

**GCC Board of Trustees  
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person so elected shall complete the remainder of the term of office until the next regular elections are held.

**SECTION 7. COMMITTEES**

The Board may establish Ad Hoc Committees from time-to-time as necessary to conduct the business of the Board. Committee recommendations are subject to approval of the Board. Such committees shall automatically expire upon completion of their assigned task.

The Board shall establish Advisory Committees for each of the different career programs or levels of instruction and appoint committee members from among people in the community who can best advise the Board in their area of expertise or on matters pertaining to the Board's responsibilities as established by law.<sup>6</sup>

**ARTICLE V**

**PRESIDENT AND OTHER OFFICIALS**

**SECTION 1. PRESIDENT**

The President is an unclassified employee appointed by the Board of Trustees who shall fix the compensation for the office; the President can only be removed for cause by the Board. The President is the Chief Executive Officer of the College and the Executive Officer of the Board and shall have full charge and control, not in conflict with the policy making authority of the Board of Trustees, of the administration and business affairs of the College.

The powers of the President include the following:<sup>7</sup>

- A. To see that all policies, rules and regulations are enforced.
- B. To attend all meetings of the Board and submit a general report of the affairs of the College, and to keep the Board advised of the needs of the College.
- C. To devote his/her entire time to the business of the College; to select and appoint the employees of the College; to plan, organize, coordinate and control the services of such employees exercising such power under the general direction of

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<sup>6</sup> 17GCA § 31102

<sup>7</sup> 17GCA § 31110

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the Board.

- D. To have prepared the budget submission of the College for the consideration and approval of the Board of Trustees.
- E. To cause to be submitted to *I Maga'lahi (the Governor)* and *I Liheslatura (the Legislature)* one hundred twenty (120) days from the end of each fiscal year a report describing the condition and progress of career and technical education during the year including a financial report showing, the result of operations for the preceding fiscal year and financial status of the College on the last day. The report shall be made in the manner provided by the Board.
- F. To act, in cases where action must be taken within the College, where the Board of Trustees has provided no guides for administrative action, provided, however, that all actions and/or decisions shall be subject to review and concurrence by the Board of Trustees at the next regular meeting. It shall be the duty of the President to inform the Board promptly of such action and to recommend a policy therefore.
- G. To perform such duties as the Board may require.

### **SECTION 2. OTHER PERSONNEL**

The President shall hire other personnel as necessary to carry out the business of the College. The qualifications, duties, and salary ranges of such personnel shall be determined by the Board subject to the laws of the Territory of Guam. All employees of the College with the exception of the President and Private Executive Secretary are classified employees.

### **SECTION 3. AFFIRMATIVE ACTION**

The Guam Community College adheres to the policy of equal opportunity and affirmative action in education, training, and employment of all persons regardless of race, religion, color, sex (including gender identity or expression), age, handicap, or national origin.

### **SECTION 4. BONDING**

The Treasurer/Secretary and any other officer or agent of the College charged with responsibility for the custody of any of its funds or property shall be bonded in such sum and with such surety as the Board shall determine. The Board at its discretion may also require any other officer,

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agent, or employee of the College to be bonded in such amount and with such surety as it may determine.

**ARTICLE VI**

**FINANCIAL CONSIDERATIONS**

**SECTION 1. CONTRACTS**

Except as otherwise provided in these by-laws, the Board may authorize by resolution any officer or officers, agent or agents to enter into any contract or execute and deliver any instrument in the name of and behalf of the College and such authority may be general or confined to specific instances.

**SECTION 2. CHECKS, DRAFTS, AND ORDERS FOR PAYMENT**

All checks, drafts, or other orders for payment of money issued in the name of the College shall be signed by such officer or officers, agent or agents, employee or employees of the College in such manner as shall from time-to-time be determined by official action of the Board in the form of a resolution.

**SECTION 3. DEPOSITS**

All funds with the exception of petty cash, shall be deposited daily to the credit of the College in such bank or banks as the Board may select.

**SECTION 4. FISCAL YEAR**

The fiscal year of the College shall begin on the first day of October of each year and shall end on the thirtieth day of September of the following year.

**SECTION 5. FUNDING**

The Guam Community College, as a semi-autonomous Government of Guam agency, is funded by the Government of Guam through Legislative appropriations. The Board of Trustees shall seek Federal funds and grants, private donations and grants, and any other funding which will