.

c. The President shall establish an ad hoc committee composed of five (5) members elected from the SGA Council.

d. If charges are brought against the SGA Council President, Vice-President shall set the date for a hearing as provided by Section b above.

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2. Notification. The SGA Council Secretary shall send the accused a "Notice of Hearing" within one (1) week of the time the Council voted to investigate. This notice shall include a copy of the charges, time and place of the hearing, and a statement of his/her right to be at the hearing to defend himself/herself, to be represented by counsel, and to receive a copy of any transcript of the hearing.

   a. The ad hoc committee and shall be responsible for the investigation of evidence, examination of witnesses, and any procedures deemed necessary to ensure a fair hearing.

3. Hearing. In conducting the hearing, the SGA Council shall preserve decorum (and fair play); restrict evidence, testimony, and discussion to the written charges; and shall uphold the right of the accused to provide a defense, to cross-examine witnesses, and to refute the charges.

   a. Procedure of Hearing.

      (1) The Chair of the Ad Hoc committee shall:

         (a) State the charges.

         (b) Introduce the evidence, and/or

         (c) Question witnesses

      (2) The Accused shall be allowed to take the floor next and shall have the right to:

         (a) Refute the charges and evidence, and to

         (b) Cross-examine witnesses.

   b. The Chair of the Ad Hoc Committee shall announce the recommendation of the committee to the Council.

   c. The SGA Council may question:

      (1) The accused

      (2) The evidence,

      (3) The witness, and

      (4) The Ad Hoc committee member

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d. The SGA Council shall then vote on the charges. To convict the accused, the Council must concur by a two-thirds (2/3) vote on at least one of the charges.

4. Penalty. The accused official shall, at the time of conviction by the Senate, relinquish his/her office. He/she shall be denied candidacy for, or appointment to any office within the Student Government Association of the University of Guam for one (1) calendar year.

2.11 CONFLICT OF INTEREST. No official of, or candidate for office in, the SGA may receive payment in cash or in any other form from a SGA sponsored or co-sponsored organization or activity for services rendered, or for any other reason. Acceptance of such payment shall be grounds for removal from office.

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ARTICLE III

EX-OFFICIO MEMBERS.

3.1 AUTHORITY.

1. The ex-officio members of the SGA Council shall be the Student Regent, Student Organization Representatives, Advisors, Student Life Officer, and Youth Congress Representatives.

2. The ex-officio members shall be non-voting members of the SGA Council with full rights of attendance at all meetings and SGA Council sessions.

3. The ex-officio members of the SGA Councils shall faithfully attend all sessions of the SGA Council. Failure to attend shall be grounds for removal from membership in the SGA Council.

3.2 STUDENT REGENT.

1. The Student Regent shall be a non-voting member of the SGA Council and shall be elected according to Public Law 19-40.

2. The Student Regent must attend SGA Council sessions to report:

   a. Board of Regents updates.

   b. SGA updates to the Board of Regents.

3.3 STUDENT ORGANIZATION REPRESENTATIVES.

1. Each student organization of the University shall, as a requirement of affiliation with the SGA, appoint from among its respective members one (1) representative to serve as an ex-officio member of the SGA Council.

2. Each student organization representative appointed must participate and attend regular session meetings as a requirement of affiliation with the SGA.

3.4 ADVISORS.

1. There shall be at least two (2) advisors. The advisors shall be non-voting members of the SGA Council and shall be selected by a simple majority vote of the SGA Council. At least one (1) advisor must be present at all SGA Sessions. The absence of a faculty advisor shall render such session null and void.

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2. In the temporary absence of a Faculty Advisor, or when a Faculty Advisor has yet to be selected by the SGA Council, the Dean of Student Affairs or designee shall be authorized by the SGA Council to temporarily assume the position, with full authority and to satisfy the requirement for the presence of an Advisor when such presence is mandated by this Constitution and/or By-laws.

3.5 YOUTH CONGRESS.

1. The Youth Congress representative of the University of Guam shall be a non-voting member of the SGA and shall serve a term concurrent with his/her term of office as Youth Congress representative.

2. The University of Guam Youth Congress members shall select their SGA representative. The other two shall serve as alternatives.

3. The University of Guam Youth Congress representative shall be elected according to Public Law 12-218.

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ARTICLE IV

MEETINGS AND POLICIES.

4.1 MEETINGS.

1. The SGA shall meet at the call of the President or any seven (7) SGA elected officials. Any meeting called by the aforementioned manner must be publicly announced and advertised at least two (2) calendar days prior to the meeting.

2. Regular sessions of the SGA Council shall commence within seven (7) calendar days following the induction of the elected officials. Thereafter, the SGA Council shall meet for regular session at least twice a month during the calendar year.

3. The President shall hold two General Assemblies each calendar year, one in the Fanuchånan semester and one in the Fañomnåkan semester. Other assemblies shall be scheduled as deemed appropriate or necessary by SGA Council.

4. The time and place of meetings, sessions, and assemblies shall be decided by the majority of the elected officials of the SGA Council to assure the convenient participation of officials.

4.2 QUORUM. A simple majority of the voting members shall constitute a quorum.

4.3 BILLS AND RESOLUTIONS. All business brought before the SGA Council for the purpose of soliciting action by the SGA Council, shall be presented in the prescribed resolution or bill format, as stipulated by the By-laws.

4.4 PROXY VOTING. Voting members of the SGA Council or members of standing or special committees of the SGA cannot vote by proxy.

4.5 ATTENDANCE.

1. Any SGA Council voting member shall be removed upon failure to attend any three (3) regular SGA Council Sessions during a semester. Summer session shall be treated as a semester for SGA attendance purposes.

2. Attendance shall be defined as presence at the first and final roll call for the regular, special and emergency sessions, provided the SGA Council does not suspend the By-laws in order to carry past the regular time of adjournment, and presence, defined as a yea, nay or abstention in answer to roll call, at sixty (60) percent of all roll calls on main motions conducted between the first and final roll calls of the meeting, with the same exceptions provided above.

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3. Exemption from the above requirements of attendance may be provided for in the SGA By-laws.

4.6 RULES OF ORDER.

1. The Robert's rules of Orders shall govern the meetings and sessions of the SGA.

2. The SGA Council shall provide copies of the "Robert's Rules of Order" to all elected officials. All elected officials are required to be familiar with said text.

4.7 INITIATIVES.

1. Initiatives shall be administered upon presentation to the SGA President of a petition signed by ten percent (10%) of the general members during a regular scheduled session of the SGA council or a simple majority vote of the SGA Council.

2. The petition will be voted on by the SGA Council during the following regularly scheduled session.

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ARTICLE V

STANDING COMMITTEES.

5.1 STANDING COMMITTEES. The following shall be standing committees of the SGA. Their composition, functions, duties, polices and powers are set forth in the SGA By-laws.

1. Finance Committee (FC).
2. Election Committee (EC).
3. Public Relations Committee (PR).
4. Academic Affairs Committee (AA).
5. Oversite and Review Committee (ORC).
6. Student Committee (SC).

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ARTICLE VI

FINANCIAL POLICIES.

6.1 AUTHORITY. The SGA Council shall have authority and exercise control over the finances and assets of the SGA in accordance with the Constitution and By-laws of this organization and with the procurement policies of the University.

6.2 BUDGET.

1. Upon the recommendation of the Finance Committee the SGA Council shall establish a budget to govern the expenditures and other financial activities of the SGA.

2. The budget shall include all foreseeable expenditures for the entire fiscal year beginning in Fanuchånan semester and shall be presented to the SGA Council no later than the first week of August of the same year.

3. The budget of the SGA must not exceed the total anticipated available SGA funds for the fiscal year.

4. The SGA may allocate a certain percentage of the SGA Budget for a savings fund. The make up of the savings fund as well as the percentage will be determined by the SGA Council.

5. All financial appropriations must be approved by a two-thirds (2/3) majority affirmative vote of the SGA Council.

6.3 ALLOCATIONS. Ten (10) percent of the total revenue from student activity fees may be designated for support of University Theater productions and ten (10) percent of the total revenue from student activity fees shall be designated for support of Student Publications. All students paying student activity fees will be granted free admission to productions of the University Theater and Student Publications, the campus newspaper, shall be distributed to students free of charge.

6.4 FROZEN BUDGET.

1. If at any time the President, Treasurer, or any five (5) elected officials of the SGA Council have evidence that expenditures will exceed revenues for the fiscal year, or have evidence that irregularities exist in the appropriation or management of the budget, such person (s) may appeal to the SGA Council for a full or partial freeze of the financial activities and operations of the SGA. A full or partial freeze of the SGA budget may be enacted by two-thirds (2/3) majority affirmative vote of those members present and voting in session.

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2. Such a freeze shall remain in effect until the SGA Council finds that effective action has been taken to remedy the situation. A suspension of a full or partial freeze of the SGA budget must be enacted by two-thirds (2/3) affirmative vote of the SGA Council.

6.5 ADDITIONAL REVENUE.

1. Funds may be solicited from members of the SGA other than the scheduled fees of the University of Guam if deemed necessary.

2. The SGA Council may participate in ventures for the purpose of generating revenue.

6.6 AUDIT. The SGA Council is responsible to ensure that all books and accounts are audited each semester by the business office or more often at the discretion of the SGA Council.

6.7 DISCRIMINATION. The SGA shall not fund any activity or organization which discriminates against any general member of the SGA because of race, creed, religion, marital status, national origin, sex, age, physical handicap, sexual orientation, or political activity that does not allow full participation to all general members of the SGA.

6.8 DISSOLUTION.

1. The assets of the SGA constitute a continuing trust for the benefit of student activities at the University.

2. In the event of the dissolution of the SGA Council for whatever reason, assets, after payment or adequate provision for payment of all outstanding debts and obligations of the SGA shall be held in trust and then transferred to the coffers of the succeeding SGA Council. If there be no succeeding SGA Council established within one (1) academic year, said funds will be transferred into a general UOG account.

3. The UOG Board of Regents will offer these funds to UOG students through various SGA student scholarships. The Board of Regents will, at its discretion, determine the amount of each scholarship, not to exceed $1,000 per student per year. The qualifications should be based on academic achievement and need. The scholarship shall be advertised campus wide to all eligible students.

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ARTICLE VII

AMENDMENTS, INTERPRETATIONS AND ADOPTIONS.

7.1 AMENDMENT OF CONSTITUTION.

1. An amendment to this Constitution may be proposed by either a two-thirds (2/3) vote of SGA Council officials present at the SGA Council meeting or a petition signed by ten (10) percent general membership and presented to the SGA President.

2. a. The SGA President shall call an election to be held during the next regular SGA session following the presentation of petition or request by the ORC.

   b. Notice of the election and full statement of the proposed amendment(s) shall be announced through available on-campus media.

   c. A favorable two-thirds (2/3) of the votes cast shall be necessary for the amendment(s) to be presented to the Board of Regents for final approval.

   d. A memorandum detailing the proposed changes shall be to the University President via the Student Life Officer and Dean of EMSS and Senior Vice President.

3. The amendment(s) shall be enforced on the date of the final approval by the Board of Regents.

7.2 INTERPRETATION.

1. All questions of interpretation of this Constitution shall be decided by the SGA based on the advice from the Oversight and Review Committee, an advisor, and the Dean of Students. The advisor is to be designated by a majority of the SGA Council.

2. Definitions and application of certain terms shall be in accordance with the By-Laws of the SGA Council.

7.3 ADOPTIONS.

1. A new constitution may be proposed by Article VII, Section 1.

2. By-laws which shall complement this Constitution shall be established by the SGA in accordance with the procedures enumerated within the By-laws.

2/27/18
Verified to be a true copy by the Dean of EMSS

7.4 STUDENT GOVERNMENT ASSOCIATION APPROVAL. This amended document has been approved by the required two-thirds vote of the 56th Student Government Association through a vote on October 6, 2017.

Annie Fay Q. Camacho
President, SGA

7.5 UNIVERSITY APPROVAL. This amended document is approved.

Elizabeth Gayle
Chairperson, Board of Regents

2/21/18
Verified to be a true copy by the Dean of EMSS

Appendix A

Copies of memorandums for amendments

2/27/18
Verified to be a true copy by the Dean of EMSS

UNIVERSITY OF GUAM
UNIBETSEDÅT GUAHAN
BOARD OF REGENTS

RESOLUTION NO. 18-03

RELATIVE TO AMENDING THE UNIVERSITY OF GUAM STUDENT GOVERNMENT ASSOCIATION CONSTITUTION

WHEREAS, the University of Guam (UOG) Student Government Association (SGA) is the official student representative body of UOG; and,

WHEREAS, the UOG SGA plays an important role in university governance; and

WHEREAS, the 56th SGA Council made 14 amendments to the UOG SGA Constitution, which are detailed in the attached summary, that were approved at their meeting on October 6, 2017; and,

WHEREAS, the amendments were reviewed and endorsed by the Administrative Council; and

WHEREAS, the Student Affairs, Scholarship, Alumni Relations and Honorary Degree Committee has reviewed and recommends, together with the administration, that the Board of Regents approve the amended UOG SGA Constitution.

NOW THEREFORE, BE IT RESOLVED, that the Board of Regents hereby approves the amended constitution of the UOG SGA, attached herewith.

Adopted this 22nd day of February 2018.

Elizabeth C. Gayle, Chairperson

ATTESTED:

Dr. Robert A. Underwood, Executive Secretary

Administrative Council: November 1, 2017
President Underwood, VPAF Wiegand, LGamboa, JGumataotao, VRenacia, FDanieli, TMcVey, RCubacub, DPalmer, SKhosrowpanah, DLeon Guerrero, SSantos-Bamba, RLeon Guerrero, MHechanova, CTaitano, ATSantos, JJenson JSanchez, JSellmann, JLimtiaco for HSanNicolas, MStorie, MDuarte, RMcIntosh, SPerez, JPeterson, CMoore-Linn, MMendiola, DOkada, FMansapit, SMendiola, BMurray, GQuenga, CBlas

1.0 Call to Order – 9:05 am
2.0 Meeting Minutes – 10/4/17 Minutes Approved subject to correction
3.0 Old and Continuing Business – Announcements and Updates
3.1 Executive Updates

3.1.1 President

a) G2G Update meeting with staff was well attended. Administrators and Faculty are scheduled to meet this Friday. We may delay that meeting to allow faculty and administrators to make comment on the finalized 204 task list that will be sent out prior to the meeting for update.
b) Will celebrate "Ocho Ocho" for 8 years of accreditation and the phenomenal 8% increase in our graduation rate. Shows the increased level of attention given to the student experience for opportunity to graduate in a reasonable timeframe. Recruitment from the high schools is flat or declined due to a combination of things related to students being better prepared.
c) The Legislative oversight hearing on the allotments that the speaker called for, brought about for the first time there will be an allotment schedule for 2018 and a commitment to pay from 2017 tax settlements to make us whole by the end of the year which will put us in good shape by January. If that doesn't happen, then we will continue on the given allotment schedule through 2018.

3.1.2 SVP – Report by DLeon Guerrero

a) Background relative to the Pres' comments about the increase in graduation, trends are showing we'll see a continued increase for the next 2-3 years based on the cohort numbers.
b) Regarding the flat enrollment for new students, there is a significant increase in high school students coming from Tiyan High School, mainly due to the efforts by CLAS.

3.1.3 VPAF

a) As of end of FY17, we were owed 9.7M. When RevTax collects on taxes due from companies, they will be able to pay us the amount due for FY17. But, until that comes in, our finances will continue to be tight.
b) In an effort to improve customer service in A&F, we will be starting a Customer Service Award program to help stimulate employees to provide good customer service. Pres added there will be opportunity to comment on the website and information will be made available to all.

3.1.4 CIO – Not present

3.2 Admin/Finance Updates

3.2.1 Comptroller/ABAPO

Comptroller – Report by FDanieli

a) Closing FY17 by November 25.
b) Deloitte will be back next month to complete the final segment of the audit and will inform the tentative findings as we progress.
c) October has been a challenge to manage cash – had to pay insurance premiums, IT maintenance renewals and CIPS. Hoping for a steady cashflow of payments from DOA.
d) Comptroller staff is still out 3 positions

ABAPO – RCubacub

a) Now that the FY18 appropriation budget is passed, everyone is urged to continue to follow the FY17 financial management plan until a new one is sent out. Randy added that he will try to get the FY18 plan out in the next week.

3.2.2 CPFO/CIPC

CPFO – SPerez

a) Larger USDA Projects for the School of Engineering and Student Services Center contracts will be moving forward to USDA for review and consideration next week.
b) Groundbreaking is planned for January 2018.
c) AC issues priority – LG building, HSS and CNAS are being addressed and funding is approved.

CIPC – RMcIntosh

a) Marine Lab boathouse reno – Contractor resolved his labor issues and is back on track to complete by December.

3.2.3 CHRO – LGamboa

a) Faculty Senate has requested for a report on all fulltime faculty teaching overloads. Urged all units to push forward all UG1's to HR promptly.

3.2.4 Athletics & Fieldhouse - DPalmer

a) Triton Night was a success with over 500 in attendance.
b) Hall of Fame on Sunday also went very well.
c) Netcare and Takecare insurance providers now accepting the Triton Fitness Center.
d) Game stats provided for basketball and soccer.

3.2.5 Student Housing Director – Not present

3.2.6 Bookstore – Report by RCubacub

a) Bookorders for next semester were due since September and are still being accepted.

3.2.7 Safety – FMansapit

a) Introduced the new Safety Inspector, Sean Mendiola

3.2.8 PIP/TADEO

PIP – CTaitano – None to report

TADEO – MHechanova

a) Working with EEO/HRO about 65% complete for the online sexual misconduct training for fulltime employees and faculty. Status updates are being sent to all departments and is ongoing.

3.3 EAP/CPO – DOkada

a) Agenda for BOR Committee meetings sent to VPAF subject to his approval.

3.4 Development and Alumni Affairs – Not present

3.5 UOG Green – Not present

3.6 SGA – BMurray

a) Issue with Spring catalog being released late affecting freshmen and respective graduating seniors who need to take a specific course that was changed to Fall only schedule and will have to petition for the class.

3.7 Staff Council – Not present

3.8 UOG Foundation Executive Director – Melanie Mendiola

a) November 28 Launching Giving Tuesday – G is for Giving. Encourage faculty, staff and students to pledge. Goal is to raise $28,000 through the end of the year.
b) November 30 MARC is celebrating 50 years at the Guam Museum $50 each ticket.

c) December – Departments will be asked to submit 2-3 names of individuals who provided support in some way for recognition by way of a Gift of Appreciation. Details will be sent out regarding this.

3.9 RCUOG – CMoore-Lin

a) 91 active grants, over $12 Million

3.10 Additional Announcements

3.10.1 DLeon Guerrero announced the upcoming 2017 Fanuchanan Chesa Mixer on December 1, a potluck arrangement.

3.10.2 Randy for the CIO, announced that Eduroam network goes live effective today, and replaces the Triton system.

3.10.3 Randy for CIO, regarding Internet 2 – a research education network that allows file sharing between universities. UH will connect a line between our campuses, which opens up to other universities.

4.0 New Business - Action and Discussion Matter

4.1 SGA Constitution Amendments proposed and presented by Brian Murray. Question raised about the KUOG program.
MOTION to approve the proposal to amend the SGA Constitution by Dr. McVey, Second by Cathleen Moore-Lin. Approved unanimously.

4.2 Revised Intellectual Property Policy presented by Dr. McVey for information only and review until next Admin Council meeting in December for action. Questions welcomed.

5.0 Adjournment 9:55 a.m.

Respectfully Submitted, Carmelita Blas, AO

UNIVERSITY OF GUAM
UNIBETSEDÅT GUAHAN

56th Student Government Association
Enrollment Management and Student Success

Resolution No. 56 – 05 (Amended 11/03/2017)

Introduced by:

President Annie Camacho
Secretary Mae Ann Picayo
Senator Corey Ayuyu
Senator Jullian Briosos
Senator Kevin Limtiaco
Senator Jeanie Nguyen
Senator Gabrielle Quenga
Vice President Christian Punzalan
Treasurer Vince Campo
Senator Donovan Balmeo
Senator Tihu Lujan
Senator Brian Murray
Senator Joseph Quan

RELATIVE TO APPROVING THE REVISIONS TO THE STUDENT GOVERNMENT ASSOCIATION (SGA) CONSTITUTION.

BE IT HEREBY ENACTED BY THE 56th SGA IN COUNCIL ASSEMBLED

WHEREAS, the purpose of SGA Constitution is to establish the membership of the SGA and general policies governing its actions; and

WHEREAS, the Oversight and Review Committee (ORC) of the SGA has voted to approve presenting the revisions to the SGA Constitution to the SGA Council for vote; and

WHEREAS, revisions to the SGA Constitution are proposed to the following articles:

RECORD OF AMENDMENTS

Current	Proposed
06 May 2008 Article 2.3.3 (Qualification and Terms of Office) - rephrased to clarify service term as "one (1) calendar year starting in the month of August." Article 2.8 (Duties of Senators) - clarify the responsibilities of Senators 03 May 2010 Article 2.3.3 (Qualification and Terms of Office) - credit requirement changed from 24 to 12. 14 November 2013 Preamble - complete replacement.	14 November 2013 Preamble - complete replacement. **26 October 2017 Articles - changes**
Track changes - '08 and '10 not in BOR resolutions	

2.3.1 ELECTION OF OFFICIALS

Current	Proposed
2.3 ELECTION OFFICIALS. 1. The election of officials shall be in accordance with the following: The President, Vice President, Secretary, Treasurer and the eleven (11) Senators shall be elected during the Spring semester. The election must be complete no later than the first Monday of May. The elected officials shall be sworn in no later than the last Friday of August of the same year.	2.3 ELECTION OF OFFICIALS. **The election of SGA officials: President, Vice President, Secretary, Treasurer and eleven (11) Senators shall be in accordance with the following:** **1. One (1) regular election shall be held during the Fañomnåkan semester of each year no later than the first Monday of May. The elected officials shall be sworn in no later than the last Friday of August of the same year.**
Reason: Reworded for continuity with following sections (2.3.2 and 2.3.3).	

303 University Drive, UOG Station, Mangilao GU 96923 Tel. (671) 735-2222 E-mail. uog.sga@triton.uog.edu
A U.S. Land Grant Institution accredited by the Western Association of Schools and Colleges
The University of Guam is an Equal Opportunity Employer and Provider.

2.3.2 ELECTION OF OFFICIALS

Current	Proposed
2. All officials shall be elected by a plurality vote of the general membership of the SGA during Spring Semester of each year and no later than the first Monday of May and shall take office upon being sworn in.	**2. All officials shall be elected by a plurality vote of the general membership of the SGA. At least ten (10) percent of the general membership is required to cast a vote for the election results to stand. Additional elections may be held until the participation is met.**
Reason: Clarify minimum participation required for a valid election.	

2.3.4 ELECTION OF OFFICIALS

Current	Proposed
4. Elections. One (1) regular election shall be held during the Spring semester of each year no later than the first Monday of May. Other elections shall be set as provided by this constitution.	**Deleted. 2.3.5 moved to 2.3.4**
Reason: Repetitive.	

2.9.1. VACANCIES IN OFFICE

Current	Proposed
1. Nominations to fill the vacancy shall be made by an existing SGA Council elected official. Two-thirds (2/3) vote of the elected officials present in session shall fill the vacancy.	1. Nominations to fill the vacancy shall be made by an existing SGA Council elected official. Two-thirds (2/3) vote of the elected officials present in session shall fill the vacancy. **In cases of only one (1) candidate a vote is still required.**
Reason: Clarify number of votes and required in all cases.	

3.2.2 STUDENT REGENT

Current	Proposed
2. The Student Regent must attend SGA Council sessions for the purpose of Student Regent reports.	2. The Student Regent must attend SGA Council sessions to report: a. **Board of Regents updates** b. **SGA updates to the Board of Regents**
Reason: Further identify the role of Student Regent.	

4.7.1 INITIATIVE AND REFERENDUM

Current	Proposed
1. Initiatives and referendum shall be administered upon presentation to the SGA President of a petition signed by two hundred and fifty (250) general members of the SGA, or by a simple majority vote of the SGA Council for the purpose of initiating action in any area of student concern. An initiative or referendum shall be submitted to a vote of the general members of the SGA at the next SGA General Election or within six (6) weeks of submission, unless petitioners waive the above time limit.	1. **Initiatives shall be administered upon presentation to the SGA President of a petition signed by ten percent (10%) of the general members during a regular scheduled session of the SGA council or a simple majority vote of the SGA Council.**
Reason: Clarify Process	

4.7.2 INITIATIVE AND REFERENDUM

Current	Proposed
2. Any petition presented within ten (10) calendar days prior to any election shall be placed on the following SGA General Election or on a Special Election called for that purpose.	**2. The petition will be voted on by the SGA Council during the following regularly scheduled session.**
Reason: Identify timetable	

Article V STANDING COMMITTEES

Current	Proposed
5.1 FINANCE COMMITTEE. 1. There shall be a Finance Committee which shall be a Standing Committee of the SGA. 2. The composition, functions, duties, policies and powers of the Finance Committee set forth in the SGA By-laws. 5.2 ELECTION COMMITTEE. 1. There shall be a Finance Committee which shall be a Standing Committee of the SGA. 2. The composition, functions, duties, policies and powers of the Election Committee set forth in the SGA By-laws. 5.3 PUBLIC RELATIONS COMMITTEE. 1. There shall be a Public Relations Committee which shall be a Standing Committee of the SGA. 2. The composition, functions, duties, policies and powers of the Public Relations Committee set forth in the SGA By-laws. 5.4 ACADEMIC AFFAIRS COMMITTEE. 1. There shall be an Academic Affairs Committee which shall be a Standing Committee of the SGA. 2. The composition, functions, duties, policies and powers of the Academic Affairs Committee set forth in the SGA By-laws. 5.5 KUOG COMMITTEE. 1. There shall be a KUOG Committee which shall be a Standing Committee of the SGA. 2. The composition, functions, duties, policies and powers of the KUOG Committee set forth in the SGA By-laws. 5.6 OVERSITE AND REVIEW COMMITTEE. 1. There shall be an Oversite and Review Committee which shall be a Standing Committee of the SGA. 2. The composition, functions, duties, policies and powers of the Oversite and Review Committee set forth in the SGA By-laws.	**5.1 STANDING COMMITTEES. The following shall be standing committees of the SGA. Their composition, functions, duties, polices and powers are set forth in the SGA By-laws.** **1. Finance Committee (FC).** **2. Election Committee (EC).** **3. Public Relations Committee (PR).** **4. Academic Affairs Committee (AA).** **5. Oversite and Review Committee (ORC).** **6. Student Committee (SC).**
Reason: Listing was repetitive and will be easier to add/remove standing committees in the future.	

6.4.1 FROZEN BUDGET

Current	Proposed
1. If at any time the President, Treasurer, or any five (5) elected officials of the SGA Council have evidence that expenditures will exceed revenues for the fiscal year, or have evidence that irregularities exist in the appropriation or management of the budget, such person (s) may appeal to the SGA Council for a full partial freeze of the financial activities and operations of the SGA. A full or partial freeze of the SGA budget may be enacted by two-thirds (2/3) majority affirmative vote of those members present and voting in session.	1. If at any time the President, Treasurer, or any five (5) elected officials of the SGA Council have evidence that expenditures will exceed revenues for the fiscal year, or have evidence that irregularities exist in the appropriation or management of the budget, such person(s) may appeal to the SGA Council for a **full or** partial freeze of the financial activities and operations of the SGA. A full or partial freeze of the SGA budget may be enacted by two-thirds (2/3) majority affirmative vote of those members present and voting in session.
Reason: Correct wording.	

7.1.1 AMENDMENT TO THE CONSTITUTION

Current	Proposed
1. An amendment to this Constitution may be proposed by either a two-thirds (2/3) vote of SGA Council officials present at the SGA Council meeting or a petition signed by two hundred and fifty (250) general members of the SGA and presented to the President.	1. An amendment to this Constitution may be proposed by either a two-thirds (2/3) vote of SGA Council officials present at the SGA Council meeting or a petition signed by **ten (10) percent** of the general membership and presented to the **SGA** President.
Reason: Allow for the increasing University population to be represented.	

7.1.2 AMENDMENT TO THE CONSTITUTION

Current	Proposed
2. The President shall call an election to be held on a date which shall be at least fourteen (14) calendar days after the presentation of the petition. Notice of the election and full statement of the proposed amendment(s) shall be announced through available on-campus media. A favorable two-thirds (2/3) of the votes cast shall be necessary for adoption of the amendment(s).	2.a. The **SGA** President shall call an election to be held **during the next regular SGA session following the presentation of a petition or request by the ORC.** b. Notice of the election and full statement of the proposed amendment(s) shall be announced through on-campus media. c. A favorable two-thirds (2/3) of the votes cast shall be necessary for **the amendment(s) to be presented to the Board of Regents for final approval.** d. **A memorandum detailing the proposed changes shall be sent to the University President via the Student Life Officer and Dean of EMSS and Senior Vice President.**
Reason: Clarify the process.	

7.1.3 AMENDMENT TO THE CONSTITUTION

Current	Proposed
3. An amendment shall be enforced on the date specified, or if no date is specified immediately upon passage.	3. **The amendment(s)** shall be enforced on the date **of the final approval by the Board of Regents.**
Reason: Clarify approval requirement.	

7.4 STUDENT GOVERNMENT APPROVAL

Current	Proposed
Added.	7.4 **STUDENT GOVERNMENT ASSOCIATION APPROVAL. This amended document has been approved by the required two-thirds vote of the 56th Student Government Association through a vote on October 6, 2017.** **Annie Fay Q. Camacho** **President, SGA**
Reason: Proof of approval	

7.5 UNIVERSITY APPROVAL

Current	Proposed
Added	7.5 **UNIVERSITY APPROVAL. This amended document is approved.** **Antoinette D. Sanford** **Chairperson, Board of Regents**
Reason: Proof of approval	

THEREFORE BE IT RESOLVED, the 56th SGA approves the revisions to the SGA Constitution for presentation to the Board of Regents for final approval; and be it further

RESOLVED, that President Annie Fay Camacho and Secretary Mae Ann Picayo of the 56th SGA attest to the adoption hereof, and that a copy of the same be thereafter transmitted to Ms. Cyaundra Shimizu, Mrs. Remy Cristobal, Dr. Anita Borja-Enriquez, Dr. Robert Underwood and Mrs. Antoinette Sanford.

DULY AND REGULARLY ADOPTED BY THE 56th STUDENT GOVERNMENT ASSOCIATION ON THE 6th DAY OF OCTOBER 2017.

Attested:

Annie Fay Q. Camacho
President

Mae Ann C. Picayo
Secretary

UNIVERSITY OF GUAM
UNIBETSEDÅT GUAHAN

56th Student Government Association
Enrollment Management and Student Success

Resolution No. 56 – 05

Introduced by:

President Annie Camacho
Secretary Mae Ann Picayo
Senator Corey Ayuyu
Senator Jullian Briosos
Senator Kevin Limtiaco
Senator Jeanie Nguyen
Senator Gabrielle Quenga
Vice President Christian Punzalan
Treasurer Vince Campo
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Senator Joseph Quan

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Reason: Clarify minimum participation required for a valid election.	

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Reason: Repetitive.	

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Current	Proposed
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UNIVERSITY OF GUAM
UNIBETSEDÅT GUAHAN

56th Student Government Association
Enrollment Management and Student Success

6.4.1 FROZEN BUDGET

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Reason: Correct wording.	

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Reason: Allow for the increasing University population to be represented.	

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Current	Proposed
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Reason: Clarify the process.	

7.1.3 AMENDMENT TO THE CONSTITUTION

Current	Proposed
3. An amendment shall be enforced on the date specified, or if no date is specified immediately upon passage.	3. **The** amendment(s) shall be enforced on the date **of the final approval by the Board of Regents.**
Reason: Clarify approval requirement.	

UNIVERSITY OF GUAM
UNIBETSEDÅT GUAHAN

56th Student Government Association
Enrollment Management and Student Success

7.4 STUDENT GOVERNMENT APPROVAL

Current	Proposed
Added.	7.4 **STUDENT GOVERNMENT ASSOCIATION APPROVAL. This amended document has been approved by the required two-thirds vote of the 56th Student Government Association through a vote on October 6, 2017.** **Annie Fay Q. Camacho** **President, SGA**
Reason: Proof of approval	

7.5 UNIVERSITY APPROVAL

Current	Proposed
Added	7.5 **UNIVERSITY APPROVAL. This amended document is approved.** **Antoinette D. Sanford** **Chairperson, Board of Regents**
Reason: Proof of approval	

THEREFORE BE IT RESOLVED, the 56th SGA approves the revisions to the SGA Constitution for presentation to the Board of Regents for final approval; and be it further

RESOLVED, that President Annie Fay Camacho and Secretary Mae Ann Picayo of the 56th SGA attest to the adoption hereof, and that a copy of the same be thereafter transmitted to Ms. Cyaundra Shimizu, Mrs. Remy Cristobal, Dr. Anita Borja-Enriquez, Dr. Robert Underwood and Mrs. Antoinette Sanford.

DULY AND REGULARLY ADOPTED BY THE 56th STUDENT GOVERNMENT ASSOCIATION ON THE 6th DAY OF OCTOBER 2017.

Attested:

Annie Fay Q. Camacho
President

Mae Ann C. Picayo
Secretary

UNIVERSITY OF GUAM
UNIBETSEDÅT GUAHAN

56th Student Government Association
Enrollment Management and Student Success

VOTING SHEET

Date: **November 03, 2017**

6th Regular Session

Resolution 56 – 05

Action: **PASS** / **FAIL**

	Yay	Nay	Abstention
President **Annie Fay Q. Camacho**			
Vice President **Christian Jacob G. Punzalan**	✓		
Secretary **Mae Ann C. Picayo**	✓		
Treasurer **Vince Nicolas S. Campo**	✓		
Senator **Corey James Ayuyu**	✓		
Senator **Donovan Kyler Balmeo**	✓		
Senator **Jullian Martin P. Briosos**			
Senator **Evander DeGuzman**	✓		
Senator **Elizabeth Jane Elmore**	✓		
Senator **Kevin Francis Limtiaco**	✓		
Senator **Tihu Anthony Lujan**			
Senator **Brian James Murray**	✓		
Senator **Jeanie Nguyen**			
Senator **Joseph Andrew M. Quan**			
Senator **Gabrielle Tiffani S. Quenga**	✓		
TOTAL:	10	___	___

Advisor: _____

Attested: _____
Mae Ann C. Picayo
Secretary

303 University Drive, UOG Station, Mangilao GU 96923 Tel. (671) 735-2222 E-mail. uog.sgs@triton.uog.edu
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UNIVERSITY OF GUAM
UNIBETSEDÅT GUAHAN

56th Student Government Association
Enrollment Management and Student Success

VOTING SHEET

Date: October 6, 2017 — **4th Regular Session**

Resolution 56 – 05 — **Action: PASS / FAIL**

	Yay	Nay	Abstention
President **Annie Fay Q. Camacho**			
Vice President **Christian Jacob G. Punzalan**	✓		
Secretary **Mae Ann C. Picayo**	✓		
Treasurer **Vince Nicolas S. Campo**	✓		
Senator **Corey James Ayuyu**	✓		
Senator **Donovan Kyler Balmeo**	✓		
Senator **Jullian Martin P. Briosos**	✓		
Senator **Evander DeGuzman**	✓		
Senator **Elizabeth Jane Elmore**	✓		
Senator **Kevin Francis Limtiaco**	✓		
Senator **Tihu Anthony Lujan**	✓		
Senator **Brian James Murray**	✓		
Senator **Jeanie Nguyen**	✓		
Senator **Joseph Andrew M. Quan**	✓		
Senator **Gabrielle Tiffani S. Quenga**	✓		
TOTAL:	14	____	____

Advisor: ✓

Attested: ✓

Mae Ann C. Picayo
Secretary

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UNIVERSITY OF GUAM
UNIBETSEDAT GUÅHAN
BOARD OF REGENTS

RESOLUTION NO. 18-04

RELATIVE TO APPROVING THE STUDENT FINANCIAL ASSISTANCE PROGRAM FY2019 BUDGET

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

WHEREAS, the provisions of Title 17 of the Guam Code Annotated, Chapter 28, governing the Student Financial Assistance Fund, state that the Student Financial Assistance Fund shall be administered and granted by the Board of Regents; and

WHEREAS, in accordance with applicable provisions, the Student Affairs, Scholarship, Alumni Relations & Honorary Degree Committee held a meeting on February 14, 2018 to address the Student Financial Assistance Program (SFAP) FY2019 Budget; and

WHEREAS, the Budget, Finance, Investment and Audit Committee reviewed the SFAP FY2019 Budget at its meeting on February 16, 2018; and

WHEREAS, the Senior Vice President, Academic & Student Affairs, Dean, Enrollment Management & Student Success, and the Director, Financial Aid Office have all certified that the SFAP FY2019 Budget as recommended at the February 14, 2018 meeting is consistent with appropriate Public Laws and the Board of Regents' Rules and Regulations; and

WHEREAS, as a result of that meeting, the Student Affairs, Scholarship, Alumni Relations & Honorary Degree Committee and the Budget, Finance, Investment and Audit Committee recommend to the Board approval of the SFAP FY2019 Budget.

NOW, THEREFORE, BE IT RESOLVED, that the University of Guam Student SFAP FY2019 Budget named above hereto is hereby approved for submission to the Legislature.

Adopted this 22nd day of February, 2018.

Elizabeth C. Gayle, Chairperson

ATTESTED:

Dr. Robert A. Underwood, Executive Secretary

UNIVERSITY OF GUAM
GOVERNMENT OF GUAM
STUDENT FINANCIAL ASSISTANCE PROGRAMS

FY 2019 PROPOSED BUDGET

		FY2017 Approved Budget (Resolution No. 16-02)	FY2018 Re-apportioned Budget (Resolution No. 17-25)	FY2019 Proposed Budget (Resolution No. 18-XX)
A.	**REVENUE**			
	From CF Balance	$ 750,000	$ 50,000	$ 50,000
	Collection Projections	$ 300,000	$ 400,000	$ 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	**$ 4,649,358**	**$ 4,049,358**	**$ 4,449,358**
B.	**EXPENDITURES**			
	SFAP Awards			
	Advance High School Placement	$ 20,000	$ 10,000	$ 20,000
	Merit Award	$ 1,470,068	$ 1,402,725	$ 1,595,960
	Health Professions Training Scholarship	$ 325,000	$ 389,000	$ 400,000
	J.U. Torres PROTECH Award	$ 889,611	$ 495,000	$ 500,000
	Pedro "DOC" Sanchez	$ 130,000	$ 110,000	$ 150,000
	Yamashita Teacher Corps	$ 200,000	$ 300,000	$ 200,000
	Access to Higher Ed Award (PL 31-237)	$ 350,000	$ 225,000	$ 200,000
	Retention/Completion Scholarships	$ 300,000	$ 113,524	$ 200,000
	Research / Teach Asst Program	$ 500,000	$ 350,000	$ 475,000
	Regent Scholar Program	$ -	$ 170,000	$ 175,000
	ROTC Program	$ -	$ 25,000	$ 60,000
	Marine Lab Scholarship	$ -	$ 35,000	$ 35,000
	Sub-Total of SFAP Awards	***$ 4,184,679***	***$ 3,625,249***	***$ 4,010,960***
	Administrative Operations			
	Sub-Total of Administrative Operations	$ 464,679	$ 424,109	$ 438,398
	TOTAL EXPENDITURES	**$ 4,649,358**	**$ 4,049,358**	**$ 4,449,358**
	SURPLUS/DEFICIT SFAP AWARDS	**$ -**	**$ -**	**$ 0**
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**

BFIA Chairperson Elvin Chiang will report on the BFIA Committee meeting.

UNIVERSITY OF GUAM
Statements of Net Position
September 30, 2017

	2017 - UNAUDITED	2016		
Assets and Deferred Outflows of Resources				
			$1.1M from FY2016$$ (for unfunded Cap Outlay); $1.5M restricted GCTF	
Current assets:				
Cash and cash equivalents	$ 9,342,951	$ 5,733,669	3,609,282	
Short-term investments	13,214,241	14,313,093	(1,098,852)	ST trasfr to LT
Due from Government of Guam	10,892,927	7,722,534	3,170,393	DOA cash avail.
Tuition receivable, net of an allowance for doubtful accounts of $3,694,967 in 2017 and $3,238,796 in 2016	7,506,300	6,762,285	744,015	
Due from the US Federal government	3,937,255	3,445,338	491,917	
Due from University of Guam Endowment Foundation, Inc.	325,000	150,000	175,000	
Other receivables, net of an allowance for doubtful accounts of $600,159 in 2017 and $606,811 in 2016	1,320,905	1,629,064	(308,159)	
Inventories	782,004	782,505	(501)	
Other current assets	438,440	364,220	74,220	
Total current assets	47,760,023	40,902,708	6,857,315	
Noncurrent assets:				
Restricted cash and cash equivalents	5,089,301	4,909,871	179,430	
Restricted investments	2,198,982	1,722,323	476,659	
Investments	10,274,478	9,248,547	1,025,931	ST trasfr to LT
Endowment investments	13,314,339	11,984,735	1,329,604	
Capital assets:			-	
Depreciable capital assets, net of accumulated depreciation	62,683,762	63,932,902	(1,249,140)	disposal
Nondepreciable capital assets	4,753,256	4,558,462	194,794	
Total noncurrent assets	98,314,118	96,356,840	1,957,278	
Deferred outflows of resources:			-	
Deferred outflows from pension	17,352,340	9,967,741	7,384,599	c/o deloitte
	$ 163,426,481	$ 147,227,289	16,199,192	
Liabilities, Deferred Inflows of Resources and Net Position			-	
Current liabilities:			-	
Current portion of long-term debt	$ 241,226	$ 230,631	10,595	
Accounts payable and accrued liabilities	4,988,395	5,061,528	(73,133)	
Unearned revenues	8,327,128	8,702,608	(375,480)	cut off-fall tuition
Current portion of accrued annual leave	825,374	784,756	40,618	
Total current liabilities	14,382,123	14,779,523	(397,400)	
Noncurrent liabilities:			-	
Long-term debt, net of current portion	11,072,359	11,318,174	(245,815)	

Deposits held on behalf of others	74,453	69,214	5,239
Accrued annual leave, net of current portion	1,062,229	1,065,683	(3,454)
DCRS sick leave liability	3,517,295	3,325,268	192,027
Net pension liability	77,244,313	77,244,313	-
Total noncurrent liabilities	92,970,649	93,022,652	
Deferred inflows of resources:			
Deferred inflows from pension	7,384,599	-	
Total liabilities and deferred inflows of resources	114,737,371	107,802,175	
Commitments and contingencies			
Net position:			
Net investment in capital assets	56,123,433	56,942,559	
Restricted, nonexpendable	5,126,907	5,126,907	
Restricted, expendable	5,766,384	4,827,272	
Unrestricted	(18,327,614)	(27,471,624)	
Total net position	48,689,110	39,425,114	
	$ 163,426,481	$ 147,227,289	

UNIVERSITY OF GUAM
Statements of Revenues, Expenses and Changes in Net Position
Year Ended September 30, 2017

	2017 - UNAUDITED	2016		
Operating revenues:				
Student tuition and fees	$ 24,653,185	$ 23,950,897	702,288	
Less scholarship discounts and allowances	(11,567,149)	(10,527,935)	(1,039,214)	cut-off: timing diff more # qual students
	13,086,036	13,422,962		
Federal grants and contracts	30,711,894	30,461,032	250,862	
Government of Guam grants and contracts	839,887	473,221	366,666	
Private grants and contracts	1,153,310	1,193,453	(40,143)	
Sales and services of education department	542,289	395,547	146,742	
Auxiliary enterprises	1,782,675	1,749,033	33,642	
Other revenues	9,855,916	7,184,210	2,671,706	Indirect cost earned-UOG/RCUOG
Total operating revenues	57,972,007	54,879,458		
Bad debts provision	(449,519)	(669,224)		
Net operating revenues	57,522,488	54,210,234	3,312,254	
Operating expenses:				
Instruction	18,557,143	18,923,520	(366,377)	
Public service	9,943,448	10,029,119	(85,671)	
Research	13,226,144	12,115,664	1,110,480	reclass
Operational and maintenance, plant	7,005,116	7,738,361	(733,245)	
Scholarships and fellowships	10,376,543	11,128,990	(752,447)	
Institutional support	8,610,360	10,051,970	(1,441,610)	reclass
Academic support	10,288,785	10,002,486	286,299	
Student services	2,784,709	3,575,134	(790,425)	
Depreciation	3,492,472	3,284,524	207,948	
Auxiliary enterprises	2,002,068	2,226,944	(224,876)	
Retiree healthcare costs	2,015,421	1,845,779	169,642	
			-	
Total operating expenses	88,302,209	90,922,491	(2,620,282)	
			-	
Operating loss	(30,779,721)	(36,712,257)	5,932,536	
Nonoperating revenues (expenses):			-	
Government of Guam appropriations:			-	
Operations	31,204,005	26,079,307	5,124,698	Oper=30.74+sp approp 463k
Student financial aid program	3,599,358	3,599,358	-	
Guam Cancer Trust Fund	2,781,109	1,433,627	1,347,482	Encumbr: contract bal
Capital expenditure loan repayment	500,000	500,000	-	
Retiree healthcare costs	2,015,421	1,845,779	169,642	

Contributions from Endowment Foundation	200,000	200,000	-	
Net investment income (loss)	2,355,658	1,475,579	880,079	RJ Statement 9.30.17
Interest on capital assets - debt related	(583,788)	(426,450)	(157,338)	
Debt service - DOA bond	(2,028,046)	(2,028,046)	-	
Total nonoperating revenues, net	40,043,717	32,679,154		
Capital contributions - Federal grants	-	-		
Change in net position	9,263,996	(4,033,103)	13,297,099	
Net position at beginning of year	39,425,114	43,458,217		
Net position at end of year	$ 48,689,110	$ 39,425,114		

UNIVERSITY OF GUAM Statement of Revenues, Expenses, and Changes in Net Position For the month ending December 2017 (UNAUDITED)	Cash Basis 12/31/16	Cash Basis 12/31/17	Variance Dec 2017 vs Dec 2016	
A - OPERATING REVENUES				
Student tuition and fees, net	7,968,678	8,079,470	110,792	
Scholarship Discount and Allowances	(3,888,475)	(4,095,117)	(206,642)	Discount for qualifying Faculty, Administrators, and their dependents
Federal grants/contracts	7,270,370	7,679,504	409,134	Increase in Pell and SEOG Grants awards and CEDDERS training funds
GovGuam grants & contracts	252,472	267,645	15,173	
Nongovt. grants & contracts	628,086	297,576	(330,510)	private grants/contracts received for scholarships
Sales & services of education dept.	207,035	87,347	(119,688)	
Auxiliary enterprises	154,073	152,080	(1,993)	
Bookstore	105,557	86,024	(19,533)	
Housing	23,703	31,040	7,337	
English Language Institute	7,044	8,908	1,864	
Other auxiliary enterprises	17,769	26,108	8,339	
Other revenues	1,243,215	941,352	(301,863)	Timing diff:. Mostly SFAP default collections-large amt in PY; PIP activities, private scholarships, indirect cost from federal grant awards, fieldhouse income, SFAP default collections, dividend interest, driver's ed tuition, workshop conference, etc.
Total operating revenues	13,835,454	13,409,857	(425,597)	
B - OPERATING EXPENSES				
Educational and general:				
Educational and general:	4,576,907	4,887,505	310,598	
Research	2,540,919	2,295,449	(245,470)	
Public service	2,062,089	1,969,021	(93,068)	
Academic support	1,969,773	2,228,133	258,360	
Student services (net of allowance)	778,500	779,005	505	
Institutional support	2,287,979	2,477,848	189,869	
Operations and maintenance plant	1,496,882	1,504,288	7,406	
Depreciation	818,857	873,118	54,261	
Scholarships & fellowships	2,836,427	2,959,355	122,928	
Auxiliary enterprises	464,456	589,541	125,085	
Total operating expenses	19,832,789	20,563,263	730,474	
Operating income (loss)	(5,997,335)	(7,153,406)	(1,156,071)	
C - NON-OPERATING REVENUES (EXPENSES)				
GovGuam appropriations FY 2018	0	5,041,202	5,041,202	DOA allotments thru Dec 2016 were not received until the following calendar year, January 2017.
Investments income (net of expense)	839,327	712,480	(126,847)	
Interest on capital assets - debt related	(187,515)	(187,515)	0	
Contribution from Endowment Foundation **		0	0	
Other non-operating revenues/expenses	0	0	0	
Net nonoperating revenues	651,812	5,566,167	4,914,355	
Income before other revenues/expenses	(5,345,523)	(1,587,239)	3,758,284	
D - OTHERS				
Expended for plant facilities, net	(36,480)	0	36,480	
Debt service - DOA bond	(507,009)	(506,947)	62	P.L. 22 - 19-PMP bond at $169k/mo
Total other revenues/expenses	(543,489)	(506,947)	36,542	
Capital Contributions	0	0	0	
Increase (Decrease) in net assets	(5,889,012)	(2,094,186)	3,794,826	
E - NET POSITION				
Net Position beginning (Unaudited)	47,513,823	49,001,995	1,488,172	
Net Position ending YTD FY2018 Unaudited	41,624,811	46,907,809	5,282,998	

UNIVERSITY OF GUAM				
Statement of Revenues, Expenses, and Changes in Net Position				
For the month ending December 2017 (UNAUDITED)				
	Cash Basis	**Cash Basis**	**Variance**	
	12/31/16	**12/31/17**	**Dec 2017 vs Dec 2016**	
SCH-B				
Note 1:				
A. $2.1M DECREASE in net assets using CASH BASIS; $2.8M INCREASE in net assets using ACCRUAL BASIS. GOV GUAM is $4.9M in arrears for FY 2018 allotment.				
Breakdown of General Operations Appropriation Request:	Budget	Requested	Received Pd.	Balance Due
General Operations (from General Fund)*	30,740,431	7,685,108	4,006,057	**3,679,050**
Capital Improvement Fund - Debt Service	500,000	500,000	0	**500,000**
Special Appropriations (excludes CIP, KPRG & Guampedia & Soil)	7,099,202	1,774,800	1,035,145	**739,655**
Total Appropriations	**38,339,633**	9,959,908	5,041,202	**4,918,705**
Less: PMP Bond payment			-506,947	
			4,534,255	

FY 2017 ALLOTMENT REPORT

As of January 8, 2018

Programs	Fund Source	Appropriation	Amount Paid	Unpaid from Amount Requested	Unpaid from Total Appropriations
UOG Operations					
DOA Payments					
Total for DOA Payments	General Fund	30,740,431.00	24,037,107.90	6,703,323.10	6,703,323.10
Total UOG General Operations		**30,740,431.00**	**24,037,107.90**	**6,703,323.10**	**6,703,323.10**
PMP Bond payments applied thru September 2017			**2,027,283.00**	**(2,027,283.00)**	**(2,027,283.00)**
			26,064,390.90	**4,676,040.10**	**4,676,040.10**
			78%	**22%**	**22%**
Prior Year Allotment (FY16) - Booked as FY17 other revenue (not part of FY17 allotment)			**1,991,757.51**		
			26,028,865.41		
Special Appropriations					
Student Financial Assistance Program	General Fund	3,599,358.00	3,599,358.00	-	-
Aquaculture Development and Training Center	General Fund	125,254.00	31,313.40	93,940.60	93,940.60
WERI - Guam Hydrologic Survey	General Fund	182,694.00	45,673.50	137,020.50	137,020.50
WERI - Comprehensive Water Monitoring Resource Program	General Fund	155,626.00	38,906.40	116,719.60	116,719.60
UOG Capital Improvements Fund - Debt Service	Guam Highway Fund	500,000.00	500,000.00	-	-
Total Special Appropriations		**4,562,932.00**	**4,215,251.30**	**347,680.70**	**347,680.70**
			92%	**8%**	**8%**
Agency Funds					
Guam Cancer Trust Fund	Healthy Futures Fund	2,781,109.00	2,781,109.00	-	-
Northern & Southern Soil and Water Conservation Districts	General Fund	149,384.00	112,037.85	49,794.80	37,346.15
First Generations Trust Fund Initiative	General Fund	250,000.00	-	250,000.00	250,000.00
KPRG (Public Radio)	General Fund	125,000.00	125,000.00	-	-
Guampedia Foundation	Tourist Attraction Fun	200,000.00	200,000.00	-	-
UOG Capital Improvements Fund - Rental Payts	TEFF	-	-	-	-
Total Agency Funds		**3,505,493.00**	**3,218,146.85**	**299,794.80**	**287,346.15**
Grand Total PL 33-185		**38,808,856.00**	**33,462,263.56**	**7,350,798.60**	**7,338,349.95**
Total		38,808,856.00	33,462,263.56	7,350,798.60	7,338,349.95

last payment was 1.8.18 for $1M

FY 2018 ALLOTMENT REPORT

As of February 6, 2018

Programs	Fund Source	Appropriation	Amount Requested	Amount Paid	Unpaid from Amount Requested	Unpaid from Total Appropriations	
UOG Operations (10-2A)							
DOA Payments							
Total for DOA Payments	General Fund	30,740,431.00	7,685,107.50	5,731,110.65	1,953,996.85	25,009,320.35	
Total UOG General Operations		**30,740,431.00**	**7,685,107.50**	**5,731,110.65**	**1,953,996.85**	**25,009,320.35**	
PMP Bond payments applied through Novmeber 2017 ($168,982.25)				337,964.50	(337,964.50)	(337,964.50)	
Total UOG General Operations less PMP Bond Payment				**6,069,075.15**	**1,616,032.35**	**24,671,355.85**	
				75%	**25%**	**81%**	
Special Appropriations (10-30/51/61/67)							
Student Financial Assistance Program (67)	General Fund	3,599,358.00	1,199,786.00	599,893.00	599,893.00	2,999,465.00	
Aquaculture Development and Training Center (61)	General Fund	125,254.00	31,313.40	10,437.80	20,875.60	114,816.20	
WERI - Guam Hydrologic Survey (10-30)	General Fund	182,694.00	45,673.50	15,224.50	30,449.00	167,469.50	
WERI - Comprehensive Water Resource Monitoring Program (10-30)	General Fund	155,626.00	38,906.40	12,968.80	25,937.60	142,657.20	
UOG Capital Improvements Fund - Debt Service (51)	Guam Highway Fund	500,000.00	500,000.00	-	500,000.00	500,000.00	
UOG Capital Improvements Fund - Rental Payts (51)	Territorial Educational Facilities Fund	602,349.00	150,587.25	-	150,587.25	602,349.00	
Guam Cancer Trust Fund (10-30)	Healthy Futures Fund	2,786,270.00	696,567.30	696,567.30	-	2,089,702.70	
Total Special Appropriations		**7,951,551.00**	**2,662,833.85**	**1,335,091.40**	**1,327,742.45**	**6,616,459.60**	last payment: 1.23.18 for $375k
				50%	**50%**	**83%**	
Agency Funds (90)							
Northern & Southern Soil and Water Conservation Districts (90-902059)	General Fund	149,384.00	37,345.95	37,345.95	-	112,038.05	
KPRG (Public Radio) (90-902002)	General Fund	125,000.00	31,249.80	10,416.60	20,833.20	114,583.40	
Guampedia Foundation (90-902003)	Tourist Attraction Fund	200,000.00	49,999.95	33,333.30	16,666.65	166,666.70	
First Generations Trust Fund Initiative (90-902061)	General Fund	250,000.00	62,499.90	-	62,499.90	250,000.00	
Total Agency Funds		**724,384.00**	**181,095.60**	**81,095.85**	**250,587.00**	**643,288.15**	
Grand Total PL 34-42		**39,416,366.00**	**10,529,036.95**	**7,147,297.90**	**3,532,326.30**	**32,269,068.10**	
Total		39,416,366.00	10,529,036.95	7,147,297.90	3,381,739.05	32,269,068.10	

University of Guam
Budget to Actual Statement
FY 2018 General Operations Local Appropriation
As of December 31, 2017

	Budget Total	Budget 1st Qtr	Actual as of 12/31/17	Variance
Revenues				
GovGuam Appropriations (cash)	30,740,431	7,685,108	4,681,057	(3,004,051)
Tuition, net (accrual)	13,811,656	3,452,914	4,854,376	1,401,462
Federal Matching Funds	1,586,631	396,658	396,658	-
PIP Net Revenue (transfer)	400,000	100,000	100,000	-
Total Revenues	46,538,718	11,634,680	10,032,091	(1,602,589)
General Operations Expenses				
Personnel Expenses	$ 36,710,781	$ 9,177,695	7,812,355	1,365,340
Operating (Non-Personnel) Expenses				
Travel (faculty search)	130,000	32,500	11,807	20,693
Contracts	4,009,435	1,522,109	1,484,308	37,801
Supplies	505,770	126,443	226,687	(100,244)
Equipment	196,619	49,155	85,400	(36,245)
Capital Outlay	776,534	194,134	47,631	146,503
Miscellaneous	109,579	27,395	28,012	(617)
Utilities	4,100,000	1,025,000	621,978	403,022
Subtotal Operating (Non-Personnel) Expenses	9,827,937	2,976,734	2,505,822	470,912
Total General Operations Expenses	$ 46,538,718	$ 12,154,430	$ 10,318,177	1,836,253
Surplus (Deficit)	-	(519,750)	(286,086)	233,664

University of Guam
Collections Report
For the Month of
JANUARY 2018

SFAP Receivables Data

	Principal $	Interest $	Paid $	Balance	
Service Credit	18.15M	N/A	6.34K	11.81M	
Paying	1.93M	479K	887K	1.52M	4.77M
Non-Paying	3.26M	688K	691K	3.25	

ACTUAL COLLECTIONS	FY2014	FY2015	FY2016	FY2017	Forecast FY2018	Actual FY2018
SFAP	258,704	416,499	250,072	710,464	314,000	236,127
DOC	2,451	4,275	4,500	14,671	6,000	600
YEC	76,222	53,291	81,334	79,533	80,000	9,450
	337,377	474,065	335,906	804,668	$ 400,000	$ 246,177
PROJECTION:	525,000	300,000	300,000	300,000		62% Actual
					133,333 →	33% Forecast FY18

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

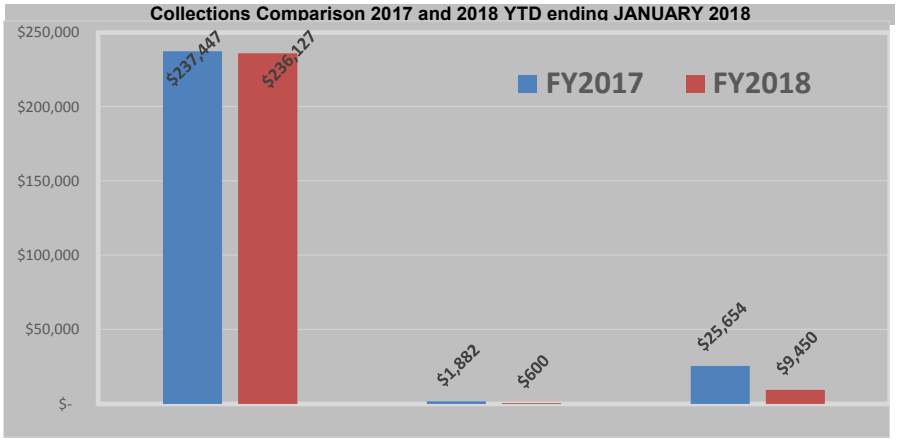
	TOTAL	Paying 0-30	31-60	61-90	90+	Non-Paying 120+	180+	365+
YEC	792,179	86,739	44,108	14,282	0	0	7031	640019
Merit	1,627,402	396,128	2,597	35,966	22363	4075	0	1166271
Nurses	170,635	102,719	0	15,613	0	0	0	52304
DocFell	351,906	213,605	0	0	0	0	40928	97373
DocSanc	39,522	8,670	0	0	0	0	0	30852
Protech	879,510	294,951	0	184,960	0	14761	33820	351019
GGSL	864,710	75,973	39,277	0	0	1806	11133	736522
ROTC	37,033	0	0	0	14783	0	0	22250
AHEG	7,140	3,710	0	0	0	0	600	2830
Soc Wrk	4,369	0	0	0	0	0	0	4369
Total	**$4,774,406**	**$1,182,495**	**$85,982**	**$250,821**	**$37,146**	**$20,642**	**$93,511**	**$3,103,809**
		Paying>>>		$1,519,297		Non-Paying>>>		$3,255,109

1.a. Combined Total Outstanding

	Jan 2018	Dec 2017	Nov 2017	Oct 2017
YEC	792,179	794,933	801,587	794,179
Merit	1,627,402	1,674,053	1,674,860	1,644,265
Nurses	170,635	173,322	174,816	175,992
DocFEll	351,906	352,406	353,406	354,406
DocSanc	39,522	39,697	39,872	40,047
Pro-Tech	879,510	888,016	874,195	878,538
GGSL	864,710	837,955	854,941	845,903
ROTC	37,033	37,033	37,033	37,033
AHEG	7,140	4,735	5,135	7,410
Soc Wrk	4,369	4,369	4,369	4,369
Total	4,774,406	4,806,519	4,820,214	4,782,142

	FY2017 Month JAN FY17	FY2018 Month JAN FY18	FYTD FY2017 JAN	FYTD FY2018 JAN	
1 SFAP	$ 46,434	$ 125,805	$ 237,447	$ 236,127	(1)
2 DOC	$ 287	$ 175	$ 1,882	$ 600	
3 YEC	$ 3,559	$ 2,734	$ 25,654	$ 9,450	
Total	**$ 50,280**	**$ 128,714**	**$ 264,983**	**$ 246,177**	

-1 Increase due to Merit lump sum and Protech payment
Collected 100% two GovGuam Student Loan accounts
Collected 100% 2 Merit 1 Protech 1 GovGuam (old) accounts



Prepared By: Tanya Santos
Bursar Supervisor
Updated: 2/16/2018

UNIVERSITY OF GUAM
UNIBETSEDÅT GUAHAN

Administration and Finance
Office of the Comptroller

FY 2018 Procurement Report
As of January 31, 2018

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 2017	1	$174,444.00	ComPacific	UOG BID P21-17 Office of Information Technology (OIT) UPS Replacement
	2	$104,400.00	Lagu Sanitation	UOG BID P07-17 Trash Collection Services
November 2017	1	$112,882.00	Ellucian Company	PO P2180051 Software (Colleague) Maintenance Enhancement/Support Services
December 2017	None	$0	NA	NA
January 2018	None	$0	NA	NA
February 2018				
March 2018				
April 2018				
May 2018				
June 2018				
July 2018				
August 2018				
September 2018				
	Contracts >$100k			
October 2017	1	$213,382.00	Department of Public Health & Social Services, Division of Public Welfare	To conduct and evaluate community (focus group) meetings representative of the Northern, Central, and Southern regions Guam to systematically collect relevant data on the food, nutrition, and health issues for the development of future SNAP-Ed projects in Guam
	2	$137,500.00	Ocean Voyages	Vessel to Support Forest Inventory in the Republic of the Marshall Island 2018
November 2017	1	$152,377.00	Department of The Interior	WERI a water-resource monitoring program with U.S. Geological Survey
	2	$158,332.00	American Cancer Society Inc.	Cancer Support Services through the Guam Cancer Trust Funds
December 2017	1	$984,204.00	Guam Cancer Care	Cancer Support Services through the Guam Cancer Trust Funds
January 2018	1	$100,000.00	1. Department Public Health and Social Services Division of Public Health (DPHSS)	1. To assist Maternal, Infant, and Early Childhood Home Visiting Program
	2	$131,017.00	2. Guam Department of Education	2. To provide professional services to support the implementation and expansion of the positive behavior intervention and supports
February 2018				
March 2018				
April 2018				
May 2018				
June 2018				
July 2018				
August 2018				
September 2018				

UOG Station, Mangilao, Guam 96923 Tel: (671) 735-2942 Fax: (671) 734-3118 znace@uguam.uog.edu
A Land Grant Institution Accredited by the Western Association of Schools and Colleges
An Equal Opportunity Employer and Provider

UNIVERSITY OF GUAM
UNIBETSEDAT GUÅHAN
BOARD OF REGENTS

RESOLUTION NO. 18-05

RELATIVE TO APPROVING THE FY2019-2020 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 the University is vested in the Board of Regents which is responsible for approving, adopting and submitting an annual budget to *I Liheslaturan Guahan;* and

WHEREAS, the University 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, the University 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, the University 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, the University 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, the University has developed consolidated budgets for FY2019-2020 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, the University presents its FY2019-2020 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 FY2019 the University request an appropriation of $32.4M for general operations; and

WHEREAS, based upon an assessment of the priority needs of the University and upon the recommendations of UPBAC and the administration, the President recommends the attached

FY2019 General Operations Budget for Board approval and a preliminary FY2020 budget for planning purposes; and

WHEREAS, at their February meeting, the Budget, Finance, Investment & Audit (BFIA) Committee met to review the budgets and the capital outlay budget; and the President and the BFIA committee now recommend to the Board the attached FY2019 General Operations Budget for approval and a preliminary FY2020 budget for planning purposes.

NOW, THEREFORE BE IT RESOLVED, that the University of Guam FY2019 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 Board further submits a preliminary FY2020 budget to *I Mina'Trentai Kuattro Na Liheslaturan Guåhan.*

Adopted this 22nd day of February, 2018.

Elizabeth C. Gayle, Chairperson

ATTESTED:

Dr. Robert A. Underwood, Executive Secretary

FY 2019

A. General Operations Budget

	FY 2019 Budget Projection	FY 2020 Budget Projection
SUMMARY OF GENERAL OPERATIONS BUDGET		
Revenues	50,072,659	50,861,046
Expenses	(50,072,659)	(50,861,046)
Balance	0	(0)
Revenues		
Appropriation Request -General Fund	32,435,324	32,435,324
Tuition Fund Projected Net Revenue	15,650,704	16,517,722
Federal Matching Funds	1,586,631	1,508,000
PIP Net Revenue (transfer)	400,000	400,000
Total Revenues	50,072,659	50,861,046
Expenses	FY 2019	FY 2020
Personnel Expenses		
Existing Personnel - filled	(33,892,808)	(34,909,592)
Current Vacant Positions	(2,916,085)	(2,653,638)
Salary Increments -2019	(250,000)	(250,000)
Annualized cost of FY18 increments	(561,918)	(600,000)
Other Personnel Cost	(656,000)	(656,000)
Subtotal Personnel Expenses	(38,276,811)	(39,069,230)
Operating (Non-personnel) Expenses		
Contracts	(3,960,375)	(3,960,375)
Supplies	(510,859)	(510,859)
Equipment	(197,509)	(197,509)
Accreditation	(35,000)	(35,000)
Miscellaneous	(82,059)	(78,028)
Utilities	(4,100,000)	(4,100,000)
Library Priorities - Capital	(282,000)	(282,000)
Capital Outlay repair & maint.	(500,000)	(600,000)
Subtotal Operating (Non-personnel) Expenses	(9,667,802)	(9,763,771)
RCUOG	(100,000)	-
Total General Operations Expenses	(48,044,613)	(48,833,000)
Non-Operating Expense		
Debt service	(2,028,046)	(2,028,046)
Balance	0	0

B. Special Appropriations (Continuing)

WERI - Guam Hydrologic Survey (GHS)	182,694	182,694
WERI - Guam Comprehensive Water Monitoring Prog (CW	155,626	155,626
GADTC Hatchery	125,254	125,254
Total Special Appropriations (Continuing)	463,574	463,574

C. Capital Improvements Fund

Student Svs Ctr & Engineering Annex	1,158,283	1,158,283
Cont. Appropriation per §16132, Chapt. 16, Title 17 GCA	500,000	500,000

FY19 General Operations Detail DRAFT	Vac FTE	Vacant Positions	Filled FTE	PERSONNEL	CONTRACTS	SUPPLIES	EQUIP	MISC EXP	UTILITIES	CAPITAL OUTLAY	TOTALS	%
EXECUTIVE OFFICES												
President's Office	1	114,376	5.0	718,709	99,000	7,000	5,000				829,709	1.73%
Integrated Marketing and Communications	-	-	3.0	143,167	87,000	8,000	5,000				243,167	0.51%
Alumni Relations Office	-	-	1.0	113,939	2,000	200	-	1,500			117,639	0.24%
Legal Counsel	-	-	2.0	226,754	6,900	200	2,500				236,354	0.49%
Office of Sponsored Programs	1	35,659	5.0	407,493	10,500	6,182	2,000	4,500			430,675	0.90%
Executive Office Expenses	**2**	**150,035**	**16.0**	**1,610,062**	**205,400**	**21,582**	**14,500**	**6,000**	**-**	**-**	**1,857,544**	**3.87%**
ACADEMIC AND STUDENT AFFAIRS												
Senior Vice President's Office	1.0	134,462	3.0	402,573	3,500	10,000	-	35,000			451,073	0.94%
Institutional Research/Assessment	-	-	3.0	264,658	37,570	4,500	-	17,805			324,533	0.68%
CEDDERS	-	-	1.0	250,327							250,327	0.52%
Academic Excellence/Graduate Studies	-	-	3.0	264,658	2,000	1,500	-	5,100			273,258	0.57%
School of Business and Public Administration	5.0	288,801	23.5	2,273,091	20,000	10,000	-	14,705			2,317,796	4.82%
School of Education	4.0	290,244	21.0	1,868,553	71,000	12,800	7,000				1,959,353	4.08%
School of Nursing and Health Sciences	2.5	119,615	16.0	1,466,346	46,750	3,230	2,678				1,519,004	3.16%
College of Liberal Arts and Social Sciences	3.0	148,490	64.5	5,915,434	66,150	8,500	2,871				5,992,955	12.47%
College of Natural and Applied Sciences	3.0	133,515	82.0	7,477,032	48,450	18,275	12,750				7,556,507	15.73%
School of Engineering	2.0	190,936	4.0	441,505	7,500	5,800	15,000	500			470,305	0.98%
Enrollment Management & Student Services-Dean	1.0	117,678	2.0	126,667	17,576	3,825	1,380	-			149,448	0.31%
Triton Express-One Stop					2,000	6,000	3,000	-			11,000	0.02%
Student Life Office	-	-	1.0	58,875	-	1,670	-				60,545	0.13%
Student Counseling	1.0	60,540	4.0	301,488	20,038	3,076	2,400	-			327,002	0.68%
Career Placement	-	-	1.0	69,254	2,942	1,671	2,000	-			75,867	0.16%
Admissions and Records	1.0	60,527	13.0	751,175	82,675	4,205	3,600	300			841,955	1.75%
Student Health	-	-	1.0	55,700	10,195	325	-				66,220	0.14%
Financial Aid Office	2.0	100,407	5.0	330,415	3,400	-					333,815	0.69%
PIP-TADEO	-	-	1.0	83,105							83,105	0.17%
UOG Library	2.0	119,276	19.0	1,098,654	275,030	15,300	-	-		197,000	1,585,984	3.30%
Marine Lab	1.0	45,597	14.0	1,301,015	26,900	4,000	12,240	7,480			1,351,635	2.81%
Micro Area Res Center (MLI, Cham Lang& Culture)	3.0	182,403	10.5	872,939	37,000	5,000				55,000	969,939	2.02%
Water and Environmental Research Institute	-	-	11.0	1,006,838		1,000					1,007,838	2.10%
Academic and Student Affairs Expenses	**31.5**	**1,992,490**	**303.5**	**26,680,303**	**780,676**	**120,677**	**64,919**	**80,890**	**-**	**252,000**	**27,979,464**	**58.24%**
ADMINISTRATION AND FINANCE												
Vice President's Office	1.0	98,889	3.50	344,632	5,000	2,000	3,000				354,632	0.74%
Office of Information Technology	4.0	276,082	11.00	777,519	774,316	18,000	3,000				1,572,835	3.27%
Comptroller's Office	1.0	54,809	24.00	1,527,868	112,000	10,000	2,000	3,000			1,654,868	3.44%
Facilties and Utilities	6.0	276,687	44.75	2,102,472	515,000						2,617,472	5.45%
Safety and Security	-	-	1.00	58,402	175,035	75,500	65,000				373,937	0.78%
Human Resources Office	1.0	67,092	9.00	569,235	13,193	11,000	4,000	27,070			624,498	1.30%
EEO (includes ADA services)	-	-	2.0	129,312	17,760	2,100	7,590	99			156,861	0.33%
Auxilliary and Fieldhouse	-	-	2.00	93,004							93,004	0.19%
Administration and Finance Expenses	**13.0**	**773,560**	**97.25**	**5,602,443**	**1,612,305**	**118,600**	**84,590**	**30,169**	**-**	**-**	**7,448,106**	**15.50%**
Staffing Pattern			416.75	33,892,808								
Other Personnel Costs												
Current Vacancies	46.50	2,916,085									2,916,085	6.07%
Annualized FY18 increments				561,918							561,918	1.17%
Salary Increments (FY19)				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	**46.50**	**2,916,085**		**1,267,918**	**-**	**-**	**-**	**-**	**-**	**-**	**4,184,003**	**8.71%**
UTILITY COSTS, CAMPUS SUPPLIES AND BUILDING SAFETY IMPROVEMENTS												
Plant Maintenance (custodial/maintenance)					108,000	250,000	33,500				391,500	0.81%
Security Guard Services					329,711						329,711	0.69%
Property and Liability Insurance Coverage					580,000						580,000	1.21%
Academic and Research Internet Access Utility Fund										30,000	30,000	0.06%
Capital Outlay and ADA Safety Improvements										500,000	500,000	1.04%
Power									3,280,000		3,280,000	6.83%
Water / Wastewater									200,000		200,000	0.42%
Telephone									520,000		520,000	1.08%
Hazardous/Metallic Waste/Trash Removal									100,000		100,000	0.21%
Total	**-**	**-**	**0**	**-**	**1,017,711**	**250,000**	**33,500**	**-**	**4,100,000**	**530,000**	**5,931,211**	**12.35%**
RCUOG					100,000						100,000	0.21%
UTAC Priorities				200,000	344,283						544,283	1.13%
Grand Total	**46.50**	**2,916,085**	**416.75**	**35,360,726**	**3,960,375**	**510,859**	**197,509**	**117,059**	**4,100,000**	**782,000**	**48,044,613**	**100%**

FY 2019 Approved Vacancies 34%

Vacant	Unit	Name	Title	Annual Salary	Benefits	Total Salary & Benefits
1	Pres	VACANT (Toves, Louise)	EXEC ASST TO THE PRES	85,062	29,314	114,376
1	OSP	VACANT (Patao, Jessiree)	WPS II	26,520	9,139	35,659
1	SVP	Limited Term Pool for Urgent Needs		100,000	34,462	134,462
1	SBPA	VACANT (Tretnoff, Angelina)	ADMIN OFFCR	33,911	11,686	45,597
1	SBPA	VACANT (Suez-Sales, Martha)	ASST PROF	45,218	15,583	60,801
1	SBPA	VACANT (Foma, Elizabeth)	ASST PROF	45,218	15,583	60,801
1	SBPA	VACANT	ASST PROF - MGMT	45,218	15,583	60,801
1	SBPA	VACANT	ASST PROF - PUBLIC ADMIN	45,218	15,583	60,801
1	SOE	VACANT (Sanchez, John)	DEAN, SOE	91,509	31,536	123,045
1	SOE	VACANT (Palomo, Anita)	PROG COORD I	33,911	11,686	45,597
1	SOE	VACANT (Nabobo-baba, Unaisi)	ASST PROF	45,218	15,583	60,801
1	SOE	VACANT (San Nicolas, Evangeline)	ASST PROF	45,218	15,583	60,801
1	SNHS	VACANT (Cabading, Luz)	ASST PROF	45,218	15,583	60,801
0.5	SNHS	VACANT (Wolford, Robert)	COMP TECH (UTAC)	-	-	-
1	SNHS	VACANT (Cruz, Karen)	INST	43,740	15,074	58,814
1	CLASS	VACANT (Camacho, Velma)	CUST SVC REP	26,520	9,139	35,659
1	CLASS	VACANT (Duenas, Kathleen)	PROG COORD III	45,014	15,513	60,527
1	CLASS	VACANT (Zafra, Verna)	INST	38,899	13,405	52,304
1	CNAS	VACANT (Ada, Anthony)	EXT ASSOC I	29,349	10,114	39,463
1	CNAS	VACANT	ASST PROF - Physics	45,218	15,583	60,801
1	CNAS	VACANT (Alianza, Glen)	AGR RES TECH	24,729	8,522	33,251
1	SENG	VACANT	ASST PROF	71,000	24,468	95,468
1	SENG	VACANT	ASST PROF	71,000	24,468	95,468
1	Marine Lab	VACANT (Calvo, Marceanne)	ADMIN ASST	33,911	11,686	45,597
1	MARC	VACANT (Pangelinan, Perry)	ASST PROF	45,218	15,583	60,801
1	MARC	VACANT	ASST PROF (CURATOR)	45,218	15,583	60,801
1	MARC	VACANT	ASST PROF (VISIT SCH)	45,218	15,583	60,801
1	EMSS	VACANT (Gunn, Michael)	DEAN, EMSS	87,518	30,160	117,678
1	EMSS - A&R	VACANT (Dirige, Janet)	PROG COORD III	45,014	15,513	60,527
1	EMSS - Counseling	VACANT	SEN STUD ACAD COUN	45,024	15,516	60,540
1	EMSS - FAO	VACANT	PROG COORD II (One Stop)	40,762	14,047	54,809
1	EMSS - FAO	VACANT (Pono, Nelia)	PROG COORD I	33,911	11,686	45,597
1	RFK	VACANT	LIB TECH II	26,520	9,139	35,659
1	RFK	VACANT	PROF	62,186	21,430	83,616
1	OIT	VACANT (Di Amore, Angelo)	JR NTWRK ENGINEER	40,762	14,047	54,809
1	OIT	VACANT (Pangelinan, Rosanna)	JR PRGMR ANALYST	40,762	14,047	54,809
1	OIT	VACANT (Nguyen, Luan)		83,038	28,616	111,654
1	OIT	VACANT (Farnum, Cody)	JR NTWRK ENGINEER	40,762	14,047	54,809
1	VPAF	VACANT	INTERNAL AUDITOR	73,544	25,345	98,889
1	COMPT	VACANT (Abonales, Rose)	ACCT II	40,762	14,047	54,809
1	Plant - Facilities	VACANT	ENGINEER III	45,014	15,513	60,527
1	Plant - Facilities	VACANT (Canlas, Adelaida)	BLDG CUST	17,769	6,124	23,893
1	Plant - Facilities	VACANT (Perdido, Steve)	GROUNDS WKR	19,040	6,562	25,602
1	Plant - Facilities	VACANT (Villagomez, Allan)	GROUNDS WKR	19,040	6,562	25,602
1	Plant - Facilities	VACANT (Lujan, Jesse)	BLDG MAINT SPVR	33,911	11,686	45,597
1	Plant - Facilities	VACANT	CAP PROJ MGR	71,000	24,468	95,468
1	HRO	VACANT	PERS SPEC IV	49,897	17,195.41	67,092
46.50				2,168,709	747,376	2,916,085

FY 2019 Capital Outlay Budget

Unit	Project Description	Budget Amount
Library	Collection Development: Books (Print & Non-Print)	50,000
Library	Collection Development: Databases	97,000
Library	Collection Development: Film/DVD's	5,000
Library	Collection Development: Journals/Subscriptions	45,000
MARC	Collection Development: Books (Print & Non-Print)	5,000
MARC	UOG Press Publication(s)	50,000
	Academic and Research Internet Utility Fund	30,000
		282,000
Campus Wide	Campus Security Alert System	200,000
Campus Wide	AC Duct System Repair/Replacement	200,000
Campus Wide	Campus Wiring to CAT6 Phase 1	100,000
		500,000

University of Guam
Information Technology Advisory Committee (Formerly UTAC)
FY 2019 Budget IT Priorities
GL UNIT: 720002

Initiative	FY 2018 - Amount General Ops	FY 2018 - Amount NAF Budgets	FY 2019 - Amount General Ops	FY 2019 - Amount NAF Budgets	Assumptions/Description
Web Services & Presence					
UOG Website - GuamWebz (to be **CANCEL**LED in March 2018)	$ 60,000	$ -	$ 15,000.00	$ -	operational expense
UOG Website - OmniUpdate (NEW)	-	-	35,000	-	Operational Expense for Campus Web Content Management System (WCMS)
*IT Interface - **CANCEL**	60,000	-	-	-	TO BE REPLACED by high speed REN (below)
Mobile Apps Licensing, Support, and Web Design	-	-	15,000	-	
Web - IT Priority Services (Document Repository, Storage, etc.)	-	-	15,000	-	
Web and IMC Equipment Refresh			15,000		
Marketing/Digital Media Support	11,000	-	15,000	-	
	131,000	-	110,000	-	
ITRC Infrastructure & Information Security					
*Moodleroom Bandwidth (no longer necessary - **CANCEL)**	10,000	-	-	-	for OLL
*10Gb Research and Education Network (REN) lit fiber (NEW)	-	-	-	-	
CollegeNet On-Line Faculty Evaluation - WDYT	30,000	-	14,445	-	
IT Infrastructure	30,000	-	25,000	60,000	ITAC Priorities: Wireless Equipment Refresh, VoIP Pilot (IT NAF + $30K EPSCoR)
Ellucian Colleague Enterprise Servers Refresh (NEW) - 1-TIME	-	-	**50,000**	**50,000**	**ELLUCIAN Colleague servers update (IT NAF)**
Internet2 Annual Membership Dues (NEW)			12,000	-	Priority Enterprise Membership for Res. & Educ. Network (REN) and EPSCoR
Anti-Virus and Information Security Software and Services	7,000	7,000	-	15,000	increased frequency of attacks & problems (IT NAF)
	77,000	7,000	101,445	125,000	
Decentralized IT Support in Academic Units					
Academic IT Support Staff (Personnel)	200,000	200,000	200,000	200,000	dedicated IT support staff match NAF up to $35K each
	200,000	200,000	200,000	200,000	
Academic and Administrative Computing Priorities					*Former Description: Colleague for Academic & Business Processes*
Civitas Triton Scheduler Web Tool (NEW)	-	-	10,000	-	Civitas Grant pays $20K-year1, **$10K-year2**, $0-year3 (IT NAF)
CampusLogic Financial Aid System (NEW)	-	-	30,000	-	
Softdocs Upgrade to eTrieve (NEW) - **1-TIME**	-	-	**50,000**	**20,000**	G2G - Big Data and Paperless Initiative (IT NAF)
SoftDocs Annual Maintenance and Support	-	-	32,838		Document Imaging System and Repository
IT Capacity Development - **CANCEL** - replace with **ITAC** priorities	-	100,000	-	-	Colleague IT project
	-	100,000	122,838	20,000	
UOG Online / Distance Education					*Up to 5,000 Additional Students Online by 2025*
DE Resource Support **(REDUCE** local - TADEO increased NAF fees	136,220	-	10,000	-	DE support team under TADEO, start up subsidy. Manpower support from existing faculty and staff.
	136,220	-	10,000	-	
Grand Total	**$ 544,220**	**$ 307,000**	**$ 544,283**	**$ 345,000**	

Contracts	344,220		344,283	
Personnel	200,000		200,000	
Total	544,220	FY 2018	**$ 544,283**	**FY 2019**

UNIVERSITY OF GUAM FY2019 Special Appropriations Fund Budget

Account Name: Guam Aquculture Development and Training Center Signature-Dept Head: Dr.. Lee S. 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	125,254				
	$ 125,254	31,314	31,314	31,314	31,314

A. **SALARIES AND BENEFITS**

3 to 4 limted term employees	**$ 60,000**	15,000	15,000	15,000	15,000

B. **OFF-ISLAND TRAVEL**

Name & Position of Traveler		Total				
N/A						
Justification / Notes:		**Total FY17**	$ -	0	0	0	0

C. **CONTRACTUAL SERVICES**

Item	Qty	Cost	Total				
Maintence contract			15,000				
Deep water well removals							
Pump and blower repairs							
plumbing renovations							
Justification / Notes:		**Total FY17**	$ 15,000	3,750	3,750	3,750	3,750

D. **SUPPLIES**

Item	Qty	Cost	Total				
Feed			28,729				
Justification / Notes:		**Total FY17**	**$ 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 FY17**	**$ 9,000**	2,250	2,250	2,250	2,250

F. **MISCELLANEOUS Expense**

Item	Qty	Cost	Total				
N/A			-				
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				
Renovations of Fadian Hatchery facilities							
Justification / Notes:		**Total FY17**	**$ -**				

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

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

I. **Transfer for F & A Fees: 10%**	**$ 12,525**	3,131	3,131	3,131	3,131
Annual Surplus (Deficit)	**$ -**	**0**	**0**	**0**	**(1)**

UNIVERSITY OF GUAM FY2019 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	155,626				
	$ 155,626	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 FY19 $ -

C. **CONTRACTUAL SERVICES**

Item	Qty	Cost	Total
CONTRACTUAL SERVICES FOR RESEARCH WITH US GEOLOGIC SURVEY			155,626

Justification / Notes: Total FY19 $ 155,626 | 43,487 | 43,487 | 43,487 | 43,487

D. **SUPPLIES**

Item	Qty	Cost	Total

Justification / Notes: Total FY19 $ -

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

Item	Qty	Cost	Total

Justification / Notes: Total FY19 $ -

F. **MISCELLANEOUS Expense**

Item	Qty	Cost	Total

Justification / Notes: Total FY19 $ -

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

Item	Qty	Cost	Total

Justification / Notes: Total FY19 $ -

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

Item	Total
Power	
Telephone	

Total FY19 $ -

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

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

Doc. No. 3451-18-1599.*

UNIVERSITY OF GUAM FY2019 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	182,694				
	$ 182,694	45,674	45,674	45,674	45,674

A. **SALARIES AND BENEFITS**

FACULTY/RESEARCH ASSISTANT(S) SALARY AND FRINGE BENEFITS (Please attach staffing pattern)	**$ 105,000**	26,250	26,250	26,250	26,250

B. **OFF-ISLAND TRAVEL**

Name & Position of Traveler		Total
none.		

Justification / Notes: **Total FY19** $ -

C. **CONTRACTUAL SERVICES**

Item	Qty	Cost	Total
CONTRACTUAL SERVICES FOR RESEARCH			10,000

Justification / Notes: **Total FY19** **$ 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 FY19** **$ 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 FY19** **$ 7,780** 1,945 1,945 1,945 1,945

F. **MISCELLANEOUS Expense**

Item	Qty	Cost	Total
TUITION & FEES FOR RESEARCH ASSISTANTS			12,000
PRINTING			2,500
POSTAGE/LONG DISTANCE/FAX			500

Justification / Notes: **Total FY19** **$ 15,000** 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
GHS LAB AND EQUIPMENT			12,145

Justification / Notes: **Total FY19** **$ 12,145** 3,036 3,036 3,036 3,036

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

Item	Total
Power	-
Telephone	

Total FY19 **$ -**

I. **Transfer for F & A Fees: 10%** **$ 18,269** 5,105 5,105 5,105 5,105

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

UNIVERSITY OF GUAM
UNIBETSEDAT GUÅHAN
BOARD OF REGENTS

RESOLUTION NO. 18-06

RELATIVE TO APPROVING THE FY2019 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; and

WHEREAS, the Board of Regents of the University 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, the Board of Regents 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 Board of Regents received recommendations from UPBAC on the goals articulated in the strategic plans of the auxiliary units and on focusing auxiliary unit revenues and spending upon the highest priorities within their business plan objectives; and

WHEREAS, the University 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, the University 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 President has recommended, the Budget, Finance, Investment and Audit Committee has reviewed the budgets, and together recommend that the Board approve the following FY 2019 Auxiliary Fund Budgets attached hereto:

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

NOW, THEREFORE, BE IT RESOLVED, that the University of Guam FY2019 Auxiliary Budgets named above and attached hereto are hereby approved and will become effective October 1, 2018.

BE IT FURTHER RESOLVED, that the provisions of University of Guam Board of Regents 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.

Adopted this 22nd day of February, 2018.

Elizabeth Gayle, Chairperson

ATTESTED:

Dr. Robert A. Underwood, Executive Secretary

University of Guam
Auxiliary Funds
FY 2019 Budgets as of February 2018

	Triton Bookstore	*Cafeteria*	*IAC*	*Calvo Fieldhouse*	*SGA*	*Student Health*	*Residence Hall*	*PIP*	*ELI*	*EAP*	*MARC Press*	*Total*
Revenue	425,000	30,000	305,000	385,036	201,960	107,120	802,942	1,209,700	193,500	535,000	390,500	4,585,758
Salaries & Benefits	305,976		183,203	270,470		63,848	192,829	466,152	170,464	-	-	1,652,942
Off-Island Travel	10,000		-				5,000	35,000	-	52,000	11,000	113,000
Contractual Services	14,000	600	43,000	4,500	20,460	26,500	266,671	448,500	3,500	141,000	115,000	1,083,731
Supplies	7,000	-	5,500	12,600	157,000	5,272	13,241	-	4,200	9,000	2,000	215,813
Equipment	1,000	-	4,000	2,500	5,000	1,500	5,217	3,000	-	-	-	22,217
Miscellaneous	500		1,000	4,000	2,000	-	25,374	-		180,000	241,500	454,374
Capital Outlay	-						74,160	-			-	74,160
Utitlities	33,000	28,000	40,000	48,000	7,500		180,450	17,000	7,500		-	361,450
Transfer to F&A	50,000		25,000	25,000	10,000	10,000	40,000	240,000	7,000	153,000	-	560,000
Annual Surplus (Deficit)	3,524	1,400	3,297	17,966	-	-	(0)	48	836	-	21,000	48,071

UNIVERSITY OF GUAM FY2019 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	300,000					
Sales Non-Textbooks	400,000					
On Line Store	150,000					
Purchase Textbooks	(125,000)					
Purchase Non-Textbooks	(300,000)					
	$ 425,000	106,250	106,250	106,250	106,250	425,000

A. **SALARIES AND BENEFITS**

Please attach staffing pattern	$ 305,976	76,494	76,494	76,494	76,494	305,976

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	10,000

C. **CONTRACTUAL SERVICES**

Item	Qty	Cost	Total
Postage, Long Distance			4,000
Vechicle/equipment			4,000
Subscriptions, dues, books			
Other services Software			6000

Justification / Notes:

Total FY18	$ 14,000	3,500	3,500	3,500	3,500	14,000

D. **SUPPLIES**

Item	Qty	Cost	Total
Supplies & Materials			500
Other Supplies & Materials			500
Computer Equipment			6,000

Justification / Notes:

Total FY18	$ 7,000	1,750	1,750	1,750	1,750	7,000

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

Item	Qty	Cost	Total
Equipment			1,000

Justification / Notes:

Total FY18	$ 1,000	250	250	250	250	1,000

F. **MISCELLANEOUS Expense**

Item	Qty	Cost	Total
Bank Charges			500

Justification / Notes:

Total FY18	$ 500	125	125	125	125	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	$ -					0

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

Item	Total
Power	30,000
Telephone	3,000

Total FY18	$ 33,000	8,250	8,250	8,250	8,250	33,000

I. **Transfer for F & A Fees** (see guidelines for more information)	$ 50,000	12,500	12,500	12,500	12,500	50000
Annual Surplus (Deficit)	**$ 3,524**	**881**	**881**	**881**	**881**	3,524

Bookstore Staffing Pattern
FY 2019

ID#	Name	Position	Grade	Current Salary	New Salary
	Marcia Afaisen	Sales Associate ($ 10.14)	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	30,774
27379	Ann Leon Guerrero	Aux Serv Director		78,070	78,070
121252	Katherine Edgar	Accounting Associate	G-GPP	24,729	25,470
	Total			210,383	213,953
	Overtime			10,000	15,000
	Benefits (36%)			75,738	77,023
	Total Salary			296,121	305,976
	* Bookstore temporarily funding BO Staff for over 5 years				

UNIVERSITY OF GUAM FY2019 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	20,000					
Vending Machine	10,000					
	$ 30,000	7,500	7,500	7,500	7,500	30,000

A. **SALARIES AND BENEFITS**

Please attach staffing pattern						0

B. **OFF-ISLAND TRAVEL**

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

C. **CONTRACTUAL SERVICES**

Item	Qty	Cost	Total					
Ads, Printing & copying			600					
Justification / Notes:	Total FY18	$ 600		150	150	150	150	600

D. **SUPPLIES**

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

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

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

F. **MISCELLANEOUS Expense**

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

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

Item	Total					
Power	28,000					
Telephone						
Total FY18	$ 28,000	7,000	7,000	7,000	7,000	28,000

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

Annual Surplus (Deficit)	**$ 1,400**	**350**	**350**	**350**	**350**	1,400

UNIVERSITY OF GUAM FY2019 AUXILIARY BUDGET

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

Account No.: 41-1X-810017-X-520XXXX

			Quarterly Breakdown				
Revenue (Please list sources)			Oct-Dec	Jan-Mar	Apr-June	Jul-Sept	
Athletic Fees		250,000					
Sport Leagues		20,000					
High School Championships and All Star games		20,000					
Fund Raising		15,000					
		$ 305,000	76,250	76,250	76,250	76,250	305,000
A. SALARIES AND BENEFITS							
Please attach staffing pattern		$ 183,203	45,800	45,801	45,801	45,801	183,203
B. OFF-ISLAND TRAVEL							
Name & Position of Traveler		**Total**					
Justification / Notes:	**Total FY19**	$ -					0
C. CONTRACTUAL SERVICES							
Item	**Qty**	**Cost**	**Total**				
Other Services			2,500				
Class Instructors			4,500				
Coaches			36,000				
Justification / Notes:	**Total FY19**	**$ 43,000**	10,750	10,750	10,750	10,750	43,000
D. SUPPLIES							
Item	**Qty**	**Cost**	**Total**				
Supplies & Materials			1,000				
Instructional Materials			1,000				
Other Supplies and Materials			3,500				
Justification / Notes:	**Total FY19**	**$ 5,500**	1,375	1,375	1,375	1,375	5,500
E. EQUIPMENT: below $5,000							
Item	**Qty**	**Cost**	**Total**				
Equipment			2,000				
Recreation			2,000				
Justification / Notes:	**Total FY19**	**$ 4,000**	1,000	1,000	1,000	1,000	4,000
F. MISCELLANEOUS Expense							
Item	**Qty**	**Cost**	**Total**				
Miscellaneous			1,000				
Justification / Notes:	**Total FY19**	**$ 1,000**	250	250	250	250	1,000
G. CAPITAL OUTLAY: Cost over $5,000 - Equipment and Vehicles, All Library Acquisitions, All Building Repairs & Renovations							
Item	**Qty**	**Cost**	**Total**				
Justification / Notes:	**Total FY19**	**$ -**					0
H. UTILITIES: Power, Water, Telephone							
Item			**Total**				
Power			40,000				
Telephone							
	Total FY19	**$ 40,000**	10,000	10,000	10,000	10,000	40,000
I. Transfer for F & A Fees (see guidelines for more information)			$ 25,000	6,250	6,250	6,250	6,250
		Annual Surplus (Deficit)	**$ 3,297**	**825**	**824**	**824**	**824**	3,297

IAC
FY 2019 Staffing Pattern

ID#	Name	Position	Grade	Current Salary	Increment Date
32445	Dismas, Swingly	Recreation Supervisor	I	36,878	3/12/2019
93755	Sakisat, Julian	Recreation Coordinator	H	26,520	6/18/2019
158691	Rice, LaTiesha	Athletic Coordinator	H	30,774	8/13/2019
146794	Palmer, Douglas	Athletics Director 50%		37,830	
	Total			132,002	
	Overtime			5,000	
	Benefits (35%)			46,201	
	Total Salary			183,203	

IAC
FY 2020 Staffing Pattern

ID#	Name	Position	Grade	Current Salary	
32445	Dismas, Swingly	Recreation Supervisor	I	38,048	3/13/2020
93755	Sakisat, Julian	Recreation Coordinator	H	27,525	6/19/2020
158691	Rice, LaTiesha	Athletic Coordinator	H	31,940	8/14/2020
146794	Palmer, Douglas	Athletics Director 50%		37,830	
	Total			135,343	
	Overtime			5,000	
	Benefits (35%)			47,370	
	Total Salary			187,713	

UNIVERSITY OF GUAM FY2019 AUXILIARY BUDGET

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

Account No.: 42-1X-810015-S520XXXX

Revenue (Please list sources)

		Quarterly Breakdown				
		Oct-Dec	Jan-Mar	Apr-June	Jul-Sept	
Transfer Fieldhouse Fees (90%)	175,000					
Rental (General Use)	150,000					
Concession Sales	7,000					
Adventures Sports Camp	27,500					
Transfer General OPS Salaries (60%)	25,536					
	$ 385,036	96,259	96,259	96,259	96,259	385,036

A. **SALARIES AND BENEFITS**

Please attach staffing pattern	$ 270,470	60,117	60,118	60,118	60,117	240,470

B. **OFF-ISLAND TRAVEL**

Name & Position of Traveler		Total

Justification / Notes: Total FY19 $ - | | | | | 0

C. **CONTRACTUAL SERVICES**

Item	Qty	Cost	Total
Equipment Maintenance			1,000
Vehicle/Equipment Lease			1,000
Other Services			2,500

Justification / Notes: Total FY19 **$ 4,500** | 1,125 | 1,125 | 1,125 | 1,125 | 4,500

D. **SUPPLIES**

Item	Qty	Cost	Total
Fuel/Lubrication			100
Custodial Supplies			7,500
Other Supplies & Materials			5,000

Justification / Notes: Total FY19 **$ 12,600** | 3,150 | 3,150 | 3,150 | 3,150 | 12,600

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

Item	Qty	Cost	Total
Equipment			2,500

Justification / Notes: Total FY19 **$ 2,500** | 625 | 625 | 625 | 625 | 2,500

F. **MISCELLANEOUS Expense**

Item	Qty	Cost	Total
Miscellaneous			4,000

Justification / Notes: Total FY19 **$ 4,000** | 1,000 | 1,000 | 1,000 | 1,000 | 4,000

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

Item	Qty	Cost	Total

Justification / Notes: Total FY19 **$ -** | | | | | 0

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

Item	Total
Power	45,000
Telephone	3,000

Total FY19 **$ 48,000** | 12,000 | 12,000 | 12,000 | 12,000 | 48,000

I. **Transfer for F & A Fees** (see guidelines for more information) $ 25,000 | 6,250 | 6,250 | 6,250 | 6,250 |

Annual Surplus (Deficit) $ 17,966 | **4,491** | **4,492** | **4,492** | **4,491** | 17,966

Fieldhouse

FY 2019 Staffing Pattern

ID#	Name	Position	Grade	Current Salary	Increment Date
37284	Calceta, Virgilio	Maintenance Worker	H	37,562	5/14/2019
3153	Camemo Jude	Maintenance Worker	H	37,562	5/13/2019
27310	Guilas, Antonio (fund 10 60%)	Maintenance Worker	H	42,560	6/27/2019
122378	Sarita Reyes	Administrative Assistant	J	37,427	1/12/2019
146794	Douglas Palmer	Athletics Director 50%		37,830	
	Total			192,941	
	Overtime			10,000	
	Benefits (35%)			67,529	
	Total Salary			270,470	

FY 2020 Staffing Pattern

ID#	Name	Position	Grade	Current Salary	Increment Date
37284	Calceta, Virgilio	Maintenance Worker	H	38,753	5/15/2020
3153	Camemo Jude	Maintenance Worker	H	38,753	5/14/2020
27310	Guilas, Antonio (fund 10 60%)	Maintenance Worker	H	42,560	6/28/2021
122378	Sarita Reyes	Administrative Assistant	J	38,845	1/13/2020
146794	Douglas Palmer	Athletics Director 50%		37,830	
	Total			196,741	
	Overtime			10,000	
	Benefits (35%)			68,859	
	Total Salary			275,600	

UNIVERSITY OF GUAM FY2019 AUXILIARY BUDGET

Department/Unit: Student Government Assoc Signature-Dept Head: Remy Cristobal, Interim Dean/Registrar

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	201,960

A. **SALARIES AND BENEFITS**

Please attach staffing pattern						0

B. **OFF-ISLAND TRAVEL**

Name & Position of Traveler		Total					
Justification / Notes:	Total FY19	$ -					0

C. **CONTRACTUAL SERVICES**

Item	Qty	Cost	Total					
Ads, printing, Copying			5,000					
Leadership Development-Misc			15,460					
Justification / Notes:		Total FY19	**$ 20,460**	8,500	8,960	2,000	1,000	20,460

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 FY19	**$ 157,000**	81,500	32,500	32,000	21,000	167,000

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

Item	Qty	Cost	Total					
Furniture & Equipment			5,000					
Justification / Notes:		Total FY19	**$ 5,000**	1,500	2,500	500	500	5,000

F. **MISCELLANEOUS Expense**

Item	Qty	Cost	Total					
Uniforms			2,000					
Justification / Notes:		Total FY19	**$ 2,000**		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 FY19	**$ -**					0

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

Item		Total					
Power		6,500					
Telephone		1,000					
	Total FY19	**$ 7,500**	2,250	1,750	1,750	1,750	7,500

I.	**Transfer for F & A Fees** (see guidelines for more information)	$ 10,000	2,500	2,500	2,500	2,500	10,000
	Total Expenditures	**$ 201,960**					
	Annual Surplus (Deficit)						0

UNIVERSITY OF GUAM FY2019 AUXILIARY BUDGET

Department/Unit: EMSS-Student Health Signature-Dept Head: Remy Cristobal, Interim Dean/Registrar

Revenue (Please list sources)

		Quarterly Breakdown				
		Oct-Dec	Jan-Mar	Apr-June	Jul-Sept	
Student Health Fees	107,120					
Total FY2019	$ 107,120	26,780	26,780	26,780	26,780	107,120

A. **SALARIES AND BENEFITS**

Nurse	$ 63,848	15,962	15,962	15,962	15,962	63,848

B. **OFF-ISLAND TRAVEL**

Name & Position of Traveler		Total					
Justification / Notes:	**Total FY19**	$ -					0

C. **CONTRACTUAL SERVICES**

Item	Qty	Cost	Total					
physician			25,000					
subcriptions			1500					
Justification / Notes:	**Total FY19**	**$ 26,500**		6,625	7,023	7,023	7,021	27,692

D. **SUPPLIES**

Item	Qty	Cost	Total					
medical supplies			5,272					
Justification / Notes: supplies for the operations of student health office for students	**Total FY19**	**$ 5,272**		2,326	2,326	2,326	2,326	9,304

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

Item	Qty	Cost	Total					
Computer		1500	1,500					
Justification / Notes:	**Total FY19**	**$ 1,500**				1,500		1,500

F. **MISCELLANEOUS Expense**

Item	Qty	Cost	Total					
Justification / Notes:	**Total FY19**	**$ -**						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 FY19**	**$ -**						0

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

Item	Total					
Total FY19	**$ -**					0

I. **Transfer for F & A Fees** (see guidelines for more information)	$ 10,000	2,500	2,500	2,500	2,500	10,000
Total Expenditures	**$ 107,120**					
Annual Surplus (Deficit)	**$ -**					0

STUDENT HEALTH FY 2018- 2020 STAFFING PATTERN

FY 2018 Staffing Pattern	**Local**	**Auxiliary**		
Fernabel De La Pena, AO		42,389		
Vacant (50/50)	27,163	27,163		54,326
Benefits (34%)	9,235	9,235		
Increments (3%)				
Total	36,398	78,787	78,787	
FY 2019 Staffing Pattern	**Local**	**Auxiliary**		
Vacant (50/50) Nurse		54,326		54,326
Benefits (34%)		9,522		
Increments (3%)				
Total	-	63,848	63,848	
FY 2020 Staffing Pattern	**Local**	**Auxiliary**		
Vacant (50/50) Nurse		56,014		
Benefits (34%)		9,818		
Increments (3%)				
Total	-	65,832	65,832	

UNIVERSITY OF GUAM FY2019 AUXILIARY BUDGET

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

Revenue (Please list sources)

		Quarterly Breakdown				
		Oct-Dec	Jan-Mar	Apr-June	Jul-Sept	
Dorm Rental – Fall	191,841				191,841	
Spring	195,967		195,967			
Summer	42,682			42,682		
Intersession	23,825	23,825				
Guest	12,589	3,147	3,147	3,147	3,147	
Washer/Dryer Rev	5,219	1,305	1,305	1,305	1,305	
Aux Miscellaneous	5,459	1,365	1,365	1,365	1,365	
Meal Plan - Fall	132,800				132,800	
Meal Plan - Spring	118,400		118,400			
Transfer to/from: PF-RENREP	74,160	18,540	18,540	18,540	18,540	
	$ 802,942	48,182	338,724	67,039	348,998	802,942

A. SALARIES AND BENEFITS

Please see attach staffing pattern	**$ 192,829**	48,207	48,207	48,207	48,207	192,829

B. OFF-ISLAND TRAVEL

Name & Position of Traveler		Total
Jonathan Triplett, Director		5,000

Justification / Notes:							
	Total FY19	$ 5,000		5,000			5,000

C. CONTRACTUAL SERVICES

Item	Qty	Cost	Total
Fuel			16,887
Copier			896
Cable Service			2,110
Equipment Maintenance			2,251
Meal Plans			235,500
Other Services			9,027

Justification / Notes: 24/7 Operation (Dormitory)							
	Total FY19	**$ 266,671**	132,293	7,793	118,793	7,792	266,671

D. SUPPLIES

Item	Qty	Cost	Total
Office Supplies			1,030
Custodial Supplies			10,300
Hardware			1,911

Justification / Notes: 24/7 Operation (Dormitory)							
	Total FY19	**$ 13,241**	3,310	3,310	3,310	3,310	13,241

E. EQUIPMENT: below $5,000

Item	Qty	Cost	Total
computers and printers			5,217

Justification / Notes:							
	Total FY19	**$ 5,217**			5,217		5,217

F. MISCELLANEOUS Expense

Item	Qty	Cost	Total
Item			20,800
Dorm Activities and Events			4,574

Justification / Notes:							
	Total FY19	**$ 25,374**	6,344	3,644	3,644	3,642	17,274

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			54,160

Justification / Notes: Continue repairs/renovations. Purchase commercial freezers & W-Heaters							
	Total FY19	**$ 74,160**	18,540	18,540	18,540	18,540	74,160

Item

H. UTILITIES: Power, Water, Telephone

Item	Total
Power	180,000
Telephone	450

Total FY19	**$ 180,450**	50,112	50,112	50,115	50,111	200,450

I. **Transfer for F & A Fees** (see guidelines for more information)	**$ 40,000**	10,000	10,000	10,000	10,000	40,000
Total Expenditures	**$ 802,942**					
Annual Surplus (Deficit)	**$ (0)**	(0)	(0)	(0)	(0)	0

Doc. No. 34GL-18-1599.*

UOG Residence Halls Office FY 2019 Staffing Pattern				
Employee	Position	Est. Annual Salary	Est. Benefits.	Estimated Total Cost
Jonathan Triplet	**Housing Director**	$ 79,568	28,196	107,764
Vacant	Resident Life Assistant	$ 24,729	8,655	33,384
Vacant	Recreation Coordinator	$ -	-	-
	Building Custodian	$ 19,141	6,699	25,840
	Building Custodian	$ 19,141	6,699	25,840
	Building Custodian	$ -	-	-
Totals		**$142,579.00**	**$50,250.10**	**$192,829.10**

UOG Residence Halls Office FY 2020 Staffing Pattern				
Employee	Position	Est. Annual Salary	Est. Benefits.	Estimated Total Cost
Jonathan Triplet	**Housing Director**	$ 81,955	28,698	110,653
Vacant	Resident Life Assistant	$ 25,666	8,983	34,649
Vacant	Recreation Coordinator	$ -	-	-
	Building Custodian	$ 19,141	6,699	25,840
	Building Custodian	$ 19,141	6,699	25,840
	Building Custodian	$ -	-	-
Totals		**$145,903.00**	**$51,079.80**	**$196,982.80**

UNIVERSITY OF GUAM FY2019 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	$ 326,200					
Admin Cost/Workshops	$ 170,000					
Examinations	$ 169,500					
Other Contracts	$ 300,000					
Miscellaneous Fees	$ 115,000					
Summer Camps	$ 129,000					
	$ 1,209,700	302,425	302,425	302,425	302,425	1,209,700

A. **SALARIES AND BENEFITS**

Please attach staffing pattern	$ 466,152	116,538	116,538	116,538	116,538	466,152

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 | 35,000

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 | 448,500

D. **SUPPLIES**

Item	Qty	Cost	Total

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

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

Item	Qty	Cost	Total
Equipment			3,000

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

F. **MISCELLANEOUS Expense**

Item	Qty	Cost	Total

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

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

Item	Total
Power	10,000
Telephone	7,000

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

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

Annual Surplus (Deficit) **$ 48** | **12** | **12** | **12** | **12** | 48

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	54,214	19,738	73,952
Prof.devlpmnt&life-long Learn	0013980	Taitano, Carlos	ACTING DIR, PIP PDLLC	82,360	28,638	110,998
Prof.devlpmnt&life-long Learn	0010581	Open	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	Ocampo, Russell	OUTREACH COORD	54,000	20,841	74,841
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	30,000	18,693	48,693
Prof.devlpmnt&life-long Learn		VACANT	EXT. ASST	-	-	-
				334,308	131,843	466,152

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 FY2019 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	184,000				
Application/Registration Fees	9,500				
$	193,500	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		-

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

C. **CONTRACTUAL SERVICES**

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

Justification / Notes: **Total FY18** **$ 3,500** | 875 | 875 | 875 | 875

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	7,000
Telephone	500
Total FY18	**$ 7,500**

1,875	1,875	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) **$ 836** | **36,259** | **34,859** | **33,484** | **33,484**

Doc. No. 34GB-18-1599.*

UNIVERSITY OF GUAM FY2019 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	335,000				
Short Term (less than five days) programs	200,000				
Other					
	$ 535,000	133,750	133,750	133,750	133,750

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		15,000				
Russell Ocampo	outreach coordinator		7,000				
Students	Travel scholarships		30,000				
Justification / Not		Total	$ 52,000	13,000	13,000	13,000	13,000

C. **CONTRACTUAL SERVICES**

Item	Qty	Cost	Total				
postage, long distance	4	500	2,000				
contractual services	4	15794	125,000				
Ads, printing, copying	4	1750	7,000				
Other services	4	1750	7,000				
Justification / Not		Total	$ 141,000	35,250	35,250	35,250	35,250

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 / Not		Total	$ 9,000	7,200	1,600	200	0

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

Item	Qty	Cost	Total				
Computers/Laptops			-				
projectors							
cameras/video							
Justification / Not		Total	$ -	0	0	0	0

F. **MISCELLANEOUS Expense**

Item	Qty	Cost	Total				
meal plan	4	7500	60,000				
transportation			75,000				
excursions			45,000				
Justification / Not		Total	$ 180,000	45,000	45,000	45,000	45,000

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

Item	Qty	Cost	Total				
Justification / Not		Total	$ -				

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

Item	Total					
Power						
Telephone						
	Total	$ -				

I.	**Transfer for F & A Fees** (see guidelines for more information)	$ 153,000	51,000	51,000	51,000	0
	Annual Surplus (Deficit)	$ -				50

UNIVERSITY OF GUAM FY2019 NON-APPROPRIATED FUND BUDGET

Department/Unit: MARC UOG PRESS Signature-Dept Head: Monique C. Storie, Interim Director

Account No: 28-34-420018

Revenue (Please list sources)

		Quarterly Breakdown			
		Oct-Dec	Jan-Mar	Apr-June	Jul-Sept
BOOK SALES (Year to Date)	90,000				
Grants - Legislature	30,000				
GDOE -Text Book Project	250,000				
CLASS Storyboard	2,000				
SOE (Micronesian Educator)	6,500				
Guam History Book Fundraising	12,000				
	$ 390,500	97,625	97,625	97,625	97,625

A. **SALARIES AND BENEFITS**

B. **OFF-ISLAND TRAVEL**

Name & Position of Traveler		Total
Marketing Trip to CA (Chamoru Diaspora)		11,000

Justification / Notes: **Total FY18** $ 11,000 — 2,750 | 2,750 | 2,750 | 2,750

C. **CONTRACTUAL SERVICES**

Item	Qty	Cost	Total
Copy Editor	1	$25,000	25,000
Graphic Layout Designer/s	2	15,000	30,000
Printing/Re-printing 10 titles	1	60,000	60,000

Justification / Notes: **Total FY18** **$ 115,000** — 28,750 | 28,750 | 28,750 | 28,750

D. **SUPPLIES**

Item	Qty	Cost	Total
Miscellaneous Office Supplies (Paper, Pens, etc)			2,000

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

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

Item	Qty	Cost	Total

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

F. **MISCELLANEOUS Expense**

Item	Qty	Cost	Total
Stipends (Artist / Writers)			30,000
Mailing/Shipping			1,000
Mileage (Book Deliveries)			500
GDOE Textbook Development (stipends for authors, editors, consultants, illustrators, photographe			210,000

Justification / Notes: **Total FY18** **$ 241,500** — 60,375 | 60,375 | 60,375 | 60,375

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) **$ 21,000** — 5,250 | 5,250 | 5,250 | 5,250

Doc. No. 34GT-18-1599.*

UNIVERSITY OF GUAM
UNIBETSEDAT GUÅHAN
BOARD OF REGENTS

RESOLUTION NO. 18-07

RELATIVE TO APPROVING THE FY2019 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 Board of Regents of the University is responsible for annually approving and adopting budgets and strategic plans for non-appropriated funds that derive their 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 accounts with salary expenses, even if the total annual expenditure level falls below $25,000; and

WHEREAS, the University'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 the University mission and that the budgets focus upon the highest priorities of the academic and business plan objectives; and

WHEREAS, the Board of Regents 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 the priority needs of the University and upon recommendations of UPBAC and the administration, the President recommends the attached FY2019 NAF budgets for Board approval; and

WHEREAS, the President has recommended, the Budget, Finance, Investment and Audit Committee has reviewed and together recommend that the Board approve the following FY2019 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
CLASS- ISLA Center
CNAS- Institutional Course Admin Allowance
SENG- Institutional Course Admin Allowance
SVP - Discretionary
Marine Lab- Coastal Resources
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

CNAS- Science Lab Fees	Computer Center- Miscellaneous
CNAS- Math & Computer Science Lab Fees	President's Development Fund
CNAS– ALS Fees	Facilities and Administrative Support (F&A)
CNAS- Math Development Fees	Comptroller's Office- Bursar & Business Office
CNAS- Natural Science Fees	On-Line Learning Fee

NOW, THEREFORE, BE IT RESOLVED, that the University of Guam FY2019 Non-Appropriated Funds named above and attached hereto are hereby approved and will be administered with an effective date of October 1, 2018.

Adopted this 22nd day of February, 2018.

Elizabeth C. Gayle, Chairperson

ATTESTED:

Dr. Robert A. Underwood, Executive Secretary

University of Guam
Non-Appropriated Funds
FY 2019 Budget Summaries
Per BOR 18-nn

Fund	Revenue		Salaries & Benefits	Travel	Contracts	Supplies	Equipt	Misc.	Capital Outlay	Utitlities	Transfer to F&A	Annual Surplus (Deficit)
SBPA	392,319		64,173	185,500	35,000	23,000	44,650	21,500			15,693	2,803
SOE - Adm. Allowance	121,819		45,000	17,500	23,000	8,000	10,446	13,000			4,873	0
SNHS - Adm Allowance	48,855		-	8,000	20,000	7,500	6,400	-			1,954	5,001
SNHS - Lab Fees	33,087		-	-	15,840	16,000	1,247	-			-	0
SW - Adm Allowance	30,557		-	8,000	4,500	4,500	5,500	6,834			1,222	1
CLASS - Adm Allowance	502,838		194,500	93,357	68,200	19,150	102,181	-	5,000		20,114	336
CLASS - Misc.	27,650		-	-	-	10,500	3,400	-	10,000		1,106	2,644
CLASS Course Fees	123,000		98,350	-	11,500	10,000	2,800	-	-	350	-	-
CLASS ISLA	45,000		-	-	-	14,500	-	12,000	-		1,800	16,700
CNAS - NatSci Adm Allowance	70,000		40,000	8,600	-	-	8,600	-	10,000	-	2,800	-
CNAS - ALS Adm Allowance	14,000		-	5,000	1,720	1,720	5,000	-	-		560	-
CNAS - Math/CS Adm Allowance	190,000		140,000	16,200	2,500	16,200	5,000	2,500	-	-	7,600	-
CNAS - ALS Fees	15,000		4,800	-	-	-	5,000	-	5,200	-	-	-
CNAS - Math/CS Fees	24,750		16,000	-	2,000	5,000	1,500	250	-	-	-	-
CNAS - NatSci Fees	150,000		21,000	-	1,500	80,500	5,000	-	39,000	-	-	3,000
CNAS - MathDev Fee	34,200		30,000	-	-	4,200	-	-	-	-	-	-
SENG - Adm Allowance	11,340		8,040	-	1,600	-	1,100	600	-	-	-	-
SVP Disc	599,561		307,000	56,222	50,500	2,388	8,000	126,187	-	-	23,982	25,282
ML - Coastal Resources	60,950		-	-	19,040	1,800	625	1,130	-	-	9,143	29,213
WERI	250,000		25,000	13,500	40,500	26,100	3,000	12,000	84,400	8,000	37,500	-
CEDDERS-Indirect Costs	38,676		-	14,500	8,750	7,861	3,000	4,565			-	-
CEDDERS-Discretionary	64,975		30,000	18,000	4,400	4,000	2,000	1,377	-		5,198	-
EMSS - SGA Support	35,000		-	10,000	1,500	10,000	3,100	7,000		2,000	1,400	-
EMSS - Cat/Transcript Revenue	57,290		16,978	15,100	14,920	8,000	-	-			2,292	0
EMSS - Indirect (TRIO)	35,000		19,000	3,200	3,200	1,600	2,000	1,350		4,650	-	-
EMSS - PMBA Adm Allow	39,525		33,911	3,500	-	533	-	-			1,581	-
LR - Acquisitions & Library Fees	419,472		-	-	70,000	21,800	16,220	2,000	285,400	-	16,779	7,273
Comp Ctr - Internet	727,900		283,942	64,600	269,620	20,200	20,125	40,000	-		29,116	297
Comp Ctr - IT Fee	349,392		139,932	17,500	44,500	12,000	14,700	-	106,000		13,976	784
Comp Ctr - Misc.	30,000		10,000	-	16,000	1,000	-				1,200	1,800
Pres Develop. Fund	520,000		-	45,000	115,000	-	-	360,000			-	-
F&A	655,343		201,451		345,500	14,500	4,000	34,700				55,192
Comptroller	100,000		38,000	21,000	7,800	15,000	5,000	9,200			4,000	-
TADEO - OLL	271,250		72,211	23,000	157,689	7,500					10,850	(0)
Total	6,088,749		1,839,289	647,279	1,356,279	375,052	289,594	656,193	545,000	15,000	214,737	150,327

UNIVERSITY OF GUAM FY2019 NON-APPROPRIATED FUND BUDGET

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

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

Revenue (Please list sources)

		Quarterly Breakdown				
		Oct-Dec	Jan-Mar	Apr-June	Jul-Sept	
SBPA Institutional Allowance	351,797					
SBPA IAI Strategic Initiatives (average of last four years)	40,522					
	$ 392,319	98,080	98,080	98,080	98,080	392,319

A. **SALARIES AND BENEFITS**

		Oct-Dec	Jan-Mar	Apr-June	Jul-Sept	
Advisement and Assessment Coordinator (Based on $49,364 per annum salary plus benefits)	$ 64,173	16,043	16,043	16,043	16,043	64,173

Justification / Notes: See attached staffing pattern.

B. **OFF-ISLAND TRAVEL**

Name & Position of Traveler	Total
SBPA Faculty (All Full-Time Faculty @$3,500 x 22)	$ 77,000.00
SBPA Dean ($3,500 x 5 trips)	$ 17,500.00
SBPA Administrative Support Team (Training & Development: $3,500 x 6 Full-Time Staff)	$ 21,000.00
Student Succes Initiatives: Conference Participation ($3,500 x 10 Students)	$ 35,000.00
Student Success Initiatives: International Travel Experience ($3,500 x 10 Students)	$ 35,000.00

Justification / Notes: Support Faculty/Staff Professional Development; Dean Accreditation/Revenue Generating Travel; Student Success Initiatives.	**Total FY19**	**$ 185,500**	46,375	46,375	46,375	46,375	185,500

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

Justification / Notes: Xerox Maintenance contract; facilities maintenance and recruitment/retention investments.	**Total FY19**	**$ 35,000**	8,750	8,750	8,750	8,750	35,000

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/Conferences)	Misc	3,000	3,000

Justification / Notes: Provide instructional and administrative resources to support robust degree programs.	**Total FY19**	**$ 23,000**	5,750	5,750	5,750	5,750	23,000

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

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

Justification / Notes: Faculty, Staff and Computer Lab Equipment Replacement	**Total FY19**	**$ 44,650**	11,163	11,163	11,163	11,163	44,650

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 Renewals	Misc	5,000	5,000
Subscriptions: Academic	Misc	3,000	3,000

Justification / Notes: Academic membership and renewals based on access to quality academic resources; required academic subscriptions for faculty; and software renewals.	**Total FY19**	**$ 21,500**	5,375	5,375	5,375	5,375	21,500

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

Item	Qty	Cost	Total

Justification / Notes:	**Total FY19**	**$ -**					0

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

Item	Total
Power	
Telephone	

Total FY19	**$ -**					0

I. **Transfer for F & A Fees** (see guidelines for more information) $ 15,693

Annual Surplus (Deficit)	**$ 2,803**	**4,624**	**4,624**	**4,624**	**4,624**	18,496

UNIVERSITY OF GUAM FY2019 NON-APPROPRIATED FUND BUDGET

Department/Unit: School of Education Signature-Dept Head: Dr. Michelle Santos, Interim Dean

Account No: 28-34-080012-A-5

Revenue (Please list sources)

		Quarterly Breakdown			
		Oct-Dec	Jan-Mar	Apr-June	Jul-Sept
Admin Allowance (15% of Institutional Course Net Revenue)	121,819				
NO GROWTH					
	$ 121,819	30,455	30,455	30,455	30,454

A. **SALARIES AND BENEFITS**

Please attach staffing pattern	**$ 45,000**	11,250	11,250	11,250	11,250

B. **OFF-ISLAND TRAVEL**

Name & Position of Traveler		Total
Dean Travel		5,000
Faculty/Staff Development		7,500
CAEP Related Travel		5,000

Justification / Notes: **Total FY19** $ 17,500 | 4,375 | 4,375 | 4,375 | 4,375

C. **CONTRACTUAL SERVICES**

Item	Qty	Cost	Total
SOE Recognition Ceremonies			8,000
Professional Services/Contracts (GDOE)			15,000

Justification / Notes: **Total FY19** **$ 23,000** | 5,750 | 5,750 | 5,750 | 5,750

D. **SUPPLIES**

Item	Qty	Cost	Total
Office Supplies			4,000
Instructional Supplies			4,000

Justification / Notes: **Total FY19** **$ 8,000** | 2,000 | 2,000 | 2,000 | 2,000

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

Item	Qty	Cost	Total
Furniture/Equipment Needed for various rooms			5,000
Technological equipment upgrade			5,446

Justification / Notes: **Total FY19** **$ 10,446** | 2,611 | 2,612 | 2,611 | 2,612

F. **MISCELLANEOUS Expense**

Item	Qty	Cost	Total
Supermarkets			3,000
Micronesian Educator			10,000

Justification / Notes: **Total FY19** **$ 13,000** | 3,250 | 3,250 | 3,250 | 3,250

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

Item	Qty	Cost	Total

Justification / Notes: **Total FY19** **$ -**

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

Item	Total
Power	
Telephone	

Total FY19 **$ -**

I. **Transfer for F & A Fees** (see guidelines for more information)	$ 4,873	1,218	1,218	1,218	1,218
Annual Surplus (Deficit)	**$ 0**	**1**	**(0)**	**1**	**(1)**

Doc. No. 34GL-18-1599.*

UNIVERSITY OF GUAM FY2019 NON-APPROPRIATED FUND BUDGET

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

Account No: 28-34-120013-A

Revenue (Please list sources)

		Quarterly Breakdown			
		Oct-Dec	Jan-Mar	Apr-June	Jul-Sept
Fanuchanan 2018	22,960				
Tinalo 2018	400				
Fanomnakan 2019	24,295				
Finakpo 2019	1,200				
	$ 48,855	22,960	14,896	9,799	1,200

A. **SALARIES AND BENEFITS**

Please attach staffing pattern						

B. **OFF-ISLAND TRAVEL**

Name & Position of Traveler		Total				
Faculty travel	HS Faculty Development	4,000				
Faculty travel	APNLC	4,000				
Justification / Notes:	Total FY19	$ 8,000	4,000			4,000

C. **CONTRACTUAL SERVICES**

Item	Qty	Cost	Total				
Subscriptions, memership dues			5,000	2,500		2,500	
advisement assistance			15,000	3,750	3,750	3,750	3,750
Justification / Notes:	Total FY19	$ 20,000	6,250	3,750	6,250	3,750	

D. **SUPPLIES**

Item	Qty	Cost	Total				
retention/promoational initiatives			2,000	1,000		1,000	
faculty retreat			1,500		1,500		
instructional supplies			4,000		2,000		2,000
Justification / Notes:	Total FY19	$ 7,500	1,000	3,500	1,000	2,000	

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

Item	Qty	Cost	Total				
SNHS staff/faculty computers			6,000				
printers			400				
Justification / Notes:	Total FY19	$ 6,400	3,400			3,000	

F. **MISCELLANEOUS Expense**

Item	Qty	Cost	Total				
Building repairs/maintenance/upkeep			5,000				
Justification / Notes:	Total FY19	$ 5,000	2,000	3,000			

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

Item	Qty	Cost	Total				
Justification / Notes:	Total FY19	$ -					

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

Item	Total				
Power					
Telephone					
	Total FY19	$ -				

I. **Transfer for F & A Fees** (see guidelines for more information) $ 1,954

Annual Surplus (Deficit)	**$ 1**	**6,310**	**4,646**	**(451)**	**(8,550)**

UNIVERSITY OF GUAM FY2019 NON-APPROPRIATED FUND BUDGET

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

Account No: lab fees 28-34-120012-N-5

Revenue (Please list sources)

		Quarterly Breakdown			
		Oct-Dec	Jan-Mar	Apr-June	Jul-Sept
Fanuchanan 2018	14,163				
Tinalo 2018	-				
Fanomnakan 2019	18,724				
Finakpo 2019	200				
	$ 33,087	8,498	11,234	7,490	5,865

A. **SALARIES AND BENEFITS**

Please attach staffing pattern					

B. **OFF-ISLAND TRAVEL**

Name & Position of Traveler		Total				
Justification / Notes:	Total FY19	$ -				

C. **CONTRACTUAL SERVICES**

Item	Qty	Cost	Total				
printing (computer lab and testing)			840				
teaching assistant			15,000				
Justification / Notes:		Total FY19	$ 15,840	3,960	3,960	3,960	3,960

D. **SUPPLIES**

Item	Qty	Cost	Total				
clinical and lab supplies Nursing and HS			6,000				
Instructional materials, NLN exams, HSRT exams, NCLEX prep			10,000				
Justification / Notes:		Total FY19	$ 16,000		8,000		8,000

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

Item	Qty	Cost	Total				
lab equipment for HS and Nursing			1,247				
Justification / Notes:		Total FY19	$ 1,247			1,247	

F. **MISCELLANEOUS Expense**

Item	Qty	Cost	Total				
Justification / Notes:		Total FY19	$ -				

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

Item	Qty	Cost	Total				
Justification / Notes:		Total FY19	$ -				

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

Item	Total				
Power					
Telephone					
	Total FY19	$ -				

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

Annual Surplus (Deficit)	$ 0	4,538	(726)	2,283	(6,095)

UNIVERSITY OF GUAM FY2019 NON-APPROPRIATED FUND BUDGET

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

Account No: 28-34-120021-A-5

Revenue (Please list sources)

		Quarterly Breakdown			
		Oct-Dec	Jan-Mar	Apr-June	Jul-Sept
Fanuchanan 2018	13,074				
Tinalo 2018					
Fanomnakan 2019	16,521				
Finakpo 2019	962				
	$ 30,557	13,074	8,261	8,261	962

A. **SALARIES AND BENEFITS**

Please attach staffing pattern						

B. **OFF-ISLAND TRAVEL**

Name & Position of Traveler		Total
SW Faculty	SW Accreditation Conference and/or WASC	8,000

Justification / Notes:	Total FY19	$ 8,000	8,000			

C. **CONTRACTUAL SERVICES**

Item	Qty	Cost	Total
CSWE membership			3,000
subscriptions/NASW membership			1,500

Justification / Notes:	Total FY19	$ 4,500		4,500		

D. **SUPPLIES**

Item	Qty	Cost	Total
SW Pinning			500
faculty/student retreat			2,000
Faculty Textbooks			2,000

Justification / Notes:	Total FY19	$ 4,500	2,000	1,038	500	962

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

Item	Qty	Cost	Total
computer equipment			5,000
Classroom equipment			500

Justification / Notes:	Total FY19	$ 5,500	2,500		3,000	

F. **MISCELLANEOUS Expense**

Item	Qty	Cost	Total
office supplies			1,000
brochures/promotional items			2,000
Building maintenance			3,834

Justification / Notes:	Total FY19	$ 6,834	574	2,666	3,594	

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

Item	Qty	Cost	Total

Justification / Notes:	Total FY19	$ -				

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

Item	Total
Power	
Telephone	

	Total FY19	$ -				

I. **Transfer for F & A Fees** (see guidelines for more information) $ 1,222.28

Annual Surplus (Deficit)	**$ 1**	**0**	**57**	**1,167**	**0**

UNIVERSITY OF GUAM FY2019 Special Appropriations Fund Budget

Account Name: CLASS OPSI Account Signature-Dept Head: Dr. James Sellmann, Dean, CLASS

Account Number: 28-34-160013-A

Revenue (Please list sources)

		Quarterly Breakdown			
		Oct-Dec	Jan-Mar	Apr-June	Jul-Sept
Fañuchånan (Fall) 2018	229,864				
Tinalo' (Fall Intersession) 2017-2018	8,881				
Fañomnåkan (Spring) 2019	218,101				
Finakpo' 1, 2 and 3 (Summer) 2019	45,992				
	$ 502,838	125,710	125,710	125,710	125,710

A. **SALARIES AND BENEFITS**

Teaching Assistants, Research Assistants, ISLA EA, IT Support Tech, Isa Counselor, Isa Director and Cinical Psychology Consultant - overload.	**$ 194,500**	48,625	48,625	48,625	48,625

B. **OFF-ISLAND TRAVEL**

Name & Position of Traveler		Total
Faculty and Student Travel Grants		58,000
Professional Development - Dean's fund		35,357

Justification / Notes:

Total FY17	$ 93,357	23,339	23,339	23,339	23,339

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 FY17	$ 68,200	17,050	17,050	17,050	17,050

D. **SUPPLIES**

Item	Qty	Cost	Total
Instructional Supplies			11,350
Other Supplies & Materials			7,800

Justification / Notes:

Total FY17	**$ 19,150**	4,788	4,788	4,788	4,788

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 FY17	**$ 102,181**	25,545	25,545	25,545	25,545

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
Building Repairs			5,000

Justification / Notes:

Total FY17	**$ 5,000.00**	1,250	1,250	1,250	1,250

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

Item	Total
Power	-
Telephone	

Total FY17	**$ -**				

I. **Transfer for F & A Fees: 4%** | **$ 20,114** | 5,028 | 5,028 | 5,028 | 5,028

Annual Surplus (Deficit) | **$ 336** | **84** | **84** | **84** | **84**

Doc. No. 34-18-1599.*

UNIVERSITY OF GUAM FY2019 Special Appropriations Fund Budget

Account Name: CLASS Misc. Account Signature-Dept Head: Dr. James Sellmann, Dean, CLASS

Account Number: 28-34-160019-A

Revenue (Please list sources)

		Quarterly Breakdown			
		Oct-Dec	Jan-Mar	Apr-June	Jul-Sept
Lecture Hal, Fine Arts Auditorium and Classrooms Rental	27,650				
	$ 27,650	6,913	6,913	6,913	6,913

A. **SALARIES AND BENEFITS**

(Please attach staffing pattern)		0	0	0	0

B. **OFF-ISLAND TRAVEL**

Name & Position of Traveler		Total

Justification / Notes: Total FY17 $ -

C. **CONTRACTUAL SERVICES**

Item	Qty	Cost	Total

Justification / Notes: Total FY17 $ -

D. **SUPPLIES**

Item	Qty	Cost	Total
Instructional Supplies			5,500
Other Supplies & Materials			5,000

Justification / Notes: Total FY17 $ 10,500 — 2,625 | 2,625 | 2,625 | 2,625

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 FY17 $ 3,400 — 850 | 850 | 850 | 850

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
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 FY17 $ -

I. **Transfer for F & A Fees: 4%**	$ 1,106	277	277	277	277
Annual Surplus (Deficit)	$ 2,644	661	661	661	661

Doc. No. 34GL-18-1599.*

UNIVERSITY OF GUAM FY2019 Special Appropriations Fund Budget

Account Name: CLASS Course Fees Account Signature-Dept Head: Dr. James Sellmann, Dean, CLASS

Account Number: 28-34-160017-A

Revenue (Please list sources)

		Quarterly Breakdown			
		Oct-Dec	Jan-Mar	Apr-June	Jul-Sept
Fañuchånan (Fall) 2018	60,000				
Tinalo' (Fall Intersession) 2017-2018	2,000				
Fañomnåkan (Spring) 2019	55,000				
Finakpo' 1, 2 and 3 (Summer) 2019	6,000				
	$ 123,000	30,750	30,750	30,750	30,750

A. **SALARIES AND BENEFITS**

Teaching Assistants, Research Assistants, Extension Associates - part time.	**$ 98,350**	24,588	24,588	24,588	24,588

B. **OFF-ISLAND TRAVEL**

Name & Position of Traveler		Total

Justification / Notes: **Total FY17** $ -

C. **CONTRACTUAL SERVICES**

Item	Qty	Cost	Total
Professional Consultant			11,000
Books, Subscriptions and Advertising			500

Justification / Notes: **Total FY17** $ 11,500

D. **SUPPLIES**

Item	Qty	Cost	Total
Instructional Supplies			10,000

Justification / Notes: **Total FY17** **$ 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 FY17** **$ 2,800** 700 700 700 700

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** **$ -** 0 0 0 0

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

Item	Total
Power	-
Telephone	350
Total FY17	**$ 350**

I. **Transfer for F & A Fees: 10%** 0 0 0 0

Annual Surplus (Deficit) **$ -** **2,963** **2,963** **2,963** **2,963**

Doc. No. 34GL-18-1599.*

UNIVERSITY OF GUAM FY2019 NON-APPROPRIATED FUND BUDGET

Department/Unit: CLASS/CFA: Isla Center for the Arts Signature-Dept Head: Dr. James Sellmann, Dean, CLASS

Account No: 28-34-161018-P

Revenue (Please list sources)

		Quarterly Breakdown			
		Oct-Dec	Jan-Mar	Apr-June	Jul-Sept
Isla Art-a-thon	30,000	30,000			
Sales and donations	5,000	1,250	1,250	1,250	1,250
Grants	10,000	10,000			
	$ 45,000	41,250	1,250	1,250	1,250

A. **SALARIES AND BENEFITS**

Please attach staffing pattern					

B. **OFF-ISLAND TRAVEL**

Name & Position of Traveler		Total

Justification / Notes: Total FY19 $ -

C. **CONTRACTUAL SERVICES**

Item	Qty	Cost	Total

Justification / Notes: Total FY19 $ -

D. **SUPPLIES**

Item	Qty	Cost	Total				
Gallery and office supplies			1,500	375	375	375	375
Art-a-thon supplies for student participants			8,000	8,000			
Matting and framing			5,000	5,000			
Justification / Notes: Total FY19			$ 14,500	13,375	375	375	375

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

Item	Qty	Cost	Total

Justification / Notes: Total FY19 $ -

F. **MISCELLANEOUS Expense**

Item	Qty	Cost	Total				
Art-a-thon 40% of funds returned to participating schools			12,000				
Justification / Notes: Total FY19			$ 12,000	12,000			

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

Item	Qty	Cost	Total

Justification / Notes: Total FY19 $ -

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

Item	Total
Power	
Telephone	
Total FY19	$ -

I. **Transfer for F & A Fees** (see guidelines for more information) $ 1,800

Annual Surplus (Deficit) **$ 16,700** | **15,875** | **875** | **875** | **875**

Doc. No. 34GL-18-1599.*

UNIVERSITY OF GUAM FY2019 NON-APPROPRIATED FUND BUDGET

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

Account No: 28-34-2000018-A5

Revenue (Please list sources)		Quarterly Breakdown			
		Oct-Dec	Jan-Mar	Apr-June	Jul-Sept
Fañuchånan (Fall) 2018	30,000				
Tinalo' (Fall Intersession) 2018-2019	2,000				
Fañomnåkan (Spring) 2019	30,000				
Finakpo' 1, 2 and 3 (Summer) 2019	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 Conferences		8,600

Justification / Notes: Total FY20 $ 8,600 | 2,150 | 2,150 | 2,150 | 2,150

C. **CONTRACTUAL SERVICES**

Item	Qty	Cost	Total

Justification / Notes: Total FY20 $ -

D. **SUPPLIES**

Item	Qty	Cost	Total

Justification / Notes: Total FY20 $ -

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

Item	Qty	Cost	Total
Replacing old equipment with new equipment			8,600

Justification / Notes: Total FY20 **$ 8,600** | 2,150 | 2,150 | 2,150 | 2,150

F. **MISCELLANEOUS Expense**

Item	Qty	Cost	Total

Justification / Notes: Total FY20 $ -

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 FY20 **$ 10,000.00** | 5,000 | | 5,000 |

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

Item	Total
Power	
Telephone	

Total FY20 $ -

I. **Transfer for F & A Fees** (see guidelines for more information)	$ 2,800	700	700	700	700
Annual Surplus (Deficit)	**$ -**	**(7,500)**	**(2,500)**	**2,500**	**7,500**

Doc. No. 34GL-18-1599.*

UNIVERSITY OF GUAM FY2019 NON-APPROPRIATED FUND BUDGET

Department/Unit: ADM Allowance ALS INST (15 perenct) Signature-Dept Head: Lee Yudin

Account No: 28-34-2000013-A5

Revenue (Please list sources)

		Quarterly Breakdown			
		Oct-Dec	Jan-Mar	Apr-June	Jul-Sept
Fañuchånan (Fall) 2018	5,500				
Tinalo' (Fall Intersession) 2018-2019					
Fañomnåkan (Spring) 2019	5,500				
Finakpo' 1, 2 and 3 (Summer) 2019					
	3,000				
	$ 14,000	5,500	5,500	1,500	1,500

A. **SALARIES AND BENEFITS**

Please attach staffing pattern					

B. **OFF-ISLAND TRAVEL**

Name & Position of Traveler		Total				
Students Attending Conferences		5,000				
Justification / Notes:	Total FY19	$ 5,000			5,000	

C. **CONTRACTUAL SERVICES**

Item	Qty	Cost	Total				
Data Communications			1,500				
Ads, Printing, Copying			220				
Justification / Notes:	Total FY19	$ 1,720	500	500	500	500	

D. **SUPPLIES**

Item	Qty	Cost	Total				
Office Supplies			1,500				
Computer/Copy			220				
Justification / Notes:	Total FY19	$ 1,720	500	500	500	500	

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

Item	Qty	Cost	Total				
Computers	3	2000	5,000				
Justification / Notes:	Total FY19	$ 5,000	2,500	2,500			

F. **MISCELLANEOUS Expense**

Item	Qty	Cost	Total				
Justification / Notes:	Total FY19	$ -					

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

Item	Qty	Cost	Total				
Justification / Notes:	Total FY19	$ -					

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

Item	Total				
Power					
Telephone					
	Total FY19	$ -				

I. **Transfer for F & A Fees** (see guidelines for more information) $ 560 | 140 | 140 | 140 | 140

Annual Surplus (Deficit) **$ -** | **1,860** | **1,860** | **(4,640)** | **360**

Doc. No. 34GL-18-1599.*

UNIVERSITY OF GUAM FY2020 NON-APPROPRIATED FUND BUDGET

Department/Unit: ADM Allowance Math and CS (15 percent) Signature-Dept Head: Lee Yudin

Account No: 28-34-2000018-A5

Revenue (Please list sources)

		Quarterly Breakdown			
		Oct-Dec	Jan-Mar	Apr-June	Jul-Sept
Fañuchånan (Fall) 2018	70,000				
Tinalo' (Fall Intersession) 2018-2019	5,000				
Fañomnåkan (Spring) 2019	70,000				
Finakpo' 1, 2 and 3 (Summer) 2019	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				
Students attending Conferences		16,200				
Justification / Notes:	**Total FY20**	$ 16,200	4,050	4,050	4,050	4,050

C. **CONTRACTUAL SERVICES**

Item	Qty	Cost	Total				
Data communications			2,500				
Justification / Notes:	**Total FY20**	**$**	**2,500**	1,250		1,250	

D. **SUPPLIES**

Item	Qty	Cost	Total				
Computers	8	2500	16,200				
Justification / Notes:	**Total FY20**	**$**	**16,200**	4,050	4,050	4,050	4,050

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

Item	Qty	Cost	Total				
Desks			5,000				
Justification / Notes:	**Total FY20**	**$**	**5,000**	2,500		2,500	

F. **MISCELLANEOUS Expense**

Item	Qty	Cost	Total				
Miscellaneous items			2,500				
Justification / Notes:	**Total FY20**	**$**	**2,500**	625	625	625	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 FY20**	**$**	**-**				

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

Item	Total					
Power						
Telephone						
	Total FY20	**$**	**-**			

I. **Transfer for F & A Fees** (see guidelines for more information)	$ 7,600	1,900	1,900	1,900	1,900
Annual Surplus (Deficit)	**$ -**	**(1,875)**	**1,875**	**(1,875)**	**1,875**

Doc. No. 34GL-18-1599.*

UNIVERSITY OF GUAM FY2020 NON-APPROPRIATED FUND BUDGET

Department/Unit: ALS Lab Fees $100/student Signature-Dept Head: Lee S. Yudin

Account No: 28-34-200012-P5

Revenue (Please list sources)		Quarterly Breakdown			
		Oct-Dec	Jan-Mar	Apr-June	Jul-Sept
Fañuchånan (Fall) 2018	7,000				
Tinalo' (Fall Intersession) 2018-2019	-				
Fañomnåkan (Spring) 2019	7,000				
Finakpo' 1, 2 and 3 (Summer) 2019	1,000				
	$ 15,000	5,000	5,000	3,000	2,000

A. **SALARIES AND BENEFITS**

TA's	$ 4,800	2,400	2,400		

B. **OFF-ISLAND TRAVEL**

Name & Position of Traveler		Total

Justification / Notes: Total FY20 $ -

C. **CONTRACTUAL SERVICES**

Item	Qty	Cost	Total

Justification / Notes: Total FY20 $ -

D. **SUPPLIES**

Item	Qty	Cost	Total
Institutional Supplies			

Justification / Notes: Total FY20

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

Item	Qty	Cost	Total
Microscope	2	2500	5,000

Justification / Notes: Total FY20 $ 5,000 | 5,000

F. **MISCELLANEOUS Expense**

Item	Qty	Cost	Total

Justification / Notes: Total FY20 $ -

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

Item	Qty	Cost	Total
Building repairs			5200

Justification / Notes: Total FY20 $ 5,200.00 | 5,200

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

Item	Total
Power	
Telephone	

Total FY20 $ -

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

Annual Surplus (Deficit) $ - | (2,400) | 2,600 | 3,000 | (3,200)

Doc. No. 34GB-18-1599.*

UNIVERSITY OF GUAM FY2020 NON-APPROPRIATED FUND BUDGET

Department/Unit: CNAS - CS ONLY $55/Student Signature-Dept Head: Lee S. Yuidn

Account No: 28-34-200516-A5

Revenue (Please list sources)

		Quarterly Breakdown			
		Oct-Dec	Jan-Mar	Apr-June	Jul-Sept
Fañuchånan (Fall) 2018	11,000				
Tinalo' (Fall Intersession) 2018-2019	-				
Fañomnåkan (Spring) 2019	11,000				
Finakpo' 1, 2 and 3 (Summer) 2019	2,750				
	$ 24,750	7,500	7,500	7,500	2,250

A. **SALARIES AND BENEFITS**

Teaching Assistants (TA)	$ 16,000	5,000	5,000	5,000	1,000

B. **OFF-ISLAND TRAVEL**

Name & Position of Traveler		Total				
Justification / Notes:	Total FY20	$ -				

C. **CONTRACTUAL SERVICES**

Item	Qty	Cost	Total				
Data Communications			1,000				
Ads, Printing, Copyint			1,000				
Justification / Notes:	Total FY20	**$ 2,000**	500	500	500	500	

D. **SUPPLIES**

Item	Qty	Cost	Total				
Office Supplies			500				
Computers	2	2000	4,000				
Instructional Supplies			500				
Justification / Notes:	Total FY20	**$ 5,000**	1,000	1,000	2,000	1,000	

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

Item	Qty	Cost	Total				
Funiture and Equipment			1,500				
Justification / Notes:	Total FY20	**$ 1,500**	500	500	500	0	

F. **MISCELLANEOUS Expense**

Item	Qty	Cost	Total				
Other emergency class supplies as online course supplies			250				
Justification / Notes:	Total FY20	**$ 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 FY20	**$ -**					

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

Item	Total				
Power					
Telephone					
	Total FY20	$ -				

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

Annual Surplus (Deficit)	**$ -**	**500**	**500**	**(500)**	**(500)**

Doc. No. 34GL-18-1599.*

UNIVERSITY OF GUAM FY2020 NON-APPROPRIATED FUND BUDGET

Department/Unit: CNAS - Natural Sciences Lab fees 100/student 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
Fañuchånan (Fall) 2018	60,000				
Tinalo' (Fall Intersession) 2018-2019	5,000				
Fañomnåkan (Spring) 2019	60,000				
Finakpo' 1, 2 and 3 (Summer) 2019	25,000				
	-				
	$ 150,000	50,000	50,000	30,000	20,000

A. **SALARIES AND BENEFITS**

TA,s	$ 21,000	7,000	7,000	5,000	2,000

B. **OFF-ISLAND TRAVEL**

Name & Position of Traveler		Total

Justification / Notes: Total FY20 $ -

C. **CONTRACTUAL SERVICES**

Item	Qty	Cost	Total
Data Communication			500
Ads, printing, copying			500
Subscriptions, dues, books			500

Justification / Notes: Total FY20 **$ 1,500** 375 375 375 375

D. **SUPPLIES**

Item	Qty	Cost	Total
Office supplies			500
Instructional/Lab Supplies			80,000

Justification / Notes: Total FY20 **$ 80,500** 21,125 21,125 21,125 21,125

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

Item	Qty	Cost	Total
Funiture and Equipment			5,000

Justification / Notes: Total FY20 **$ 5,000** 1,250 250 1,250 1,250

F. **MISCELLANEOUS Expense**

Item	Qty	Cost	Total

Justification / Notes: Total FY20 **$ -**

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

Item	Qty	Cost	Total
Lab Equipment for new Annex			39,000

Justification / Notes: Total FY20 **$ 39,000.00** 13,000 13,000 13,000

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

Item	Total
Power	
Telephone	

Total FY20 $ -

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

Annual Surplus (Deficit) **$ 3,000** **7,250** **8,250** **(10,750)** **(4,750)**

Doc. No. 34GT-18-1599.*

UNIVERSITY OF GUAM FY2020 NON-APPROPRIATED FUND BUDGET

Department/Unit: CNAS - MA-085 ONLY $45/student 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
Fañuchånan (Fall) 2018	12,000				
Tinalo' (Fall Intersession) 2018-2019	2,000				
Fañomnåkan (Spring) 2019	12,000				
Finakpo' 1, 2 and 3 (Summer) 2019	8,200				
	$ 34,200	10,000	10,000	10,000	4,200

A. **SALARIES AND BENEFITS**

Teaching Assistants (TA)	$ 30,000	9,000	9,000	9,000	3,000

B. **OFF-ISLAND TRAVEL**

Name & Position of Traveler		Total

Justification / Notes: **Total FY20** $ -

C. **CONTRACTUAL SERVICES**

Item	Qty	Cost	Total

Justification / Notes: **Total FY20** **$ -**

D. **SUPPLIES**

Item	Qty	Cost	Total
Office Supplies,			1,200
Computer	1	3000	3,000

Justification / Notes: **Total FY20** **$ 4,200** 3,000 1,200

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

Item	Qty	Cost	Total

Justification / Notes: **Total FY20** **$ -**

F. **MISCELLANEOUS Expense**

Item	Qty	Cost	Total

Justification / Notes: **Total FY20** **$ -**

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

Item	Qty	Cost	Total

Justification / Notes: **Total FY20** **$ -**

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

Item	Total
Power	
Telephone	

Total FY20 **$ -**

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

Annual Surplus (Deficit) **$ -** **(2,000)** **(200)** **1,000** **1,200**

Doc. No. 34GB-18-1599.*

UNIVERSITY OF GUAM FY2019 NON-APPROPRIATED FUND BUDGET

Department/Unit: School of Engineering (SENG) Signature-Dept Head: Dr. Shahram Khosrowpanah

Account No: 28-34-180000-A-5

Revenue (Please list sources)

		Quarterly Breakdown			
		Oct-Dec	Jan-Mar	Apr-June	Jul-Sept
Course/Lab Fees FY 2019	$ 11,340.00				
	$ 11,340.00	2,835	2,835	2,835	2,835

A. **SALARIES AND BENEFITS**

Undergraduate Teaching Assistant (720hrs @$10.14/hr + 7.65% F.B.)	$ 8,040.00	$ 2,000.00	$ 2,000.00	$ 2,000.00	$ 2,040.00

B. **OFF-ISLAND TRAVEL**

Name & Position of Traveler		Total

Justification / Notes: Total FY19 $ -

C. **CONTRACTUAL SERVICES**

Item	Qty	Cost	Total
Purchasing reference textbooks for new courses for students use at UOG R.F.K Library		$ 1,600.00	$ 1,600.00

Justification / Notes: Contract with RFK library to purchase reference books for eng. Courses at library, (total costs for all 4-year program is $7,000) Total FY19 **$ 1,600** $ 500.00 $ 400.00 $ 400.00 $ 300.00

D. **SUPPLIES**

Item	Qty	Cost	Total

Justification / Notes: Total FY19 **$ -**

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

Item	Qty	Cost	Total
* Soil testing equipment for students in new courses: Geotechnical Eng.-ES303 @ ES 303L		$ 1,100.00	$ 1,100.00

Justification / Notes: *Includes: sieves for soil grading, and soil compaction equipments that will be use by students. Total FY19 **$ 1,100.00** 1,100

F. **MISCELLANEOUS Expense**

Item	Qty	Cost	Total
*Student Field-Trips to construction sites		$ 600.00	$ 600.00

Justification / Notes: *Car rental for visiting landfiels, structural, and construction sites. Total FY19 **$ 600** $ 150.00 $ 150.00 $ 150.00 $ 150.00

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

Item	Qty	Cost	Total

Justification / Notes: Total FY19 **$ -**

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

Item	Total
Power	
Telephone	

Total FY19 **$ -**

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

Annual Surplus (Deficit) **$ -** **185** **285** **(815)** **345**

UNIVERSITY OF GUAM FY2019 NON-APPROPRIATED FUND BUDGET

Department/Unit: Academic & Student Affairs Signature-Dept Head: Dr. Anita B. Enriquez

Account No:

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, EMSS, and two schools	243,561				
Registration Fees	100,000				
Application Fees	73,000				
Graduate Application Fee	23,000				
	$ 599,561	267,444	18,338	238,889	74,890

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/Fac Dev Speaker		11,000
SVP (AASCU/WSCUC/APLU/DC mtgs)		25,000
WASC ARC Meetings/Workshops-reps		20,222

Justification / Notes:	Misc. travel related to WASC accreditation, college readiness, degree completion, higher ed trends	**Total FY19**	$ 56,222	25,000	10,000	15,000	6,222

C. **CONTRACTUAL SERVICES**

Item	Qty	Cost	Total
Ads, printing, copying ($1k)+ Mktg Retention Initiatives ($25k)			26,000
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, comm, subscriptions, research fellows, etc. support	**Total FY19**	**$ 50,500**	33,750		0	16,750

D. **SUPPLIES**

Item	Qty	Cost	Total
Supplies			2,388

Justification / Notes:		**Total FY19**	**$ 2,388**	1,194		597	597

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

Item	Qty	Cost	Total
Computer, Printer, Laptop upgrades			8,000

Justification / Notes:	Replacements and upgrades for administrative team	**Total FY19**	**$ 8,000**	4,000		4,000	

F. **MISCELLANEOUS Expense**

Item	Qty	Cost	Total
G2G Assessment and Program Reviews			15,000
Student Success			81,187
SVP Miscellaneous Expense (Staff/Faculty Senate)			30,000

Justification / Notes:	Related G2G assessment and program review exp., 1/3 alloc. For SSIT priorities, Staff & Fac Dev.	**Total FY19**	**$ 126,187**	50,000	10,000	26,187	40,000

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

Item	Qty	Cost	Total

Justification / Notes:		**Total FY19**	**$ -**				

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

Item	Total
Power	
Telephone	

		Total FY19	**$ -**				

I.	**Transfer for F & A Fees** (see guidelines for more information) 4% - Fund 28		$ 23,982	10,698	734	9,556	2,996
		Annual Surplus (Deficit)	**$ 25,282**	**(10,698)**	**(2,396)**	**106,799**	**(68,425)**

Doc. No. 34GB-18-1599.*

UNIVERSITY OF GUAM FY2019 NON-APPROPRIATED FUND BUDGET

Department/Unit: Marine Laboratory Signature-Dept Head: Dr. Tom Schils, 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	$7,950.00				
Boat and truck charges from research grants and contractual services	$40,500.00				
ML housing fees (varies depending on the number of visiting researchers)	$12,500.00				
	$60,950.00	$15,237.50	$15,237.50	$15,237.50	$15,237.50

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	$540.00				
Boat engine maintenance and repair	7	$1,500.00	$10,500.00				
Boat maintenance and repair for 3 boats: Eldredge, Mafute, and Randall	4	$1,500.00	$6,000.00				
Scuba tank tests (visual and pressure), maintenance, and repair for 60 tanks	1	$2,000.00	$2,000.00				
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**	**$19,040.00**	$4,760.00	$4,760.00	$4,760.00	$4,760.00

D. **SUPPLIES**

Item	Qty	Cost	Total				
Scuba safety supplies (quarterly)	4	$450.00	$1,800.00				
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**	**$1,800.00**	$450.00	$450.00	$450.00	$450.00

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

Item	Qty	Cost	Total				
Ultrasonic cleaner	1	$500.00	$500.00				
Magnehelic differential pressure gage (breathing resistence apparatus)	1	$125.00	$125.00				
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**	**$625.00**		125		500

F. **MISCELLANEOUS Expense**

Item	Qty	Cost	Total				
Security lights with motion sensors	4	$95.00	$380.00				
Security cameras	3	$250.00	$750.00				
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**	**$1,130.00**		380		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**	**$0.00**				

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)	**$29,212.50**	**7,742**	**7,237**	**7,742**	**6,492**

UNIVERSITY OF GUAM FY2019 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		250,000				
		$ 250,000	50,000	50,000	50,000	50,000

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.		12,000				
LOCAL MILEAGE		1,500				
Justification / Notes:	Total FY19	$ 13,500	3,375	3,375	3,375	3,375

C. **CONTRACTUAL SERVICES**

Item	Qty	Cost	Total				
POSTAGE/LONG DISTANCE PHONE/SUBSCRIPTIONS/DUES/BOOKS			5,500				
EQUIPMENT MAINTENANCE/VEHICLE/EQUIPMENT LEASE			15,000				
CONTRACTUAL SERVICES			10,000				
OTHER SERVICES/REPAIRS			10,000				
Justification / Notes:		Total FY19	$ 40,500	8,375	8,375	8,375	8,375

D. **SUPPLIES**

Item	Qty	Cost	Total				
OFFICE SUPPLIES/MISC. SUPPLIES & MATERIALS			25,000				
INSTRUCTIONAL SUPPLIES			500				
CUSTODIAL SUPPLIES			600				
Justification / Notes:		Total FY19	$ 26,100	6,525	6,525	6,525	6,525

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

Item	Qty	Cost	Total				
COMPUTERS			3,000				
Justification / Notes:		Total FY19	$ 3,000	750	750	750	750

F. **MISCELLANEOUS Expense**

Item	Qty	Cost	Total				
EQUIPMENT/FURNITURE			10,000				
TUITION ASSISTANCE OR CONFERENCE/REGISTRATION FEE			2,000				
Justification / Notes:		Total FY19	$ 12,000	3,000	3,000	3,000	3,000

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

Item	Qty	Cost	Total				
LAB EQUIPMENT REPLACEMENT			84,400				
Justification / Notes:		Total FY19	$ 84,400.00	21,100	21,100	21,100	21,100

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

Item		Total				
Power		7,500				
Telephone		500				
	Total FY19	$ 8,000	2,000	2,000	2,000	2,000

I. **Transfer for F & A Fees** (see guidelines for more information) **15%**	$ 37,500	9,375	9,375	9,375	9,375
Annual Surplus (Deficit)	$ -	0	0	0	0

UNIVERSITY OF GUAM FY2019 NON-APPROPRIATED FUND BUDGET

Department/Unit: CEDDERS Signature-Dept Head: DR. HEIDI SAN NICOLAS

Account No: 26-2F-450010-N-5 CEDDERS INDIRECT ACCOUNT

Revenue (Please list sources)

		Quarterly Breakdown			
		Oct-Dec	Jan-Mar	Apr-June	Jul-Sept
GEHDI PROJECT(63-1H-453003-P5)	12,000				
CDC EHDI IS (63-1H-453019-N5)	8,000				
CORE (63-1H-453015-P5)	16,000				
GSAT2017(63-2H-453017-P5)	2,676				
	$ 38,676	12,000	14,200	10,000	2,476

A. **SALARIES AND BENEFITS**

Please attach staffing pattern						

B. **OFF-ISLAND TRAVEL**

Name & Position of Traveler		Total
Fiscal Manager & Grant Budget Supervisc	Professional Dev.Training- July 2019 AGA /WIPFLI	9,200
Grant Specialist	Professoinal Dev/Grants Mnagement. Training - April 2019 CGNMA	3,800
Travel Change and Penalty Fees		1,500

Justification / Notes: Attendance to traiing/workshop to acquire new approaches & update knowledge in financial & grants management of funding received and to better assist in meeting granst and contracts goals and objectives.

Total FY19	$ 14,500	4,175	9,200	375	750

C. **CONTRACTUAL SERVICES**

Item	Qty	Cost	Total
Vehicle Repairs & Maintenance(including inspections & registrations)	6	750	4,500
CEDDERS Website Maintenance/Development	1	1250	1,250
Strategic Planning Meeting Facility Rental	2	1500	3,000

Justification / Notes: Keep vehicles in good running condition. Needed for stategic planning meeting with staff & stakeholders.

Total FY19	**$ 8,750**	1,500	1,250	6,000	0

D. **SUPPLIES**

Item	Qty	Cost	Total
Public Awareness/Outreach Supplies & Materials	1	4500	4,500
Plug-Ins for Website	5	100	500
General Office Supplies (Papers, toners, calculator)	1	2,261	2,261
External HardDrive- For File Back-ups	5	120	600

Justification / Notes: For Distribution & use of project stakeholders, participants & visitors

Total FY19	**$ 7,861**	500	1,261	5,600	500

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

Item	Qty	Cost	Total
Office Desk	1	1500	1,500
Printer	2	750	1,500

Justification / Notes: To replace old office equipment

Total FY19	**$ 3,000**		3,000		

F. **MISCELLANEOUS Expense**

Item	Qty	Cost	Total
AGA MEMBERSHIP	2	95	190
ATAP MEMBERSHIP	1	1350	1,350
Lynda Pro Training License(Online Prof Dev and Training for Organizations Access)	5	350	1,750
Cleaning Supplies (clorox wipes, dusters, hand soap, Sanitizers, toilet spray)	1	1025	1,275

Justification / Notes: Dues is required to continue receiving Assistive Technology Funding.

Total FY19	**$ 4,565**	1,350	190	1,750	1,275

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

Item	Qty	Cost	Total

Justification / Notes:

Total FY19	**$ -**				

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

Item	Total
Power	
Telephone	

Total FY19	**$ -**				

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

Annual Surplus (Deficit)	**$ -**	**4,475**	**(701)**	**(3,725)**	**(49)**

UNIVERSITY OF GUAM FY2019 NON-APPROPRIATED FUND BUDGET

Department/Unit: CEDDERS Signature-Dept Head: DR. HEIDI SAN NICOLAS

Account No: 27-34-450020-N-5 CEDDERS DISCRETIONARY ACCOUNT

Revenue (Please list sources)

		Quarterly Breakdown			
		Oct-Dec	Jan-Mar	Apr-June	Jul-Sept
PK-T&TAT Contract Closeout	35,523				
CORE (63-2H-453015-P5)	29,452				
$ 64,975		35,523	29,452	0	0

A. **SALARIES AND BENEFITS**

CEDDERS Faculty- Initial Funding (50% CEDDERS/50%SVP)	$ 30,000	7,500	7,500	7,500	7,500

B. **OFF-ISLAND TRAVEL**

Name & Position of Traveler		Total
Grants Leadership Team Members	Travel to Federal Meetings and Grants Mnagement Training	8,000
Professional Staff	Professional Development Training	4,000
Fiscal Manager	Federal Updates Workshop- March 2019	4,500
Travel Change and Penalty Fees		1,500

Justification / Notes: Attendance to traiing/workshop to acquire new approaches & update knowledge in financial & grants management of funding received and to better assist in meeting granst and contracts goals and objectives.

Total FY19	$ 18,000	8,875	4,375	4,375	375

C. **CONTRACTUAL SERVICES**

Item	Qty	Cost	Total
AUCD Membership Dues	1	4400	4,400

Justification / Notes: Dues is required for CORE funding.

Total FY19	$ 4,400	0	4,400		0

D. **SUPPLIES**

Item	Qty	Cost	Total
Public Awareness/Outreach Supplies & Materials	1	4000	4,000

Justification / Notes: For Distribution & use of project stakeholders, participants & visitors

Total FY19	$ 4,000		4,000		

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

Item	Qty	Cost	Total
Desktop Computer including software	1	2000	2,000

Justification / Notes: Needed to replaced old computer.

Total FY19	$ 2,000		2,000		

F. **MISCELLANEOUS Expense**

Item	Qty	Cost	Total
Paper Products, Plastic Utensils and other Supplies needed for Project Participants Visits	1	1377	1,377

Justification / Notes: Supplies needed for Project Parcipants visits and CEDDERS planned activities/meetings. Keep offices clean.

Total FY19	$ 1,377	1,415	3,530	950	680

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

Item	Qty	Cost	Total

Justification / Notes:

Total FY19	$ -				

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

Item	Total
Power	
Telephone	

Total FY19	$ -				

I. **Transfer for F & A Fees** (see guidelines for more information) $ 5,198 | 1,300 | 1,300 | 1,300 | 1,300

Annual Surplus (Deficit)	$ -	16,434	2,348	(14,125)	(9,855)

Doc. No. 34GL-18-1599.*

UNIVERSITY OF GUAM FY2019 Non-Appropriated Fund Budget

Account Name: EMSS - SGA Support Signature-Dept Head: Remy Cristobal, Interim Dean/Registrar
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	35,000

A. **SALARIES AND BENEFITS**

Please attach staffing pattern						

B. **OFF-ISLAND TRAVEL**

Name & Position of Traveler		Total					
		10,000					
Justification / Notes:	Total FY19	$ 10,000	5,000		5,000		10,000

C. **CONTRACTUAL SERVICES**

Item	Qty	Cost	Total					
Computer maintenanace			1,500					
Justification / Notes:	Total FY19	$ 1,500	500		500		500	1,500

D. **SUPPLIES**

Item	Qty	Cost	Total					
Recruitment materials			5,000					
Office Supplies			5,000					
Justification / Notes:	Total FY19	$ 10,000	1,000		3,000		2,000	4,000	10,000

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

Item	Qty	Cost	Total					
Computers	1	2,300	2,600					
Printer	1	500	500					
Justification / Notes:	Total FY19	$ 3,100					3100	3,100

F. **MISCELLANEOUS Expense**

Item	Qty	Cost	Total					
Support student activities			5,000					
Professional development			2,000					
Justification / Notes:	Total FY19	$ 7,000	2000		2000		2000	1000	7,000

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

Item	Qty	Cost	Total					
Justification / Notes:	Total FY19	$ -						

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

Item	Total					
Power	1,000					
Telephone	1,000					
	Total FY19	$ 2,000	500	500	500	500	2,000

I.	**Transfer for F & A Fees** (see guidelines for more information) 4%	$ 1,400	400	400	300	300	1,400
	Total Expenditures	$ 35,000					
	Annual Surplus (Deficit)	$ -					0

UNIVERSITY OF GUAM FY2019 Non-Appropriated Fund Budget

Account Name: SA-AR Cat/Transcript Revenue
Account Number: 28-34-501015-S
Signature-Dept Head: Remy Cristobal, Interim Dean/Registrar
Associate Dean/Registrar

Revenue (Please list sources)

		Quarterly Breakdown				
		Oct-Dec	Jan-Mar	Apr-June	Jul-Sept	
Transcript	57,290					
	$ 57,290	14,325	14,322	14,322	14,321	57,290

A. **SALARIES AND BENEFITS**

Administrative Aide	$ 16,978	4,243	4,246	4,244	4,245	16,978

B. **OFF-ISLAND TRAVEL**

Name & Position of Traveler		Total
Associate Dean/Registrar		7,500
PCI		3,800
PCI, PCII, or other Rec & Reg Techs		3,800

Justification / Notes:								
Annual training for immigration and FERPA	Total FY19	$ 15,100	6,000	1,500	3,000	4,600	15,100

C. **CONTRACTUAL SERVICES**

Item	Qty	Cost	Total
Postage, Long Distance			4,120
Equipment Maintenance			500
Contractual Services			3,300
Ads, Printing, Copying			4,500
Subscription, Dues, Books			1,500
Other Services			1,000

Justification / Notes:							
	Total FY19	**$ 14,920**	3,500	3,920	3,600	3,900	14,920

D. **SUPPLIES**

Item	Qty	Cost	Total
Office Supplies			3,000
Computer			3,000
Other Supplies and Materials			2,000

Justification / Notes:							
	Total FY19	**$ 8,000**	2,000	2,000	2,000	2,000	8,000

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

Item	Qty	Cost	Total

Justification / Notes:							
	Total FY19	**$ -**					0

F. **MISCELLANEOUS Expense**

Item	Qty	Cost	Total

Justification / Notes:							
	Total FY19	**$ -**					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 FY19	**$ -**					0

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

Item	Total
Power	
Telephone	

Total FY19	**$ -**					0

I. **Transfer for F & A Fees** (see guidelines for more information) 4%	$ 2,292	573	573	573	573	2,292
Total Expenditures	**$ 57,290**					57290
Annual Surplus (Deficit)	**$ -**	0	0	0	0	0

UNIVERSITY OF GUAM FY2019 Non-Appropriated Fund Budget

Account Name: EMSS Indirect Cost (TRIO) Signature-Dept Head: Remy Cristobal, Interim Dean/Registrar

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	35,000

A. **SALARIES AND BENEFITS**

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

B. **OFF-ISLAND TRAVEL**

Name & Position of Traveler		Total					
		3,200					
Justification / Notes: Recruitment / Conference	Total FY19	$ 3,200		3,200			3,200

C. **CONTRACTUAL SERVICES**

Item	Qty	Cost	Total					
TRIO Grant Reviewer			3,200					
Justification / Notes:	Total FY19	$ 3,200				3,200		3,200

D. **SUPPLIES**

Item	Qty	Cost	Total					
Computer Replacements			1,600					
Justification / Notes:	Total FY19	$ 1,600		1,600				1,600

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

Item	Qty	Cost	Total					
Computer			2,000					
Justification / Notes:	Total FY19	$ 2,000				2,000		2,000

F. **MISCELLANEOUS Expense**

Item	Qty	Cost	Total					
Professional Development			1,350					
Justification / Notes:	Total FY19	$ 1,350				1,000		350	1,350

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

Item	Qty	Cost	Total					
Justification / Notes:	Total FY19	$ -						0

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

Item	Total					
Power	3,100					
Telephone	1,550					
	Total FY19	$ 4,650	1,162	1,162	1,162	1,164	4,650

I.	**Transfer for F & A Fees** (see guidelines for more information)						
	Total Expenditures	$ 35,000					
	Annual Surplus (Deficit)	$ -					0

UNIVERSITY OF GUAM FY2019 Non-Appropriated Fund Budget

Account Name: SA-AR PMBA Admin Fee Signature-Dept Head: Remy Cristobal, Interim Dean/Registrar
Account Number: 28-34-501017-S Associate Dean/Registrar

Revenue (Please list sources)

		Quarterly Breakdown				
		Oct-Dec	Jan-Mar	Apr-June	Jul-Sept	
Administrative Fee: PMBA/SOE	39,525					
	$ 39,525	9,881	9,881	9,881	9,882	39,525

A. **SALARIES AND BENEFITS**

Projects Coordinator	$ 33,911	8,478	8,478	8,478	8,478	33,911

B. **OFF-ISLAND TRAVEL**

Name & Position of Traveler		Total					
Project Coordinator		3,500					
Justification / Notes: Annual training for immigration and FERPA	Total FY19	$ 3,500		3,500			3,500

C. **CONTRACTUAL SERVICES**

Item	Qty	Cost	Total					
Justification / Notes:	Total FY19	$ -		3,500	3,920	3,600	3,900	14,920

D. **SUPPLIES**

Item	Qty	Cost	Total					
Office Supplies			533					
Justification / Notes:	Total FY19	$ 533		2,000	2,000	2,000	2,000	8,000

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

Item	Qty	Cost	Total					
Justification / Notes:	Total FY19	$ -						0

F. **MISCELLANEOUS Expense**

Item	Qty	Cost	Total					
Justification / Notes:	Total FY19	$ -						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 FY19	$ -						0

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

Item	Total					
Power						
Telephone						
Total FY19	$ -					0

I. **Transfer for F & A Fees** (see guidelines for more information) 4%	$ 1,581	395	395	395	395	1,581
Total Expenditures	**$ 39,525**					57290
Annual Surplus (Deficit)	**$ -**	0	0	0	0	0

UNIVERSITY OF GUAM FY2019 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.	419,472				
	$ 419,472	129,012	97,760	64,000	128,700

A. **SALARIES AND BENEFITS**

Please attach staffing pattern					

B. **OFF-ISLAND TRAVEL**

Name & Position of Traveler		Total				
Justification / Notes:	**Total FY19**	$ -				

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				
Video Surveillance System Maintenance			5,000				
Justification / Notes:		**Total FY19**	**$ 70,000**	5,250	13,500	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			10,600				
Other Supplies and Materials			2,000				
Justification / Notes:		**Total FY19**	**$ 21,800**	6,850	5,600	3,850	5,500

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

Item	Qty	Cost	Total				
UPS for Student Workstations			3,000				
Upgrades for AV1-Conferencing System, MMP, PA System, Video Camera, etc.			5,220				
Laptop for Mutlimedia Technician for Video Editing of BOR Meetings			3,000				
Video Surveillance System for After Hour Study Room			5,000				
Justification / Notes:		**Total FY19**	**$ 16,220**	6,000	5,000	5,220	0

F. **MISCELLANEOUS Expense**

Item	Qty	Cost	Total				
VHS to DVD Replacement Project			2,000				
Justification / Notes:		**Total FY19**	**$ 2,000**	2,000	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)			70,000				
Library Books & DVD's for Library Collection			50,000				
Desks & Chairs for New Information Literacy Classroom (AV Rooms)			30,800				
Laptops for New Information Literacy Classrooms (AV Rooms)			61,600				
Flat screen TV's for AV/IT Classrooms & Students Media Viewing			10,000				
KVA UPS for Existing Information Literacy Classroom			63,000				
Justification / Notes:		**Total FY19**	**285,400**	105,800	68,000	50,000	61,600

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

Item	Total				
Power					
Telephone					
	Total FY19				

I. **Transfer for F & A Fees** (see guidelines for more information)	$ 16,779				
Annual Surplus (Deficit)	**$ 7,273**	**3,112**	**5,660**	**4,430**	**10,850**

UNIVERSITY OF GUAM FY2019 Non-Appropriated Fund Budget

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

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

			Quarterly Breakdown			
Revenue (Please list sources)			**Oct-Dec**	**Jan-Mar**	**Apr-June**	**Jul-Sept**
Student Internet Fees		727,900				
	$	**727,900**		391,200		336,700

A. **SALARIES AND BENEFITS**

NAF Funded IT Position		**Total**				
24/7 IT Operations Support Staff and IT Technicians / OT (Seven Staff Positions - Salary and Benefits)		283,942				
Justification / Notes:	**Total FY19**	**$ 283,942**	72,000	72,000	72,000	67,942

B. **OFF-ISLAND TRAVEL**

Name & Position of Traveler		**Total**				
CyberTeam (Jr. Netw. Eng.; InfoSec An.)	Training and Conferences: Two JNE + Two ISA @ $3,500 and Two Trips Eac	28,000				
Administrative Computing Team	Ellucian Live and SoftDocs Conferences: 2 IT Staff @ $3,900 per trip	15,600				
CIO Travel	$3,500 x 6 trips (UH PTC, Ellucian, EduCause, I2 Global Summit, GLIF, CENI	21,000				
Justification / Notes:	**Total FY19**	**$ 64,600**	16,000	17,000	16,000	15,600

C. **CONTRACTUAL SERVICES**

Item	**Qty**	**Cost**	**Total**				
Communications			5,000				
Internet Connectivity #1 (Primary)			89,820				
Internet Connectivity #2 (Secondary)			90,000				
Concur - Online Travel Workflow Implementation Costs			25,000				
10Gb Research & Education Network Lit Fiber			30,000				
Contract Services for Hardware and CC Equipment			14,900				
On-Site Training for Networking and Information Security			14,900				
Justification / Notes:		**Total FY19**	**$ 269,620**	68,000	68,000	68,000	65,620

D. **SUPPLIES**

Item	**Qty**	**Cost**	**Total**				
Misc. Internet and Network Supplies including Spare Parts to Support more than 500 Workstatio			15,200				
Internet Lab Supplies			5,000				
Justification / Notes:		**Total FY19**	**$ 20,200**	10,000	10,000	200	0

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

Item	**Qty**	**Cost**	**Total**				
Miscellaneous Computer and Networking Equipment			20,125				
Justification / Notes:		**Total FY19**	**$ 20,125**	10,000	10,000	125	0

F. **MISCELLANEOUS Expense**

Item	**Qty**	**Cost**	**Total**				
Wireless Equipment Refresh (See ITAC FY 19 Priorities Budget)			30,000				
VOIP - Pilot Phones			10,000				
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 FY19**	**$ 40,000**	10,000	10,000	10,000	10,000

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 FY19**	**$ -**				

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

Item	**Total**				
Power					
Telephone					
	Total FY19	**$ -**				

I. **Transfer for F & A Fees** (see guidelines for more information)	**$**	**29,116**		14,558		14,558
Annual Surplus (Deficit)	**$**	**297**	**(114,000)**	**261,642**	**(94,325)**	**230,922**

UNIVERSITY OF GUAM FY2019 Non-Appropriated Fund Budget

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

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

			Quarterly Breakdown			
Revenue (Please list sources)			**Oct-Dec**	**Jan-Mar**	**Apr-June**	**Jul-Sept**
IT Fees		349,392				
		$ 349,392		187,776		161,616

A. **SALARIES AND BENEFITS**

Computer Center Assistants and 24/7 Coverage			139,932				
Justification / Notes:		**Total FY19**	**$ 139,932**	35,000	35,000	35,000	34,932

B. **OFF-ISLAND TRAVEL**

Name & Position of Traveler			**Total**				
IT Staff Professional Development	Training and Conferences for 5 staff trips @ $3,500 (e.g., OU, Apple, HP, MS)		17,500				
Justification / Notes:		**Total FY19**	**$ 17,500**	7,000	7,000	3,500	0

C. **CONTRACTUAL SERVICES**

Item	**Qty**	**Cost**	**Total**				
Communications (Fax/Long Distance/Postage)			1,500				
Microsoft Office Software for Computer Center Lab Equipment			15,000				
SoftDocs upgrade to etrieve (See ITAC FY 19 Priorities Budget)			20,000				
Computer Center Lab Xerox Copier Contract			8,000				
Justification / Notes:		**Total FY19**	**$ 44,500**	35,000	5,000	4,000	500

D. **SUPPLIES**

Item	**Qty**	**Cost**	**Total**				
Miscellaneous Computer Supplies (including spare parts for Computer Center Lab)			10,000				
Computer Center Lab copier paper and misc. supplies			2,000				
Justification / Notes:		**Total FY19**	**$ 12,000**	5,000	5,000	2,000	0

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

Item	**Qty**	**Cost**	**Total**				
Computers / Printers			4,900				
Student Equipment Checkout			4,900				
Computer Center Collaboration Hallway Display wall			4,900				
Justification / Notes:		**Total FY19**	**$ 14,700**	4,900	4,900	4,900	0

F. **MISCELLANEOUS Expense**

Item	**Qty**	**Cost**	**Total**				
Justification / Notes:		**Total FY19**	**$ -**				

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

Item	**Qty**	**Cost**	**Total**				
Ellucian Colleague Enterprise Servers Refresh (See ITAC FY 19 Priorities Budget)			50,000				
Computer Center Lab Equipment Refresh (Lab computers are 5-8 years old!)			50,000				
Computer Center Building Furniture Refresh			6,000				
Justification / Notes:		**Total FY19**	**$ 106,000.00**	50,000	50,000	6,000	

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

Item		**Total**				
Power						
Telephone						
	Total FY19	**$ -**				

I. **Transfer for F & A Fees** (see guidelines for more information) $ 13,976 | | 6,988 | | 6,988

Annual Surplus (Deficit) **$ 784**

Doc. No. 34GL-18-1599.*

UNIVERSITY OF GUAM FY2019 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**

Administrative Computing and Operations Staff OT		**$ 10,000**	2,500	2,500	2,500	2,500

B. **OFF-ISLAND TRAVEL**

Name & Position of Traveler		Total				
Justification / Notes:	**Total FY19**	**$ -**				

C. **CONTRACTUAL SERVICES**

Item	Qty	Cost	Total				
Communications			1,000				
New Virtual Server Appliances for Web Infrastructure			15,000				
Justification / Notes:		**Total FY19**	**$ 16,000**	6,500	4,000	4,000	1,500

D. **SUPPLIES**

Item	Qty	Cost	Total				
Subscriptions/Dues/Books			1,000				
Justification / Notes:		**Total FY19**	**$ 1,000**	1,000			

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

Item	Qty	Cost	Total				
Justification / Notes:		**Total FY19**	**$ -**				

F. **MISCELLANEOUS Expense**

Item	Qty	Cost	Total				
Justification / Notes:		**Total FY19**	**$ -**				

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

Item	Qty	Cost	Total				
Justification / Notes:		**Total FY19**	**$ -**				

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

Item	Total				
Power					
Telephone					
	Total FY19	**$ -**				

I. **Transfer for F & A Fees** (see guidelines for more information) **$ 1,200**

Annual Surplus (Deficit) **$ 1,800**

UNIVERSITY OF GUAM FY2019 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	100,000				
Indirect Costs Recovery	420,000				
$ 520,000		120,000	177,500	130,000	92,500

A. **SALARIES AND BENEFITS**

Please attach staffing pattern						

B. **OFF-ISLAND TRAVEL**

Name & Position of Traveler		Total
TBA	President	20,000
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

Justification / Notes: **Total FY18 $ 45,000** | 11,250 | 11,250 | 11,250 | 11,250

C. **CONTRACTUAL SERVICES**

	Item	Qty	Cost	Total
Consultant Services				80,000
C. Legal Expenses				15,000
Accreditation (Transfer to SVP)				20,000

Justification / Notes: **Total FY19 $ 115,000** | 28,750 | 28,750 | 28,750 | 28,750

D. **SUPPLIES**

Item	Qty	Cost	Total

Justification / Notes: **Total FY19 $ -**

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

Item	Qty	Cost	Total

Justification / Notes: **Total FY19 $ -**

F. **MISCELLANEOUS Expense**

Item	Qty	Cost	Total
BOR Development Fund	0	0	35000
Faculty Development Fund	0	0	60000
Staff Development Fund	0	0	15,000
Leadership Development Fund	0	0	20,000
Charter Day	0	0	10,000
Employee Recognition	0	0	10,000
Commencement (Transfer to SVP)	0	0	90,000
Strategic Initiatives	0	0	120,000

Justification / Notes: **Total FY19 $ 360,000** | 80,000 | 137,500 | 90,000 | 52,500

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

Item	Qty	Cost	Total

Justification / Notes: **Total FY19 $ -**

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

Item	Qty	Cost	Total

I. Justification / Notes: **Total FY19 $ -**

Doc. No. 34GL-18-1599.*

UNIVERSITY OF GUAM FY2019 Non-Appropriated Fund Budget

Account Name: Comptroller's Office Signature-Dept Head: _____

Account Number: 28-34-720599-T-5

Revenue (Please list sources)				Quarterly Breakdown			
				Oct-Dec	Jan-Mar	Apr-June	Jul-Sept
TOPP's Loan Fee			25,000				
Tuition Interest			75,000				
			$ 100,000	25,000	25,000	25,000	25,000

A. **SALARIES AND BENEFITS**

Admin Assistant: USDA loan administration, Credit Card activities, Insurance renewal, etc, Bursar assistance -peaks			$ 38,000	9,500	9,500	9,500	9,500

B. **OFF-ISLAND TRAVEL**

Name & Position of Traveler			Total				
Comptroller's Office	Comptroller/Associate Comptroller		7,000				
Bursar Office	Accounting Tech I/Accountant/PC I		7,000				
Business Office	General Accounting Supervisors		7,000				
Justification / Notes:		Total FY19	$ 21,000	5,250	5,250	5,250	5,250

C. **CONTRACTUAL SERVICES**

Item	Qty	Cost	Total				
Xerox			5,000				
Subscription			800				
Other services - Copier, Other Maintenance Services			2,000				
Justification / Notes:		Total FY19	$ 7,800	1,950	1,950	1,950	1,950

D. **SUPPLIES**

Item	Qty	Cost	Total				
Office Supplies			5,000				
Gas/Fuel - Van, Toyota, Mazda			7,000				
Bursar student related items - College Night, Charter Day, Career Day			3,000				
Justification / Notes:		Total FY19	$ 15,000	3,750	3,750	3,750	3,750

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

Item	Qty	Cost	Total				
Computer - Cashier/Collection/B.O. old computers			5,000				
Justification / Notes:		Total FY19	$ 5,000	1,250	1,250	1,250	1,250

F. **MISCELLANEOUS Expense**

Item	Qty	Cost	Total				
Repairs							
Professional membership			2,000				
Internship ($600.00 x 6 students x 2 semester)			7,200				
Others							
Justification / Notes:		Total FY19	$ 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 FY19	$ -				

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

Item	Total					
Power						
Telephone						
	Total FY19	$ -				

I. **Transfer for F & A Fees** (see guidelines for more information)	$ 4,000	1,000	1,000	1,000	1,000
Annual Surplus (Deficit)	$ -	0	0	0	0

Doc. No. 34GL-18-1599.*

Revenues established per BOR (F&A Fee)	384,177
Revenues established per BOR (12% I/C Allocation)	271,166
Estimated Total Revenue	655,343

35%

Expenditures		FTE	FY19	FY 2019 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	49,316	36,530	12,786					49,316		49,316
	Admin Support Tech	1	24,008	17,784	6,224					24,008		24,008
	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	17,901	13,260	4,641					17,901		17,901
	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	600,151	149,223	52,228	14,500	4,000	345,500	34,700	600,151	-	600,151

TADEO Projected Budget for FY 2019

	Code	General Operations	F&A	UTAC	OLL	Total
Revenue						
Local Appropriations		$92,303		$67,831		$160,134
F&A			$43,849			$43,849
Online Learning Student Fee					$271,250	$271,250
Sub-Total		$92,303		$67,831	$271,250	$475,233
Expenses						
Salary						
Associate Director(MH)	5102005	$92,303				$92,303
Moodle Technician	5102010				$41,682	$41,682
Administrative Aide	5102010		$43,849			$43,849
IT Technician	5102010				$30,529	$30,529
Sub-Total		$92,303	$43,849	$0	$72,211	$208,364
Contractual Services						
DE Coordinator	5201020			$67,831		$67,831
Learning Management System	5201020				$31,200	$31,200
Online Course Development	5201020				$50,000	$50,000
Online Course Mentor	5201020				$15,000	$15,000
Web Services	5201020				$25,500	$25,500
Security Monitoring Service	5201050				$1,200	$1,200
Broadband Service	5201050				$1,500	$1,500
Online Training	5201050				$5,000	$5,000
DE-Contracts	5201020				$27,989	$27,989
Newspaper	5201040				$300	$300
Sub-Total		$0	$0	$67,831	$157,689	$225,520
Professional Development						
Travel					$20,000	$20,000
Conference Fees					$3,000	$3,000
Sub-Total		$0	$0	$0	$23,000	$23,000
Supplies and Materials						
Computer Equipment	5202005				$4,500	$4,500
Office Supplies	5201505				$1,500	$1,500
Instructional Supplies	5201510				$1,500	$1,500
Sub-Total		$0	$0	$0	$7,500	$7,500
F&A 4%					$10,850	$10,850
Total Expenses		$92,303	$43,849	$67,831	$271,250	$475,234
Percentage of Total Revenue					100.00%	100.00%
Difference		$0	$0	$0	$0	$0

UNIVERSITY OF GUAM
UNIBETSEDAT GUÅHAN
BOARD OF REGENTS

RESOLUTION NO. 18-08

RELATIVE TO THE INCREASE OF THE THRESHOLD FOR SMALL PURCHASES

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 the University is vested in the Board of Regents; and

WHEREAS, Board has the authority to make and set administrative policies for the furtherance of the mission of the University; and

WHEREAS, the Government of Guam has recently modified the law regarding the threshold levels for small purchase procurement from $15,000 to $25,000 for supplies and services and from $50,000 to $100,000 for construction projects; and

WHEREAS, the small purchase threshold is the amount under which services or materials can be obtained using a Request For Quotations (RFQ) rather than a full bid; and

WHEREAS, the University Procurement Policy has generally mirrored the RFQ thresholds set by the government and now desires to amend the University Procurement Policy to match the thresholds allowed in law; and

WHEREAS, the University desires to follow the federal government in increasing the micro-purchase threshold by $500 by increasing the threshold from $1,500 to $2,000.

NOW, THEREFORE, BE IT RESOLVED, that the Board of Regents hereby authorizes the University to amend the University Procurement Policy to increase the small purchase threshold for supplies and services from $15,000 to $25,000, the small purchase threshold for construction projects from $50,000 to $100,000, and the micro-purchase threshold from $1,500 to $2,000.

Adopted this 22nd day of February, 2018.

Elizabeth C. Gayle, Chairperson

ATTESTED:

Dr. Robert A. Underwood, Executive Secretary

UNIVERSITY OF GUAM
UNIBETSEDÅT GUAHAN

OFFICE OF THE VICE PRESIDENT
Administration and Finance

MEMORANDUM

TO: PRESIDENT RU (✓) Approved ( ) Disapproved

FROM: VPAF

DATE: FEBRUARY 9, 2018

RE: CHANGING OF PURCHASING THRESHOLDS

Public Law No. 34-35 was signed into law on August 7, 2017. The law increased the small purchase threshold for services and supplies from $15,000 to $25,000. This means that a Request for Quotations can be utilized for items under $25,000. For these types of items, the University will solicit a minimum of three quotations in order to determine the vendor providing the low quotation.

Similarly the small purchase threshold for construction was increased from $50,000 to $100,000. The University will retain its minimum requirement of six bids for small construction projects.

The University is subject to Guam Procurement Law but was given the authority to develop its own procurement regulations. The Board of Regents has adopted procurement regulations for the University and now desires to increase its small purchase thresholds to track that set forth in law by the government.

Additionally, in the past the micro-purchase threshold of the federal government has been $3,000 and the University's micro-purchase threshold has been set at $1,500. The federal government recently increased their threshold to $3,500. I would like to request that the University's micro purchase threshold be increased to $2,000 at this time.

I am requesting your authorization to include this matter on the agenda for the next Board of Regents meeting as well as the agenda's for the BFIA Committee and the Physical Facilities Committee meeting.

Thank you for your consideration of these matters.

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The University of Guam is a U.S. Land Grant Institution accredited by the Western Association of Schools and Colleges Senior College and University Commission and is an equal opportunity employer and provider.

UNIVERSITY OF GUAM
UNIBETSEDAT GUÅHAN
BOARD OF REGENTS

RESOLUTION NO. 18-09

RELATIVE TO APPROVING CHANGES TO UOG ENDOWMENT ACCOUNTS

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

WHEREAS, the University has retained some endowment funds that have been invested with UOG Land Grant funds for many years; and

WHEREAS, some of the funds have been inactive for many years; and

WHEREAS, two of the funds (the Governor Bill Daniel Fund and the Chinn Ho Foundation Fund) did not establish purposes for the monies to be held in trust thereby leaving the expenditure of these funds to the discretion of the Board of Regents; and

WHEREAS, the SVP is creating a "Last Mile" program to assist students who are nearing graduation but require financial assistance in order to complete their course work; and

WHEREAS, the President desires to transfer the balances of these trust funds to the new program; and

WHEREAS, the President also desires to reset the corpus and initiate activity for two additional funds (the Dolores P. De Leon Memorial Fund and the Macs Corporation of Guam Fund) as described in the attached memorandum.

NOW, THEREFORE, BE IT RESOLVED, that the Board of Regents approves the request to transfer funds from the Governor Bill Daniel Fund and the Chinn Ho Foundation Fund to the new Last Mile Fund and to reset the corpus and re-initiate activity in accordance with the attached memorandum.

Adopted this 22nd day of February, 2018.

Elizabeth C. Gayle, Chairperson

ATTESTED:

Dr. Robert A. Underwood, Executive Secretary

UNIVERSITY OF GUAM
UNIBETSEDÅT GUAHAN

OFFICE OF THE VICE PRESIDENT
Administration and Finance

MEMORANDUM

TO: PRESIDENT _____ (X) Approved ( ) Disapproved

FROM: VPAF _____

DATE: FEBRUARY 8, 2018

RE: CLEAN UP OF UOG ENDOWED FUNDS

I am outlining some descriptions of the funds the University has been holding and the recommended action we have discussed.

Governor Bill Daniel Fund

There is significant correspondence in our files related to the establishment of the Governor Bill Daniel Fund. He had made his intent known to begin an endowment for the University to benefit students. He indicated he was going to give a very significant amount. Eventually, he provided a check in the amount of $2,000 to the University in 1993. He indicated it was a small down payment of the amount he intended to donate. He indicated he would meet with the UOG President on his next visit to set up the parameters for the fund. He never provided the additional funds and he never provided his preferences for parameters for fund use. The donation has now grown to more than $10,000.

Recommendation. We should seek authorization from the Board for permission to utilize the Governor Bill Daniel funds for the SVP's Last Mile Program while leaving the corpus intact.

Chinn Ho Foundation

In 1980, the University received $3,000 from the Chinn Ho Foundation. There is nothing in UOG's records to indicate there were parameters established for the use of the funds. In 1980, the Board of Regents passed a resolution indicating the funds were to be used to purchase business books for the library as well as for other business materials. The fund balance is now nearly $20,000. We have not been able to find any indication that the Chinn Ho Foundation continues to exist.

Recommendation: We should seek authorization from the Board of Regents to transfer the funds for use by the SVP's Last Mile program while leaving the corpus intact.

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The University of Guam is a U.S. Land Grant Institution accredited by the Western Association of Schools and Colleges Senior College and University Commission and is an equal opportunity employer and provider.

Dolores P. De Leon Memorial Fund

In 1987, $5,000 was received by the University in order to establish the Dolores P. De Leon Memorial Fund. The interest from the fund was to be used to fund faculty projects for the School of Nursing and Health Sciences (SNHS). The aim of the fund was to improve nursing service or nursing education on Guam. A board made up of two Nursing faculty is created to determine the best use of the funds. The current value of the fund is nearly $20,000. The inflation adjusted corpus is nearly $11,000.

Recommendation. Seek authorization from the Board of Regents to take the following actions.

1. Reset the Corpus to $11,000.
2. Allow excess funds to be used by SNHS for eligible purposes.
3. Allow SNHS to expend earnings each year for eligible purposes.
4. All transactions will be subject to review by SVP.

Macs Corporation of Guam

In the early 1980's, the Macs Corporation of Guam established fund for the purpose of bettering the Nursing program at the University. The initial contribution was $50,000. There is a notation in the file from a previous VPAF that the corpus was to remain intact and that only interest could be utilized for eligible purposes. There is evidence the fund functioned in the manner desired for several years and then came into disuse. The current balance is approximately $130,000.

Recommendation. Seek authorization from the Board of Regents to take the following actions.

1. Reset the Corpus to $100,000.
2. Allow excess funds to be used by SNHS for eligible purposes.
3. Allow SNHS to expend earnings each year for eligible purposes.
4. All transactions will be subject to review by SVP.

Physical Facilities Chairperson Regent Christopher Felix will report on the Physical Facilities Committee meeting.

The Plant and Facilities Update will be given at this time.

An update will be provided regarding UOG Endowment Foundation activities.

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

UNIVERSITY OF GUAM
UNIBETSEDAT GUÅHAN
BOARD OF REGENTS

RESOLUTION NO. 18-10

RELATIVE TO AMENDING THE PRESIDENTIAL SEARCH COMMITTEE MEMBERSHIP AND THE UNIVERSIY OF GUAM PRESIDENT'S CONTRACT IN SUPPORT OF BOR RESOLUTION NO. 17-19 "RELATIVE TO THE 2017 PRESIDENTIAL SEARCH PROCESS"

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 Board of Regents (BOR) adopted Resolution No. 17-19 "Relative to the 2017 Presidential Search Process" on July 27, 2017 authorizing a budget relative to the Presidential Search process of $55,000; and

WHEREAS, the BOR further adopted Resolution No. 17-34 "Relative to Amending BOR Resolution 17-19 "Relative to the 2017 Presidential Search Process" on October 26, 2017 clarifying the membership of the Presidential Search Committee (PSC); and

WHEREAS, the BOR further adopted Resolution No. 18-01 "Relative to Amending the Budget in Support of BOR Resolution 17-19 "Relative to the 2017 Presidential Search Process"" on January 10, 2018 increasing the PSC budget to $115,000; and

WHEREAS, the delay in contracting a consultant for the Presidential search process has shifted the timeline to hire a new President which will result in an extension of the current President's contract to June 30, 2018; and

WHEREAS, the current President, Dr. Robert A. Underwood, agreed to this extension of his contract to June 30, 2018 for the benefit of the University; and

WHEREAS, the consultant for the Association of Governing Boards of Universities and Colleges Search (AGB Search) recommended the addition of two members to the PSC as best practice after interviewing several stakeholder organizations; and

WHEREAS, the PSC reviewed the recommendation of the AGB Search consultant and recommends that the BOR authorize the addition of two positions – Faculty Senate President and Student Government Association President – to the PSC.

NOW, THEREFORE, BE IT RESOLVED, that the current UOG President, Dr. Robert A. Underwood, will have his current contract extended to June 30, 2018.

BE IT FURTHER RESOLVED, that the PSC will include two new members – the Faculty Senate President and Student Government Association President – to its committee.

Adopted this 22nd day of February 2018.

Elizabeth C. Gayle, Chairperson

ATTESTED:

Dr. Robert A. Underwood, Executive Secretary

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

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

Chairperson Elizabeth Gayle will adjourn the meeting.

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

SPECIAL MEETING

Wednesday, January 10, 2018, 4:30 p.m., AV Room 1, RFK Library, Tan Siu Lin Building, UOG Campus, Mangilao, Guam

AGENDA

	1.0	**CALL TO ORDER**
Action	**2.0**	**Resolution No. 18-01, Relative to Amending the Budget in Support of BOR Resolution No. 17-19 "Relative to the 2017 Presidential Search Process"**
	3.0	**ADJOURNMENT**

Chairperson Elizabeth Gayle will call the meeting to order.

UNIVERSITY OF GUAM
UNIBETSEDAT GUÅHAN
BOARD OF REGENTS

RESOLUTION NO. 18-01

RELATIVE TO AMENDING THE BUDGET IN SUPPORT OF BOR RESOLUTION NO. 17-19 "RELATIVE TO THE 2017 PRESIDENTIAL SEARCH PROCESS"

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 Board of Regents (BOR) adopted Resolution No. 17-19 "Relative to the 2017 Presidential Search Process" on July 27, 2017 authorizing a budget relative to the Presidential Search process of $55,000; and

WHEREAS, the BOR further adopted Resolution No. 17-34 "Relative to Amending BOR Resolution No. 17-19 "Relative to the 2017 Presidential Search Process" on October 26, 2017 clarifying the membership of the Presidential Search Committee (PSC); and

WHEREAS, the PSC advertised a Request For Proposal (RFP) on September 5, 2017 for an organization to train the PSC to conduct a search of which two organizations inquired, but none submitted a proposal; and

WHEREAS, the PSC inquired as to why no proposals were submitted and discovered that the organization who used to conduct training no longer conducts training, but offers contracts to actually conduct higher education executive searches; and

WHEREAS, the PSC advertised a new RFP on October 12, 2017 for an organization to conduct the search for the University President; and

WHEREAS, the Association of Governing Boards of Universities and Colleges (AGB) was the only organization that submitted a proposal and was reviewed by the PSC and Procurement Office as a qualified applicant; and

WHEREAS, the PSC negotiated an agreed upon price and requested that the BOR authorize an increase in the Presidential Search budget from $55,000 to $115,000 based on the change in scope of work from the new RFP that included the task of the proposer conducting the actual presidential search.

NOW, THEREFORE, BE IT RESOLVED, that the UOG FY2018 budget for the PSC is hereby increased from $55,000 to $115,000.

Adopted this 10th day of January 2018.

Elizabeth C. Gayle, Chairperson

ATTESTED:

Dr. Robert A. Underwood, Executive Secretary

University of Guam
Presidential Search Budget

21/12/2017

	Note	Revised budget	Original budget	Increase
Advertisement - Newspapers, Chronicle, etc.	(1)	15,000	15,000	0
Candidate Travel	(2)	12,000	12,000	0
Professional Search and Consulting	(3)	67,500	15,000	52,500
Professional Consultant Travel	(4)	6,000	6,000	0
Meeting and Event Catering	(5)	5,000	5,000	0
Materials and Office Expense		9,500	2,000	7,500
		115,000	55,000	60,000

Note
(1) National media arranged by AGB
(2) 2-3 candidate trips to Guam
(3) For PSC training and the search, including costs increase
(4) 2 trips to Guam, one at beginning and one at conclusion
(5) Interviewing, welcoming, etc.

WILLIAM D. LEON GUERRERO
Executive Vice President and
Chief Operating Officer

BANK OF GUAM
THE PEOPLE'S BANK
Headquarters • P.O. Box BW • Hagåtña, Guam 96932
Tel: (671) 472-5273
Fax: (671) 477-8687
Member FDIC

28 December 2017

TO: Elizabeth Gayle, Chairperson, UOG Board of Regents

FR: William D. Leon Guerrero, Chairman, UOG Presidential Search Committee

RE: Presidential Search Update; Request for Search Budget Increase

Hafa Adai, Madam Chair:

In preparation for the upcoming special board meeting scheduled for early next month, the Presidential Search Committee is submitting the following update. Based on the information below, you will find that there's a need to consider a budget increase to conduct the Presidential Search.

- The PSC put out a request for proposal on Sept. 5, 2017 for an organization to train the Committee to conduct the search for the new University President. Two organizations, Association of Governing Boards of Universities and Colleges (AGB) and Academic Impressions, inquired about the proposal, however, none of them actually submitted a proposal by the deadline of Sept. 25, 2017.

- Both of the abovementioned organizations were contacted via email to inquire as to what prevented them from submitting proposals. AGB, however, was the only one that responded back with a reason. Incidentally, AGB was the company that was hired by the University during the 2007-2008 Presidential Search. The company provided search training for the PSC back then.

- AGB today, however, no longer provides training for Presidential Searches because they now have a firm called AGB Search that can be contracted to conduct higher education executive searches.

- On Oct. 12, 2017 the PSC put out a new request for a proposal for an organization to conduct the search for the University President with a deadline to submit by Nov. 1, 2017. AGB Search was the only organization that submitted a proposal.

- The proposal by AGB Search was reviewed on Nov. 8, 2017 with PSC members and Vicente Borja, UOG Supply Management Administrator, at the President's Conference Room in the campus.

- On Nov. 21, 2017, I led a teleconference that included PSC members, Borja, and representatives from AGB Search: Melissa Trotta Associate Managing Principal, and Taylor Rhodes, Assistant Director for Business Development. The meeting took place at a conference room in the Bank of Guam Headquarters. Although I was able to negotiate a lower price from their proposal, the final cost still exceeded the original amount budgeted for the search.

- The PSC therefore, requests that a resolution be passed to revise the search budget from $55,000 to $107,500. The increase of $52,500 is for expanding the scope of services with AGB to include the actual presidential search.

- Attached, you will find, the following documents: 1)Presidential Search Budget (comparing revised with original amount), 2) AGB Search's original proposal (file name: UOG RFP P05-18), and 3)AGB Search's revised proposal (file name: AGB Search Submission).

AGB Search's representative, Dr. Richard Wueste awaits a signed contract before he can firm up his visit from Jan. 15 to 18, 2018. This is the reason why there is a need to move quickly on this request.

If you have any questions or concerns, please feel free to contact me at 472-5273 or email wlg@bankofguam.com.

Best regards,

William D. Leon Guerrero
Chairman, UOG Presidential Search Committee

University of Guam
Presidential Search Budget

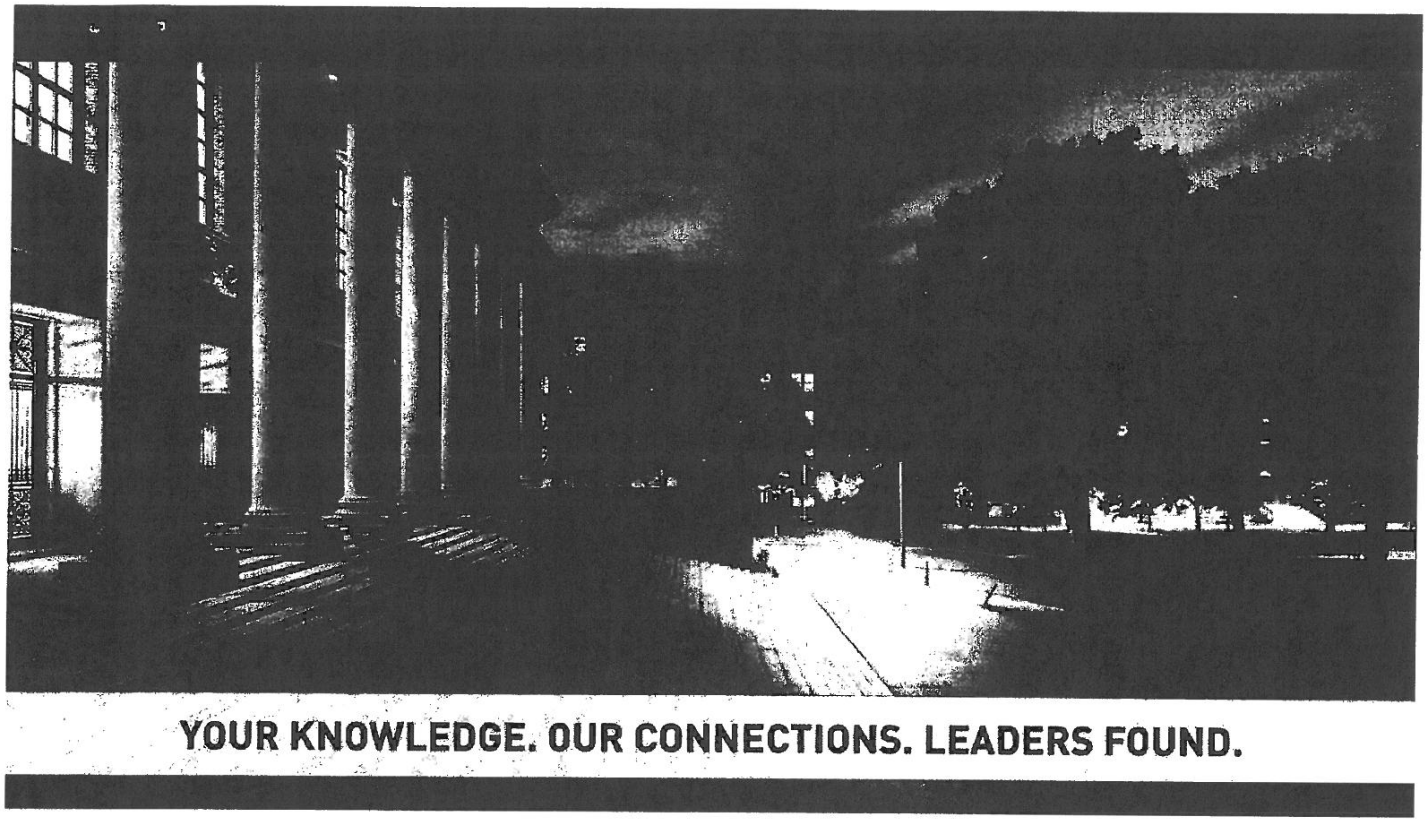
21/12/2017

	Note	Revised budget	Original budget	Increase
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Candidate Travel	(2)	12,000	12,000	0
Professional Search and Consulting	(3)	67,500	15,000	52,500
Professional Consultant Travel	(4)	6,000	6,000	0
Meeting and Event Catering	(5)	5,000	5,000	0
Materials and Office Expense		2,000	2,000	0
		107,500	55,000	52,500

Note

(1) National media arranged by AGB
(2) 2-3 candidate trips to Guam
(3) For PSC training and the search, including costs increase
(4) 2 trips to Guam, one at beginning and one at conclusion
(5) Interviewing, welcoming, etc.

ATT 1



AGB SEARCH

Request for Proposals: RFP # P05-18

Proposal for Search Services Prepared for:

University of Guam
President
Price Proposal

ATT 2-1

To assist the University of Guam's search for your new President, AGB Search will charge a comprehensive, flat fee of $70,000.

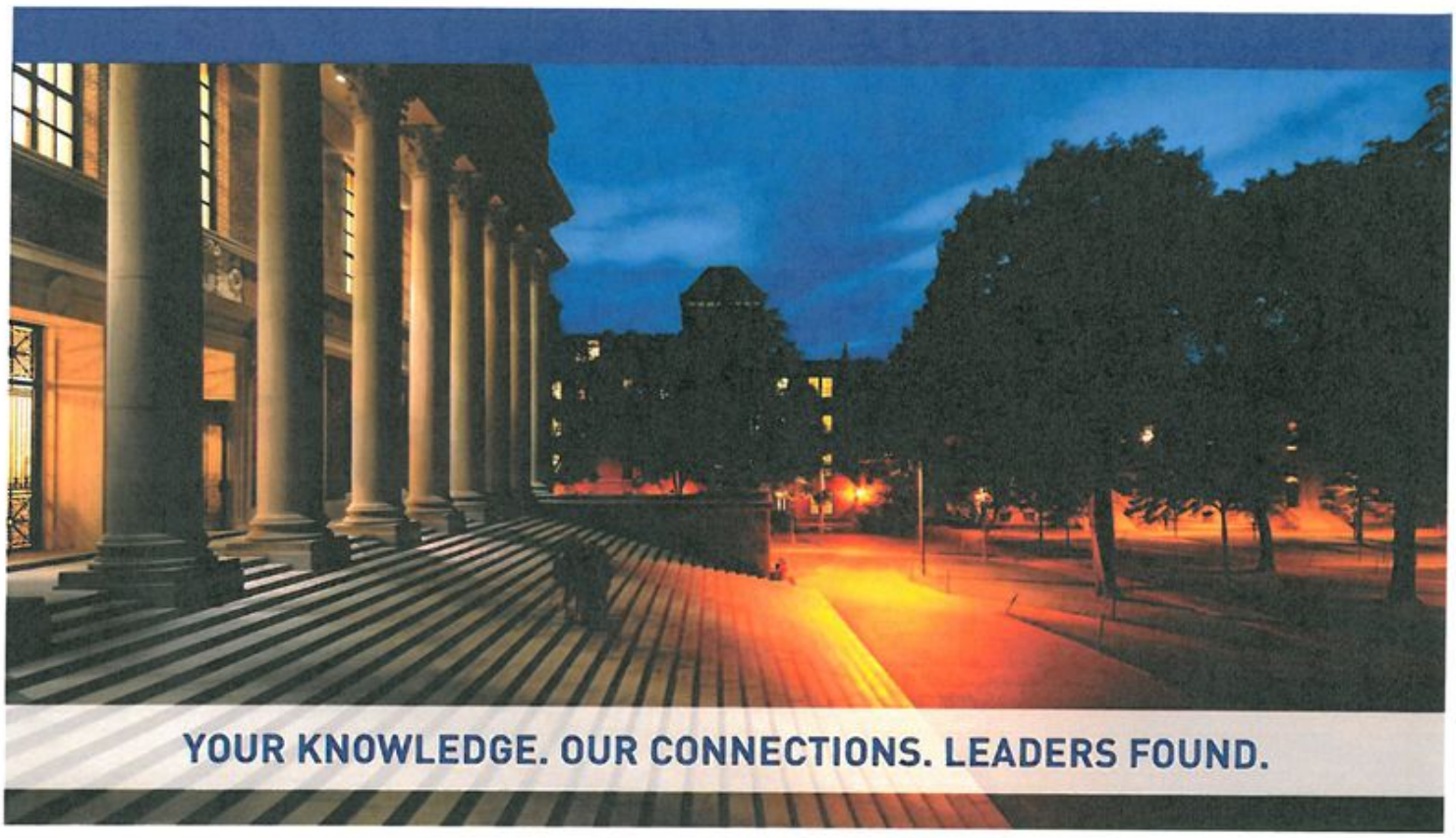
There is no additional fee for administration, research, background checks for finalists, or clerical services. AGB Search's comprehensive fee is payable in three approximately equal installments: at the end of month one, at the end of month three, and at the conclusion of the search.

All consultant travel-related expenses and advertising costs are billed separately on a monthly basis. We advise the university to budget $3,000 per individual candidate for travel expenses for in-person interviews. Total estimated search expenses are:

AGB Search fees (fixed) - Total Not-to Exceed	
Search fee	$70,000
Administrative and other fees	$0
Reimbursement for AGB Search expenses	
Consultant travel, food, and lodging	$10,000
Advertising – online and print	$5,000
Estimate Search Cost:	**$85,000**

OUR COMMITMENT AND GUARANTEE

We are committed to our work and guarantee its success. If the University of Guam is unable to identify a candidate of choice for the new President within the agreed-upon timeline, we will continue the search process until a successful appointment is made. Furthermore, if the candidate appointed leaves office anytime during their first year, we will return to assist in a follow-up search on an expenses-only basis.



AGB
SEARCH

Request for Proposals: RFP # P05-18

Proposal for Search Services Prepared for:

University of Guam
President Price
Proposal- Revised

November 21, 2017

ATT 3-1

To assist University of Guam's search for your new President, AGB Search will charge a comprehensive, flat fee of $67,500.

AGB Search does not utilize subcontractors to perform its executive search services.

There is no additional fee for administration, research, background checks for finalists, or clerical services. AGB Search's comprehensive fee is payable in three approximately equal installments: at the end of month one, at the end of month three, and at the conclusion of the search.

All consultant travel-related expenses, assuming one in-person meeting, and advertising costs are billed separately on a monthly basis. We advise the university to budget $3,000 per individual candidate for travel expenses for in-person interviews. Total estimated search expenses are:

AGB Search fees (fixed) - Total Not-to Exceed	
Search fee	$67,500
Administrative and other fees	$0
Reimbursement for AGB Search expenses	
Consultant travel, food, and lodging	$5,000
Advertising – online and print	$5,000
Estimate Search Cost:	**$77,500**

OUR COMMITMENT AND GUARANTEE

We are committed to our work and guarantee its success. If the University of Guam is unable to identify a candidate of choice for the new President within the agreed-upon timeline, we will continue the search process until a successful appointment is made. Furthermore, if the candidate appointed leaves office anytime during their first year, we will return to assist in a follow-up search on an expenses-only basis.

Chairperson Elizabeth Gayle will adjourn the meeting.