

**GUAM COMMUNITY COLLEGE
BOARD OF TRUSTEES
Monthly Meeting – Friday, December 15, 2023, 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 November 14, 2023

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
 - Wellness Center
 - Building B
 - Workforce Development Center
 - Culinary Arts & Baking Center
 - Building 2000 Generator
2. Accreditation Updates

VII. NEW BUSINESS

1. Resolution re Funding Authorization for Student Information System Software Upgrades
2. Approval of Five Year Distance Education Strategic Plan (DESP) 2023-2028
3. BOT Policy updates (Outstanding BOT Policies & Policy 306)
4. BOT Election 2024-2025
5. President's Travel Request (January-February 2024)

VIII. EXECUTIVE SESSION

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

IX. ADJOURNMENT

GUAM COMMUNITY COLLEGE
Board of Trustees

MISSION STATEMENT

WHEREAS, Guam Community College (“College”) was created by the Community College Act of 1977 (codified at 17 GCA §§ 30101, *et seq.*) to provide secondary, postsecondary and adult educational programs and career-technical training that is premised on lifelong learning. The College’s strength and success are driven by its core values. It is also guided by the College’s vision statement as follows:

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

WHEREAS, the College values diversity: an engaged, inclusive culture that embraces diverse points of view and collaboration to accomplish the College’s common goals; and

WHEREAS, the College values accountability: a culture of institutional and individual responsibility, transparency, and continuous assessment and improvement; and

WHEREAS, the College values service: supporting and recognizing service at all levels of the College, striving to contribute to the benefit of the College, students, community, and our neighboring islands within Micronesia; and

WHEREAS, the College values integrity: holding high standards of character and integrity as the foundation upon which the College is created; and

WHEREAS, the College is learning-centered: fostering intellectual flexibility, knowledge, and skills by integrating teaching, assessment, and learning to promote continuous improvement of our programs and services to support our scholarly community; and

WHEREAS, the College is student-centered: committed to education, inquiry and service in order to meet our students’ ever growing and changing needs, promoting lifelong learning, civic and social responsibility, leadership, and career growth.

NOW, THEREFORE, BE IT RESOLVED, that the following Mission Statement be endorsed and adopted by the Board, subject to a simultaneous review of the College’s Institutional Strategic Master Plan every six years.

Guam Community College 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.

Page 2: GCC Board of Trustees Policy 100 – Mission Statement

Sinangan Misi6n (CHamoru translation)

Guiya i Kulehon Kumunid6t Gu6han, i mas takhilo' mamanaguen fina'che'cho' yan i teknik6t na kinahulo' i manf6fache'cho' ya u na' gu6guaha nu i manakhilo' yan manmaolek na tiningo' ni i manmafan6gui yan i fina'na'guen cho'cho' para Maikronesiha.

The mission is achieved by accomplishing the following goals:

GOAL 1: Advancing Workforce Development and Training.

Respond to local and regional occupational needs; and Cultivate meaningful partnerships.

GOAL 2: Fostering 100% Student-Centered Success.

Enhance the professional development process for all employees; Implement innovative strategies and practice flexibility in meeting student needs; and Integrate and enhance wraparound services.

GOAL 3: Leveraging Transformational Engagement and Governance.

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

GOAL 4: Optimizing Resources.

Diversify revenue streams; Integrate Return on Investment (ROI) and Total Cost of Ownership (TCO); Provide employee professional development; Develop and implement succession planning; and Cultivate team building.

GOAL 5: Modernizing and Expanding Infrastructure and Technology.

Expand educational footprint; Ensure robust technology; and Provide access to sustainable facilities.

Amended & Adopted: , 2023; Resolution -2023

Amended & Adopted: June 19, 2020; Resolution 3-2020

Amended & Adopted: April 8, 2016; Resolution 2-2016

Amended & Adopted: January 10, 2014; Resolution 3-2014

Amended & Adopted: May 5, 2011 (CHamoru translation)

Re-examined & Adopted: February 9, 2011; Resolution 5-2011

Adopted: March 11, 2009; Resolution 17-2009

Amended & Adopted: September 5, 2008; Resolution 12-2008

Re-examined & Adopted: January 25, 2007; Resolution 1-2007

Adopted: February 9, 2005; Resolution 3-2005

GUAM COMMUNITY COLLEGE
Board of Trustees

MISSION STATEMENT

WHEREAS, Guam Community College ("College") was created by the Community College Act of 1977 (codified at 17 GCA §§ 30101, *et seq.*) to provide secondary, postsecondary and adult educational programs and career-technical training that is premised on lifelong learning. The College's strength and success are driven by its core values. It is also guided by the College's vision statement as follows:

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

WHEREAS, the College values diversity: an engaged, inclusive culture that embraces diverse points of view and collaboration to accomplish the College's common goals; and

WHEREAS, the College values accountability: a culture of institutional and individual responsibility, transparency, and continuous assessment and improvement; and

WHEREAS, the College values service: supporting and recognizing service at all levels of the College, striving to contribute to the benefit of the College, students, community, and our neighboring islands within Micronesia; and

WHEREAS, the College values integrity: holding high standards of character and integrity as the foundation upon which the College is created; and

WHEREAS, the College is learning-centered: fostering intellectual flexibility, knowledge, and skills by integrating teaching, assessment, and learning to promote continuous improvement of our programs and services to support our scholarly community; and

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

Page 2: GCC Board of Trustees Policy 100 – Mission Statement

Sinangan Misi3n (CHamoru ~~Chamorro~~-translation)

Guiya i Kulehon Kumunidat Guahan, i mas takhilo' mamanaguen fina'che'cho' yan i teknikat na kinahulo' i manfáfache'cho' ya u na' guaguaha nu i manakhilo' yan manmaolek na tiningo' ni i manmafanangui yan i fina'na'guen cho'cho' para Maikronesiha.

The mission is achieved by accomplishing the following goals:

Goal GOAL 1: Advancing Workforce Development and Training.

Respond to local and regional occupational needs; and Cultivate meaningful partnerships.

GOAL 2: Fostering 100% Student-Centered Success.

Enhance the professional development; process for all employees; Implement innovative strategies and practice flexibility in meeting student needs; and Integrate and enhance wraparound services.

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

GOAL 4: Optimizing Resources.

Diversify revenue streams; Integrate Return on Investment (ROI) and Total Cost of Ownership (TCO); Provide employee professional development; Develop and implement succession planning; and Cultivate team building.

GOAL 5: Modernizing and Expanding Infrastructure and Technology.

Expand educational footprint; Ensure robust technology; and Provide access to sustainable facilities.

Amended & Adopted: _____, 2023; Resolution -2023

Amended & Adopted: June 19, 2020; Resolution 3-2020

Amended & Adopted: April 8, 2016; Resolution 2-2016

Amended & Adopted: January 10, 2014; Resolution 3-2014

Amended & Adopted: May 5, 2011 (CHamoru ~~Chamorro~~-translation)

Re-examined & Adopted: February 9, 2011; Resolution 5-2011

Adopted: March 11, 2009; Resolution 17-2009

Amended & Adopted: September 5, 2008; Resolution: 12-2008

Re-examined & Adopted: January 25, 2007; Resolution 1-2007

Adopted: February 9, 2005; Resolution 3-2005

**GUAM COMMUNITY COLLEGE
Board of Trustees**

**ADOPTION OF THE
GUAM COMMUNITY COLLEGE SEAL**

WHEREAS, the Guam Community College (“GCC”) Board of Trustees, on July 13, 1978 adopted the Guam Community College Seal; and

WHEREAS, the elements of the seal represent various imageries encapsulated within the inner circle that embodies the GCC Motto “The Island is Our Campus,” which the Board of Trustees adopted on July 27, 1978; and

WHEREAS, within the inner circle there is an open book, which denotes wisdom. In the book, the Latte Stone represents what is native to Guam. Above the Latte Stone is a flame that signifies knowledge. Surrounding the Latte Stone are elements depicting career and technical symbols such as the gear, the T-square, triangle and hard hat. The remaining elements within the book include the mortarboard symbolizing a mark of an educational institution; and

WHEREAS, in the outer circle lies the statutory name of the Guam Community College as created by the Enabling Act, Public Law 14-77 (as amended by Public Law 31-99 in 2011) along with garlands as the symbol of achievement. The seal in its entirety is a circle that encompasses the inclusive nature of the Guam Community College.

NOW, THEREFORE, BE IT RESOLVED, that the Board of Trustees reaffirms its adoption of the Guam Community College Seal; and

BE IT FURTHER RESOLVED, that the CHamoru translation of the College’s motto “I Isla i Faneyåkan-måmi” be adopted as an integral part of the seal to reflect the unique cultural identity of the people of Guam; and

BE IT FURTHER RESOLVED, that the seal shall be affixed to all resolutions, contracts, diplomas, official academic transcripts, college catalogs, and the distinguished alumni awards.

Amended & Adopted: _____, 2023
Resolution ____-2023

Reviewed, no changes: June 19, 2020
Reviewed, no changes: July 15, 2016

Amended & Adopted: July 24, 2014
Resolution 25-2014

Adopted: July 6, 2011
Resolution 8-2011

**GUAM COMMUNITY COLLEGE
Board of Trustees**

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GUAM COMMUNITY COLLEGE SEAL**

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WHEREAS, within the inner circle there is an open book, which denotes wisdom. In the book, the Latte Stone represents what is native to Guam. Above the Latte Stone is a flame that signifies knowledge. Surrounding the Latte Stone are elements depicting career and technical symbols such as the gear, the T-square, triangle and hard hat. The remaining elements within the book include the mortarboard symbolizing a mark of an educational institution; and

WHEREAS, in the outer circle lies the statutory name of the Guam Community College as created by the Enabling Act, Public Law 14-77 (as amended by Public Law 31-99 in 2011) along with garlands as the symbol of achievement. The seal in its entirety is a circle that encompasses the inclusive nature of the Guam Community College.

NOW, THEREFORE, BE IT RESOLVED, that the Board of Trustees reaffirms its adoption of the Guam Community College Seal; and.

BE IT FURTHER RESOLVED, that the CHamoru Chamorro translation of the eCollege's motto "I Isla i Faneyåkan-måmi" be adopted as an integral part of the seal to reflect the unique cultural identity of the people of Guam; and.

BE IT FURTHER RESOLVED, that the seal shall be affixed to all resolutions, contracts, diplomas, official academic transcripts, college catalogs, and the distinguished alumni awards.

Amended & Adopted: _____, 2023
Resolution

Reviewed, no changes: June 19, 2020
Reviewed, no changes: July 15, 2016

Amended & Adopted: July 24, 2014
Resolution No: 25-2014

Adopted: July 6, 2011
Resolution: 8-2011

**GUAM COMMUNITY COLLEGE
Board of Trustees**

REAFFIRMATION OF AUTONOMY

WHEREAS, Guam Community College was created by the Community College Act of 1977 (codified at 17 GCA, §§30101, *et seq.*); and

WHEREAS, 17 GCA §33102, states the following:

“Except as expressly provided for herein and notwithstanding any other law to the contrary, the College shall be autonomous and self-sufficient in matters pertaining to its governance, organization and administration and the promulgation of its rules and regulations, in accordance with the Administrative Adjudication Law (5 GCA Chapter 9) pertaining to the following:

- (a) courses of instruction;
- (b) issuance of certificates, diplomas, credits and degrees;
- (c) personnel recruitment, appointment, tenure, promotion, dismissal and other personnel matters;
- (d) obligation and disposition of funds, provided that appropriated funds are used for the purpose or purposes stipulated in the Act appropriating said funds; and
- (e) soliciting, receiving and using gifts of any kind whatsoever for the purposes provided in this Chapter;” and

WHEREAS, the Board of Trustees believes that the autonomy of Guam Community College is vital to fulfilling its responsibilities to the community as mandated by law; and

WHEREAS, the institution's autonomy is also of critical importance in complying with the Accreditation Standards of the Accrediting Commission for Community and Junior Colleges of the Western Association of Schools and Colleges; and

WHEREAS, the Board of Trustees realizes that Guam Community College must continue to have substantial autonomy in personnel and fiscal matters if the College is to fulfill its responsibilities.

NOW, THEREFORE, BE IT RESOLVED, that the Board of Trustees does, hereby, reaffirm its commitment to maintaining the autonomy of Guam Community College; and

Page 2: GCC Board of Trustees Policy 105 - Reaffirmation of Autonomy

BE IT FURTHER RESOLVED, that the Board shall take such reasonable action as is necessary to maintain that autonomy.

Amended & Adopted: _____, 2023
Resolution ____-2023

Amended & Adopted: June 19, 2020
Resolution 4-2020

Reviewed, no changes: July 15, 2016

Amended & Adopted: July 24, 2014
Resolution 26-2014

Amended & Adopted: September 5, 2008
Resolution 13-2008

Adopted: September 21, 1988
Resolution 20-88

**GUAM COMMUNITY COLLEGE
Board of Trustees**

REAFFIRMATION OF AUTONOMY

WHEREAS, Guam Community College was created by the Community College Act of 1977 (codified at 17 GCA, §§30101, *et seq.*) ~~Public Law 14-77 (as amended by Public Law 31-99 in 2014); and~~

WHEREAS, ~~Chapter 1V, Section 11982 of 17 GCA §33102~~ Public Law 14-77, states the following:

"Except as expressly provided for herein and notwithstanding any other law to the contrary, the College shall be autonomous and self-sufficient in matters pertaining to its governance, organization and administration and the promulgation of its rules and regulations, in accordance with the Administrative Adjudication Law (~~Title XXV of this Code~~ 5 GCA Chapter 9) pertaining to the following:

- (1) (a) courses of instruction;
- ~~(2)~~ (b) issuance of certificates, diplomas, credits and degrees;
- ~~(3)~~(2) (c) personnel recruitment, appointment, tenure, promotion, dismissal and other personnel matters;
- ~~(4)~~(3) (d) obligation and disposition of funds, provided that appropriated funds are used for the purpose or purposes ~~provided~~ stipulated in the Act appropriating said funds; and
- ~~(5)~~(4) (e) soliciting, receiving and using gifts of any kind whatsoever for the purposes provided in this Chapter."; and

WHEREAS, the Board of Trustees believes that the autonomy of Guam Community College is vital to fulfilling its responsibilities to the community as mandated by law; and

WHEREAS, the institution's autonomy is also of critical importance in complying with the Accreditation Standards of the Accrediting Commission for Community and Junior Colleges of the Western Association of Schools and Colleges; and

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NOW, THEREFORE, BE IT RESOLVED, that the Board of Trustees does, hereby, reaffirm its commitment to maintaining the autonomy of Guam Community College; ~~and-~~

BE IT FURTHER RESOLVED, that the Board shall take such reasonable action as is necessary to maintain that autonomy.

Amended & Adopted: _____, 2023; Resolution _____-2023 (this area will be formatted)

Reviewed & Adopted: June 19, 2020; Resolution 4-2020

Reviewed, no changes: July 15, 2016

Amended & Adopted: July 24, 2014; Resolution 26-2014

Reviewed & Adopted: September 5, 2008; Resolution 13-2008

Adopted: September 21, 1988; Resolution 20-88

**GUAM COMMUNITY COLLEGE
Board of Trustees**

BOARD POLICY DEVELOPMENT AND REVIEW

WHEREAS, the Guam Community College ("College") Board of Trustees is vested with the powers to adopt policies and regulations necessary for the sound operation of the College; and

WHEREAS, the sound operation of the College requires that policies and regulations be current and relevant.

NOW, THEREFORE, BE IT RESOLVED, that the Board of Trustees will develop broad institutional policies to encourage and maintain good educational practices throughout the institution; and

BE IT FURTHER RESOLVED, that members of the Board of Trustees may submit proposals for policy development or revision to the Chairperson. Proposals originating elsewhere shall be routed to the President for review and recommendation to the Board; and

BE IT FURTHER RESOLVED, that any new policy shall have first reading at one meeting and be voted upon at a subsequent meeting; and policy changes or amendments to existing policy shall go through the policy review process prior to Board approval; and

BE IT FURTHER RESOLVED, that the Board of Trustees will conduct a review of policies and regulations to maintain currency on a regular basis as deemed necessary and appropriate.

Amended & Adopted: 2023
Resolution -2023

Reviewed, no changes: June 19, 2020

Reviewed, no changes: July 15, 2016

Amended & Adopted: September 4, 2014
Resolution: 44-2014

Amended & Adopted: September 5, 2008
Resolution 14-2008

Adopted: July 20, 1994
Resolution 50-94

**GUAM COMMUNITY COLLEGE
Board of Trustees**

BOARD POLICY DEVELOPMENT AND REVIEW

WHEREAS, the Guam Community College ("College") Board of Trustees is vested with the powers to adopt policies and regulations necessary ~~to~~ for the sound operation of the College; and

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BE IT FURTHER RESOLVED, that any new policy shall have first reading at one meeting and be voted upon at a subsequent meeting; and policy changes or amendments to existing policy shall go through the policy review process prior to Board approval; ~~and~~.

BE IT FURTHER RESOLVED, that the Board of Trustees will conduct a review of policies and regulations to maintain currency on a regular basis as deemed necessary and appropriate.

Amended & Adopted: 2023

Resolution -2023

Reviewed, no changes: June 19, 2020

Reviewed, no changes: July 15, 2016

Amended & Adopted: September 4, 2014

Resolution: 44-2014

Amended & Adopted: September 5, 2008

Resolution 14-2008

Adopted: July 20, 1994

Resolution 50-94

**GUAM COMMUNITY COLLEGE
Board of Trustees**

**ADOPTION OF
BOARD OF TRUSTEES MEMBERSHIP HANDBOOK,
BOARD OF TRUSTEES STANDING COMMITTEES,
PARLIAMENTARY PROCEDURES AT A GLANCE**

WHEREAS, as part of the College's Institutional Assessment, the Board of Trustees has developed an Assessment Activity Strategy & Timeline that outlines major goals and objectives related to Accreditation Standards of the Accrediting Commission for Community and Junior Colleges of the Western Association of Schools and Colleges (ACCJC/WASC) goals; and

WHEREAS, these major goals include the development and implementation of a Board Development Plan, improving the conduct of Board business and meetings, strengthening of institutional relationships, establishment of standing committees within the Board, and improvement of the relationship with the GCC Foundation Board; and

WHEREAS, of the major goals of the Board, a number of objectives have been accomplished such as the development of a Membership Handbook; the establishment of ground rules for conducting and managing meetings utilizing the Parliamentary Procedures at a Glance publication as the Board's official reference and guidance; the establishment of Standing Committees of the Board that include their duties and responsibilities expected from each committee member; the continued representation of students by the Student Trustee who represents constituents by reporting activities and concerns at regularly scheduled Board meetings; and the continued collaboration between the Board of Trustees Chairperson and the Foundation Board members to strengthen relationships between the Trustees and Foundation board members; and

WHEREAS, the Board continues to move forward with its efforts to fulfill the objectives identified as a part of its own assessment process in compliance with ACCJC/WASC standards, and as mandated by GCC Policy 306.

NOW, THEREFORE, BE IT RESOLVED, that the Guam Community College Board of Trustees adopts the following for immediate implementation and use:

- GCC Board of Trustees Membership Handbook;
- GCC Board of Trustees ACCJC/WASC Standing Committees:
 - Academic Affairs Standing Committee
 - Finance & Administration Standing Committee;
- Parliamentary Procedures at a Glance, based on Robert's "Rules of Order," latest edition.

Page 2: GCC Board of Trustees Policy 111 – Adoption of Board of Trustees Membership Handbook, Board of Trustees Standing Committees, Parliamentary Procedures at a Glance

BE IT FURTHER RESOLVED, that the above documents and processes, as deemed necessary, are subject to review, update and amendment by the Board of Trustees.

Amended & Adopted: , 2023
Resolution -2023

Amended & Adopted: June 19, 2020
Resolution 5-2020

Reviewed, no changes: April 8, 2016 (*updated*)

Amended & Adopted: July 24, 2014
Resolution 27-2014

Amended & Adopted: September 5, 2008
Resolution 15-2008

Adopted: August 1, 2006; Resolution 12-2006

**GUAM COMMUNITY COLLEGE
Board of Trustees**

**ADOPTION OF
BOARD OF TRUSTEES MEMBERSHIP HANDBOOK,
BOARD OF TRUSTEES STANDING COMMITTEES,
PARLIAMENTARY PROCEDURES AT A GLANCE**

WHEREAS, as part of the College's Institutional Assessment, the Board of Trustees has developed an Assessment Activity Strategy & Timeline that outlines major goals and objectives related to Accreditation Standards of the Accrediting Commission for Community and Junior Colleges of the Western Association of Schools and Colleges (ACCJC/WASC) goals; and

WHEREAS, these major goals include the development ~~&-and~~ implementation of a Board Development Plan, improving the conduct of Board business and meetings, strengthening of institutional relationships, establishment of standing committees within the Board, and improvement of the relationship with the GCC Foundation Board; and

WHEREAS, of the major goals of the Board, a number of objectives have been accomplished such as the development of a Membership Handbook; the establishment of ground rules for conducting and managing meetings utilizing the Parliamentary Procedures at a Glance publication as the Board's official reference and guidance; the establishment of Standing Committees of the Board that include their duties ~~&-and~~ responsibilities expected from each committee member; the continued representation of students by the Student Trustee continues to represent who represents constituents by reporting activities and concerns at regularly scheduled Board meetings; and the continued collaboration between the Board of Trustees Chairperson continues to work closely with and the Foundation Board members to strengthen relationships between the Trustees and Foundation board members; and

WHEREAS, the Board continues to move forward with its efforts to fulfill the objectives identified as a part of its own assessment process in compliance with ACCJC/WASC standards, and as mandated by ~~BOT~~ GCC Policy 306.

NOW, THEREFORE, BE IT RESOLVED, that the Guam Community College Board of Trustees adopts the following for immediate implementation and use:

- GCC Board of Trustees Membership Handbook;
- GCC Board of Trustees ACCJC/WASC Standing Committees:
 - Academic Affairs Standing Committee
 - Finance & Administration Standing Committee;
- Parliamentary Procedures at a Glance, based on Robert's "Rules of Order," latest edition.

BE IT FURTHER RESOLVED, that the above documents and processes, as deemed necessary, are subject to review, ~~updating~~ update and amendment by the Board of Trustees.

Amended & Adopted _____, 2023; Resolution -2023

Amended & Adopted: June 19, 2020; Resolution 5-2020

Reviewed, no changes: April 8, 2016 (updated)

Amended & Adopted: July 24, 2014; Resolution 27-2014

Amended & Adopted: September 5, 2008; Resolution 15-2008

Adopted: August 1, 2006; Resolution 12-2006

**GUAM COMMUNITY COLLEGE
Board of Trustees**

ACCESS TO BOARD POLICIES

WHEREAS, the Board of Trustees periodically amends, deletes, or adds policies necessary for the efficient operation of the Guam Community College ("College"); and

WHEREAS, Board of Trustees policies may require the development of rules, regulations and guidelines for the proper administration of said policies; and

WHEREAS, knowledge of current Board policies and subsequently-developed rules, regulations and guidelines are essential to the smooth and efficient operation of the College.

NOW, THEREFORE, BE IT FURTHER RESOLVED, that access to a complete set of Board policies shall be made available online on the College website (www.guamcc.edu); and

BE IT FURTHER RESOLVED, that the Recording Secretary to the Board of Trustees is responsible for maintaining the currency of all said policies.

Amended & Adopted: , 2023
Resolution -2023

Reviewed, no changes: June 19, 2020

Reviewed, no changes: July 15, 2016

Amended & Adopted: July 24, 2014
Resolution 28-2014

Amended & Adopted: September 5, 2008
Resolution 16-2008

Adopted: December 7, 1994
Resolution 3-95

**GUAM COMMUNITY COLLEGE
Board of Trustees**

ACCESS TO BOARD POLICIES

WHEREAS, the Board of Trustees periodically amends, deletes, or adds policies necessary ~~to~~for the efficient operation of the College; and

WHEREAS, ~~many~~ Board of Trustees policies may require the development of rules, regulations and guidelines for the proper administration of the said policies; and

WHEREAS, knowledge of current Board policies and subsequently-developed rules, regulations and guidelines ~~is~~are essential to the smooth and efficient operation of the College.

NOW, THEREFORE, BE IT FURTHER RESOLVED, that access to a complete set of Board policies shall be made available online on the College website (www.guamcc.edu); ~~a complete set of Board of Trustees policies; and~~

BE IT FURTHER RESOLVED, that the Recording Secretary to the Board of Trustees is responsible ~~to~~for ~~maintaining~~ maintain the currency of all said ~~policy handbook~~policies ~~by providing appropriate replacement/additional policies when approved by the Board of Trustees.~~

Amended & Adopted: 2023

Resolution 2023

Reviewed, no changes: June 19, 2020

Reviewed, no changes: July 15, 2016

Amended & Adopted: July 24, 2014

Resolution 28-2014

Amended & Adopted: September 5, 2008

Resolution 16-2008

Adopted: December 7, 1994

Resolution 3-95

**GUAM COMMUNITY COLLEGE
Board of Trustees**

PHILANTHROPY

WHEREAS, the Guam Community College ("College") Trustees and President, as well as the Foundation Board of Governors ("Foundation"), seek private funds to enhance the College's ability to meet the higher education needs of its community, particularly toward a level of excellence that would otherwise not be possible given government funding levels and restraints on student tuition and fees; and

WHEREAS, the College seeks to provide appropriate recognition to donors for their generosity; and

WHEREAS, the College, the Foundation, and the Development & Alumni Relations Office personnel assist in the solicitation of gifts; and

WHEREAS, an appropriate reflection of the history of the College as well as consistency, fairness, fitting recognition, and good value in exchange for the honor or privilege of name association with a program, fund, or physical aspect of the College be maintained; and

WHEREAS, circumstances generally give rise to a naming opportunity such as in recognition of a distinguished service that may honor a gift of time or talent that has had a significant positive impact on the College over an extended period of years; and a gift of monetary value appropriate to the facility, program or fund being named; and

WHEREAS, naming opportunities may reflect individuals, families, organizations, foundations or corporations; and

WHEREAS, endowed funds established for a variety of purposes may also bear the donor's or designee's names; and

WHEREAS, sponsorship of physical property on campus through monetary gifts may occur; and

NOW, THEREFORE, BE IT RESOLVED, the Board of Trustees in consultation with the President and the Foundation reserve the right to consider any and all factors regarding the privilege of name association with the program, fund, or physical aspect of Guam Community College as particular acts and circumstances warrant; and

Page 2: GCC Board of Trustees Policy 114 - Philanthropy

BE IT FURTHER RESOLVED, that the final authority for any naming, memorial or tribute decision rests with the Board of Trustees.

Amended & Adopted: 2023
Resolution -2023

Reviewed, no changes: May 20, 2016

Adopted: April 4, 2012
Resolution 8-2012

GUAM COMMUNITY COLLEGE
Board of Trustees

PHILANTHROPY

WHEREAS, the Guam Community College (~~hereafter referred to as "the~~ ("College") Trustees and President, as well as the Foundation Board of Governors of the ~~Guam Community College Foundation~~ (~~hereafter referred to as "the~~ "Foundation"), seek private funds to enhance the College's ability to meet the higher education needs of its community, particularly toward a level of excellence that would otherwise not be possible given government funding levels and restraints on student tuition and fees; and

WHEREAS, the College seeks to provide appropriate recognition to donors for their generosity. ~~Although such recognition may take many forms (thank you letters, press conferences, etc.), this policy seeks to establish guidelines for the naming of facilities and programs as donor recognition; and~~

WHEREAS, ~~this policy serves as a guide for the Guam Community College Trustees, the President, the Foundation Board of Governors of the GCC Foundation (hereafter referred to as "the Foundation"), and the Development & Alumni Relations Office personnel and outside advisers who assist in the solicitation of gifts; and~~

WHEREAS, ~~this policy is established to assure an appropriate reflection of the history of the College as well as consistency, fairness, fitting recognition, and good value in exchange for the honor or privilege of name association with a program, fund, or physical aspect of the College be maintained; and~~

WHEREAS, ~~this policy is intended only as a guide and allows for flexibility on a case-by-case basis; and~~

WHEREAS, circumstances generally give rise to a naming opportunity such as in recognition of a distinguished service that may honor a gift of time or talent that has had a significant positive impact on the College over an extended period of years; and a gift of monetary value appropriate to the facility, program or fund being named; and

WHEREAS, naming opportunities may reflect individuals, families, organizations, foundations or corporations; and

WHEREAS, endowed funds established for a variety of purposes may also bear the donor's or designee's names; and

WHEREAS, sponsorship of physical property on campus through monetary gifts may occur;
and

NOW, THEREFORE, BE IT RESOLVED, ~~that the Board of Trustees in consultation with the College President and/or the College Foundation Board of Governors shall establish and adopt guidelines for the naming of facilities and programs as donor recognition; and~~

~~**BE IT FURTHER RESOLVED**, the Board of Trustees in consultation with the College President and/or the College Foundation Board of Governors reserve the right to consider any and all factors regarding the privilege of name association with the program, fund, or physical aspect of Guam Community College as particular acts and circumstances warrant; and~~

BE IT FURTHER RESOLVED, that the final authority for any naming, memorial or tribute decision rests with the Board of Trustees. ~~and the guidelines set forth in this policy are not to be deemed all inclusive and shall be updated as deemed necessary and appropriate.~~

Amended & Adopted: 2023
Resolution -2023

Adopted: 2020
Resolution No.: 2020
Reviewed, no changes: May 20, 2016

Adopted: April 4, 2012
Resolution No.: 8-2012

Policy 114

Guam Community College

Philanthropy at Guam Community College

Guam Community College (hereafter referred to as “the College”) Trustees and President, as well as the Board of Governors of the Guam Community College Foundation, seek private funds to enhance the College’s ability to meet the higher education needs of its community, particularly toward a level of excellence that would otherwise not be possible given government funding levels and restraints on student tuition and fees. To that end, the College seeks to provide appropriate recognition to donors for their generosity. Although such recognition may take many forms (thank you letters, press conferences, etc.), this policy seeks to establish guidelines for the naming of facilities and programs as donor recognition.

Naming Policy

Purpose

This policy serves as a guideline for the Guam Community College Trustees, the President, the Board of Governors of the GCC Foundation (hereafter referred to as “the Foundation”), and Assistant Director of the Development & Alumni Relations Office and outside advisors who assist in the solicitation of gifts. It is established to assure an appropriate reflection of the history of the College as well as consistency, fairness, fitting recognition and good value in exchange for the honor or privilege of name association with a program, fund, or physical aspect of the College. As gift-giving is a personal gesture undertaken by either an individual or a entity, this policy is intended only as a guide and allows for flexibility on a case-by-case basis.

Naming Opportunities

Two circumstances generally give rise to a naming opportunity:

1. Naming in Recognition of Distinguished Service may honor a gift of time or talent that has had a significant positive impact on the College over an extended period of years. Such honor will typically be recommended no less than five years following the end of the individual’s service to the College. The President of the College, or a committee appointed by the President, is charged with determining whether the person proposed is worthy of the honor, as well as the degree of internal and external support for the proposed naming, prior to submitting to the Board of Trustees for approval.

2. A gift of monetary value appropriate to the facility, program or fund being named. Such gifts must comprise a substantial portion of the cost ("substantial" meaning 51% of the cost, or a contribution, while not a majority, is integral to project completion).

Donors

Donors to be honored with naming opportunities may reflect individuals, families, organizations, foundations or corporations.

Endowments for Programs and Scholarships

Endowed funds established for a variety of purposes may also bear the donor's or designee's name. These funds are generally coordinated by the Foundation in accordance with their Investment and Gift Acceptance policies. Endowment minimums are established by the Board of Trustees and are regularly reviewed for currency and appropriateness.

Physical Property

Sponsorship of physical property on campus through monetary gifts may occur:

1. To pay for all or part of a new campus facility or improvement;
2. In conjunction with fundraising efforts on the part of the College or the Foundation.

Giving levels for the naming of physical property should be established through consultation among the College Trustees, Foundation Governors, and President. Some general guidelines include:

1. New construction, buildings or improvements may be named for a donor who has made a substantial monetary gift toward the cost of the project.
2. For existing buildings and facilities, dollar amounts will be established for a selected number of naming opportunities based on institutional priorities set by the President and the College Board of Trustees.
3. Giving levels may be established with either fixed or minimum dollar amounts for sponsorship of other physical property on campus. Such property may include but is not limited to pavers, benches, planters, fountains, gardens, equipment, musical instruments, meeting rooms, lounges, artwork, recreational facilities, and outdoor plazas. Amounts for these naming opportunities will be set and adjusted periodically by the President in consultation with the Foundation Board of Governors and the Board of Trustees.

Rights and Responsibilities

The College President, in consultation with the donor, Foundation Board of Governors and the Board of Trustees, or other appropriate parties shall make decisions related to naming, memorial and tribute gifts, including but not limited to the following:

1. Public announcements: the right to determine content, timing, location and frequency of any announcements associated with the gift.
2. Physical markers: the right to approve the color, design, and size of any physical marker that provides information about the designee or donor and/or the nature of the gift or honor.
3. Care and maintenance: the right and responsibility to determine and carry out the exact nature of any ongoing care and maintenance of any memorial or tribute gifts or their physical markers.

General Provisions

1. Naming recognition should enhance the reputation and prestige of the College and the donor.
2. Where a building or part has been named, the College will continue to use the name so long as the building, part or facility remains in use and serves its original function, unless otherwise stipulated at the time of gift acceptance. When the use of a building, room, or facility is changed such that it must be demolished, substantially renovated or rebuilt, the College may retain the use of the name or name another comparable room or facility.
3. It is the responsibility of individuals negotiating on behalf of the College to advise potential benefactors that naming is subject to approvals and decisions consistent with this policy.
4. Commitments made prior to adoption of this policy shall be honored.

Final Authority

The final authority for any naming, memorial or tribute decision rests with the Board of Trustees. The guidelines set forth in this policy statement are not to be deemed all-inclusive. The Board of Trustees in consultation with the College President and/or the College Foundation Board of Governors reserve the right to consider any and all factors regarding the privilege of name association with the program, fund, or physical aspect of Guam Community College as particular acts and circumstances warrant.

Reviewed, no changes: May 20, 2016

Adopted: April 4, 2012

Resolution No.: 8-2012

**GUAM COMMUNITY COLLEGE
Board of Trustees**

CODE OF TRUSTEE ETHICS AND CONDUCT

WHEREAS, the Guam Community College ("College") Board of Trustees ("Board") recognizes that the education of students is the reason for the College's existence; all other functions must support this purpose; and

WHEREAS, it is the duty of the Board to ensure that students receive the highest quality education in the most efficient manner possible.

NOW, THEREFORE, BE IT RESOLVED, that in the performance of their governance responsibilities, the Board of Trustees shall:

1. Recognize that the primary responsibility of the Board is to govern the College in the best interests of the educational needs of the Territory.
2. Promote and encourage open, mutually supportive and accountable participation of students, faculty and staff in the governance process.
3. Communicate and promote the needs of the community to the College and the needs of the College to the community.
4. Encourage and support open access to the Board while maintaining appropriate and well-defined College communication and decision-making channels.
5. Recognize that a trustee is a member of a legal entity; that the strength and effectiveness of the Board is as a unit; that the majority decisions of the Board shall be supported even when personally opposed; and that a single Board member has no authority to act on behalf of the Board, unless so authorized.
6. Develop and maintain good relations with fellow Board members by considering and respecting their opinions and working with each other in a spirit of harmony and cooperation.
7. Maintain consistent and vigilant oversight of the College with emphasis on instructional quality, operational efficiency and fiscal stability.
8. Promote a healthy working relationship with the President through supportive, open and honest communication and regular evaluation.
9. Delegate authority to the President and staff to initiate policy recommendations, administer educational programs, conduct College business and implement Board decisions.
10. Act honestly and openly at all times following the letter and intent of all applicable Local and Federal Laws and keeping the confidentiality of privileged information.
11. Avoid all conflicts of interest and the appearance of conflicts of interest and not using the position as Trustee for personal gain.

Page 2: GCC Board of Trustees Policy 115 – Code of Trustee Ethics and Conduct

12. Devote time to educational and informational activities which will enhance one's personal ability to function effectively as a member of the Board of Trustees.
13. Maintain confidentiality of all Board discussions held in closed sessions and recognize that deliberations of the Board in closed sessions are not to be released or discussed in public without the prior approval of the Board by majority vote.

Amended & Adopted: , 2023
Resolution -2023

Amended & Adopted: December 23, 2021
Resolution 15-2021

Reviewed, no changes: July 15, 2016

Reviewed, no changes: July 24, 2014

Reviewed & Adopted: September 5, 2008
Resolution 17-2008

Adopted: March 16, 1994
Resolution 12-94

**GUAM COMMUNITY COLLEGE
Board of Trustees**

CODE OF TRUSTEE ETHICS AND CONDUCT

WHEREAS, the Guam Community College ("College") Board of Trustees ("Board") ~~Trustees~~ recognizes that the education of students is the reason for the College's existence; all other functions must support this purpose; and

WHEREAS, it is the duty of the ~~Board of Trustees~~ Board of Guam Community College to ensure that students receive the highest quality education in the most efficient manner possible.

NOW, THEREFORE, BE IT RESOLVED, that in the performance of their governance responsibilities, the Board of Trustees shall:

1. Recognize that the primary responsibility of the Board is to govern the College in the best interests of the educational needs of the Territory.
2. Promote and encourage open, mutually supportive and accountable participation of students, faculty and staff in the governance process.
3. Communicate and promote the needs of the community to the College and the needs of the College to the community.
4. Encourage and support open access to the Board while maintaining appropriate and well-defined College communication and decision-making channels.
5. Recognize that a trustee is a member of a legal entity; that the strength and effectiveness of the Board is as a unit; that the majority decisions of the Board shall be supported even when personally opposed; and that a single Board member has no authority to act on behalf of the Board, unless so authorized.
6. Develop and maintain good relations with fellow Board members by considering and respecting their opinions and working with each other in a spirit of harmony and cooperation.
7. Maintain consistent and vigilant oversight of the College with emphasis on instructional quality, operational efficiency and fiscal stability.
8. Promote a healthy working relationship with the President through supportive, open and honest communication and regular evaluation.
9. Delegate authority to the President and staff to initiate policy recommendations, administer educational programs, conduct College business and implement Board decisions.
10. Act honestly and openly at all times following the letter and intent of all applicable Local and Federal Laws and keeping the confidentiality of privileged information.
11. Avoid all conflicts of interest and the appearance of conflicts of interest and not using the position as Trustee for personal gain.
12. Devote time to educational and informational activities which will enhance one's personal ability to function effectively as a member of the Board of Trustees.

Page 2: GCC Board of Trustees Policy 115 – Code of Trustee Ethics and Conduct

13. Maintain confidentiality of all Board discussions held in closed sessions and recognize that deliberations of the Board in closed sessions are not to be released or discussed in public without the prior approval of the Board by majority vote.

Amended & Adopted: _____, 2023
Resolution -2023

Amended & Adopted: December 23, 2021
Resolution 15-2021

Reviewed, no changes: July 15, 2016

Reviewed, no changes: July 24, 2014

Reviewed & Adopted: September 5, 2008
Resolution 17-2008

Adopted: March 16, 1994
Resolution 12-94

**GUAM COMMUNITY COLLEGE
Board of Trustees**

ORIENTATION OF NEW BOARD OF TRUSTEES MEMBERS

WHEREAS, the Guam Community College ("GCC") Board of Trustees are appointed by the Governor to represent the community; and

WHEREAS, the Student Trustee is elected by the GCC students; and

WHEREAS, in order to be effective, each new member appointed or elected needs to have a basic understanding of the roles, functions, and responsibilities of trustee membership; and

WHEREAS, a role of the current Trustees is to serve as informational resources for new members so that new members might better carry out their trusteeship.

NOW, THEREFORE, BE IT RESOLVED, that each person appointed or elected to the Board of Trustees shall be provided with an orientation designed to allow that individual to become a fully-participating Board member within the shortest period of time possible. Said orientation is the joint responsibility of the Chairperson of the Board of Trustees, and the President of the College or their designee. Said orientation shall take place within one month of the person's appointment to the Board and shall include at a minimum:

1. An explanation of the duties and responsibilities of the Board of Trustees.
2. A tour of the campus.
3. A general orientation to the current status/activities of Guam Community College.
4. An explanation of the GCC Foundation and its relationship with the Board of Trustees.
5. Such materials (provided electronically) as are deemed important to the proper functioning of the new Board member. Such materials may include:
 - A. A copy of the current operational budgets.
 - B. A copy of TRUSTEES ROLES AND RESPONSIBILITIES AND TRUSTEE DECISION MAKING.
 - C. Copies of the minutes of all Board of Trustees meetings of the last six months.
 - D. Guam Public Law 14-77 (Title 17, Guam Code Annotated, Div. 4, Chapters 30-34).

Page 2: GCC Board of Trustees Policy 120 – Orientation of new Board of Trustees Members

- E. Board of Trustees Policy Handbook.
- F. Board of Trustees Membership Handbook.

Amended & Adopted: , 2023
Resolution - 2023

Reviewed, no changes: June 19, 2020

Amended & Adopted: July 15, 2016
Resolution 6-2016

Amended & Adopted: July 24, 2014
Resolution 29-2014

Amended & Adopted: September 5, 2008
Resolution 18-2008

Adopted: March 16, 1994
Resolution 1-93

**GUAM COMMUNITY COLLEGE
Board of Trustees**

ORIENTATION OF NEW BOARD OF TRUSTEES MEMBERS

WHEREAS, the Guam Community College ("GCC") Board of Trustees members are appointed by the Governor to represent the community; and

WHEREAS, the Student Trustee is elected by the GCC students members; and

WHEREAS, in order to be effective, each new member appointed or elected needs to have a basic understanding of the roles, functions, and responsibilities of trustee membership; and

WHEREAS, a role of the current Trustees is to provide an serve as informational foundation resources for new members so that new members might better carry out the their trusteeship;

NOW, THEREFORE, BE IT RESOLVED, that each person appointed or elected to the Board of Trustees shall be provided with an orientation designed to allow that individual to become a fully-participating Board member within the shortest period of time possible. Said orientation is the joint responsibility of the Chairperson of the Board of Trustees, and the President of the College or their delegates designee. Said orientation shall take place within one month of the person's appointment to the Board and shall include as at a minimum:

1. An explanation of the duties and responsibilities of the Board of Trustees.
2. A tour of the campus.
3. A general orientation to the current status/activities of Guam Community College.
4. An explanation of the GCC Foundation and its relationship with the Board of Trustees.
5. Such materials (provided electronically) as are deemed important to the proper functioning of the new Board member. Such materials may include:
 - A. A copy of the current operational budgets ~~and the Non-Appropriated Fund budget~~.
 - B. A copy of TRUSTEES ROLES AND RESPONSIBILITIES AND TRUSTEE DECISION MAKING.
 - C. Copies of the minutes of all Board of Trustees meetings of the last six months.
 - D. ~~Public Law 14-77 (Enabling Act of Guam Community College, as amended by Public Law 31-99 in 2011), (Title 17, Guam Code Annotated, Div. 4, Chapters 30-34)~~
 - ~~6. E. Board of Trustees Policy Handbook.~~
 - ~~7. F. Board of Trustees Membership Handbook.~~

Amended & Adopted: _____, 2023
Resolution - 2023

Reviewed, no changes: June 19, 2020

Amended & Adopted: July 15, 2016
Resolution 6-2016

Amended & Adopted: July 24, 2014
Resolution 29-2014

Amended & Adopted: September 5, 2008
Resolution 18-2008

Adopted: March 16, 1994
Resolution 1-93

**GUAM COMMUNITY COLLEGE
Board of Trustees**

PROFESSIONAL ASSOCIATIONS

WHEREAS, Guam Community College exists as a part of a network of educational institutions; and

WHEREAS, there are benefits to be derived from intellectual dialogue with board members and employees of other educational institutions; and

WHEREAS, it is important to discuss mutual concerns and problems with others similarly involved in an effort to find innovative ways to address these concerns and problems.

NOW, THEREFORE, BE IT RESOLVED, that Guam Community College shall maintain membership in the Accrediting Commission for Community and Junior Colleges (ACCJC) as the College's accrediting body and other relevant associations as the Board of Trustees may choose; and

BE IT FURTHER RESOLVED, that the Board of Trustees members and Guam Community College employees are encouraged to maintain individual membership and involvement in other educational associations, as appropriate.

Amended & Adopted: , 2023
Resolution - 2023

Amended & Adopted: June 19, 2020
Resolution 6-2020

Amended & Adopted: July 15, 2016
Resolution 7-2016

Amended & Adopted: July 24, 2014
Resolution 30-2014

Amended & Adopted: September 5, 2008
Resolution 19-2008

Adopted: July 20, 1994
Resolution 48-94

**GUAM COMMUNITY COLLEGE
Board of Trustees**

PROFESSIONAL ASSOCIATIONS

WHEREAS, Guam Community College exists as a part of a ~~community~~-network of educational institutions;
and

WHEREAS, there are benefits to be derived from intellectual dialogue with board members and employees
of other educational institutions; and

WHEREAS, it is important to discuss mutual concerns and problems with others similarly involved in an
effort to find innovative ways to address these concerns and problems.

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other relevant associations as the Board of Trustees may choose; and

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employees are encouraged to maintain individual membership and involvement in other educational associations, as
appropriate.

Amended & Adopted: _____, 2023
Resolution _____ - 2023

Amended & Adopted: June 19, 2020
Resolution 6-2020

Amended & Adopted: July 15, 2016
Resolution 7-2016

Amended & Adopted: July 24, 2014
Resolution 30-2014

Amended & Adopted: September 5, 2008
Resolution 19-2008

Adopted: July 20, 1994
Resolution 48-94

**GUAM COMMUNITY COLLEGE
Board of Trustees**

POLICY ON LEGISLATIVE TESTIMONY

WHEREAS, many matters come before *I Liheslaturan Guåhan* (the Guam Legislature) in the bills proposing new laws; and

WHEREAS, many of these proposed bills directly or indirectly affect Guam Community College ("College"); and

WHEREAS, it is the responsibility of the Board of Trustees and the President to develop testimony which represents the best interests of the College community.

NOW, THEREFORE, BE IT RESOLVED, that it shall be the responsibility of the President, or his/her designee, to keep current on proposed bills to determine which may affect the College and provide testimony as deemed necessary and appropriate; and

BE IT FURTHER RESOLVED, the President shall advise the Board of testimony given; and whenever possible and as necessary, said testimony will be routed to or discussed with all Board members for their input prior to the final version being developed. All members shall receive a copy of the final version. Said testimony shall be delivered by the person or persons designated by the Board Chairperson.

Amended & Adopted: _____ 2023
Resolution _____ 2023

Amended & Adopted: June 19, 2020
Resolution 7-2020

Reviewed, no changes: July 15, 2016

Amended & Adopted: July 24, 2014
Resolution 31-2014

Amended & Adopted: September 5, 2008
Resolution 20-2008

Adopted: March 16, 1994
Resolution 11-94

**GUAM COMMUNITY COLLEGE
Board of Trustees**

POLICY ON LEGISLATIVE TESTIMONY

WHEREAS, many matters come before *I Liheslaturan Guåhan* (the Guam Legislature) in the bills proposing new laws; and

WHEREAS, many of these proposed bills directly or indirectly affect Guam Community College ("College"); and

WHEREAS, it is the responsibility of the Board of Trustees and the President to develop testimony which represents the best interests of the College community.

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BE IT FURTHER RESOLVED, the President shall advise the Board of testimony given; and whenever possible and as necessary, said testimony will be routed to or discussed with all Board members for their input prior to the final version being developed. All members shall receive a copy of the final version. Said testimony shall be delivered by the person or persons designated by the Board Chairperson.

Amended & Adopted: 2023
Resolution 2023

Amended & Adopted: June 19, 2020
Resolution 7-2020

Reviewed, no changes: July 15, 2016

Amended & Adopted: July 24, 2014
Resolution 31-2014

Amended & Adopted: September 5, 2008
Resolution 20-2008

Adopted: March 16, 1994
Resolution 11-94

**GUAM COMMUNITY COLLEGE
Board of Trustees**

ACTING PRESIDENT

WHEREAS, the Guam Community College ("College") President serves in a dual capacity as President of the College and as Executive Officer of the Board of Trustees; and

WHEREAS, it is sometimes necessary for the President to be off-island; and

WHEREAS, there may be occasions when the President is unable to perform his/her duties due to absence, illness, or incapacitation; and

WHEREAS, it is vital that leadership and responsibility for the overall operation of the College be maintained despite the absence, illness, or incapacitation of the President.

NOW, THEREFORE, BE IT RESOLVED, that when it becomes necessary for the President to travel off-island, the President shall appoint an Acting President from among the Vice Presidents or other designated Academic Administrator and shall advise the Board; and

BE IT FURTHER RESOLVED, that should the President be unable to perform his/her duties in case of an emergency, the Board of Trustees Chairperson, in consultation with the other Board Members, shall appoint an Acting President from among the Vice Presidents or other designated Academic Administrator who shall serve until such time that the President is able to return to work; and

BE IT FURTHER RESOLVED, that an employee who is appointed to serve temporarily in an acting capacity as President of the College shall be compensated during the period of such services by a pay differential to be added to his/her base rate of pay, measured by the difference in amount between the step in the pay grade he/she holds and the salary paid the President; and

BE IT FURTHER RESOLVED, that compensation following appointment in an acting capacity shall not be less than 30 calendar days and not to exceed one year. Pay differential shall be deferred until the employee has served 30 consecutive calendar days in an acting capacity.

Amended & Adopted: _____, 2023
Resolution - 2023

Reviewed, no changes: June 19, 2020
Reviewed, no changes: April 8, 2016

Amended & Adopted: January 10, 2014
Resolution 4-2014

Amended & Adopted: September 5, 2008
Resolution 21-2008

Amended: June 7, 2000
Amended: July 1, 1998

Adopted: July 20, 1994
Resolution 49-94

**GUAM COMMUNITY COLLEGE
Board of Trustees**

ACTING PRESIDENT

WHEREAS, the Guam Community College ("College") President serves in a dual capacity as President of the College and as Executive Officer of the Board of Trustees; and

WHEREAS, it is sometimes necessary for the President to be off-island; and

WHEREAS, there may be occasions when the President is unable to perform his/her duties due to absence, illness, or incapacitation; and

WHEREAS, it is vital that leadership and responsibility for the overall operation of the College be maintained despite the absence, illness, or incapacitation of the President;

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BE IT FURTHER RESOLVED, that an employee who is appointed to serve temporarily in an acting capacity as President of the College shall be compensated during the period of such services by a payment differential to be added to his/her base rate of pay, measured by the difference in amount between the step in the pay grade he/she holds and the salary paid the President; and

BE IT FURTHER RESOLVED, that compensation following appointment in an acting capacity shall not be less than 30 calendar days and not to exceed one year. Payment differential shall be deferred until the employee has served 30 consecutive calendar days in an acting capacity.

Amended & Adopted: _____, 2023
Resolution - 2023

Reviewed, no changes: June 19, 2020
Reviewed, no changes: April 8, 2016

Amended & Adopted: January 10, 2014
Resolution 4-2014

Amended & Adopted: September 5, 2008
Resolution 21-2008

Amended: June 7, 2000
Amended: July 1, 1998

Adopted: July 20, 1994
Resolution 49-94
~~**Amended: July 1, 1998**~~
~~**Amended: June 7, 2000**~~

**GUAM COMMUNITY COLLEGE
Board of Trustees**

ORGANIZATIONAL CHART OF GUAM COMMUNITY COLLEGE

WHEREAS, the Guam Community College (“GCC” or “College”) was created by the Community College Act of 1977 (codified at 17 GCA §§ 30101, *et seq.*) and is accredited by the Accrediting Commission for Community and Junior Colleges Western Association of Schools and Colleges; and

WHEREAS, pursuant to 17 GCA, §32101, the GCC Board of Trustees (“BOT”) “is authorized to determine the College’s organizational structure and the composition of divisions of programs as it deems appropriate to achieve its mission as outlined within Division 4 of Title 17 of the Guam Code Annotated;” and

WHEREAS, the President and the Human Resources Office has an Organizational Chart that reflects the current organization of the College; and

WHEREAS, on August 20, 2021, the BOT reviewed and approved the restructure of the GCC Organization Chart.

NOW, THEREFORE, BE IT RESOLVED, that the Guam Community College Board of Trustees formally adopts the August 20, 2021 Organization Chart attached herein as a current reflection of the College’s structure.

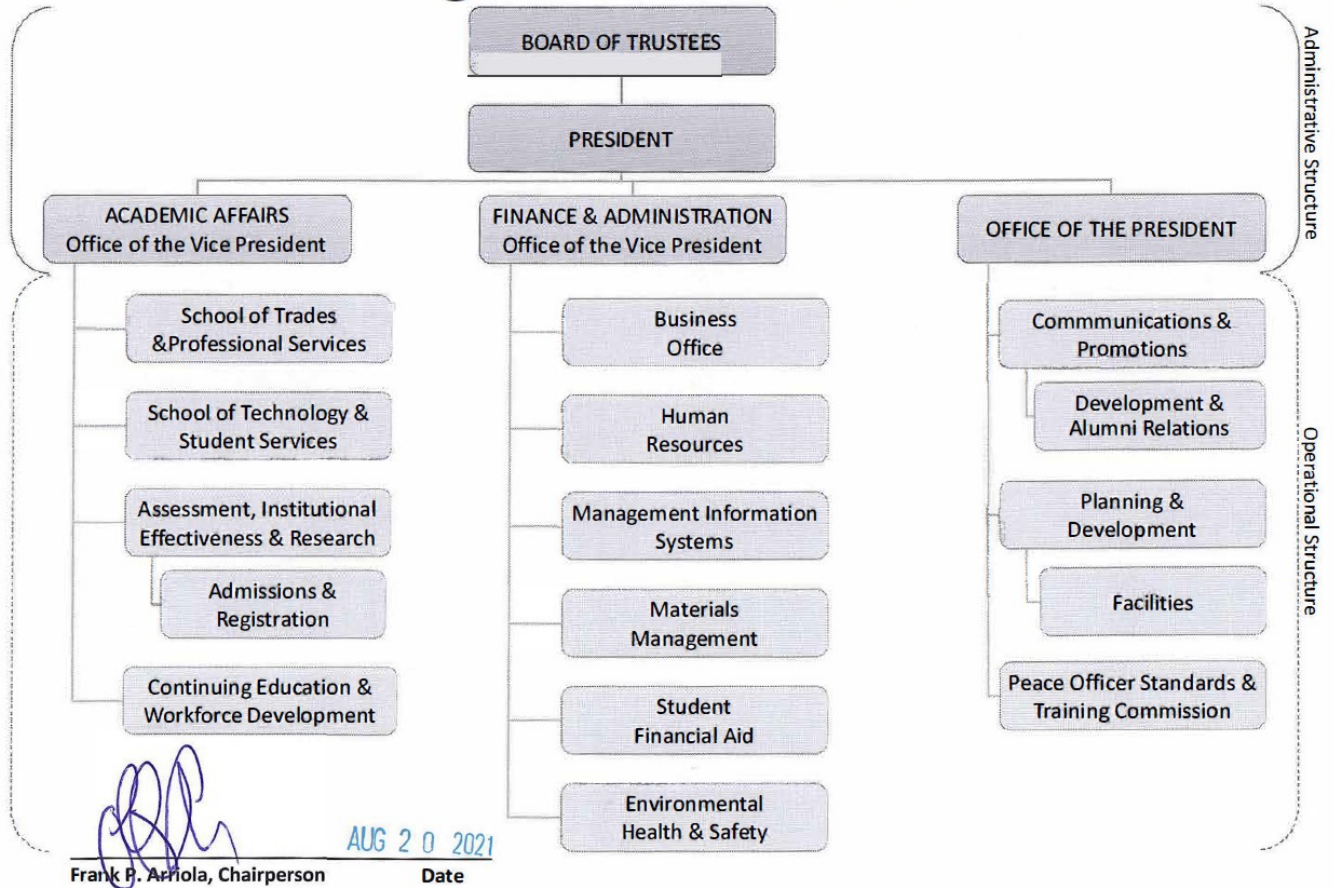
Amended & Adopted: _____, 2023
Resolution ____-2023

Amended & Adopted: July 24, 2014
Resolution 32-2014

Amended & Adopted: September 5, 2008
Resolution 22-2008

Adopted: May 15, 2001
Resolution 5-2001

Guam Community College Organizational Chart



**GUAM COMMUNITY COLLEGE
Board of Trustees**

ORGANIZATIONAL CHART OF GUAM COMMUNITY COLLEGE

WHEREAS, the Guam Community College ("GCC" or "College") was created by the Community College Act of 1977 (codified at 17 GCA §§ 30101, *et seq.*) and is accredited by the Accrediting Commission for Community and Junior Colleges Western Association of Schools and Colleges; and

WHEREAS, pursuant to 17 GCA, §32101, the GCC Board of Trustees ("BOT") "is authorized to determine the College's organizational structure and the composition of divisions of programs as it deems appropriate to achieve its mission as outlined within Division 4 of Title 17 of the Guam Code Annotated;" and

WHEREAS, the Professional Technological Institute, Office of the Vice President, created by the Board of Trustees on September 16, 1998 is no longer an active Division of the College; and

WHEREAS, the College has merged the functions of the former Professional Technological Institute into the Academic Affairs Division, School of Trades and Professional Services; and

WHEREAS, the President and the Human Resources Office has drafted an Organizational Chart that reflects the current organization of the College; and

NOW, THEREFORE, BE IT RESOLVED, that the Board of Trustees formally adopts the Organizational Chart as a current reflection of the institution's structure

WHEREAS, on August 20, 2021, the BOT reviewed and approved the restructure of the GCC Organization Chart.

NOW, THEREFORE, BE IT RESOLVED, that the Guam Community College Board of Trustees formally adopts the August 20, 2021 Organization Chart attached herein as a current reflection of the College's structure.

Amended & Adopted: _____, 2023
Resolution -2023

Amended & Adopted: July 24, 2014
Resolution No. 32-2014

Amended & Adopted: September 5, 2008
Resolution No. 22-2008

Adopted: May 15, 2001
Resolution 5-2001

**GUAM COMMUNITY COLLEGE
Board of Trustees**

**~~GCC AS A TOBACCO PRODUCT, ELECTRONIC CIGARETTE
AND BETEL_NUT-FREE CAMPUS~~**

WHEREAS, tobacco is a legally available consumer product which kills people when used entirely as intended; and

WHEREAS, second-hand smoke contains poisonous chemicals such as arsenic, hydrogen cyanide, ammonia, and carbon monoxide; and

WHEREAS, the Environmental Protection Agency has classified secondhand smoke as a Group A carcinogen, a substance known to cause cancer in humans, and the EPA does not recognize a safe level of exposure to Group A carcinogens; and

WHEREAS, indisputable scientific evidence exists that links tobacco use and exposure to second-hand tobacco smoke to pulmonary and cardiovascular diseases and cancer; and

WHEREAS, over 60 percent of all Guam cancer deaths are tobacco related; and

WHEREAS, the percentage of Guam's people who smoke is one of the highest of all U.S. states and territories; and

WHEREAS, smoking rates among Guam adults continue to increase despite the fact that over half of the current smokers have recently attempted to quit; and

WHEREAS, 23.3% of middle school students and 31.6% of high school students in Guam are current smokers, according to the 2003 Youth Risk Behavior Survey; and

WHEREAS, Guam Public Law 21-139, Guam's Clean Indoor Air Act of 1992, prohibits smoking in all enclosed public places and requires restaurants to designate at least 50% of their restaurant seating as non-smoking; and

WHEREAS, Guam Public Law 34-01, the Youth Protection Act of 2017, clarifies the definition of electronic cigarettes (also known as "vapes"), and raising the minimum age of legal access to tobacco products and electronic cigarettes/vapes to twenty-one (21) years; and

WHEREAS, Guam Public Law 28-2035-47), amends the Natasha Perez Protection Act of 2005, which prohibits smoking in all enclosed public places and within twenty (20) feet of the entrance or exit of enclosed public places; Guam restaurants, except for restaurants that turn into bars late at night; and

WHEREAS, Guam Public Law 34-01, the Youth Protection Act of 2017, clarifying the definition of electronic cigarettes, and raising the minimum age of legal access to tobacco products and electronic cigarettes to twenty-one (21) years; and

WHEREAS, Guam Community College is committed to promoting the health, wellness and social well-being of its students, staff, faculty and the people of Guam and the Western Pacific; and

WHEREAS, betel_nut and tobacco products, when chewed and expectorated, represent a significant health hazard by increasing the opportunity for exposure to various communicable diseases through saliva and air borne contaminants; and

WHEREAS, the use of any electronic cigarette (e-cigs/vapes) devices are prohibited on campus; and

WHEREAS, GCC recognizes the impact the use of these products has on users, and in line with the actions taken by elected leaders, ~~seeks to reduce~~prohibits its use of these products ~~access and usage~~ on campus and other College related activities ~~by individuals under the legal age of 21; and~~

WHEREAS, GCC desires to set a good public example as a responsible, health conscious public institution; and

NOW, THEREFORE BE IT RESOLVED, that the Board of Trustees approves the ban of tobacco products, electronic cigarette (e-cigs/vapes) devices, and the use of betel_nut on the GCC campus.

Amended & Adopted: 2023
Resolution -2023

Reviewed, no changes: April 8, 2016

Amended & Adopted: May 30, 2013
Resolution No: 6-2013

Amended & Adopted: September 5, 2008
Resolution No: 31-2008

Adopted: March 9, 2006
Resolution 3-2006

**GUAM COMMUNITY COLLEGE
Board of Trustees**

**COMPREHENSIVE ASSESSMENT OF INSTRUCTIONAL PROGRAMS,
STUDENT SERVICES, ADMINISTRATIVE UNITS AND THE BOARD OF
TRUSTEES**

WHEREAS, Guam Community College remains steadfast in its commitment to provide the citizens of Guam and the region with quality educational programs and services that undergo systematic and continual assessment; and

WHEREAS, the Board adopted an established cycle of program evaluation to fulfill the following objectives:

Assess program quality, productivity, need and demand;

Improve the quality of academic offerings and career and technical training;

Ensure appropriate allocation of resources;

Determine the program's effectiveness and implement program improvement strategies; and

WHEREAS, Accrediting Commission for Community and Junior Colleges (ACCJC) accreditation standards requires that GCC conducts systematic review and assessment to ensure the quality of its academic, learning support, and student services programs and implement improvements and innovations in support of equitable student achievement; and

WHEREAS, the regular cycle of assessment at GCC should be a one-year cycle as determined by a staggered assessment schedule of programs, services, and administrative units; and

WHEREAS, the Board of Trustees and the Foundation Board, shall set an example of compliance with the accreditation standards.

NOW, THEREFORE, BE IT RESOLVED, that the Board of Trustees assigns the responsibility to the President and his/her designee, with consultation from the Committee on College Assessment, to refine, monitor and strengthen the campus-wide assessment plan and schedule, as well as report assessment results in a timely manner to all stakeholders of the College; and

Page 2: GCC Board of Trustees Policy 306 - Comprehensive Assessment of Instructional Programs, Student Services, Administrative Units and the Board of Trustees

BE IT FURTHER RESOLVED, that the Comprehensive Assessment for Instructional Programs, Student Services, Administrative Units and the Board of Trustees shall be in effect each academic year.

Amended & Adopted: 2023
Resolution - 2023

Amended & Adopted: May 6, 2022
Resolution 1-2022

Amended & Adopted: August 11, 2017
Resolution 8-2017

Amended & Adopted: December 11, 2014
Resolution 46-2014

Amended & Adopted: November 17, 2008
Resolution 58-2008

Adopted: September 4, 2002
Resolution 13-2002

**GUAM COMMUNITY COLLEGE
Board of Trustees**

**COMPREHENSIVE ASSESSMENT OF INSTRUCTIONAL PROGRAMS,
STUDENT SERVICES, ADMINISTRATIVE UNITS AND THE BOARD OF
TRUSTEES**

WHEREAS, Guam Community College remains steadfast in its commitment to provide the citizens of Guam and the region with quality educational programs and services that undergo systematic and continual assessment; and

WHEREAS, the Board adopted an established cycle of program evaluation to fulfill the following objectives:

Assess program quality, productivity, need and demand;

Improve the quality of academic offerings and career and technical training;

Ensure appropriate allocation of resources;

Determine the program's effectiveness and implement program improvement strategies; and [MOU1]

WHEREAS, Accrediting Commission for Community and Junior Colleges (ACCJC) accreditation standards requires that GCC conducts systematic review and assessment to ensure the quality of its academic, learning support, and student services programs and implement improvements and innovations in support of equitable student achievement; (Standard 2.9) a comprehensive assessment process for all instructional programs, student services and administrative units on campus; and

~~**WHEREAS**, assessment of student learning outcomes must be the cornerstone of all assessment activities, as indicated in the accreditation standards; and~~

WHEREAS, the regular cycle of assessment at GCC should be ~~on a one~~ on a two-year cycle as determined by a staggered assessment schedule of programs, services, and administrative units; and

WHEREAS, the Board of Trustees and the Foundation Board, shall set an example of compliance with the accreditation standards.

NOW, THEREFORE, BE IT RESOLVED, that the Board of Trustees assigns the responsibility to the President and ~~or~~ his/her designee, with consultation from the Committee on College Assessment, to refine, monitor and strengthen the campus-wide assessment plan and schedule, as well as report assessment results in a timely manner to all stakeholders of the College; and

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Amended & Adopted: 2023
Resolution - 2023

Amended & Adopted: May 6, 2022
Resolution 1-2022

Amended & Adopted: August 11, 2017
Resolution 8-2017

Amended & Adopted: December 11, 2014
Resolution 46-2014

Amended & Adopted: November 17, 2008
Resolution 58-2008

Adopted: September 4, 2002
Resolution 13-2002

**GUAM COMMUNITY COLLEGE
Board of Trustees**

PROFESSIONAL DEVELOPMENT

WHEREAS, the Board of Trustees recognizes the importance of well-trained employees to more effectively carry out the mission of the College; and

WHEREAS, the Board of Trustees is committed to providing resources to support professional development activities at the institutional level; and

WHEREAS, procedures for the selection of administrators, faculty and staff professional development are on file in the office of the President of the College.

NOW, THEREFORE, BE IT RESOLVED, that the Guam Community College Board of Trustees establishes a Professional Development Account of the Non-Appropriated Fund for the professional development of faculty and support personnel. The President shall annually submit a budget for professional development for approval by the Board of Trustees.

BE IT FURTHER RESOLVED, that the Board of Trustees authorizes the following:

1. The selection of faculty will be through the Professional Development Initiative Committee (PDIC), in alignment with procedures established for the comprehensive institutional professional development plan. The recommendation of selected faculty will then go to the Deans, Academic Vice President and the President for final approval.
2. The selection of administrators and staff will be through the Administrators/Staff Professional Development Committee. The recommendation of selected staff and administrators will then go to the President for final approval.

BE IT FURTHER RESOLVED, that it is the policy of the Board of Trustees that professional development activities will be undertaken outside of the employee's normal working hours. In the event that a workshop or course is only offered during working hours, the supervisor may arrange for the employee to make up hours, as necessary and appropriate; and

BE IT FURTHER RESOLVED, that administrative leave may be granted for professional development activities under any of the following conditions:

1. The scheduling of the professional development activity will not compromise the critical operations of the department and the Guam Community College.
2. The professional development activity is required by the employee's supervisor as part of an employee improvement plan.
3. The professional development activity is conducted off-island.

Page 2: GCC Board of Trustees Policy 400 – Professional Development

4. The professional development activity is an integral part of the employee's job classification.
5. The professional development activity is offered only during normal working hours.

**Amended & Adopted:
Resolution -2023**

Reviewed with no changes: August 11, 2017

**Amended & Adopted: January 13, 2015
Resolution 1-2015**

**Amended & Adopted: January 8, 2009
Resolution 1-2009**

**Adopted: July 20, 1994
Resolution 24-94**

**GUAM COMMUNITY COLLEGE
Board of Trustees**

PROFESSIONAL DEVELOPMENT

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1. The scheduling of the professional development activity will not compromise the critical operations of the department and the Guam Community College.
2. The professional development activity is required by the employee's supervisor as part of an employee improvement plan.
3. The professional development activity is conducted off-island.
4. The professional development activity is an integral part of the employee's job classification.
5. The professional development activity is offered only during normal working hours.

Amended & Adopted:
Resolution -2023

Reviewed with no changes: August 11, 2017
Amended and Adopted: January 13, 2015
Resolution 1-2015

Amended and Adopted: January 8, 2009
Resolution 1-2009

Adopted: July 20, 1994
Resolution 24-94

**GUAM COMMUNITY COLLEGE
Board of Trustees**

TWELVE-MONTH FACULTY

WHEREAS, the Guam Community College ("College") operates secondary and post-secondary vocational programs, adult and continuing education, community education, and short-term specialized training beyond the academic year; and

WHEREAS, the operation of these programs require faculty to perform non-teaching duties on a twelve-month basis; and

WHEREAS, the College recognizes the need to provide an orderly, equitable procedure for the voluntary assumption of non-teaching duties that require performance throughout a twelve-month work year, and to provide a procedure for the return to nine-month status.

NOW, THEREFORE, BE IT RESOLVED, that there is established within the College's faculty classification system a twelve-month faculty position. The duties and responsibilities of the position involve planning, development or implementation of program(s) of instruction, curriculum or student services which by their nature must be performed outside of the regular classroom and the academic year; and

BE IT FURTHER RESOLVED, that a 9-month faculty who transfers to the twelve-month faculty position shall retain the same salary plus 30%, receive service credit in the transferred position, be placed on the annual leave accumulation policy as per the formula in the government code, and retain all benefits, including promotional opportunities and participation on faculty committees. The duty year will change from an academic year to a twelve-month year, which includes a transfer from a 35 to 40-hour work week. An employee making a transfer after the first day of the academic year will be paid cash for earned pro-rata summer leave and will then be placed on the annual leave accumulation policy; and

BE IT FURTHER RESOLVED, that upon return to a 9-month faculty position, any unused annual leave will be retained in the employee's personnel record and the employee will resume earning summer vacation leave. The faculty member will retain the same salary as other 9-month faculty and will receive service credit as though said service was rendered as a 9-month faculty; and

Page 2: GCC Board of Trustees Policy 435 – Twelve-Month Faculty

BE IT FURTHER RESOLVED, that a person hired into a twelve-month faculty position will be assigned a faculty rank consistent with the College ranking system. The new faculty member will be placed under the annual leave accumulation policy and will be entitled to all the benefits to which faculty are entitled.

Amended & Adopted: , 2023
Resolution -2023

Amended & Adopted: January 8, 2009
Resolution 6-2009

Adopted: July 5, 1995
Resolution 11-95

**GUAM COMMUNITY COLLEGE
Board of Trustees**

TWELVE-MONTH FACULTY

WHEREAS, the Guam Community College ("College") operates secondary and post-secondary vocational programs, adult and continuing education, community education, and short-term specialized training beyond the academic year; and

WHEREAS, the operation of these programs require faculty to perform non-teaching duties on a twelve-month basis; and

WHEREAS, the ~~Guam Community~~ College recognizes the need to provide an orderly, equitable procedure for the voluntary assumption of non-teaching duties that require performance throughout a ~~twelve-month~~ twelve-month work year, and to provide a procedure for the return to ~~nine-month~~ nine-month status; and

NOW, THEREFORE, BE IT RESOLVED, THAT, ~~that there~~ is established within the College's faculty classification system a twelve-month faculty position. The duties and responsibilities of the position involve planning, development or implementation of program(s) of instruction, curriculum or student services which by their nature must be performed outside of the regular classroom and the academic year; and

BE IT FURTHER RESOLVED, THAT, ~~that an academic year~~ a 9-month faculty who transfers to the twelve-month faculty position shall retain the same salary plus 30%, receive service credit in the transferred position, be placed on the annual leave accumulation policy as per the formula in the government code, and retain all benefits, including promotional opportunities and participation on faculty committees. The duty year will change from an academic year to a twelve-month year, which includes a transfer from a 35 to 40-hour work week. An employee making a transfer after the first day of the academic year will be paid cash for earned pro-rata summer leave and will then be placed on the annual leave accumulation policy; and

BE IT FURTHER RESOLVED, THAT, ~~that upon return to a 9-month~~ an academic year faculty position, any unused annual leave will be retained in the employee's personnel record and the employee will resume earning summer vacation leave. The faculty member will retain the same salary as other ~~academic year~~ 9-month faculty and will receive service credit as though said service was rendered as ~~an academic year~~ a 9-month faculty; and

BE IT FURTHER RESOLVED THAT, ~~that~~ a person hired ~~directly~~ into a twelve-month faculty position will be assigned a faculty rank consistent with the College ranking system. The new faculty member will be placed under the annual leave accumulation policy and will be entitled to all the benefits to which faculty are entitled.

Amended & Adopted: , 2023
Resolution -2023

Amended & Adopted: January 8, 2009
Resolution 6-2009

Adopted: July 5, 1995
Resolution 11-95

**GUAM COMMUNITY COLLEGE
Board of Trustees**

MERIT BONUS POLICY

WHEREAS, the Guam Community College ("College") acknowledges the entitlement, in accordance with and pursuant to any other applicable legal authority, of qualifying employees to be awarded merit bonus payments pursuant to 4 GCA §6203, and its intent to award merit bonuses in accordance with that statute; and

WHEREAS, the College acknowledges the Merit Bonus Supplemental Justification Evaluation Form and the Merit Bonus Supplemental Justification Policy created by the Department of Administration in order to justify a "Superior" performance rating for qualifying employees.

NOW, THEREFORE, BE IT RESOLVED, that pursuant to 4 GCA §6203, approved merit bonuses shall be awarded to qualifying employees by a lump sum bonus payment equivalent to 3.5% of the employee's salary after their new increment step is granted for up to three prior years; and

BE IT FURTHER RESOLVED, that the Board of Trustees ("BOT") acknowledges that the College may seek an appropriation to fund the payment of merit bonuses to eligible employees; and

BE IT FURTHER RESOLVED, that the BOT recognizes the statutory limitations imposed by the applicable law, limits the eligibility of qualifying employees to receive merit bonuses beyond this three-year period; and

BE IT FURTHER RESOLVED, that the College may, upon the BOT's approval, promulgate additional rules and regulations to ensure the payment of merit bonuses to eligible employees.

**Amended & Adopted: _____ 2023
Resolution __-2023**

**Amended & Adopted: September 9, 2022
Resolution 20-2022**

Reviewed with no changes: August 11, 2017

**Adopted: August 30, 2013
Resolution 8-2013**

**GUAM COMMUNITY COLLEGE
Board of Trustees**

GCC'S MERIT BONUS POLICY

WHEREAS, the Guam Community College ("College")~~Board of Trustees~~ wishes to acknowledge the entitlement, in accordance with and pursuant to any other applicable legal authority, of qualifying employees to be awarded merit bonus payments pursuant to 4 GCA §6203, and ~~wishes to memorialize GCC's intent to its intent to~~ award merit bonuses in accordance with that statute; and:

WHEREAS, the ~~Board of Trustees~~College acknowledges the Merit Bonus Supplemental Justification Evaluation Form and the Merit Bonus Supplemental Justification Policy created by the Department of Administration in order to justify a "Superior" performance rating for qualifying employees.

NOW, THEREFORE, BE IT RESOLVED, that pursuant to 4 GCA §6203, approved merit bonuses shall be awarded to qualifying employees by a lump sum bonus payment equivalent to 3.5% of the employee's salary after their new increment step is granted for up to three prior years; and

BE IT FURTHER RESOLVED, that the ~~Board of Trustees~~Board of Trustees ("BOT") acknowledges that the College may seek an appropriation to fund the payment of merit bonuses to eligible employees; and

BE IT FURTHER RESOLVED, that the ~~GCC-BOT~~ recognizes the statutory limitations imposed by the applicable law, limits the eligibility of qualifying employees to receive merit bonuses beyond this three-year period; and

BE IT FURTHER RESOLVED, that ~~GCC-the College~~ may, upon the ~~Board of Trustee's~~BOT's approval, promulgate additional rules and regulations to ensure the payment of merit bonuses to eligible employees.

Amended & Adopted: 2023
Resolution -2023

Amended & Adopted: September 9, 2022
Resolution 20-2022

Reviewed with no changes: August 11, 2017

Adopted: August 30, 2013
Resolution 8-2013