

# College Governing Council

Friday, January 31, 2011

11:00 a.m. Room C2

## Meeting Minutes

1. Called to Order: @ 11:10 a.m.

### Attendance:

Name	E-mail	Present
Clare Camacho (faculty)	clare.camacho@guamcc.edu	x
Elizabeth Duenas (staff)	elizabeth.duenas@guamcc.edu	x
Steven Alvarez (student)	steven.alvarez@guamcc.edu	x
Marsha Postrozny (faculty)	marsha.postrozny@guamcc.edu	x
Doris Perez (administration)	doris.perez@guamcc.edu	x
Anthony San Nicolas (faculty)	anthony.sannicolas@guamcc.edu	x
Carmen Santos (administration)	carmen.santos@guamcc.edu	x
Gina Tudela (administration)	virginia.tudela@guamcc.edu	x
Carol Guerrero (staff)	carol.guerrero@guamcc.edu	
<b>Others Present:</b>		

2. Approval of Minutes: November 24, 2010 minutes, tabled.

3. New Business:

**FY11 Appointment of Administrators-** received letter from M. Okada appointing D. Perez to CGC. C. Santos also received a letter from B. Leon Guerrero appointing the COPSA members.

**CIP project request has been approved-** status update, see attachment.

**NAF Budget-** changes requested by the RPF committee: 1. *Miscellaneous Expenditures* changed to *Credit Card Fees*, 2. *Campus Painting for Accreditation Visit* changed to *Campus Painting for 6 Year Cycle*, and the *Food Service* is supposed to be at \$14,441. RPF has forwarded it to CGC for approval. Motion for approval, no one opposed, motion passed unanimously.

**Budget request 2012 for Gov Guam** was unanimously approved with the caveat that if there are any changes to the new retirement rates as well as additional information that's needed in the budget, C. Santos will bring issues forward to the committee. C. Camacho motion for approval, seconded by A. San Nicolas, no one opposed, unanimously approved.

4. Old Business:

**Goals for Committees under CGC-**need more transparency. Two goals: 1. Develop process for committee to report to CGC. The action is that the support staff request for approved minutes from committees under CGC. 2. Improve communication within campus. C. Santos is accepting recommendations on developing processes for committees besides just getting their minutes. C. Camacho recommends that there be a midterm and final report for committees under CGC. C. Santos and M. Postrozny will prepare template for final report.

**Training Group Studio-** W. Gima will conduct training, C. Santos will follow up. B. Blas is responsible for posting of minutes and agenda for CGC and RPF meetings.

**Distance Education policy support memo-**there is no support, many issues. No one is tasked to be responsible for collecting data. C. Camacho requests if there should be a survey done, about the students and faculty's needs and wants for Distance Education (online hybrid courses). V. Tudela(AIER) will be conducting the Spring 2011 Idea Survey, options for additional questions, CGC may tag on with at least 5 questions. C. Santos will send a notice for CTC to develop questions (at least 5), and the status of the Technology Audit which is due by February 21, 2011.

**Standard I-** recommendation to keep the college mission statement as is has been approved by Faculty Senate. Faculty Senate brings it to CGC for review and action. C. Camacho motion to approve recommendation, seconded by A. San Nicolas, no one opposed, motion carried. C. Santos will prepare a letter for the President to bring to the Board.

5. Information and Updates

**Administration:** See attached report.

**Faculty:** none

**Staff:** none

**Students:** Concern & Suggestion boxes (10) are being placed in certain areas on campus. By next meeting S. Alvarez will provide a copy of the survey. Parking space is still a major campus issue. Part of the Foundation Building renovation there was a parking lot alternate bid which has been approved by the president. This parking will be built across the firing range also there is a temporary parking lot outside the gate (across the library). E. Duenas recommends workshop training on banner for students, staff, and faculty members. Textbooks are not in on time, should be in before classes begin. C. Santos reports that the book store will be starting a rental textbook (at least 10 textbooks) to help reduce cost for students.

CJ textbooks have cutoff pages (CJ206).

6. Open Discussion:

None

7. Agenda Items for Next Meeting:

None

8. Schedule for Next Meetings:

March 25, 2011 @ 11:00 a.m.

9. Adjournment: @ 11:35 a.m.

V. Tudela motioned to adjourn, A. San Nicolas seconded, no one opposed, motion carried.