Speaker's Office <speaker@guamlegislature.org>

GCC Board Reporting Requirement - October 2019

Speaker's Office <speaker@guamlegislature.org>
To: Clerks Office <clerks@guamlegislature.org>
Cc: Rennae Meno <rennae@guamlegislature.org>
Bcc: Tina Muna Barnes <tinamunabarnes@gmail.com>

Tue, Oct 22, 2019 at 10:03 AM

10-22-19	5:11 PM	10-21-19	Guam Community College Boards and Commissions Reporting Requirements - October 2019.*	Guam Community College	35GL-19-1138

35GL-19-1138
Speaker Tina Rose Muña Barnes

OCT 2 2 2019
Time 5:11 ( )AM ( )PM
Received By

Sinseru yan Minagâhet,

Office of the Speaker • Tina Rose Muña Barnes
Committee on Public Accountability, Human Resources & the Guam Buildup

35th Guam Legislature
I Mina'trentai Singko na Liheslaturan Guåhan

Guam Congress Building | 163 Chalan Santo Papa | Hagatna, GU 96910
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Gumai pribilchu yan konfedensia este siha na mensåhi. Solo espesiåtmente para hågu ma entensioña pat ma aturisa para unrisibi. Sen prubidu kumu ti un ma aturisa para manribisa, na'setbe, pat mandespåtcha. Yanggen lachi rinisibu-mu nu este na mensåhi , put fabot ago' guatu gi I numa'huyong gi as speaker@guamlegislature.org yan despues destrosa todu siha I kopian mensåhi. Si Yu'os ma'åse'.

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2 attachments

10.4.19.Speaker's letter re Reporting Requirement.pdf
31K

10.5.2019.BOT mtg.signed.pdf
968K

2019 OCT 22 AM 10:06

1138

GUAMCOMMUNITYCOLLEGE

OFFICE OF THE PRESIDENT
Mary A.Y. Okada, Ed.D.

October 4, 2019

The Honorable Tina Muña Barnes
Speaker, 35th Guam Legislature
163 Chalan Santo Papa
Hagåtña, Guam 96910
(via email: speaker@guamlegislature.org)

Re: Boards & Commissions Reporting Requirements – October 2019

Dear Speaker Muña Barnes:

Transmitted herewith is the reporting requirements for Boards and Commissions pursuant to 5 GCA, Chapter 8, §8113.1 regarding the Guam Community College Board of Trustees meeting of October 4, 2019.

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

Senseramente,

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

Attachment

GUAM COMMUNITY COLLEGE BOARD OF TRUSTEES
Monthly Meeting – Friday, October 4, 2019, 12:00 p.m.
President's Conference Room, Building 2000

AGENDA

I. CALL TO ORDER

1. Roll Call
2. Recital of Mission Statement

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

II. APPROVAL OF MINUTES

1. Monthly Meeting of August 9, 2019

III. COMMUNICATIONS

IV. PUBLIC DISCUSSION

V. REPORTS

1. *President's Report*:
   - Financial Status of the College
   - Capital Improvement Projects (CIP)
2. *Monthly Activities Reports:*
   - Student Trustee
   - Faculty Advisory Member
   - Support Staff Advisory Member
3. *Board of Trustees Community Outreach Report*

VI. UNFINISHED BUSINESS

1. Construction Projects Updates
   - Building 100 and Forensic Lab
   - Building 300
   - Wellness Center
   - Building B

VII. NEW BUSINESS

1. 2020-2026 Institutional Strategic Master Plan (ISMP)
2. 2019-2020 BOT Fiscal Calendar
3. President's Travel Request (October-November 2019)

VIII. EXECUTIVE SESSION

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

IX. ADJOURNMENT

GUAM COMMUNITY COLLEGE
Board of Trustees
Monthly Meeting of August 9, 2019

Minutes

I. CALL TO ORDER. The monthly meeting of the GCC Board of Trustees held on August 9, 2019, was called to order at 12:00 p.m., by Chairperson Frank P. Arriola in the President's Conference Room located at the Student Services & Administration Building in Mangilao, Guam.

1. Roll Call. Trustees Present: Mr. Frank P. Arriola, Chairperson; Mr. Richard P. Sablan, Vice Chairperson; Mr. Eloy P. Hara, Treasurer; Ms. Rozene Pecson, Student Trustee. **Other members**: Mr. Carlo Leon Guerrero (off-island); Ms. Deborah C. Belanger (schedule conflict); Gina Ramos, Secretary (schedule conflict).

Others in attendance: Dr. Mary A.Y. Okada, President; Mr. Carl Torres, Faculty Advisory Member; Mr. Kenneth Bautista, Staff Advisory Member; Dr. Ray Somera, Vice President, Academics Affairs Division; Dr. Virginia Tudela, Dean, TPS; Ms. Doris Perez, Assistant Director, Planning and Development; Mr. John Dela Rosa, Assistant Director, Communications and Promotions; Attorney Rebecca Wrightson.

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

II. APPROVAL OF MINUTES – July 9, 2019

MOTION

IT WAS MOVED BY TRUSTEE ELOY HARA, AND SECONDED BY TRUSTEE RICHARD SABLAN, THAT THE BOARD APPROVE THE MEETING MINUTES OF JULY 9, 2019, WITH CORRECTIONS. NONE OPPOSED, MOTION CARRIED. (Voting: 4 ayes, 0 nays)

III. COMMUNICATIONS – None.

At this time the President announced Mr. John Dela Rosa as the Assistant Director for Communications and Promotions.

IV. PUBLIC DISCUSSION – No request.

V. REPORTS

1. President's Report: President Okada reported on the following:
Financial Status: The President provided the Board with a current financial status of the College as follows:

FY2019: As of year to date, the total funds the College received is $12,788,465 from the General Fund for the current fiscal year. Breakdown is $11,500,000 from the General Fund; $500,000 for the LPN/Vocational Guidance; $133,000 for the General Fund Apprenticeship program; $403,000 for MDF; and $24,154 for TAF; $200,000 from the First Generation Trust Initiative but this will be adjusted based on a directive by BBMR in order to restore the Capital Improvement Funds for the College. Based on the allotment schedule, the College received 72% of its allotments. Based on the total appropriations for the year, the College has received 80% and continues to receive its allotments on a weekly basis.

As reported during the last meeting, there is still a $2.5 million reserve and the College has requested for DOA to get it released. The President will be meeting with Mr. Edward Birn from DOA regarding this.

Capital Improvement Projects and other activities:

Twenty-three (23) Faculty and Administrators were certified as Work Ethics Trainers. The College will be rolling this out as a National Certification for employers, GCC students and GCC employees. The first cohort that has been trained are the twenty-one (21) students in the Transportation Boot Camp.

There is a collaborative project with the FBI for training opportunities for law enforcement in the Pacific Region. There will be a grant prepared for an assessment for this project.

The 2019 Fall Convocation is scheduled on Monday, August 12, 2019 in the MPA at 4:00 p.m. An Agenda was provided to the Board.

Beginning this semester the GCC Bookstore will be piloting the Cengage Unlimited Book Access. Students will have 100 access codes to over 20,000 book titles online for a one-time fee. A student survey at the Bookstore will be conducted regarding this project in anticipation of increasing the access codes.

A Truck Driving Boot Camp will begin later this month to run for twelve weeks for individuals with a "C" Class License. This program will include the work ethics training, Basic CPR/First-Aid, a National Career Readiness Certificate and OSHA 10 training. A flyer is currently being circulated. Drug testing for the students is also conducted as part of the screening requirement.

GCC was awarded an apprenticeship grant through the U.S. Department of Labor. This grant was given to the American Association of Community Colleges (AACC) for the Expanding Community College Apprenticeships grant for $150,000 for a three-year period. This grant is for the College to increase the number of apprentices in Allied Health, Hospitality & Tourism, Construction, and Electronics (Telecom). Mr. Melvin Cruz from CEWD is the project director for this grant to begin this academic year.

Through assessments and funding being identified, a second Transportation Boot Camp is slated for mid-September 2019 for another 12-week program.

The first cohort for the Transportation Boot Camp will have a completion ceremony on August 16, 2019. Students in the first cohort were interviewed and selected by the employer and were informed after completion they will go straight into the Apprenticeship program and all will be employed by Cabras Marine.

This summer, the College was able to share the same model of the Construction Trade Boot Camp to students at the College of the Marshall Islands. Seven students were hired and are undergoing

internships. Two GCC faculty members were sent to the Marshall Islands to introduce the formula for this program.
The GCC Criminal Justice program has collaborated with the Guam Police Department for a Neighborhood Watch Program Summit on Saturday, August 17, 2019 on campus. The village mayors will be involved on how to execute a successful neighborhood watch program.

2. Monthly Activities Report.

Student Trustee: Trustee Rozene Pecson reported the following:
6/30/19: Student Trustee along with some of the COPSA members attended the UOG Founder's Day brunch at the Hyatt.
8/9/19: Today is the last day to register for the 2019 Fall semester and to make arrangements for payment plans, or last minute payments.
Fall semester begins next week with 8/14/19 as the first day of classes.
8/12/19, 4:00 p.m.-6:00 p.m. is the Fall Convocation and the Student Trustee will be attending.
8/13/19: As last reported, a Student Orientation is scheduled at 9:00 a.m. for students with last names from A-L; and at 1:00 p.m. for students from M-Z. A campus tour is scheduled afterwards.
8/30/19: Student Organization Officer & Advisor Induction Ceremony & Training, plus the COPSA General Membership meeting.

Faculty Advisory Member: Mr. Carl Torres mentioned there was nothing to report at this time but faculty are excited to come back to begin the new academic year. Also, to work with the administration and support staff and looking forward to a successful year.

Support Staff Advisory Member: Mr. Kenneth Bautista reported the following:
Support staff are busy preparing for the new academic year, getting the classrooms ready, plus assisting students with registration and looking forward to the new academic year. Also, mentioned is the Fall Convocation is Monday, August 12, 2019.

Board of Trustees Community Outreach Report.
8/8/19: Trustee Hara attended the Take Care $100,000 check presentation in Tamuning.
July 2019: Trustee Hara attended the Joint Region Marianas change of command ceremony.
July 2019: Trustee Arriola reported he attended the 2019 Pacific Games as the coach for the Guam Judo Team, which Guam won its first gold medal.

VI. UNFINISHED BUSINESS

1. Construction Projects Updates. President Okada reported on the following:

Bldg. 100. This project is near completion and the ribbon cutting is scheduled for 10:00 a.m., Friday, September 6, 2019, however, there are a few pending items that has to be done by the contractor. After the ribbon cutting ceremony, the furniture, equipment and telephone lines will be set up. Anticipate a week later for faculty to move into their respective offices.

Forensic Lab/DNA Building. This project has been awarded to BME & Sons and has been working on the building permits; the pre-construction meeting was held; received assistance from the Governor's office for the contractor to obtain his contractor's license due to an unforeseen delay; the College provided the contractor authorization to set up the water and power; in order to proceed with the construction, a Section 106 clearance is needed and research is currently being conducted with the Guam State Historic Preservation Office regarding trees onsite; and as soon as a groundbreaking date is confirmed, invites will be issued.

Building 300. Work on this project is approximately 13% complete. Site inspection has already been conducted by FEMA and based on assessments there should be no issues in meeting the FEMA funding deadline of December 2019.

Wellness Center. The President will meet with Ms. Lorraine Okada, Foundation Chairwoman, regarding one document pending for the Foundation Board attorney to complete the pre-application for the USDA loan packet for this project. Once this goes through, this project will be ready to go out to bid.

Building B. The President presented the Board with a copy of the plan for this project and also informed the Board that there is an opportunity to get funding for this. The President will be meeting with the Administration to find out if they are able to support this project.

This is currently a one-story facility which is the entry point to the campus at Student Support. The renovation will be a two-story facility with the Student Success Center/Computer Lab on the second floor. This building will highlight the entrance to the campus.

VII. NEW BUSINESS.

1. President's Travel Request (September 2019). The President informed the Board of the following travel request:

1. REL Pacific Governing Board Meeting, September 24-25, 2019, American Samoa, 100% REL paid.
2. PPEC Fall meeting, September 26, 2019, 50% PPEC paid.

The following motion was then made:

MOTION

IT WAS MOVED BY TRUSTEE RICHARD SABLAN, SECONDED BY TRUSTEE ELOY HARA, THAT THE BOARD APPROVE THE PRESIDENT'S TRAVEL REQUEST FOR SEPTEMBER 2019. NONE OPPOSED, MOTION CARRIED. (Voting: 4 ayes, 0 nays)

At 12:30 p.m., the meeting convened into Executive Session.

VIII. EXECUTIVE SESSION

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

At 1:10 p.m., the meeting reconvened to open session.

At this time, a motion was made to accept the President's report, as follows:

MOTION

IT WAS MOVED BY TRUSTEE RICHARD SABLAN, SECONDED BY TRUSTEE ELOY HARA, THAT THE PRESIDENT'S REPORT BE ACCEPTED. NONE OPPOSED, MOTION CARRIED. (Voting: 4 ayes, 0 nays)

IX. ADJOURNMENT. A motion was made to adjourn the meeting, as follows:

MOTION

IT WAS MOVED BY TRUSTEE RICHARD SABLAN, SECONDED BY TRUSTEE ELOY HARA THAT THE MEETING OF AUGUST 9, 2019, BE ADJOURNED. NONE OPPOSED, MOTION CARRIED. (Voting: 4 ayes, 0 nays)

There being no further discussion, the meeting of August 9, 2019, adjourned at 1:10 p.m.

SUBMITTED BY:

Bertha M. Guerrero OCT 0 4 2019

BERTHA M. GUERRERO
Recording Secretary

ATTESTED BY:

OCT 0 4 2019

GINA Y. RAMOS
Secretary

APPROVED BY:

OCT 0 4 2019

FRANK P. ARRIOLA
Chairperson

GUAM **COMMUNITY** COLLEGE

Institutional Strategic Master Plan 2020-2026

GUAM**COMMUNITY**COLLEGE









Presented September 2019

Planning & Development Department
Office of Sustainability

APPROVED OCTOBER 4, 2019 BOARD OF TRUSTEES MEETING

Doc. No. 35GL-19-1138.*

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GOAL 5: Modernizing and Expanding Infrastructure and Technology

Overview

Mission

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

Sinangan Misión (CHamoru Translation)

Guiya i Kulehon Kumunidåt Guåhan, i mås takhilo' gi mama'nå'guen fina'che'cho' yan i teknikåt na kinahulo' i manfáfa'cho'cho' yan ma na'guáguaha etmas takhilo' yan maolek na tiningo' yan fina'nå'gue nu i gaibali para i estudiante siha gi iya Maikronesiha.

Vision

Guam Community College will be the premier educational institution for providing globally recognized educational and workforce development programs.



Message from the President

Hafa adai my GCC family,



It continues to be a very progressive and exciting time for the college. With the revitalization and continuous improvements made on our campus facilities to the enhancements and additions made to our academic programs, we continue to stride forward in these changing times. GCC's 18th consecutive clean audit as reported by the Office of Public Accountability and the college's recent approved accreditation for the maximum seven (7) years is evidence of your hard work and commitment in providing the highest quality, student-centered education and job training for Micronesia.

As we close-out our 2014-2020 Institutional Strategic Master Plan, I want to commend all those who have helped us reach our goals and successfully carry out the initiatives in the previous ISMP. Our strategic plans have helped guide us through these ever-changing and challenging academic times, to ensure that we get to our destination as the premier educational institution for providing globally recognized educational and workforce development programs.

With the launch of the 2020-2026 ISMP, we can continue to steer the college in the right path. What makes this Strategic Plan special, is that the goals and objectives that were created are abstracts resulting from our collective thoughts and input as in institution. From our students, staff, faculty, administrators and industry partners; you have all played a role in the creation of this vital plan. We are confident that our GCC team will continue to move the college forward in carrying out our mission while continuing to grow with us.

Sincerely,

Mary A.Y. Okada

Mary A.Y. Okada, Ed.D.
President, Guam Community College

Message from the Board of Trustees



Hafa adai GCC family,

After several months of comprehensive brainstorming and planning of GCC's 2020-2026 Institutional Strategic Master Plan (ISMP), we present to you the final version of this vital and exciting document. The Institution has undergone a thorough process that ensured the involvement and participation of all sectors of the college in identifying key goals and objectives that will pave the way for GCC for the next seven (7) years.

Through the facilitation process provided by Souder and Betances and Associates, and the coordination from the Planning and Development's Sustainability Office; the college successfully engaged students, staff, faculty, administrators, and stakeholders in the creation of this Strategic Plan. By taking that extra step in ensuring that the institution involved all stakeholders in this process, we've allowed the college to comprehensively and strategically drive into the future as a true competitor in the academic realm. This holds true to our mission which is to provide the highest quality, student-centered education and job training for Micronesia.

We are confident that the college will carry out the necessary initiatives and specific activities that support our new goals and objectives. The future has always been bright for GCC, and with the official launch of the 2020-2026 ISMP we can continue to steer in the right direction as the top community college in the region.

On behalf of the GCC Board of Trustees, I want to thank all those who were involved in this process; moreover, I want to commend the college for their continued hard work and commitment to the institution's overall success.

Sincerely,

Frank Arriola
BOT Chairperson

Brief History of GCC

Unique by its mandate, Guam Community College (GCC) was established in 1977 by Public Law 14-77 to serve both secondary and postsecondary students. The main GCC campus is located on a 32.7 acre site in the central part of the island in the village of Mangilao. GCC is the only community college on Guam, which is its primary service area. The College enjoys an excellent reputation for providing quality career and technical education programs. These services are rendered to a diverse population of students from throughout the Western Pacific and beyond. GCC offers twenty-three (23) associate degree or two-year programs, and eighteen (18) certificate or one-year programs. GCC also offers a U.S. Department of Labor approved Apprenticeship program in conjunction with over 50 island employers with about 429 apprentices - currently enrolled in the program. Additionally, GCC offers the following Adult Education programs: Adult High School, two high school equivalency tests (GED® and HiSet®), English as a Second Language, and Adult Basic Education (Basic Literacy Skills and Family Literacy).

GCC also plays a significant role in the six island public high schools, where it offers career and technical education programs in Tourism: Lodging Management Program and Prostart, Marketing, Visual Communications, Health Careers and Sciences, Early Childhood Education, Construction Trades: AutoCAD and Carpentry, Electronics Technology, Automotive Services Technology, Automotive: Collision Repair and Refinishing Technology with enrolled 2,719 sophomores, juniors, and seniors in AY17-18. Enrollment in this high-school based program has steadily increased in the past several years. GCC's Dual Credit Articulated Programs of Study (DCAPS) offers the opportunity to earn seven (7) to nineteen (19) entry-level college credits in the corresponding postsecondary programs at GCC to students who are enrolled in these CTE programs from their sophomore through senior years and who have earned a grade of "B" or better for all three years. In effect, the DCAPS creates a direct pathway to Guam Community College for Guam's public high school students. GCC's Dual Enrollment Accelerated Learning (DEAL) program allows eligible students to enroll in college courses concurrently with high school classes and to receive both high school and college credit simultaneously. GCC has DEAL program agreements with Guam's five public high schools, with Father Duenas Memorial School, Notre Dame High School, and with the Home School Association of Guam.

Guam Community College is accredited by the Accrediting Commission for Community and Junior Colleges (ACCJC), Western Association of Schools and Colleges (WASC). GCC is also a member of the Pacific Postsecondary Education Council, which is a consortium of presidents and chancellors of higher education instructions in the U.S. and U.S. affiliated Pacific Islands.

Since the Institution's full accreditation with the Accrediting Commission for Community and Junior Colleges (ACCJC), GCC credits and some entire programs will articulate, or transfer to other accredited postsecondary institutions. These articulation agreements offer GCC students a way in which to expand and enrich their postsecondary educational experience.



Then and Now Photos of GCC's Culinary Arts and Automotive Programs



A night photo taken of GCC's Student Center and Learning Resource Center

Planning Process of ISMP 2020-2026

On June 15, 2018, GCC was awarded a full seven-year accreditation for the period 2019-2025 – the longest period possible for a community college by the Accrediting Commission for Community and Junior Colleges (ACCJC), the Western Association of Schools and Colleges (WASC). This presented an ideal opportunity to align the Strategic Planning process with the newly awarded accreditation period. Hence, planning commenced for a seven-year Institutional Strategic Master Plan (ISMP).



As consultant partners for GCC's ongoing transformational journey, Drs. Laura M. Torres Souder and Samuel Betances, were engaged to facilitate the planning process using the Transformation framework of co-creative participation of all stakeholders. This "home-grown" organic approach sought to harvest the contributions of leaders and managers, support staff, faculty, students and industry partners in envisioning the way ahead. Numerous meetings with stakeholder groups throughout the fall of 2018 and spring of 2019 yielded an abundance of ideas that were shaped into Goals and Objectives. This foundation is meant to guide the development of annual Initiatives and Activities that programs, departments and units within the GCC community would plan and implement for the next seven years. Planning meetings included extensive engagement by a core team comprised of representatives from all the stakeholder groups. The core team met regularly to refine the feedback collected from the 2018 College Assembly, Industry Partners Forum, and comprehensive discussions on the way ahead with student leaders representing all the student-based organizations on campus.

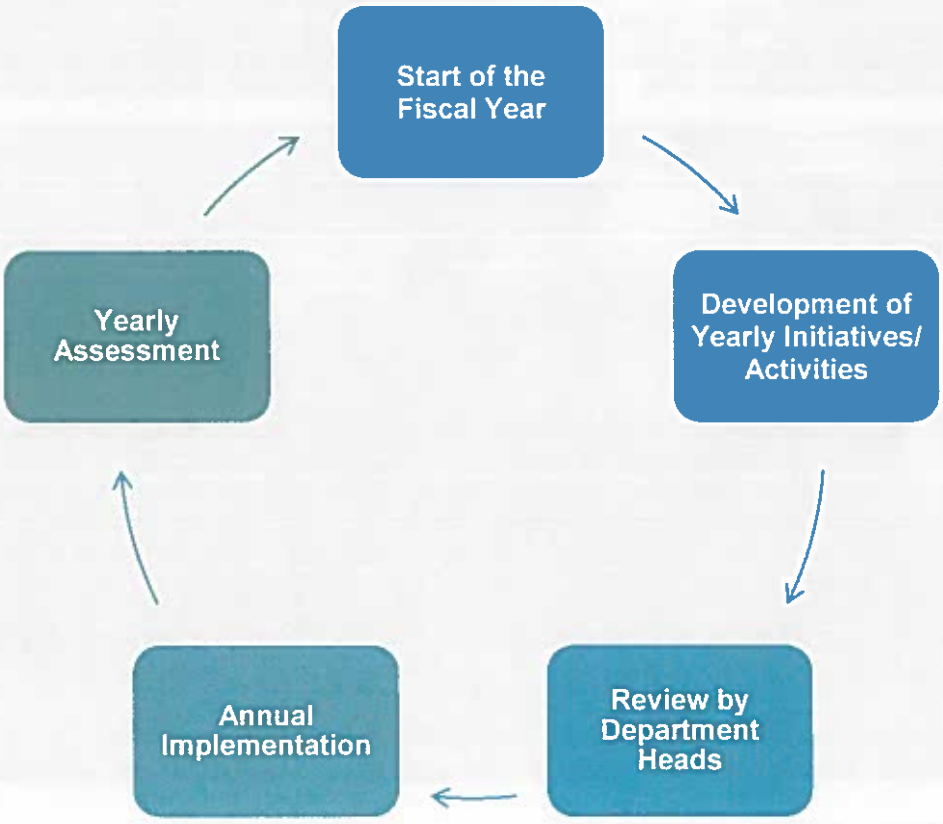
The formal planning process was kicked-off on August 13, 2018 during the 2018 Fall Convocation: Beyond Accreditation: Strategic Thinking for 2025. Brainstorming sessions on goal formation followed on October 9 and October 30, 2018 with key leaders of the College. On November 6, 2018, during the 2018 Fall College Assembly "Envisioning GCC's Future by Design" Drs. Souder and Betances conducted a critical part of the planning activity entitled, "Imagining GCC in 2026: Planning Framework and Thematic Categories". Small groups of administrators, faculty and staff engaged in intensive brainstorming related to developing objective statements for the following goals:

Goal 1: Advancing Workforce Development and Training
Goal 2: Fostering 100% Student-Centered Success
Goal 3: Leveraging Transformational Engagement and Training
Goal 4: Optimizing Resources
Goal 5: Modernizing and Expanding Infrastructure and Technology

The core team reconvened after the 2018 College Assembly to organize and integrate the feedback received. The Student Focus Groups held on December 14, 2018 and January 18, 2019 and the Industry Partners' Forum on January 24, 2019 completed the brainstorming activities designed to maximize the gathering of input from stakeholders. This planning document reflects the voices and contributions of all who participated.

Implementation Report on the ISMP 2020-2026

The Planning and Development Department, in conjunction with the Sustainability Office, is charged with the responsibility of tracking and monitoring the implementation of each of the five (5) primary goals and the expected outcomes under each goal. This will be accomplished through the completion of a yearly **Implementation Report** that will update activities tied to specific objectives under each goal. An Implementation Report template will be developed to synthesize progress on the activities that will be implemented to realize the goals outlined in the Strategic Plan 2020-2026. Finally, the assessment of all pertinent activities will occur at the end of each calendar year for the entire life of the plan to ensure that the college is on track to accomplish its strategic goals and outcomes.







2020-2026 ISMP Planning Session

Guam Community College

Institutional Strategic Master Plan 2020-2026 Timeline



DATE	ISMP Event
August 13, 2018	Formal planning process began at the 2018 Fall Convocation: Beyond Accreditation, Strategic Thinking for 2025. In attendance were GCC Faculty, Staff, and Administrators. The Planning and Development Team presented "Closing the Loop of the ISMP 2014-2020". Location: Multi-Purpose Auditorium / Time: 8:00am to 5:00pm
October 9, 2018	First Brainstorming Session with Key Leaders (15 present) Location: Learning Resource Center / Time: 9:00am to 12 noon
October 30, 2018	Second Brainstorming Session with Key Leaders (16 present) Location: Learning Resource Center / Time: 9:00am to 12noon
November 6, 2018	Fall 2018 College Assembly "Envisioning GCC's Future by Design with the planning activity "Imagining GCC in 2026: Planning Framework and Thematic Categories" that grouped the Administrators, Faculty, and Staff into 15 different Marianas Islands representing each a goal. (214 present) Location: Multi-Purpose Auditorium / Time: 8:00am to 1:00pm
December 14, 2028	First Reconvening Session with Key Team Leaders (13 present) Location: Learning Resource Center / Time: 3:00pm to 5:00pm
January 18, 2019	Student Focus Group with GCC Student Organization Leaders (22 present) Location: Room 5108 / Time: 1:00pm to 4:00pm
January 24, 2019	Industry Partners Stakeholder's Session (41 present) Location: Multi-Purpose Auditorium / Time: 7:00am to 9:00am
January 28, 2019	Second Reconvening Session (19 present) Location: Room C-1 / Time: 3:00am to 5:00pm
February 18, 2019	Third Reconvening Session (15 present) Location: Room 5108 / Time: 3:00am to 5:00pm
February 25, 2019	Planning & Development Team meets with President for Goals revisions (3 present) Location: President's Conference Room / Time: 3:00am to 4:00pm
February 26- March 7, 2019	Each Theme Focus Groups Gathered to finalize sections Location: GCC Campus / Time: Varied upon each group
March 8, 2019	Fourth Reconvening Session (12 Present) Location: Learning Resource Center / Time: 3:00pm to 5:00pm
March 11-22, 2019	Revisions of the document made between the President, the Contractor, and the Planning & Development Team.
March 25, 2019	Final Reconvening Session of review for Edits with Key Team Leaders (14 present) Location: Learning Resource Center / Time: 9:00am to 11:00am
May 2019	ISMP presented to the Board of Trustees for approval. Location: / Time: To Be Determined

GCC'S TRANSFORMATION BLUEPRINT

Goal 1: Advancing Workforce Development and Training

Expanding our partnerships and regularly updating our curriculum offerings and certifications is of paramount importance to meeting the training needs of our current and future workforce. Paying close attention to market trends and working closely with industry partners to fulfill their ever-changing labor force requirements ensures that our programs are aligned with the human capital demands of 21st century industries. This has a direct impact on the employability of our students once they complete either degree or certificate programs at GCC.

In addition, having technology-driven, innovative and comprehensive work experience/practicums will increase the career-readiness of our students. GCC aims to promote student participation at all levels– secondary, postsecondary and adult education - in these work experience opportunities, internships, practicums and apprenticeships. To ensure that the college provides programs that continue to boost student success in the economy, it will invest in long range, innovative and sustainable programs and training to support the local and regional workforce.

GCC is committed to anticipating the future and striving to stay ahead of the curve through cutting-edge strategies and relevant programming. As such, GCC hopes to establish a service reputation built on quality, innovation and trust in the region and internationally. It is GCC's intent to ensure that Industry partners and businesses recognize GCC as the leader in workforce development, where our students have the requisite knowledge and skills aligned with industry recognized standards. Our students must continually be equipped with the knowledge, technical skills and soft-skills that are vital to the labor market.

Objective 1.1 Respond to local and regional occupational needs

Objective 1.2 Cultivate meaningful partnerships

GOAL 2: Fostering 100% Student-Centered Success

Most important to GCC is student success. It reflects our commitment to our students from the start of their career and technical education, to their securing of a job, and to their development as lifelong learners. In order to continue to be a leader in career and technical workforce development, GCC must enhance the capacity of its employees and ensure that its curriculum and training programs are current and aligned with industry needs, standards, and practices.

Helping to secure our students on a success-trajectory from the moment they become a part of our Institution to their completion of an adult education diploma or its equivalency, a program, certificate or degree is critical to GCC's viability. Being able to provide essential support services through counseling, advisement, tutoring, mentoring or providing access to technology makes a major difference in whether or not a student persists and thrives.

Exploring options to decrease the amount of time it takes for students to complete their program of study/training and to increase completion rates is also a priority. It is GCC's intention to offer flexible opportunities and innovative strategies to meet students' needs while continuing to provide quality education and job training.

To alleviate some of the barriers that students experience, GCC will enhance and strengthen its wraparound services to ensure that all students become aware of and take advantage of opportunities available to them which can clearly optimize their chances of success.

Objective 2.1	**Enhance the professional development process for all employees**
Objective 2.2	**Implement innovative strategies and practice flexibility in meeting student needs**
Objective 2.3	**Integrate and enhance wraparound services**

GOAL 3: Leveraging Transformational Engagement and Governance

GCC is committed to a policy of participatory governance wherein all stakeholders have opportunities to share recommendations, actively participate in discussions and planning, and freely voice concerns in open dialogue.

Engaging each constituent group in the planning and decision-making processes is important to the success of the institution and the students we serve. Mechanisms exist for participation through a wide-range of committees. The College aims to improve stakeholder engagement and leverage participation as a vital asset to mission accomplishment.

The planning process was a clear demonstration of leveraging transformational engagement as an effective strategy. Increasing participation can result in the most effective and successful outcomes for the college community. GCC will utilize effective strategies, methods and technologies to increase genuine involvement in governance and other essential processes.

Additionally, GCC intends to establish an organizational culture that fosters respect and civic responsibility towards the protection and stewardship of our natural environment. By engaging our college community through education and awareness we can facilitate sustainable and responsible development throughout the region.

Objective 3.1	Strengthen stakeholder opportunities to engage in the transformational process, governance and institutional decision making
Objective 3.2	Foster an organizational culture that empowers and facilitates transformational engagement and rewards collaboration

GOAL 4: Optimizing Resources

To continue to be financially and operationally sustainable, GCC will need to diversify revenue streams to support its programs and provide employees opportunities for growth.

GCC will generate more revenue by focusing on creative and collaborative ways to expand our fiscal and human resources. Plans to increase student enrollment, while reducing costs to the college, can be a challenge as we face economic changes. By exploring resources with public and private partnerships, we can achieve financial security in various areas. Robust programs that offer timely, relevant workforce development will ensure increased enrollment, capital improvement and an expanded footprint.

GCC's commitment to building internal capacity through employee professional development will ultimately strengthen institutional capability to meet the demands of an evolving workforce. GCC will invest in internal talent as a way of filling critical positions, ensuring stability, and encouraging loyalty to the organization.

GCC's success in the future will be determined by its ability to harness the productivity and ingenuity of its human resources, grow capacity and sustain fiscal stability at a time when resources are increasingly tied to rates of completion. Utilizing both fiscal and human capital strategically is key.

Objective 4.1 Diversify revenue streams

Objective 4.2 Integrate Return on Investment (ROI) and Total Cost of Ownership (TCO)

Objective 4.3 Provide employee professional development

Objective 4.4 Develop and implement succession planning

Objective 4.5 Cultivate team building

GOAL 5: Modernizing and Expanding Infrastructure and Technology

GCC recognizes the challenges many of our students face in their everyday lives. By expanding our educational footprint and leveraging technology, we provide an effective means for our students to meet their educational goals. This will also increase access to education for populations that are underserved in the community.

We will provide the 21st century student with the opportunity to enroll in and complete programs through multiple teaching platforms such as traditional, online, hybrid, web-enhanced, etc. In addition, we will strive to provide student accessibility to resources in their home villages or at work sites. With increased enrollment and utilization of technology, GCC will be able to expand its programmatic offerings.

To support student success, GCC will provide opportunities to link students with modernized technology and effective instruction that will aid and empower them to take control of their education.

GCC will also strive to remove barriers to student learning - the lack of transportation, scheduling conflicts or limited class offerings, etc. - so that students can have reliable access to courses and programs they need.

Objective 5.1 Expand educational footprint

Objective 5.2 Ensure robust technology

Objective 5.3 Provide access to sustainable facilities

GUAM COMMUNITY COLLEGE
Board of Trustees
Annual Fiscal Year Calendar, October 2019 thru September 2020

Approved by GCC Board of Trustees: October 4, 2019

OCTOBER 2019	NOVEMBER 2019	DECEMBER 2019	JANUARY 2020
4- Fri., BOT monthly meeting (12pm) campus 14- Mon., **COLLEGE ASSEMBLY, MPA, 8am-5pm** 18- Fri., Foundation Board of Governors mtg., 12pm, GCC campus **-ACCT Leadership Congress, San Francisco, CA, October 16-19, 2019** **Reports Due:** BOT CHAIR Quarterly BOT Attendance Report to Governor (Per 5GCA §43107) BOT Reporting requirement re meetings to OPA, Legislature & Governor, Public Law#31-233 PRESIDENT: Quarterly Report to the Public Auditor & Legislative Speaker containing full disclosure of ALL funds under his/her purview and administration for the preceding quarter. Quarterly Report on status of MDF to BOT, AA Council, Legislature. (22GCA, Chapter 7, §7120.2) **OCT./NOV. 2019 BOT POLICY REVIEW FOR SERIES 100-150**	08- Fri., BOT monthly meeting (12pm) 22- Fri., Foundation Board of Governors mtg., 12pm, GCC campus **TBA- Sat., -Board of Trustees / Foundation Board Annual Meeting (Joint Boards Retreat Per Board Bylaws, Article III, Section 1)** **Reports Due:** BOT CHAIR BOT Reporting requirement re meetings to OPA, Legislature & Governor, Public Law#31-233 **Reminder: BOT Election, December 2019** **OCT./NOV. 2019 BOT POLICY REVIEW FOR SERIES 100-150**	06- Thurs., BOT monthly meeting (12pm) **BOT ELECTION** 18- Wed., Foundation Board of Governors mtg., 12pm, GCC campus **Reports Due:** BOT CHAIR BOT Reporting requirement re meetings to OPA, Legislature & Governor, Public Law#31-233 PRESIDENT: 31- GCC= Annual Report to the Governor (*update BOT training) *Public Law #32-031-Boards and Commissions Educational Programs, 5GCA, §43116(d): Continuing Education for Board and Commission Members. Each year, the members of each board and commission *shall*, as a form of continuing education, complete the applicable educational program for the board or commission on which they serve. **Reminder: BOT Election, 2019** **DEC. 2019/JAN. 2020 BOT POLICY REVIEW FOR SERIES 155-199**	10- Fri., BOT monthly meeting (12pm) 24- Fri., Foundation Board of Governors mtg., 12pm, GCC campus NOTE: (*update BOT training) BOARDS & COMMISSION EDUCATIONAL REQUIREMENT **Reports Due:** BOT CHAIR Quarterly BOT Attendance Report to Governor (Per 5GCA §43107) BOT Reporting requirement re meetings to OPA, Legislature & Governor, Public Law#31-233 PRESIDENT: Quarterly Report to the Public Auditor & Legislative Speaker containing full disclosure of ALL funds under his/her purview and administration for the preceding quarter. Quarterly Report on status of MDF to BOT, AA Council, Legislature. (22GCA, Chapter 7, §7120.2) **DEC. 2019/JAN. 2020 BOT POLICY REVIEW FOR SERIES 155-199**

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

GUAM COMMUNITY COLLEGE
Board of Trustees
Annual Fiscal Year Calendar, October 2019 thru September 2020

Approved by GCC Board of Trustees: October 4, 2019

FEBRUARY 2020	MARCH 2020	APRIL 2020	MAY 2020
07- Fri., BOT monthly meeting (12pm) 21- Fri., Foundation Board of Governors mtg., 12pm, GCC campus **Reports Due:** BOT CHAIR BOT Reporting requirement re meetings to OPA, Legislature & Governor, Public Law#31-233 BOARD: No later than the 15th of February, submittal of GCC's annual operating budget and capital improvement budgets as it finds necessary directly to the Legislature **FEB./MAR. 2020 BOT POLICY REVIEW FOR SERIES 200-228**	06- Fri., BOT monthly meeting (12pm) 20- Fri., Foundation Board of Governors mtg., 12pm, GCC campus TBA: **SPRING COLLEGE ASSEMBLY** **Reports Due:** BOT CHAIR BOT Reporting requirement re meetings to OPA, Legislature & Governor, Public Law#31-233 **FEB./MAR. 2020 BOT POLICY REVIEW FOR SERIES 200-228**	03- Fri., BOT monthly meeting (12pm) 17- Fri., Foundation Board of Governors mtg., 12pm, GCC campus *New Student Trustee elected **APRIL/MAY 2020 BOT POLICY REVIEW FOR SERIES 232-292** **Reports Due:** BOT CHAIR Quarterly BOT Attendance Report to Governor (Per 5GCA §43107) BOT Reporting requirement re meetings to OPA, Legislature & Governor, Public Law#31-233 PRESIDENT: For FY2018 - Quarterly Report to the Public Auditor & Legislative Speaker containing full disclosure of ALL funds under his/her purview and administration for the preceding quarter. Quarterly Report on status of MDF to BOT, AA Council, Legislature. (22GCA, Chapter 7, §7120.2)	01- Fri., BOT monthly meeting (12pm) (New Student Trustee sworn in) 15-Fri., GCC **COMMENCEMENT, 4:00pm.** 22- Fri., Foundation Board of Governors mtg., 12pm, GCC campus **Reports Due:** BOT CHAIR BOT Reporting requirement re meetings to OPA, Legislature & Governor, Public Law#31-233 **APRIL/MAY 2020 BOT POLICY REVIEW FOR SERIES 232-292**

*Public Law #32-031-Boards and Commissions Educational Programs, 5GCA, §43116(c) "…complete the applicable educational program within thirty (30) days of his election and qualification, or his confirmation by *I Liheslatura* to the board or commission."
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GUAM COMMUNITY COLLEGE
Board of Trustees
Annual Fiscal Year Calendar, October 2019 thru September 2020

Approved by GCC Board of Trustees: October 4, 2019

JUNE 2020	JULY 2020	AUGUST 2020	SEPTEMBER 2020
05- Fri., BOT monthly meeting (12pm) 19- Fri., Foundation Board of Governors mtg., 12pm, GCC campus **Reports Due:** BOT CHAIR BOT Reporting requirement re meetings to OPA, Legislature & Governor, Public Law#31-233 PRESIDENT: June 30th - Graduate Employment Report due re Public Law 32-181 **JUNE/JULY 2020 BOT POLICY REVIEW FOR SERIES 306-350**	10- Fri., BOT monthly meeting (12pm) 17- Fri., Foundation Board of Governors mtg., 12pm, GCC campus **Reports Due:** BOT CHAIR Quarterly BOT Attendance Report to Governor (Per 5GCA, Chapter 43, §43107) BOT Reporting requirement re meetings to OPA, Legislature & Governor, Public Law#31-233 Quarterly Report to the Public Auditor & Legislative Speaker containing full disclosure of ALL funds under his/her purview and administration for the preceding quarter. Quarterly Report on status of MDF to BOT, AA Council, Legislature. (22GCA, Chapter 7, §7120.2) **JUNE/JULY 2020 BOT POLICY REVIEW FOR SERIES 306-350**	07- Fri., BOT monthly meeting 21- Fri., Foundation Board of Governors mtg., 12pm, GCC campus **TBA- Convocation** **Reports Due:** BOT CHAIR BOT Reporting requirement re meetings to OPA, Legislature & Governor, Public Law#31-233 BOT Annual Educational Requirements, Public Law #32-031 **REMINDERS:** **TBA - GCC PAR Excellence Golf Tournament (Scheduled in Sept. or Oct. 2020)** **AUG./SEPT 2020 BOT POLICY REVIEW FOR SERIES 400-475**	04- Fri., BOT monthly meeting (12pm) 18- Fri., Foundation Board of Governors mtg., 12pm, GCC campus **Reports Due:** BOT CHAIR BOT Reporting requirement re meetings to OPA, Legislature & Governor, Public Law#31-233 **TBA: 2020 ACCT Leadership Congress (Oct. 2020)** **TBA - GCC PAR EXCELLENCE GOLF TOURNAMENT (Scheduled in Sept. or Oct. 2020)** **TBA: College Assembly AY2020-2021 for Fall & Spring** **-AUG./SEPT 2020 BOT POLICY REVIEW FOR SERIES 400-475** **-OCTOBER 2020 IS BOT POLICY REVIEW FOR SERIES 500-700**

Adopted by the GCC Board of Trustees: **Date:**

/s/ **October 4, 2019**

FRANK P. ARRIOLA, Chairperson

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

Month/Year of Review	Board Policies - Series	
October 2019-November 2019 December 2019 to vote at Board mtg.	Series 100-150	15
December 2019-January 2020 Febuary 2020 to vote at Board mtg.	Series 155-199	15
February 2020-March 2020 April 2020 to vote at Board mtg.	Series 200-228	10
April 2020-May 2020 June 2020 to vote at Board mtg.	Series 232-292	10
June 2020-July 2020 August 2020 to vote at Board mtg.	Series 306-350	10
August 2020-September 2020 October 2020 to vote at Board mtg.	Series 400-475	13
October 2020 November 2020 to vote at Board mtg.	Series 500; Series 700	6
	Total Policies for Review:	**79**

This is an anticipated timeline, subject to change

Prepared by Bertha Guerrero 9/5/2019

PRESIDENT'S TRAVEL SCHEDULE
October - November 2019

Conference Title/Sponsor	Date	Location
Commissioner Development Workshop (100% ACCJC Paid)	October 27 – November 2, 2019	Reno, NV
APAFS Fiduciary Conference ($800 reimbursement)	November 15-23, 2019	Manila, PI