clerks@guamlegislature.org

From: Committee on Rules 36GL <cor@guamlegislature.org>
Sent: Tuesday, November 22, 2022 3:47 PM
To: Clerks; Rennae Meno
Cc: Speaker Therese M. Terlaje
Subject: Messages and Communications for Doc. No. 36GL-22-2833*
Attachments: 36GL-22-2833.pdf

Håfa Adai Clerks,

Please see attached M&C Doc. No. 36GL-22-2833 for processing:

36GL-22-2833	Board and Commissions Reporting Requirements - November 2022*	Guam Community College - Office of the President

Si Yu'os Ma'åse',

COMMITTEE ON RULES

Vice Speaker Tina Rose Muña Barnes, Chairperson
36th Guam Legislature
I Mina'trentai Sais Na Liheslaturan Guåhan
Guam Congress Building | 163 Chalan Santo Papa Hågatña Guam 96910
Email: cor@guamlegislature.org

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---------- Forwarded message ---------
From: **Speaker Therese M. Terlaje** <speaker@guamlegislature.org>
Date: Tue, Nov 22, 2022 at 3:38 PM
Subject: Messages and Communications for 36GL-22-2833
To: Legislative Secretary Amanda Shelton <officeofsenatorshelton@guamlegislature.org>, Committee on Rules 36GL <cor@guamlegislature.org>

Håfa Adai,

Please see attached M&C Doc. No. 36GL-22-2833*

36GL-22-2833	Boards and Commissions Reporting Requirements - November 2022*

Please Note: Actual timestamp received is 3:22 p.m.

Si Yu'os Ma'åse',

Marie Cruz
Community Relations Liaison

Office of Speaker Therese M. Terlaje
Committee on Health, Land, Justice and Culture
I Mina'trentai Sais na Liheslaturan Guåhan
36th Guam Legislature
Guam Congress Building, 163 Chalan Santo Papa, Hagåtña, Guam 96910
T: (671) 472-3586 F: (671) 989-3590 Email: senatorterlajeguam@gmail.com
website: www.senatorterlaje.com

---------- Forwarded message ---------
From: <bertha.guerrero@guamcc.edu>
Date: Tue, Nov 22, 2022 at 3:22 PM
Subject: GCC Board Reporting Requirement - November 2022
To: Speaker Therese M. Terlaje <speaker@guamlegislature.org>

To: The Office of the Speaker

36th Guam Legislature

Hafa Adai Office of the Speaker,

Attached is the official transmittal with attachments relative to the Guam Community College Board of Trustees for the Boards and Commission reporting requirement for November 2022.

Kindly acknowledge receipt.

Si Yu'us ma'åse,

~~~Bertha

Bertha M. Guerrero, Administrative Secretary

Guam Community College

Board of Trustees I Foundation Board of Governors I Guam P.O.S.T. Commission

bertha.guerrero@guamcc.edu | www.guamcc.edu

Tel. (671)735-5638 | Fax: (671)734-1003

E-mail administered by Guam Community College

Speaker Therese M. Terlaje <speaker@guamlegislature.org>

GCC Board Reporting Requirement - November 2022

bertha.guerrero@guamcc.edu <bertha.guerrero@guamcc.edu> Tue, Nov 22, 2022 at 3:22 PM
To: "Speaker Therese M. Terlaje" <speaker@guamlegislature.org>

DOC NO. 36GL-22-2833
OFFICE OF THE SPEAKER
Therese M. Terlaje
Date: 11/22/2022
Time: 3:22 p.m.
Received: MCruz

To: The Office of the Speaker

36th Guam Legislature

Hafa Adai Office of the Speaker,

Attached is the official transmittal with attachments relative to the Guam Community College Board of Trustees for the Boards and Commission reporting requirement for November 2022.

Kindly acknowledge receipt.

COMMITTEE ON RULES
RECEIVED:
November 22, 2022
3:38 P.M.

Si Yu'us ma'åse,

~~~Bertha

Bertha M. Guerrero, Administrative Secretary

Guam Community College

Board of Trustees | Foundation Board of Governors | Guam P.O.S.T. Commission

bertha.guerrero@guamcc.edu | www.guamcc.edu

Tel. (671)735-5638 | Fax: (671)734-1003

E-mail administered by Guam Community College

2 attachments

11.10.2022 BOT Reporting Requirement.to Speaker.signed.pdf
175K

11.10.2022 BOT mtg.signed.pdf
1484K

Office of the President
Mary A.Y. Okada, Ed.D.

November 22, 2022

The Honorable Therese M. Terlaje
Speaker, 36th Guam Legislature
163 Chalan Santo Papa
Hagåtña, Guam 96910
(via email: speaker@guamlegislature.org)

Re: Boards & Commissions Reporting Requirements – November 2022

Dear Speaker Terlaje:

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 November 10, 2022.

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

Senseramente,

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

Attachments

GUAM COMMUNITY COLLEGE
BOARD OF TRUSTEES
Monthly Meeting – Thursday, November 10, 2022, 12:00 p.m.
Rm. 112, Learning Resource Center (Library), Building 4000

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 October 7, 2022

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
   - Board of Trustees Community Outreach Report

VI. UNFINISHED BUSINESS

1. Construction Projects Updates
   - Forensic Lab
   - Building 300
   - Wellness Center
   - Building B
   - Workforce Development Center
   - Student Center Concrete Canopy

VII. NEW BUSINESS

1. President's Travel Request (Fall 2022-Spring 2023)

VIII. EXECUTIVE SESSION

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

IX. ADJOURNMENT

GUAM COMMUNITY COLLEGE
Board of Trustees
Monthly Meeting of October 7, 2022

Minutes

I. CALL TO ORDER. The monthly meeting of the GCC Board of Trustees held October 7, 2022, was called to order at 12:04 p.m., by Vice Chairperson Carlo Leon Guerrero in Room 112 located at the Guam Community College Learning Resource Center (Library) in Mangilao, Guam.

1. Roll Call. Trustees Present: Mr. Carlo Leon Guerrero, Vice Chairperson; Ms. Rose P. Grino, Secretary; Richard P. Sablan, Treasurer; Mr. Eloy P. Hara; and Mr. Kenly Magwili, Student Trustee. Mr. Frank P. Arriola, Chairperson (schedule conflict).

Others in attendance: Dr. Mary A.Y. Okada, President; Dr. Virginia C. Tudela, Vice President, Academic Affairs Division; Ms. Rodalyn Gerardo, Vice President, Finance & Administration; Ms. Pilar Williams, Dean, TPS; Dr. Michael Chan, Dean, TSS; Dr. Julie Ulloa-Heath, Assistant Director, Planning & Development; Ms. Simone Bollinger, Faculty Advisory Member; Mr. Kenneth Bautista, Support Staff Advisory Member; 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 – September 9, 2022**.**

MOTION

IT WAS MOVED BY TRUSTEE ELOY P. HARA, AND SECONDED BY TRUSTEE ROSE P. GRINO, THAT THE BOARD APPROVES THE MEETING MINUTES OF SEPTEMBER 9, 2022, WITH CORRECTIONS. NONE OPPOSED, MOTION CARRIED. (Voting: 5 ayes, 0 nays)

III. COMMUNICATIONS. None.

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:

FY2022: All funds appropriated for the College for FY2022 has been received, which is 100%.
FY2023: To date, for FY2023, the College has received $307,775.00 for the General Fund; $5,548.00 for the POST Commission; and $15,384.00 for the First-Generation Trust Fund Initiative.

Capital Improvement Projects and other activities: The following is a report from the President.

One of the 2021 CIP projects that is outstanding is a one 10 ton air-conditioning unit, pending installation; the emergency generator for Building 2000 is 36% complete and pending the second compaction test for the concrete footing; the campus underground water leak detection is done and repairs are next; the barrel vault building canopy from Building A to Building 5000 is on hold due to the estimated cost exceeding the amount anticipated but once additional funds are identified the project will restart; the College is considering a FEMA grant for the refurbishment of Building 900; the 30,000 gallon water tank refurbishment project is now complete and the final invoice has been processed closing out this project; 25 benches were procured with CARES funding to support social distancing for students and are located near the Student Center and in the PV walkways; still working on the Culinary and Baking Center design and will proceed with the bid once complete.

Other activities:
Inquiries from GMH and Public Health relating to Medical Interpreting and is a project currently working on; met with representatives from Worksite Labs that want to set up additional laboratories on Guam and anticipating launching in November 2022. The College will be assisting with their initial staffing requirements with boot camps and followed by individual training. Trustee Grino recommended using the CNA cohort and was noted.

The prior year expenditures for several years dealt with the merit bonuses and is being paid out. The last FY2022 GCC merit bonuses for employees will be paid out at the next payroll date. These are 3-1/2% bonuses for support staff with outstanding work performances.

The College recently received another award from the Department of Interior for a photovoltaic system for Building 2000, which is the administration building; the FY2023 budget was recently passed as Public Law 36-107 with a slight increase in GCC funding primarily through the MDF appropriations.

2. Monthly Activities Report.

Student Trustee: Trustee Kenly Magwili reported the following:

Wed., 9/14/2022, 11:00am at the MPA, attended the Cybersecurity Boot Camp completion ceremony with 8 students completing.
Fri. 9/23/2022, 1:00pm, at the Student Center Training Room, attended General Membership meeting.
Fri. 9/23/2022, 2:00pm, at the MPA, attended the Health Certificate Training Workshop for student requiring Health Certificates for fundraisers with 50 students participating and all passing.
Fri., 9/23/2022: Attended the PAR Excellence golf tournament. The GCC Foundation awarded 10 individual $1,000 scholarships to eligible students with proceeds from said tournament. Trustee Magwili was one of the recipients.

Fri., 9/30/2022, from 8:30am to 3:30pm, at the Westin Resort, students had the first face-to-face "Need to Lead" conference after being online due to COVID-19. Approximately 100 students attended and there were 6 skill shops, as follows:

- Personal Discovery and Career Exploration
- Time Flies but You're the Pilot,
- Tips to Prevent, Manage, and Resolve Conflict
- Communication is the Key to Effective Leadership and Teamwork
- Managing Stress: Self-care Strategies
- *Tohge yan Sangan:* Stand and Deliver powerful presentations

After lunch, there were Student Leadership activities that were led by Trustee Magwili and the COPSA officers with the help of their advisors.

Tues.,10/4/2022 and Wed., 10/5/2022, 4:00pm in the MPA, was the Meet the President.
Today, Fri., 10/7/2022, 1:00pm in the Student Center Training Room is a scheduled General Membership meeting.

Faculty Advisory Member:
Ms. Simone Bollinger reported the following:
Wed., 9/14/2022, 11:00am at the MPA, attended the Cybersecurity Boot Camp completion ceremony.
Faculty attended the Active Shooter training, which was a refresher but with updated information.
From faculty, outside of class activities:
Supervision & Management class are working on a gift drive similar to an Angel Tree. Faculty are helping to organize students supporting students in need from a wish list but in a gift form;

Supervision & Management class are also working on a toy drive for foster children; E-Commerce students are working with community-based organizations to create, update or redesign their organizational websites; "Need to Lead" conference was a success, this was an opportunity for faculty to share with students in a workshop format outside of a classroom setting; the *Fanhita Manhoben* youth conference three-day workshop was coordinated by the Commission on Decolonization in which faculty member Joni Kerr organized the participation of two GCC students; faculty were involved with students in a recent coastal cleanup which included the EcoWarriors and was also a success.

The negotiations team are preparing the upcoming negotiations and are looking forward to addressing areas for a continued student-centered teaching and success.

Staff Advisory Member: Mr. Kenneth Bautista reported the following:
8/15/2022: Mr. Bautista attended the Convocation held in the MPA with other staff.
8/24/2022: Attended the Student Center Canopy groundbreaking ceremony on campus. Staff are continuing working with students for the Fall semester.
9/4/2022: Labor Day picnic recently held was a success.
9/9/2022: Staff attended an Active Shooter refresher training.

Board of Trustees Community Outreach Report:
9/9/2022: Trustee Leon Guerrero attended the Guam Hotel and Restaurant Association Gala event.

9/14/2022: Trustees Hara and Magwili attended the Cybersecurity Boot Camp completion ceremony.

9/16/2022: Trustees Leon Guerrero and Grino attended the *"Fanachu Famalao'an"* conference with Dr. Okada.

9/23/2022: Trustees Leon Guerrero and Sablan attended the GCC Golf Tournament at Leo Palace. The Vice Chairperson mentioned they enjoyed food prepared by the Culinary team.

9/24/2022: Trustee Leon Guerrero participated in the Chamber of Commerce Gala.

VI. UNFINISHED BUSINESS

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

Forensic Lab/DNA Building.

To date, this project remains at 99.40% complete. A Department of Interior representative may be on island in December 2022. If this visit is confirmed, the College will schedule the ribbon cutting to coincide with that visit.

Building 300.

This project completion rate is at 98.85% and there are a few things left to be done. The fire alarm system testing is ongoing for this building as well as the Forensic Lab and anticipate this project to finish soon.

Wellness Center.
As last reported a pre-application has been submitted to USDA due to some recent changes in the requirements and to date, there has been no response from USDA.

Building B.
This project is now 10.3% complete and the contractor is setting up the staging area and installing framing to begin the demolition of the building.

Workforce Development Center (Barrigada property).
The College is continually working with the U.S. Economic Development Authority (EDA) for the finalization of specifications and the breakdown of the costs estimates in order to move forward in putting the bid out. The meetings with the EDA Engineers are still being held on a bi-weekly basis.

VII. NEW BUSINESS.

1. Advisory Committee. The President explained that as part of the Guam Community College enabling legislation, namely, Public Law 14-77, a section in the public law refers to etablishing advisory committees for the institution. The President further explained that through Dean Pilar Williams and approved by Dr. Gina Tudela, Vice President for the Academics Affairs Division, the Board was provided with a comprehensive list of all individuals who serve on the various advisory committees to support Career and Technical Education. The advisory members were listed under Automotive, Cosmetology, Construction Technology, Criminal Justice & Social Sciences, Human Services, Culinary Arts, Education, Hospitality & Tourism, and Nursing & Allied Health. Committee members will serve a two-year period. After consideration, the Board made a motion, as follows:

MOTION

IT WAS MOVED BY TRUSTEE RICHARD SABLAN, SECONDED BY TRUSTEE ELOY P. HARA, THAT THE BOARD APPROVE THE COMPREHENSIVE LIST OF

ADVISORY COMMITTEES AND ADVISORY COMMITTEE MEMBERS, AS PRESENTED. NONE OPPOSED, MOTION CARRIED. (Voting: 5 ayes, 0 nays)

At this time, a motion was made as follows:

MOTION

IT WAS MOVED BY TRUSTEE ROSE P. GRINO, SECONDED BY TRUSTEE RICHARD SABLAN, THAT THE MEETING CONVENE INTO EXECUTIVE SESSION. NONE OPPOSED, MOTION CARRIED. (Voting: 5 ayes, 0 nays)

At 12:28 p.m., the meeting convened into Executive Session.

VIII. EXECUTIVE SESSION

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

At this time, a motion was made to reconvene into open session:

MOTION

IT WAS MOVED BY TRUSTEE ELOY P. HARA, SECONDED BY TRUSTEE ROSE P. GRINO THAT THE MEETING RECONVENE INTO OPEN SESSION. NONE OPPOSED, MOTION CARRIED. (Voting: 5 ayes, 0 nays)

At 12:41 p.m., the meeting reconvened into Open Session.

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

MOTION

IT WAS MOVED BY TRUSTEE ROSE P. GRINO, SECONDED BY TRUSTEE ELOY P. HARA THAT THE PRESIDENT'S REPORT BE ACCEPTED. NONE OPPOSED, MOTION CARRIED. (Voting: 5 ayes, 0 nays)

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

MOTION

IT WAS MOVED BY TRUSTEE ELOY P. HARA, SECONDED BY TRUSTEE RICHARD SABLAN, THAT THE MEETING OF OCTOBER 7, 2022, BE ADJOURNED. NONE OPPOSED, MOTION CARRIED. (Voting: 5 ayes, 0 nays)

There being no further discussion, the meeting of October 7, 2022, adjourned at 12:42 p.m.

SUBMITTED BY:

NOV 10 2022

BERTHA M. GUERRERO
Recording Secretary

ATTESTED BY:

NOV 10 2022

ROSE P. GRINO
Secretary

APPROVED BY:

NOV 10 2022

FRANK P. ARRIOLA
Chairperson

PRESIDENT'S TRAVEL SCHEDULE
Fall 2022 – Spring 2023

Conference Title/Sponsor	Date	Location
PREL Meeting	**December 8-9, 2022**	**Honolulu, HI**
ACCJC Commissioner Meeting	**January 11-13, 2023**	**Sacramento, CA**

Funding Source(s): @ PREL 100% reimbursable. @ ACCJC 100% reimbursable