

GUAM COMMUNITY COLLEGE
Resources, Planning and Facilities Committee

Agenda

Thursday, 05/02/19 @ 9:00a.m.
Faculty Senate Office, C2

1) Call to Order:

2) Attendance:

Name:	Position:	Email:	Present:
Victoria Davis	Student	victoria.davis1@guamcc.edu	
Joshua Perez	Student	joshuavincent.perez@guamcc.edu	
Megann Rojas	Student	megann.rojas@guamcc.edu	
Joanne Blas	Staff	joanne.blas1@guamcc.edu	
Tamara Hiura	Staff	tamaratherese.hiura@guamcc.edu	
Tasi Mafnas	Staff	tasimarina.mafnas@guamcc.edu	
J Pete Roberto	Faculty	joachim.roberto@guamcc.edu	
Fred Tupaz	Faculty	frederick.tupaz@guamcc.edu	
Carl Torres	Faculty	carl.torresii@guamcc.edu	
Mike Chan	Administrator	michael.chan@guamcc.edu	
Doris Perez	Administrator	doris.perez@guamcc.edu	
Carmen Santos	Administrator	carmen.kweksantos@guamcc.edu	

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.

3) Approval of Prior Minutes:

4) Old Business:

- a. Financial Report
- b. Facilities Report
- c. Opportunities to increase revenues

5) New Business:

6) Open Discussion:

7) Next Meeting:

8) Adjournment:

GUAM COMMUNITY COLLEGE

Resources, Planning & Facilities Committee
Thursday, 05/02/19 @ 9:00am
Faculty Senate Office/C2

Meeting Minutes

1) Call to Order: @ 9:07 a.m.

2) Attendance:

Name:	Position:	Email:	Present:
Tasi Mafnas	Staff	tasimarina.mafnas@guamcc.edu	absent
Tamara Hiura	Staff	tamaraherese.hiura@guamcc.edu	✓
Joanne Blas	Staff	joanne.blas1@guamcc.edu	✓
Victoria Davis	Student	victoria.davis1@guamcc.edu	✓
Joshua Perez	Student	joshuavincen.perez@guamcc.edu	absent
Megann Rojas	Student	megann.rojas@guamcc.edu	✓
JPete Roberto	Faculty	joachim.roberto@guamcc.edu	✓
Fred Tupaz	Faculty	frederick.tupaz@guamcc.edu	absent
Carl Torres II	Faculty	carl.torresii@guamcc.edu	✓
Mike Chan	Administrator	michael.chan@guamcc.edu	✓
Doris Perez	Administrator	doris.perez@guamcc.edu	absent
Carmen Santos	Administrator	carmen.kweksantos@guamcc.edu	✓

Recital of GCC Mission Statement

3) Approval of Prior Minutes:

Motion to approve minutes of March 29, 2019 with changes made by V. Davis, seconded by T. Hiura. No further discussion. Motion passed unanimously.

4) Old Business:

a. Financial Report – C. Santos reported the following: (See attachment)

1. To date GCC has received 50% of total appropriations, last receipt was April 29, 2019 for \$339,095.50.
2. GCC FY18 audit has been completed and report dated March 29, 2019, released by OPA on April 10, 2019. This is our 18th year of clean audits, with no issues, no findings, and no questioned costs.
3. Kiko Palacios is spearheading a working group to garner input to changes to GCC policies affected by the passage of PL35-5, legalization of marijuana. Will move forward to the Board for approval.
4. GCC has rescinded its intent to award the Forensic DNA Lab bid to Pro Pacific, as they are not able to obtain bonding. GCC is issuing Notice of Intent to award to the next most responsive and responsible bidder BME & Sons, with cost is \$1.4M higher. A/E services and credit collection services bids under evaluation. Phone services and copier services will be put out to bid this spring. Building 100 total paid to Propacific is \$4,662,863 up to payment #28, or 95% of \$4,931,187 paid. Building 300 total paid \$1,507,121.24 of \$4,451,889.36 or 34% completion. Received FEMA reimbursements for billing #1-3 totaling \$274,003 pending billing #4 and #5 through AP.
5. Banner modernization module updates. Users working with Ellucian on new modules/project implementation of Degree Works, Argos, Ellucian Analytics and moving our systems to the Cloud. This new implementation is estimated to be completed by Fall 2019 and NLT September 30, 2019. Argos report writing trainings have been ongoing for last couple of weeks. Additionally, there will be a new mobile app.
6. Guam Womens Club is giving 4 @ \$1000 scholarships closed on April 23, 2019; US Coast Guard scholarships still Yap State scholarships still open.
7. Website had its soft launch on April 19, 2019 and final launch on April 26, 2019. Report any issues with pages to Kiko Palacios and Wes Gima.

b. Facilities Report – (See attachment) all questions and concerns, please forward to D. Perez.

1. Building 100 – JP Roberto requested for a walk through to be scheduled. JP Roberto is willing to meet with faculty members to do a walk through before end of Spring semester. All individuals involved with the move will be informed. C. Santos will forward this issue to D. Perez.
- c. Opportunities to increase revenues – reviewed and discussed:
 1. Public Assistance Programs – Need to request for a memorandum of understanding and approval from President Okada. JP Roberto, will take initiative to spearhead this project beginning Fall 2019 semester.
 2. ESL Summer Programs – currently ongoing for Summer 2019.
 3. Black Friday – JP Roberto will verify with J. Munoz for clarification of ideas.

5) New Business:
None

- 6) Open Discussion:
- a. Faculty Increments – President Okada addressed faculty concerns regarding increments at Faculty Senate meeting on Friday, April 26, 2019. This issue is based on the decision of the legislature. If there is a need to contact faculty members, JP. Roberto and C. Torres II will be available over the summer break.
 - b. Faculty Union – Carl Torres II, President Elect for Faculty Union.
 - c. Book Store – termites are in the GCC Bookstore.
 - d. Events on Campus – an advisor needs to be present for the entire duration of the event. Safety Officer is working on revision to events permission form.
 - e. Smoking Tree – waiting on Guam Power Authority for verification of removal or trimming.
 - f. Congratulation to Finance & Administration for another year of clean audit. (18th year clean audit)

7) Next Meeting – 08/29/2019 @ 9:00am

8) Adjournment: @ 9:44 a.m. Motion was made by C. Torres II, seconded by T. Hiura. Motion passed.

RPF
FINANCIAL STATUS UPDATE
May 2, 2019

- FY19 - Below information is based on PL 34-116 and BMR memo 9/5/18. To date GCC has received 50% of total appropriations, last receipt was 4/29/19 for \$339,095.50. The cash flow is monitored on a daily basis.

FY 2019	5/2/2019						
Appropriations	FY19 Appr.	BMR Reserve	Adj Appr	Requested	Received	% Rec'd.	% Appr Rec'd.
General Fund	16,149,870	2,422,481	13,727,389	9,420,758	7,002,107	74%	51%
LPN / VocGuidance	763,207	114,481	648,726	445,204	330,904	74%	51%
MDF	948,888	0	948,888	553,518	330,035	60%	35%
GF - Apprenticeship	186,918	28,038	158,880	109,036	81,042	74%	51%
TAF	24,154	0	24,154	24,154	24,154	100%	100%
Capital Projects	200,400	0	200,400	116,900	0	0%	0%
First Gen Trust Fund	200,000	0	200,000	175,000	150,000	86%	75%
Totals	18,473,437	2,565,000	15,908,437	10,844,569	7,918,242	73%	50%

- GCC FY18 audit has been completed and report dated 3/29/19, released by OPA on 4/10/19. This is our 18th year of clean audits, with no issues, no findings, and no questioned costs.
- Kiko Palacios is spearheading a working group to garner input to changes to GCC policies affected by the passage of PL35-5, legalization of Marijuana.
- GCC has rescinded its intent to award the Forensic DNA Lab bid to Pro Pacific, as they are not able to obtain bonding. GCC is issuing Notice of Intent to award to the next most responsive and responsible bidder BME & Sons, with cost is \$1.4 million higher. A/E services and credit collection services bids under evaluation. Phone services and copier services will be put out to bid this spring. Bldg 100 total paid to Propacific is \$4,662,863 up to pymt #28, or 95% of \$4,931,187 paid. Bldg 300 total paid \$1,507,121.24 of \$4,451,889.36 or 34% completion. Bldg 300 total paid \$1,507,121 of \$4,451,889.36 or 34% completion. Received FEMA reimbursements for billing #1-3 totalling \$274,003 Pending billing #4 and #5 through AP.
- Banner modernization module updates.users working with Ellucian on new modules/project implementation of Degree Works, Argos, Ellucian Analytics and moving our systems to the Cloud. This new implementation is estimated to be completed by Fall 2019 and NLT 9/30/19. Argos reporting writing trainings have been ongoing for last couple weeks. Additionally, there will be a new mobile app.
- Guam Womens Club is giving 4 @ \$1000 scholarships closed on 4/23/19; US Coast Guard scholarships still Yap State scholarships still open.
- Website had its soft launch on 4/19 and final launch on 4/26/19. Report any issues with pages to Kiko Palacios and Wes Gima

Current YTD Operating Income (loss) for FY19 as of 4/11/19 are as follows:

4/11/2019	FY19					Total
	Fund 1	Fund 4	Fund 5	Fund 11	Fund 12	
Revenues						
Appropriations	\$ 6,326,853	\$ 330,035	\$ 69,922			\$ 6,726,810
Non-appropriated funds				\$ 4,730,736	\$ 821,521	\$ 5,552,257
Total Revenues	6,326,853	330,035	69,922	4,730,736	821,521	12,279,067
Expenditures						
Salaries - Full Time	5,665,350		25,096	572,039	138,114	6,400,599
Salaries - Part Time				549,628	32,895	582,523
Benefits	1,722,154		9,126	223,855	53,556	2,008,691
Travel				23,086	5,797	28,883
Contractual Services	524,107			381,568	235,174	1,140,849
Supplies and Materials				86,196	34,530	120,726
Equipment				9,933	5,151	15,083
Textbooks				375,494		375,494
Miscellaneous	5,728	119,860	(757)	39,164	272,567	436,562
Interest Expense				41,998		41,998
Power	375,886					375,886
Water/Sewer	18,737					18,737
Telephone	38,434					38,434
Capital Outlay				95,740		95,740
Transfer				(50,224)		(50,224)
Subtotal Expenditure	8,350,397	119,860	33,465	2,348,477	777,783	11,629,981
Encumbrances	438,149			420,384	254,650	1,113,183
Total Exp & Enc	8,788,546	119,860	33,465	2,768,861	1,032,433	12,743,165
Operating (loss)income	\$ (2,461,693)	\$ 210,175	\$ 36,457	\$ 1,961,875	\$ (210,912)	\$ (464,098)

P&D'S FACILITY & CIP UPDATE

R P F R E P O R T

M A R C H 2 0 1 9

CIP 18:

18. AC – TO REPLACE LRC'S WATER CHILLER UNIT

- | | |
|------------|--|
| 03/31/2019 | <ul style="list-style-type: none">▪ Percentage of work completed is 69.27% as of 04/04/2019▪ 2 units of PACC were shipped March 28, 2019 and ETA Guam is 4/30/2019▪ Payment Applications #3 for \$16,245.36 & #4 for \$24,322.14 were released; Clayarch submitted #5 for \$75,378.60 to TRMA on March 21, 2019. |
|------------|--|

18. CANOPY – TO INSTALL BARREL VAULT CANOPY SYSTEM CONNECTING BUILDINGS 3000, 4000, 5000 AND 6000 DESIGN-BUILD BARREL VAULT CANOPY WITH AN INTEGRATED PV GRID-TIED ELECTRICAL SYSTEM FOR BUILDING 3000 TO 4000. GCC FB-18-016 FOR \$296,000.00

- | | |
|------------|---|
| 03/31/2019 | <ul style="list-style-type: none">▪ Percentage of work completed is 11.19% as of April 4, 2019▪ GCC is considering an amended barrel vault design to seamlessly connect to building 3000 and 5000 (avoiding mold buildup, removal of door (eye)brows, etc.) along with an additional groin (CO#1 for \$17,200).▪ Payment application #1 for \$10,719 was released; #2 for \$19,091.70 is under review |
|------------|---|

CIP 19

19.02 AC – TO REPLACE OR REPAIR BROKEN AC UNITS AS PRIORITIZED

- | | |
|------------|--|
| 03/31/2019 | <ul style="list-style-type: none">▪ All 5 AC units arrived on island 03/25/2019▪ Room 3111's 5-ton ducted unit was installed on March 29, 2019. MPA's 7.5-ton unit is scheduled to be completed April 09, 2019▪ FPM and Mr. Bangayan met April 08, 2019 to plan for the installation of two 15-ton units at building 2000. The installation will take approximately 2-3 working days to complete. J&B is currently fabricating the transition ducts for the units. |
|------------|--|

19.03 PAINTING – CAMPUS PHASE IV – BUILDING 400, A, AND C

- | | |
|----------|--|
| 03/31/19 | <ul style="list-style-type: none">▪ The painting project at building A is scheduled to begin and end mid-May 2019. |
|----------|--|

OTHER:

BLDG. 100: BID ISSUED 1/14/16. MANDATORY BID CONFERENCE – 1/21/16. BID OPENING – 2/11/16.

AWARDED TO PROPACIFIC BUILDERS AUGUST 8, 2016 FOR \$4,516,000 EXPECTED COMPLETION DATE: NOVEMBER 1, 2017

- | | |
|----------|---|
| 03/31/19 | <ul style="list-style-type: none">▪ Percentage of work completed is 99.095% as of 04/04/2019▪ Payment application #28 for \$35,093.13 was released; #29 for \$ 27,776.20 was submitted to TRMA on 02/20/19▪ On March 29, 2019, TRMA submitted CO#4's recommendation to GCC for \$231,737.74. GCC subsequently approved 2 of the 9 items recommended by TRMA: the installation of a fire water tank enclosure for an additional \$3,547.33 and 30-calendar day extension and an additional \$30,386.04 to relocate an 8" main water line with a 21-calendar day extension. (NOTE: The total number of days are concurrent with the 30-calendar day extension.)▪ Velocity is scheduled to complete its network installation project by the end of April.▪ During the March Construction Coordination Meeting, PPBC said they intend to resubmit a request for the amount currently held as retainage – 5% of the total cost of the project. |
|----------|---|

P&D'S FACILITY & CIP UPDATE

R P F R E P O R T

M A R C H 2 0 1 9

BLDG. 300: P1501750 ISSUED TO TRMA FOR A&E FOR \$272,502. TRMA/GCC MET TO DESIGN THE BUILDING AS A SHELL HAVING MOVABLE DIVIDERS. 450-DAY PROJECT.

03/31/19

- Percentage of work completed is 45% as of 03/31/2019
- On March 14, 2019, representatives from GCC, TRMA, and DC&A (Ken Rekdahl, Vice President) met with JB Modern Tech to clarify the SOW for the removal, control, and disposal of paint with lead. Following this meeting DC&A's letter (March 22, 2019) explained "The general contractor may perform all the demolition activities as originally required for the Contract with additional Worker and Environmental safety requirements. Based on the TCLP determination demolition debris may be disposed as Construction Debris. The specific requirement is to have a Competent Person (CP) as defined in the specification oversee the demolition activities and assure that proper monitoring and awareness training as specified is provided to the general contractor. The requirements set forth in the specification provided may be utilized by the CP and are dependent on the means and methods used for the demolition work." Guided by DC&A's letter, JB Modern Tech submitted a proposal (April 3, 2019) for \$22,500. TRMA will review the proposal and forward its recommendation to GCC.

FORENSIC/DNA BUILDING: GCC-FB-17-002

03/31/2019

- On March 28, 2019, PPBC notified GCC that it will decline this project primarily because of its inability to obtain the required bonds. Accordingly, GCC will rescind PPBC's the Notice of Intent to Award and research the possibility to issuing a Notice of Intent to Award to the next qualified contractor – BME & Sons, Inc.

WELLNESS CENTER: P1400282 ISSUED TO TRMA FOR A&E FOR \$387,593. TRMA/GCC MET AND TRMA AGREED TO COMPLETE AND PROVIDE 100% DESIGN WEEK OF 11/9/15 – STORAGE ROOMS TO BE CONSOLIDATED TO ALLOW ADDITIONAL SEATING AREA.

3/31/19

TRMA has not responded to GCC's inquiry (March 25, 2019) whether the request made by MIS to include a total of 17 (13 at office area and 4 at gym) wired LAN (network) drops require additional cost.

BUILDING B RENOVATION:

03/31/2019

To better gauge comparable space requirements, the F&M team obtained rough footage of space at buildings 2000, 3000, B and C. TRMA is working towards finalizing a design proposal for building B. The generator and structure to support buildings A, B and 3000 will be included as an alternate to this project.



GUAM COMMUNITY COLLEGE
Resources, Planning and Facilities Committee
Agenda
 Friday, 03/29/19 @ 9:00a.m.
 Faculty Senate Office, C2

1) Call to Order:

2) Attendance:

Name:	Position:	Email:	Present:
Victoria Davis	Student	victoria.davis1@guamcc.edu	
Joshua Perez	Student	joshuavincen.perez@guamcc.edu	
Megann Rojas	Student	megann.rojas@guamcc.edu	
Joanne Blas	Staff	joanne.blas1@guamcc.edu	
Tamara Hiura	Staff	tamaratherese.hiura@guamcc.edu	
Tasi Mafnas	Staff	tasimarina.mafnas@guamcc.edu	
J Pete Roberto	Faculty	joachim.roberto@guamcc.edu	
Fred Tupaz	Faculty	frederick.tupaz@guamcc.edu	
Carl Torres	Faculty	carl.torresii@guamcc.edu	
Mike Chan	Administrator	michael.chan@guamcc.edu	
Doris Perez	Administrator	doris.perez@guamcc.edu	
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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.

3) Approval of Prior Minutes:

4) Old Business:

- a. Financial Report
- b. Facilities Report
- c. Opportunities to increase revenues

5) New Business:

6) Open Discussion:

7) Next Meeting:

8) Adjournment:

GUAM COMMUNITY COLLEGE

Resources, Planning & Facilities Committee
Wednesday, 03/29/19 @ 9:00am
Faculty Senate Office/C2

Meeting Minutes

1) Call to Order: @ 9:08 a.m.

2) Attendance:

Name:	Position:	Email:	Present:
Tasi Mafnas	Staff	tasimarina.mafnas@guamcc.edu	✓
Tamara Hiura	Staff	tamaratherine.hiura@guamcc.edu	absent
Joanne Blas	Staff	joanne.blas1@guamcc.edu	✓
Victoria Davis	Student	victoria.davis1@guamcc.edu	absent
Joshua Perez	Student	joshuavincen.perez@guamcc.edu	absent
Megann Rojas	Student	megann.rojas@guamcc.edu	✓
JPete Roberto	Faculty	joachim.roberto@guamcc.edu	✓
Fred Tupaz	Faculty	frederick.tupaz@guamcc.edu	absent
Carl Torres II	Faculty	carl.torresii@guamcc.edu	✓
Mike Chan	Administrator	michael.chan@guamcc.edu	absent
Doris Perez	Administrator	doris.perez@guamcc.edu	✓
Carmen Santos	Administrator	carmen.kweksantos@guamcc.edu	✓

Recital of GCC Mission Statement

3) Approval of Prior Minutes:

Motion to approve minutes of February 28, 2019 made by T. Mafnas, seconded by J. Blas. No further discussion. Motion passed unanimously.

4) Old Business:

a. Financial Report – C. Santos reported the following: (See attachment)

1. GCC FY18 outstanding A/R Appropriations of \$2,537,612.89 was received, of which 50% was on March 8, 2019 and the remaining balance received on March 26, 2019.
2. FY19, information is based on PL 34-116 and BBMR memo of September 05, 2018. To date GCC has received 26% of total appropriations, last receipt was March 22, 2019 for \$295,338.63. The cash flow is monitored on a daily basis.
3. Forensic DNA Lab bid has been awarded to Pro Pacific, however, we may be going out to bid again due to vendor bonding issue. A/E services and credit collection services bid under evaluation. Phone services and copier services will be put out to bid this Spring. Building 100 total paid to Propacific is \$4,627,780 up to payment #27, or 99% of \$4,661,093 paid. Building 300 total paid \$894,765.19 of \$4,451,889.36 or 20% completion. Building 300 total paid \$1,507,121 of \$4,451,889.36 or 34% completion. Received billing #3 totaling \$274,003 processed billing #4 and #5 through AP. FEMA approved our extension request and reprogramming of fund for Building 300, until December 21, 2019.
4. Banner 9 module users working with Ellucian on new modules/project implementation of Degree Works, Argos, Ellucian Analytics and moving our systems to the Cloud. This new implementation is estimated to be completed by Fall 2019 and NLT September 30, 2019. Argos reporting writing trainings have been ongoing for last couple of weeks. Additionally, there will be a new mobile app.
5. Guam Women's Club is giving 4 @ \$1000 scholarships all due April, 23, 2019; AAUW is giving out 2 @ \$550 scholarships due February 25, 2019; US Coast Guard scholarships and Yap State scholarships are still open; New scholarship Barry Mead \$1500 or cost of culinary classes. John Atkins scholarship still pending, working on final details.
6. Website will have its soft launch on April 19, 2019 and final launch on April 26, 2019. All departments have been asked to remove files from the website. They have been working hard with the content, departments, and the vendor.

7. As of March 29, 2019 GCC is at a negative \$1M, received about \$10.9M from appropriations and non-appropriated funds. The non-appropriated funds is what is keeping us afloat.
 8. JP Roberto requested status of ongoing discussions downtown regarding the GCC budget. Also there is no reinstatement of increments or promotions (ruled by the Attorney General's office). However, President Okada has been trying to schedule a meeting with Senator San Agustin, however, she has not been successful. Additionally, JP Roberto requested that should RPF revise staffing pattern to incorporate the increments are placed back into the budget for FY2020 to start on October 1, 2019? C. Santos response was, "preparing a budget to include increments will not take a long time. However, I don't want to do that until President Okada has a discussion with Senator San Agustin to get some clarity. Thus at this time no revised budget will be submitted."
- b. Facilities Report – D. Perez reported the following (See attachments)
1. Building 100 –
 - i. JP Roberto suggested that a meeting between P&D and CJ Department be scheduled to discuss the removal of the Armory and the Simulators. A training was supposed to be arranged because payment was made. C. Santos will follow up with Finance & Administration.
 - ii. List of faculty members who will have an office in the building. A meeting is scheduled for April 12, 2019 in Faculty Senate Office, C2 at 2:00p.m. to discuss the move and office space of Building 100. All faculty members involved will be invited to attend this meeting.
 2. ISMP – Working on a final draft which will be presented to the Board in May 2019 for implementation in January 2020.
- c. Opportunities to increase revenues – champions need to be assigned to the following ideas:
1. Generating incentives through CEWD – Still a possibility. Lab Fees should still be submitted through the Dean's office – November is the deadline for requests for January adjudication.
 2. Black Friday – Recommended by Joey Munoz, to host a CTE Fair the day after Thanksgiving. C. Santos stated that she will entertain this recommendation.
 3. Daycare – Discussed every year. However, it's a huge liability. Additionally, there is no space for it on campus.
 4. Automotive – Safety Inspection and oil change is a great idea. However, a curriculum format has to be developed.
 5. Administration Building – Use as dorm, great idea, however, currently there is no space on campus.
 6. ESL Summer Programs – currently providing services for the Korean language. Need to provide services for the Japanese language.
 7. Boot Camp – Currently ongoing. More programs will be provided.
 8. Café – Culinary Department Chair, Marivic Schrage will develop a curriculum for culinary students to use as part of their practicum. C. Santos will be working with Marivic Schrage.
 9. Public Assistance Programs – provide a room for public services to be provided on GCC campus. Many students are affected with classes and public assistance renewal appointments.
- JP. Roberto will coordinate who will be interested in championing the above ideas, then present to the RPF committee members.

5) New Business:

- a. Alcohol on campus – many reports of alcohol being consumed on campus. Empty beer bottles were found at the tree near Automotive Body & Paint Building and the Student Center Lounge. The tree area is becoming problematic. There are discussions of removal of the tree and what enforcements can be taken. There are a group of students who pick up the trash under the tree at least once a week.
- b. Proposed CIP 2020 – (See Attachment)

Motion to approve the proposed CIP 2020 was made by JP. Roberto, seconded by T. Mafnas. No further discussion. Motion passed unanimously.

6) Open Discussion:

None

- 7) Next Meeting – 04/12/2019 @ 9:00a.m.
05/03/2019 @ 9:00a.m.

- 8) Adjournment: @ 10:20 a.m. Motion was made by C. Torres II, seconded by T. Mafnas. Motion passed.

RPF
FINANCIAL STATUS UPDATE
March 29, 2019

- GCC FY18 outstanding A/R appropriations of \$2,537,612.89 was received, of which 50% was on 3/8/19 and the remaining balance received on 3/26/19.
- FY19 - Below information is based on PL 34-116 and BBMR memo 9/5/18. To date GCC has received 26% of total appropriations, last receipt was 3/22/19 for \$295,338.63. The cash flow is monitored on a daily basis.

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- Guam Womens Club is giving 4 @ \$1000 scholarships all due 4/23/19; AAUW is giving out 2 @ \$550 scholarships due 2/25/19; US Coast Guard scholarships still Yap State scholarships still open; New scholarship Barry Mead \$1500 or cost of culinary courses.
- Website will have its soft launch on 4/19 and final launch on 4/26/19 is the final. They have been working hard with the content, departments, and our vendor.

Current YTD Operating Income (loss) for FY19 as of 3/29/19 are as follows:

3/29/2019	FY19					
	Fund 1	Fund 4	Fund 5	Fund 11	Fund 12	Total
Revenues						
Appropriations	\$5,344,849	\$ 159,670	\$58,802			\$ 5,563,322
Non-appropriated funds				\$4,697,014	\$ 683,927	\$ 5,380,941
Total Revenues	5,344,849	159,670	58,802	4,697,014	683,927	10,944,262
Expenditures						
Salaries - Full Time	5,232,048		23,164	529,183	126,594	5,910,989
Salaries - Part Time				542,227	31,895	574,121
Benefits	1,590,125		8,424	209,309	49,146	1,857,004
Travel				23,030	4,405	27,436
Contractual Services	518,559			377,559	211,486	1,107,604
Supplies and Materials				76,769	29,144	105,913
Equipment	-			9,933	4,286	14,218
Textbooks				362,674		362,674
Miscellaneous	5,729	119,832	(757)	35,797	234,299	394,900
Interest Expense				41,998		41,998
Power	376,993					376,993
Water/Sewer	18,737					18,737
Telephone	38,434					38,434
Capital Outlay				95,740		95,740
Transfer				(50,224)		(50,224)
Subtotal Expenditure	7,780,625	119,832	30,831	2,253,996	691,254	10,876,538
Encumbrances	380,391			442,853	281,452	1,104,695
Total Exp & Enc	8,161,016	119,832	30,831	2,696,849	972,706	11,981,234
Operating (loss)income	\$ (2,816,167)	\$ 39,838	\$ 27,971	\$ 2,000,165	\$ (288,779)	(1,036,971)

P&D'S FACILITY & CIP UPDATE

R P F R E P O R T

F E B R U A R Y 2 0 1 9

CIP 18

REPLACE LRC'S WATER CHILLER UNIT

- Project is at 45.25% as of 02/25/2019
- Two (2) AC units (PACC) will be shipped mid-March and expected to arrive on Guam in 4-6 weeks. Units are tentatively scheduled to be installed during spring break
- Completed concrete pouring on column, wall, and curb
- Payment application #3 was submitted to TRMA on January 17, 2019
- Payment application #4 was submitted to TRMA on February 21, 2019

INSTALL BARREL VAULT CANOPY SYSTEM

DESIGN-BUILD BARREL VAULT CANOPY WITH AN INTEGRATED PV GRID-TIED ELECTRICAL SYSTEM FOR BUILDING 3000 TO 5000.
GCC FB-18-016 FOR \$296,000.00

- The performance bond was submitted on 2/22/19. The contract and the award letter was issued. Notice to Proceed date is March 1, 2019.
- Pre-construction meeting was held 2/28/19.

CIP 19

REPLACE OR REPAIR BROKEN AC UNITS AS PRIORITIZED

- J&B confirmed units are still scheduled to be installed by March 30, 2019.

PAINTING – CAMPUS PHASE IV – BUILDING 400, A, AND C

- The painting of building A will commence and be completed during the summer break.

OTHER:

BLDG. 100: BID ISSUED 1/14/16. MANDATORY BID CONFERENCE – 1/21/16. BID OPENING – 2/11/16.

AWARDED TO PROPACIFIC BUILDERS AUGUST 8, 2016 FOR \$4,516,000 EXPECTED COMPLETION DATE: NOVEMBER 1, 2017

- Construction is at 98.438% as of February 25, 2019
- Payment application #27 (\$85,017) was paid to PPBC (2/14/19)
- TRMA will review and submit its recommendation to GCC with regards to CO#4 (submitted by PPBC on 2/19/19).
- Drafted a letter to GWA regarding the air-gap system installed on building D's water tank. It should be noted that the installation was recommended by GWA rather than having the backflow preventer at Sesame Street.
- Invoice #28 (\$35,083.13) was submitted to TRMA on January 16, 2019

BLDG. 300: P1501750 ISSUED TO TRMA FOR A&E FOR \$272,502. TRMA/GCC MET TO DESIGN THE BUILDING AS A SHELL HAVING MOVABLE DIVIDERS. 450-DAY PROJECT.

- Construction renovation is at 42% as of February 25, 2019
- Payment application #4 was paid to J&B Modern Tech (February 14, 2019)
- GCC approved and increased TRMA's PO to develop a SOW for the lead abatement. Since then, a SOW was transmitted to J&B (2/25/19) for their vetting.

FORENSIC/DNA BUILDING: GCC-FB-17-002

- TRMA sent contract documents and exhibits to MMO for review on 2/20/2019

P&D'S FACILITY & CIP UPDATE

R P F R E P O R T

F E B R U A R Y 2 0 1 9

WELLNESS CENTER: P1400282 ISSUED TO TRMA FOR A&E FOR \$387,593. TRMA/GCC MET AND TRMA AGREED TO COMPLETE AND PROVIDE 100% DESIGN WEEK OF 11/9/15 – STORAGE ROOMS TO BE CONSOLIDATED TO ALLOW ADDITIONAL SEATING AREA.

No Change; MM is reviewing documents and working to issue as a bid.

BUILDING B RENOVATION:

Stakeholders (President, VPs, deans, P&D assistant director, and SSS program specialist) discussed renderings provided by TRMA (2/21/19). A list of recommendations, to include for example, the possibility of using existing elevator's housing/footprint, relocating mechanical rooms, and identifying space for the testing lab, was sent to TRMA 2/26/19. A meeting to discuss recommendations is scheduled for 2/28/19.



Guam Community College

PROPOSED CIP 2020

No	TYPE	Description
P20.	Safety	Modify areas to ensure safety and compliance to include campus lighting and visuals
P20.	AC	Replace or repair of broken AC units as prioritized
P20.	Classroom/Lab Renovation	Renovate/update with furniture and equipment
P20.	GenSet	Install 1MW for Bldgs. 4000, 5000, and 6000
P20.	GenSet	Install for Bldg. 2000
P20.	Facility Repair	Repair of 900 Awning
P20.	Keys	Install exterior electronic keys at buildings 3000, 4000, 5000, 1000, and 400
P20.	Parking Structure	Reconfigure at bldg. 2000
P20.	Power Line Conditioner	Install for buildings D, 2000, 5000, 6000
P20.	Culinary Kitchen	Install "floor to ceiling tiles on walls around the ware washing and prep areas"
Budget: BOT approved 1/18/19		\$563,000.00

GUAM COMMUNITY COLLEGE
Resources, Planning and Facilities Committee
Agenda
 Thursday, 02/28/19 @ 9:00a.m.
 Faculty Senate Office, C2

1) Call to Order:

2) Attendance:

Name:	Position:	Email:	Present:
Victoria Davis	Student	victoria.davis1@guamcc.edu	
Joshua Perez	Student	joshuavincent.perez@guamcc.edu	
Megann Rojas	Student	megann.rojas@guamcc.edu	
Joanne Blas	Staff	joanne.blas1@guamcc.edu	
Tamara Hiura	Staff	tamaratherine.hiura@guamcc.edu	
Tasi Mafnas	Staff	tasimarina.mafnas@guamcc.edu	
J Pete Roberto	Faculty	joachim.roberto@guamcc.edu	
Fred Tupaz	Faculty	frederick.tupaz@guamcc.edu	
Carl Torres	Faculty	carl.torresii@guamcc.edu	
Mike Chan	Administrator	michael.chan@guamcc.edu	
Doris Perez	Administrator	doris.perez@guamcc.edu	
Carmen Santos	Administrator	carmen.kweksantos@guamcc.edu	

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.

3) Approval of Prior Minutes:

4) Old Business:

- a. Financial Report
- b. Facilities Report

5) New Business:

- a. Opportunities to increase revenues

6) Open Discussion:

7) Next Meeting:

8) Adjournment:

GUAM COMMUNITY COLLEGE

Resources, Planning & Facilities Committee
 Wednesday, 02/28/19 @ 9:00am
 Faculty Senate Office/C2

Meeting Minutes

1) Call to Order: @ 9:20 a.m.

2) Attendance:

Name:	Position:	Email:	Present:
Tasi Mafnas	Staff	tasimarina.mafnas@guamcc.edu	absent
Tamara Hiura	Staff	tamaratherine.hiura@guamcc.edu	✓
Joanne Blas	Staff	joanne.blas1@guamcc.edu	✓
Victoria Davis	Student	victoria.davis1@guamcc.edu	✓
Joshua Perez	Student	joshuavincenz.perez@guamcc.edu	absent
Megann Rojas	Student	megann.rojas@guamcc.edu	absent
JPete Roberto	Faculty	joachim.roberto@guamcc.edu	absent
Fred Tupaz	Faculty	frederick.tupaz@guamcc.edu	✓
Carl Torres II	Faculty	carl.torresii@guamcc.edu	absent
Mike Chan	Administrator	michael.chan@guamcc.edu	✓
Doris Perez	Administrator	doris.perez@guamcc.edu	absent
Carmen Santos	Administrator	carmen.kweksantos@guamcc.edu	✓
Guest:			
Jose Munoz	Faculty (proxy)	jose.munoz@guamcc.edu	✓

Recital of GCC Mission Statement

3) Approval of Prior Minutes:

Motion to approve minutes of January 16, 2019 made by F. Tupaz, seconded by T. Hiura. No further discussion. Motion passed unanimously.

Motion to approve minutes of January 17, 2019 made by F. Tupaz, seconded by V. Davis. No further discussion. Motion passed unanimously.

4) Old Business:

a. Financial Report – C. Santos reported the following: (See attachment)

1. In December 2018, GCC received a memo from Mr. Edward Birns, Director of DOA that GCC would receive an additional \$2,330,000 for FY18 in January – March 2019. To date GCC has not received any of these funds. The President met with Mr. Birns last week and he indicated that we would receive 50% by end of February and the remaining by end of March.
2. FY19, information is based on PL 34-116 and BBMR memo of September 05, 2018. To date GCC has received 26% of total appropriations, last receipt was February 26, 2019 for \$295,338.63. The cash flow is monitored on a daily basis.
3. Forensic DNA Lab bid has been awarded to Pro Pacific pending bonding; network bid for remaining lines awarded to Docomo and GTA. A/E services and credit collection services current out to bid. Phone services and copier services will be put out to bid this Spring. Building 100 total paid to Propacific is \$4,627,780 up to payment #27, 99% of \$4,661,093 paid. Building 300 total paid \$894,765.19 of \$4,451,889.36 or 20% completion. Payment App #3 paid for \$640,166.22 of which billed FEMA \$261,696.22. Received billing #1 \$11,250, billing #2 and #3 \$26,752.94 is still outstanding. Processed billing #4 and #5 through AP. FEMA approved our extension request and reprogramming of funds for Building 300, until December 21, 2019.
4. Banner 9 module users working with Ellucian on new modules/project implementation of Degree Works, Argos, Ellucian Analytics and moving our systems to the Cloud. This new implementation is estimated

to be completed by Fall 2019 and NLT September 30, 2019. Additionally, there will be a new mobile app. Wes Gima is currently the chair for the Banner committee.

5. Guam Women's Club is giving 4 @ \$1000 scholarships all due April, 23, 2019; AAUW is giving out 2 @ \$550 scholarships due February 25, 2019; Japan Airlines Student Scholarship, all expenses paid trip to Japan June 24, 2019 through July 16, 2019; US Coast Guard scholarships still Yap State scholarships still open; New scholarship Barry Mead \$1500 or cost of culinary courses. AGA has 2 \$1000 scholarships due February 22, 2019.

b. Facilities Report – (See attachments)

5) New Business:

a. Opportunities to increase revenues –

1. F. Tupaz – faculty incentive funds will be run through CEWD to generate revenue. All requests for lab fees should be submitted to the Dean's.
2. J. Munoz – Black Friday day after Thanksgiving, CTE Fair (2 day fair), work with COPSA Student Organization. Showcase GCC programs and tie in with GCC Charter Day (November).
3. Children Daycare – provide childcare services to the public (GCC students will receive a discount). Utilize Early Childhood Education and Nursing Programs.
4. Automotive Program – provide services for lube and oil change and safety inspections. Utilize the Accounting and Marketing Programs
5. Administration Building – Convert the building into a Bread and Breakfast. Utilize Culinary, Hotel Lodging, Marketing, and Accounting Programs.
6. ESL Program – Summer program (Korean Exchange Students).
7. Boot Camp – 8 weeks program, 20 students to accelerate basic skills.

6) Open Discussion:

None

- 7) Next Meeting – 03/29/2019 @ 9:00a.m.
04/12/2019 @ 9:00a.m.
05/03/2019 @ 9:00a.m.

- 8) Adjournment: @ 9:32 a.m. Motion was made by T. Hiura, seconded by J. Blas. Motion passed.

RPF
FINANCIAL STATUS UPDATE
February 28, 2019

- In December 2018, GCC received a memo from Mr. Edward Birns, Director of DOA that GCC would receive an additional \$2,330,000 for FY18 in Jan-Mar 2019. To date GCC has not received any of these funds. The President met with Mr. Birns last week and he indicated that we would receive 50% by end of February and the remaining by end of March.
- FY19 - Below information is based on PL 34-116 and BBMR memo 9/5/18. To date GCC has received 26% of total appropriations, last receipt was 2/26/19 for \$295,338.63. The cash flow is monitored on a daily basis.

FY 2019		2/28/2019					
Appropriations	FY19 Appr.	BBMR Reserve	Adj Appr	Requested	Received	% Rec'd.	% Appr Rec'd.
General Fund	16,149,870	2,422,481	13,727,389	6,729,113	3,685,954	55%	27%
LPN / VocGuidance	763,207	114,481	648,726	318,003	174,190	55%	27%
MDF	948,888	0	948,888	395,370	159,670	40%	17%
GF - Apprenticeship	186,918	28,038	158,880	77,883	42,661	55%	27%
TAF	24,154	0	24,154	24,154	24,154	100%	100%
Capital Projects	200,400	0	200,400	83,500	0	0%	0%
First Gen Trust Fund	200,000	0	200,000	125,000	50,000	40%	25%
Totals	18,473,437	2,565,000	15,908,437	7,753,022	4,136,628	53%	26%

- Forensic DNA Lab bid has been awarded to Pro Pacific pending bonding; network bid for remaining lines awarded to Docomo and GTA. A/E services and credit collection services current out to bid. Phone services and copier services will be put out to bid this spring. Bldg 100 total paid to Propacific is \$4,627,780 up to pymt #27, or 99% of \$4,661,093 paid. Bldg 300 total paid \$894,765.19 of \$4,451,889.36 or 20% completion. Payment App#3 paid for \$640,166.22 of which billed FEMA \$261,696.22. Received billing #1 \$11,250, billing #2 & #3 \$262,752.94 is still outstanding. Processed billing #4 and #5 through AP. FEMA approved our extension request and reprogramming of funds for Bldg 300, until December 21, 2019.
- Banner 9 module users working with Ellucian on new modules/project implementation of Degree Works, Argos, Ellucian Analytics and moving our systems to the Cloud. This new implementation is estimated to be completed by Fall 2019 and NLT 9/30/19. Additionally, there will be a new mobile app.
- Guam Womens Club is giving 4 @ \$1000 scholarships all due 4/23/19; AAUW is giving out 2 @ \$550 scholarships due 2/25/19; Japan Airlines Student Scholarship, all expense paid trip to Japan 6/24-7/16; US Coast Guard scholarships still open; Yap State scholarships still open; New scholarship Barry Mead \$1500 or cost of culinary courses. AGA has 2 \$1000 scholarships, due 2/22/19.
-

Current YTD Operating Income (loss) for FY19 as of 2/27/19 are as follows:

2/27/2019	FY19					Total
	Fund 1	Fund 4	Fund 5	Fund 11	Fund 12	
Revenues						
Appropriations	\$ 3,884,298	\$ 159,670	\$ 42,661			\$ 4,086,629
Non-appropriated funds				\$4,677,292	\$ 641,595	\$ 5,318,887
Total Revenues	3,884,298	159,670	42,661	4,677,292	641,595	9,405,515
Expenditures						
Salaries - Full Time	4,360,379		19,298	447,249	103,554	4,930,480
Salaries - Part Time				400,337	30,345	430,682
Benefits	1,323,604		7,020	170,657	40,419	1,541,700
Travel				24,343	3,688	28,031
Contractual Services	433,404			333,626	205,316	972,346
Supplies and Materials				65,595	22,851	88,446
Equipment	(7)			4,640	3,217	7,850
Textbooks				361,713		361,713
Miscellaneous	5,736		(757)	26,338	233,013	264,329
Interest Expense				33,622		33,622
Power	301,744					301,744
Water/Sewer	18,737					18,737
Telephone	34,263					34,263
Capital Outlay				58,612		58,612
Transfer				(50,224)		(50,224)
Subtotal Expenditure	6,477,859	-	25,561	1,876,507	642,403	9,022,330
Encumbrances	546,125			491,036	113,955	1,151,116
Total Exp & Enc	7,023,984	-	25,561	2,367,543	756,358	10,173,446
Operating (loss)income	\$ (3,139,687)	\$ 159,670	\$ 17,100	\$2,309,749	\$ (114,763)	\$ (767,930)

P&D'S FACILITY & CIP UPDATE

R P F R E P O R T

J A N U A R Y 2 0 1 9

CIP 18:

18. AC – TO REPLACE LRC'S WATER CHILLER UNIT

- Project is at 37.50% as of 01/31/2019
- DCA's inspection (01/16/2019) identified some minor rebar errors which were addressed when examined on 01/18/19.
- On 01/25/19, concrete pouring was done for column, wall, and concrete curb
- Next meeting is scheduled for February 07, 2019.

18. CANOPY – TO INSTALL BARREL VAULT CANOPY SYSTEM CONNECTING BUILDINGS 3000, 4000, 5000 AND 6000

- The Notice of Intent to Award was sent to Clayarch, Inc. (1/29/19); Clayarch has until 2/8/19 to submit documents identified in letter. Project is for \$296,000 – canopy structure - \$243,800.00, photovoltaic system - \$45,400.00, and LED lighting system - \$6,800.

CIP 19:

19.02 AC – TO REPLACE OR REPAIR BROKEN AC UNITS AS PRIORITIZED

- No Change. Installation scheduled for March 2019.

19.03 PAINTING – CAMPUS PHASE IV – BUILDING 400, A, AND C

- Painting of Building C was complete January 2019.
- The post award meeting between GCC and JJ Global was held on January 07, 2019 where SOW, policies and procedures, and close out documents were discussed.
- It was agreed that the painting of Building A will commence in May 2019
- On 01/30/2019, a check was picked up by JJ global in the amount of \$47,992.50. The remaining 10% will be processed in the coming week.
- A certificate of completion was signed and acknowledged by GCC President on January 22, 2019.

OTHER:

BLDG. 100: BID ISSUED 1/14/16. MANDATORY BID CONFERENCE – 1/21/16. BID OPENING – 2/11/16.

AWARDED TO PROPACIFIC BUILDERS AUGUST 8, 2016 FOR \$4,516,000 EXPECTED COMPLETION DATE: NOVEMBER 1, 2017

- Construction is 97.8% as of January 31, 2019
- PPBC corrected and resubmitted AIA Payment #27 to GCC.
- Outstanding: (1) PPBC's quotes to replace building 100's cracked water tank. (2) PPBC/TRMA to respond to Velocity's concerns.
- GCC approved and transmitted CO#3 to USDA. CO#3 is primarily for the connection of fire sprinkler to building 300 and time extension through January 31, 2019.
- TRMA requested that the 1/28 scheduled walk through/punch list inspection be rescheduled to 1/31/19 because when TRMA conducted an inspection on 1/22 it was determined that the project would not be substantially complete by 01/28/19. Representatives from PPBC, TRMA, and GCC attended the punch list/inspection. It was then determined that the project was not complete.
- CO#4 will primarily include rerouting of 8" PVC main water line and the water tank enclosure; replacement of building 200's water tank, 2' storm drain at fire lane, raising electrical handhole, electrical work in room 206A, and time extension.

P&D'S FACILITY & CIP UPDATE

R P F R E P O R T

J A N U A R Y 2 0 1 9

BLDG. 300: P1501750 ISSUED TO TRMA FOR A&E FOR \$272,502. TRMA/GCC MET TO DESIGN THE BUILDING AS A SHELL HAVING MOVABLE DIVIDERS. 450-DAY PROJECT.

- Construction renovation is at 39% as of 01/31/2019
- AIA#4 and #5 was submitted to TRMA on 12/13/18 and 1/07/2019, respectively.
- A vendor conducted TCLP tests on lead based materials and determined that materials can be disposed of as construction debris.
- GCC is reviewing TRMA's fee proposal for \$14,900 (architectural, environmental engineering) which includes reviewing and developing a SOW related to "construction, demolition and disposal of hazardous materials".

FORENSIC/DNA BUILDING: GCC-FB-17-002

- MM sent an email TRMA to prepare a contract for the base bid and alternates 1 and 2

WELLNESS CENTER: P1400282 ISSUED TO TRMA FOR A&E FOR \$387,593. TRMA/GCC MET AND TRMA AGREED TO COMPLETE AND PROVIDE 100% DESIGN WEEK OF 11/9/15 – STORAGE ROOMS TO BE CONSOLIDATED TO ALLOW ADDITIONAL SEATING AREA.

05/31/2018 MM is reviewing documents and working to issue as a bid.

06 – No Change

01/31/2019

BUILDING B RENOVATION:

No Change. TRMA is developing building specs/design



GUAM COMMUNITY COLLEGE
Resources, Planning and Facilities Committee
Agenda

Thursday, 01/17/19 @ 12:30p.m.
Faculty Senate Office, C2

1) Call to Order:

2) Attendance:

Name:	Position:	Email:	Present:
Victoria Davis	Student	victoria.davis1@guamcc.edu	
Joshua Perez	Student	joshuavincent.perez@guamcc.edu	
Megann Rojas	Student	megann.rojas@guamcc.edu	
Joanne Blas	Staff	joanne.blas1@guamcc.edu	
Tamara Hiura	Staff	tamaratherine.hiura@guamcc.edu	
Tasi Mafnas	Staff	tasimarina.mafnas@guamcc.edu	
J Pete Roberto	Faculty	joachim.roberto@guamcc.edu	
Fred Tupaz	Faculty	frederick.tupaz@guamcc.edu	
Carl Torres	Faculty	carl.torresii@guamcc.edu	
Mike Chan	Administrator	michael.chan@guamcc.edu	
Doris Perez	Administrator	doris.perez@guamcc.edu	
Carmen Santos	Administrator	carmen.kweksantos@guamcc.edu	

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.

3) Approval of Prior Minutes:

4) Old Business:

5) New Business:

a. FY20 GovGuam Budget Requests

6) Open Discussion:

7) Next Meeting:

8) Adjournment:

GUAM COMMUNITY COLLEGE

Resources, Planning & Facilities Committee
Thursday, 01/17/19 @ 12:30pm
Faculty Senate Office/C2

Meeting Minutes

1) Call to Order: @ 12:55 p.m.

2) Attendance:

Name:	Position:	Email:	Present:
Tasi Mafnas	Staff	tasimarina.mafnas@guamcc.edu	✓
Tamara Hiura	Staff	tamaratherine.hiura@guamcc.edu	✓
Joanne Blas	Staff	joanne.blas1@guamcc.edu	absent
Victoria Davis	Student	victoria.davis1@guamcc.edu	absent
Joshua Perez	Student	joshuavincen.perez@guamcc.edu	absent
Megann Rojas	Student	megann.rojas@guamcc.edu	absent
JPete Roberto	Faculty	joachim.roberto@guamcc.edu	✓
Fred Tupaz	Faculty	frederick.tupaz@guamcc.edu	✓
Carl Torres II	Faculty	carl.torresii@guamcc.edu	absent
Mike Chan	Administrator	michael.chan@guamcc.edu	✓
Doris Perez	Administrator	doris.perez@guamcc.edu	✓
Carmen Santos	Administrator	carmen.kweksantos@guamcc.edu	✓
Guest:			
Joanne Muna	Administrator	joanne.muna@guamcc.edu	✓

Recital of GCC Mission Statement

3) Approval of Prior Minutes:

None

4) Old Business:

None

5) New Business:

a. FY20 GovGuam Budget Request

Increments (not retroactive)

- Faculty increments effective August 2020.
- Administrator increments effective January 2020.
- Staff increments effective October 2019 or when the next increment date is.

Motion to approve the FY2020 Guam Community College GovGuam Budget Request in the amount of \$19,285,975 with the understanding that if there is a change in the law regarding the FY2019 or FY2020 increments that it be reflected back into the Guam Community College's FY2020 budget. Motion was made by JP. Roberto, seconded by F. Tupaz. No further discussion. Motion passed unanimously.

6) Open Discussion:

None

7) Next Meeting – TBA

8) Adjournment: @ 1:14 p.m. Motion was made by T. Mafnas, seconded by T. Hiura. Motion passed.

Government of Guam
Fiscal Year 2020
Budget Digest

Function:
Department:
Program:
Fund:

SUMMARY

AS400 Account Code	Appropriation Classification	GENERAL FUND			MDFITAF/SPECIAL FUND			FEDERAL MATCH			GRAND TOTAL (ALL FUNDS)		
		FY 2018 Expenditures & Encumbrances	FY 2019 Authorized Level	FY 2020 Governor's Request	FY 2018 Expenditures & Encumbrances	FY 2019 Authorized Level	FY 2020 Governor's Request	FY 2018 Expenditures & Encumbrances	FY 2019 Authorized Level	FY 2020 Governor's Request	FY 2018 Expenditures & Encumbrances	FY 2019 Authorized Level	FY 2020 Governor's Request
111	PERSONNEL SERVICES	10,150,982	10,386,085	10,838,119	124,815	50,256	51,575	0	0	0	10,275,797	10,436,341	10,889,694
112	Regular Salaries/Increments/Special Pay:	0	0	0	0	0	0	0	0	0	0	0	0
113	Overtime:	3,527,709	3,526,189	3,625,514	41,612	16,207	18,699	0	0	0	3,559,321	3,542,396	3,644,213
	Benefits:	\$13,678,691	\$13,912,274	\$14,463,633	\$166,427	\$66,463	\$70,274	\$0	\$0	\$0	\$13,845,118	\$13,978,737	\$14,533,907
	TOTAL PERSONNEL SERVICES												
220	OPERATIONS	3,692	0	2,500	0	0	0	0	0	0	3,692	0	2,500
	TRAVEL - Off-Island/Local Mileage Reimburse:												
230	CONTRACTUAL SERVICES:	1,437,404	1,440,053	1,377,274	0	4,100	10,360	0	0	0	1,437,404	1,444,153	1,387,574
233	OFFICE SPACE RENTAL:	0	0	0	0	0	0	0	0	0	0	0	0
240	SUPPLIES & MATERIALS:	152,919	0	316,724	0	35,500	68,200	0	0	0	152,919	35,500	384,924
250	EQUIPMENT:	71,808	0	225,384	0	26,600	46,526	0	0	0	71,808	26,600	271,910
270	WORKERS COMPENSATION:	0	0	0	0	0	0	0	0	0	0	0	0
271	DRUG TESTING:	0	0	0	0	0	0	0	0	0	0	0	0
280	SUB-RECIPIENT/SUBGRANT:	0	0	0	0	0	0	0	0	0	0	0	0
290	MISCELLANEOUS:	417,757	233,084	50,774	500,832	1,016,625	1,288,318	0	0	0	918,589	1,248,719	1,339,052
	TOTAL OPERATIONS	\$2,082,581	\$1,673,147	\$1,972,656	\$500,832	\$1,082,825	\$1,413,344	\$0	\$0	\$0	\$2,584,413	\$2,755,972	\$3,386,000
361	UTILITIES	1,079,231	1,260,000	1,163,448	0	0	0	0	0	0	1,079,231	1,200,000	1,163,448
362	Power:	107,642	72,000	86,400	0	0	0	0	0	0	107,642	72,000	86,400
363	Water/ Sewer:	93,951	120,000	116,220	0	0	0	0	0	0	93,951	120,000	116,220
	Telephone/ Toll:	\$1,280,824	\$1,392,000	\$1,366,068	\$0	\$0	\$0	\$0	\$0	\$0	\$1,280,824	\$1,392,000	\$1,366,068
	TOTAL UTILITIES	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
450	CAPITAL OUTLAY	\$17,843,698	\$18,977,421	\$17,802,357	\$460,259	\$1,140,288	\$1,483,618	\$0	\$0	\$0	\$17,710,355	\$18,188,769	\$18,285,975
	TOTAL APPROPRIATIONS												
	†† Specify Fund Source(s)												
	FULL TIME EQUIVALENCIES (FTEs)	2	2	2	0	0	0	0	0	0	0	2	2
	UNCLASSIFIED:	209	198	199	2	1	1	0	0	0	211	199	200
	CLASSIFIED:	211	260	201	2	1	1	0	0	0	213	201	202
	TOTAL FTEs												

INCREMENTS { FACULTY - 08/2020
NOT ADMINISTRATOR -
RETROACTIVE STAFF - 10/2019 (MONTH - MONTH SCALE)

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Function:
Department:
Program:
Fund:

AS400 Account Code	Appropriation Classification	GENERAL FUND			MANPOWER DEVELOPMENT FUND			FEDERAL MATCH			GRAND TOTAL (ALL FUNDS)		
		FY 2018 Expenditures & Encumbrances	FY 2019 Authorized Level	FY 2020 Governor's Request	FY 2018 Expenditures & Encumbrances	FY 2019 Authorized Level	FY 2020 Governor's Request	FY 2018 Expenditures & Encumbrances	FY 2019 Authorized Level	FY 2020 Governor's Request	FY 2018 Expenditures & Encumbrances	FY 2019 Authorized Level	FY 2020 Governor's Request
	PERSONNEL SERVICES												
111	Regular Salaries/Increments/Special Pay:	9,594,731	9,947,277	10,365,624	124,815	50,256	51,575	0	0	0	9,719,546	9,997,533	10,417,199
112	Overtime:	0	0	0	0	0	0	0	0	0	0	0	0
113	Benefits:	3,329,900	3,373,376	3,487,428	41,612	16,207	18,899	0	0	0	3,371,512	3,389,583	3,486,127
	TOTAL PERSONNEL SERVICES	\$12,924,631	\$13,320,653	\$13,853,052	\$166,427	\$66,463	\$70,474	\$0	\$0	\$0	\$13,091,058	\$13,387,116	\$13,903,326
	OPERATIONS												
220	TRAVEL - Off-Island/Local Mileage Reimburs:	3,666	0	2,500	0	0	0	0	0	0	3,666	0	2,500
230	CONTRACTUAL SERVICES:	1,425,600	1,436,253	1,365,549	0	4,100	10,300	0	0	0	1,425,600	1,440,353	1,375,849
233	OFFICE SPACE RENTAL:	0	0	0	0	0	0	0	0	0	0	0	0
240	SUPPLIES & MATERIALS:	150,545	0	314,224	0	35,500	68,200	0	0	0	150,545	35,500	302,424
250	EQUIPMENT:	67,657	0	213,959	0	26,600	46,526	0	0	0	67,657	26,600	259,585
270	WORKERS COMPENSATION:	0	0	0	0	0	0	0	0	0	0	0	0
271	DRUG TESTING:	0	0	0	0	0	0	0	0	0	0	0	0
280	SUB-RECIPIENT/SUBGRANT:	0	0	0	0	0	0	0	0	0	0	0	0
290	MISCELLANEOUS:	33,886	46,176	50,774	221,910	816,225	1,009,396	0	0	0	255,798	862,403	1,060,170
	TOTAL OPERATIONS	\$1,681,354	\$1,482,429	\$1,948,106	\$221,910	\$882,425	\$1,134,422	\$0	\$0	\$0	\$1,903,264	\$2,364,854	\$3,080,528
	UTILITIES												
361	Power:	1,079,231	1,200,000	1,163,448	0	0	0	0	0	0	1,079,231	1,200,000	1,163,448
362	Water/ Sewer:	107,642	72,000	86,400	0	0	0	0	0	0	107,642	72,000	86,400
363	Telephoner Toll:	93,951	120,000	116,220	0	0	0	0	0	0	93,951	120,000	116,220
	TOTAL UTILITIES	\$1,280,824	\$1,392,000	\$1,366,068	\$0	\$0	\$0	\$0	\$0	\$0	\$1,280,824	\$1,392,000	\$1,366,068
450	CAPITAL OUTLAY	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
	TOTAL APPROPRIATIONS	\$15,884,810	\$16,195,082	\$17,145,228	\$388,337	\$948,688	\$1,204,604	\$0	\$0	\$0	\$16,273,147	\$17,43,978	\$18,448,822
	^{1/} Specify Fund Source(s)												
	FULL TIME EQUIVALENCIES (FTEs)												
	UNCLASSIFIED:	2	2	2	0	0	0	0	0	0	2	2	2
	CLASSIFIED:	197	188	191	2	1	1	0	0	0	199	189	192
	TOTAL FTEs	199	190	193	2	1	1	0	0	0	201	191	194

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Function:
Department:
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Fund:

AS400 Account Code	Appropriation Classification	GENERAL FUND (INVOCATIONAL GUIDANCE)			SPECIAL FUND			FEDERAL MATCH			GRAND TOTAL (ALL FUNDS)		
		FY 2018 Expenditures & Encumbrances	FY 2019 Authorized Level	FY 2020 Governor's Request	FY 2018 Expenditures & Encumbrances	FY 2019 Authorized Level	FY 2020 Governor's Request	FY 2018 Expenditures & Encumbrances	FY 2019 Authorized Level	FY 2020 Governor's Request	FY 2018 Expenditures & Encumbrances	FY 2019 Authorized Level	FY 2020 Governor's Request
	PERSONNEL SERVICES												
111	Regular Salaries/Incentives/Special Pay:	526,276	438,808	472,495	0	0	0	0	0	0	0	472,495	
112	Overtime:	0	0	0	0	0	0	0	0	0	0	0	
113	Benefits:	190,259	152,813	158,066	0	0	0	0	0	0	0	158,066	
	TOTAL PERSONNEL SERVICES	\$716,535	\$591,621	\$630,561	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$630,561	
	OPERATIONS												
220	TRAVEL - Off Island/Local Mileage Reimburse:	26	0	0	0	0	0	0	0	0	0	0	
230	CONTRACTUAL SERVICES:	11,804	3,800	11,725	0	0	0	0	0	0	0	11,725	
233	OFFICE SPACE RENTAL:	0	0	0	0	0	0	0	0	0	0	0	
240	SUPPLIES & MATERIALS:	1,699	0	2,500	0	0	0	0	0	0	0	2,500	
250	EQUIPMENT:	1,600	0	12,325	0	0	0	0	0	0	0	12,325	
270	WORKERS COMPENSATION:	0	0	0	0	0	0	0	0	0	0	0	
271	DRUG TESTING:	0	0	0	0	0	0	0	0	0	0	0	
280	SUB-RECIPIENT/SUBGRANT:	0	0	0	0	0	0	0	0	0	0	0	
290	MISCELLANEOUS:	0	0	0	278,922	200,400	278,922	0	0	0	278,922	278,922	
	TOTAL OPERATIONS	\$15,130	\$3,800	\$26,550	\$278,922	\$200,400	\$278,922	\$0	\$0	\$0	\$204,200	\$305,472	
	UTILITIES												
361	Power:	0	0	0	0	0	0	0	0	0	0	0	
362	Water/ Sewer:	0	0	0	0	0	0	0	0	0	0	0	
363	Telephone/ Toll:	0	0	0	0	0	0	0	0	0	0	0	
	TOTAL UTILITIES	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	
450	CAPITAL OUTLAY	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	
	TOTAL APPROPRIATIONS	\$731,664	\$585,421	\$687,131	\$278,922	\$200,400	\$278,922	\$0	\$0	\$0	\$795,621	\$938,043	
	* If Specify Fund Source: Per PL31-228 and PL32-120, USDA loan repayment from Liquid Fuel Tax Revenues and Real Property Tax Valuation, respectively.												
	FULL TIME EQUIVALENCES (FTEs)												
	UNCLASSIFIED:	0	0	0	0	0	0	0	0	0	0	0	
	CLASSIFIED:	12	10	8	0	0	0	0	0	0	12	8	
	TOTAL FTEs	12	10	8	0	0	0	0	0	0	12	8	

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Function:
Department:
Program:
Fund:

AS400 Account Code	Appropriation Classification	GENERAL FUND (GCC Appropriation Program)				SPECIAL FUND				FEDERAL MATCH				GRAND TOTAL (ALL FUNDS)			
		FY 2018 Expenditures & Encumbrances	FY 2019 Authorized Level	FY 2020 Governor's Request	FY 2018 Expenditures & Encumbrances	FY 2019 Authorized Level	FY 2020 Governor's Request	FY 2018 Expenditures & Encumbrances	FY 2019 Authorized Level	FY 2020 Governor's Request	FY 2018 Expenditures & Encumbrances (A + D + G)	FY 2019 Authorized Level (B + E + H)	FY 2020 Governor's Request (C + F + I)	FY 2018 Expenditures & Encumbrances	FY 2019 Authorized Level	FY 2020 Governor's Request	
	PERSONNEL SERVICES																
111	Regular Salaries/Increments/Special Pay:	29,975	0	0	0	0	0	0	0	0	0	0	0	0	0	0	
112	Overtime:	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	
113	Benefits:	7,549	0	0	0	0	0	0	0	0	0	0	0	0	0	0	
	TOTAL PERSONNEL SERVICES	\$37,525	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$37,525	\$0	
	OPERATIONS																
220	TRAVEL - Off-Island/Local Mileage Reimburs:	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	
230	CONTRACTUAL SERVICES:	0	0	4,100	0	0	0	0	0	0	0	0	0	0	0	4,100	
233	OFFICE SPACE RENTAL:	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	
240	SUPPLIES & MATERIALS:	675	0	18,500	0	0	0	0	0	0	0	0	0	0	675	18,500	
250	EQUIPMENT:	2,551	0	6,500	0	0	0	0	0	0	0	0	0	0	2,551	6,500	
270	WORKERS COMPENSATION:	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	
271	DRUG TESTING:	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	
280	SUB-RECIPIENT/SUBGRANT:	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	
290	MISCELLANEOUS:	383,870	186,918	1,009,396	0	0	0	0	0	0	0	0	0	0	383,870	1,009,396	
	TOTAL OPERATIONS	\$387,097	\$186,918	\$1,038,496	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$387,097	\$1,038,496	
	UTILITIES																
361	Power:	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	
362	Water/ Sewer:	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	
363	Telephone/ Toll:	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	
	TOTAL UTILITIES	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	
450	CAPITAL OUTLAY	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	
	TOTAL APPROPRIATIONS	\$424,621	\$186,918	\$1,038,496	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$424,621	\$1,038,496	
	* Specify Fund Source(s)																
	FULL TIME EQUIVALENCIES (FTEs)																
	UNCLASSIFIED:	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	
	CLASSIFIED:	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	
	TOTAL FTEs	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	

No.	Position Number	Home	Organization	Position Title	Name of Incumbent	Grade/Step	Salary	Overtime	Spreads	Incurrent		E+FG+I+J	Benefits		Total Benefits (K thru Q)	(J+R) TOTAL	Total Benefits (K thru Q)	(J+R) TOTAL			
										Date	Am.		Retire (DDI) (\$10/15) 3%	Retire (14.5%) 3%					Medicare (1.45%+J)	Life	Social Security (6.2%+J)
65	AA0003	5020	Admissions	Coordinator, Admissions & Reg.	Quinlan, Lisa M.	K-4-d	61,526.00	0	0	01/01/20	1,615	63,141	0	916	16,770	6,339	371	26	24,504	87,725	
66	AA0005	5020	Admissions	Records & Registration Tech	Probst, Vincent E.	H-8	34,207.00	0	0	04/02/20	543	34,745	9,228	0	504	187	187	0	26	10,414	45,158
67	AA0008	5020	Admissions	Records & Registration Tech	Mason, Edgar C.	H-9	35,287.00	0	0	03/18/20	653	35,940	9,246	0	521	187	2,511	203	26	12,968	48,900
68	AA0118	5020	Admissions	Program Coordinator I	Quinlan, Ronald G.	K-3	48,030.00	0	0	07/25/20	381	48,411	12,858	0	702	187	3,839	229	26	17,815	66,226
69	AA0118	5020	Admissions	Records & Registration Superv	Conception, Matthew L.	F-3	44,025.00	0	0	07/10/20	0	44,025	11,690	0	638	187	2,511	203	26	15,280	59,245
70	AA0016	5030	Assessment, Ins Effect and Rese	Assistant Director	Montague, Mathew O.	O-6-c	85,738.00	0	0	07/10/20	2,251	87,989	23,370	0	1,276	187	2,245	203	26	74,833	132,821
71	AA0013	5030	Assessment, Ins Effect and Rese	Institutional Researcher	Feret, Angeline Claire U.	L-4-c	54,835.00	0	0	12/03/20	1,403	54,838	16,665	0	795	187	1,245	203	26	17,900	72,329
72	AA0008	5050	Continuing Education	Administrative Assistant	Aguon, Evelyn Rose M.	F-8	40,077.00	0	0	01/01/20	0	40,077	10,644	0	541	187	1,245	203	26	13,356	53,433
73	AA0040	6000	Dean's Office - TPS	Dean	Feret, Barbara Eileen	O-10-c	79,165.00	0	0	11/21/14	2,078	81,243	21,578	0	1,178	187	2,511	203	26	25,657	106,900
74	AA0091	6000	Dean's Office - TPS	Associate Dean	Williams, Katy A.	H-7-b	77,480.00	0	0	09/18/15	2,655	104,195	27,874	0	1,511	187	6,339	371	26	36,083	140,278
75	AA0120	6000	Dean's Office - TPS	Administrative Aide	Walsh, Virginia B.	F-4	25,908.00	0	0	07/10/20	2,034	27,914	21,139	0	1,153	187	2,511	203	26	18,573	104,687
76	AA0150	6000	Dean's Office - TPS	Associate Dean	Milnes, Tom Marino B.	H-8-c	75,982.00	0	0	01/15/20	737	76,643	20,706	0	346	187	2,511	203	26	10,859	37,501
77	AA0015	6100	Automotive Technology	Assistant Instructor	Dreig, Elizabeth A.	H-6-d	75,982.00	0	0	01/01/20	1,994	77,956	20,705	0	1,130	187	2,511	203	26	10,859	37,501
78	AA0032	6110	Automotive Technology	Instructor	Flores, Joseph L.	F-9-d	50,649.00	0	0	08/01/20	242	41,704	11,077	0	605	187	3,030	228	26	25,231	103,187
79	AA0041	6110	Automotive Technology	Instructor	Pajdak, Lyndon B.	F-8-d	41,462.00	0	0	08/01/20	296	50,965	13,536	0	605	187	3,030	228	26	16,428	58,133
80	AA0041	6110	Automotive Technology	Instructor	Flores, Joseph L.	F-8-d	41,462.00	0	0	08/01/20	296	50,965	13,536	0	605	187	3,030	228	26	16,428	58,133
81	AA0164	6110	Automotive Technology	Assistant Instructor	Meno, Charles Roy M.	L-2-d	51,694.00	0	0	06/01/20	302	51,996	13,249	0	754	187	3,838	228	26	18,877	70,813
82	AA0164	6110	Automotive Technology	Instructor	Toburn, James H.	H-10-b	51,694.00	0	0	08/01/20	302	51,996	13,249	0	754	187	3,838	228	26	18,877	70,813
83	AA0150	6110	Automotive Technology	Instructor	Feret, Joseph L.	H-8-c	41,292.00	0	0	08/01/20	240	41,346	10,987	0	600	187	1,245	203	26	13,222	54,587
84	AA0151	6110	Automotive Technology	Instructor	Lewinski, Dinko J.	F-8-c	41,292.00	0	0	08/01/20	240	41,346	10,987	0	600	187	1,245	203	26	13,222	54,587
85	AA0152	6110	Automotive Technology	Instructor	Dennis, Christopher T.	F-13-c	58,246.00	0	0	08/01/20	340	58,548	15,660	0	849	187	2,511	203	26	20,051	83,108
86	AA0153	6110	Automotive Technology	Instructor	Tudis, Erin T.	F-13-a	62,446.00	0	0	08/01/20	364	62,810	16,682	0	849	187	2,511	203	26	16,597	75,183
87	AA0154	6110	Automotive Technology	Instructor	Egana, Joel E.	F-8-a	50,669.00	0	0	08/01/20	296	50,965	13,536	0	605	187	3,030	228	26	16,428	58,133
88	AA0182	6150	Education - Cosmetology	Tool Merchant	Ischia, Golder C.	F-6	37,907.00	0	0	02/10/20	705	37,959	10,248	0	495	0	6,339	371	26	21,648	72,633
89	AA0182	6150	Education - Cosmetology	Assistant Instructor (ITA)	Calleja, Anita A.	F-6	37,907.00	0	0	02/10/20	705	37,959	10,248	0	495	0	6,339	371	26	21,648	72,633
90	AA0182	6150	Education - Cosmetology	Instructor (ITA)	Reif, Michelle A.	H-2-b	31,979.00	0	0	08/13/18	0	31,979	8,759	0	415	187	4,409	228	26	15,407	42,008
91	AA0187	6200	Education - Early Childhood Edu	Instructor	Palomo, Melissa L.	F-8-a	38,735.00	0	0	06/01/18	174	38,735	10,248	0	562	187	2,722	228	26	15,919	42,008
92	AA0187	6200	Education - Early Childhood Edu	Instructor	Palomo, Melissa L.	F-8-a	38,735.00	0	0	06/01/18	174	38,735	10,248	0	562	187	2,722	228	26	15,919	42,008
93	AA0207	6210	Education - Early Childhood Edu	Professor	Lakoff, Eleanor H.	H-9-c	39,514.00	0	0	08/01/20	216	47,534	12,625	0	678	187	1,670	228	26	28,487	115,432
94	AA0207	6210	Education - Early Childhood Edu	Professor	Postreus, Martha H.	H-13-d	84,032.00	0	0	08/01/20	230	84,244	10,556	0	578	187	1,986	268	26	15,755	63,889
95	AA0217	6210	Education - Early Childhood Edu	Professor	Cruz, Donna M.	F-5	33,476.00	0	0	01/09/20	931	34,427	23,518	0	1,284	187	1,670	228	26	18,841	81,448
96	AA0217	6210	Education - Early Childhood Edu	Administrative Assistant	Aguiar, Marina C.	H-15-c	94,382.00	0	0	02/24/19	821	99,644	10,335	0	1,377	187	3,838	228	26	28,487	115,432
97	AA0251	6420	Criminal Justice Social Science	Assistant Professor	Conner, John M.	F-7	38,845.00	0	0	02/24/19	821	39,644	10,335	0	575	187	2,511	203	26	14,391	44,818
98	AA0251	6420	Criminal Justice Social Science	Associate Professor	Minor, Jose U.	H-6-a	74,206.00	0	0	08/01/20	230	70,052	13,984	0	726	187	1,670	228	26	16,305	54,373
99	AA0259	6420	Criminal Justice Social Science	Assistant Professor (ITA)	DeLa Cruz, Timmy E.	H-4-c	46,872.00	0	0	08/01/20	433	46,872	12,498	0	602	187	2,511	203	26	23,807	98,446
100	AA0259	6420	Criminal Justice Social Science	Emergency Instructor (ITA)	Rewind, Christopher D.	H-1-a	31,382.00	0	0	08/13/18	0	31,382	8,135	0	455	187	0	21	13,909	51,992	
101	AA0259	6420	Criminal Justice Social Science	Emergency Instructor (ITA)	Lizero, Dawn E.	H-3-a	38,135.00	0	0	08/01/20	228	38,135	10,448	0	565	187	2,771	0	21	9,472	40,854
102	AA0259	6420	Criminal Justice Social Science	Instructor	Ischia, Golder C.	H-6	40,841.00	0	0	08/01/20	216	41,249	11,719	0	613	187	3,838	228	26	14,366	53,327
103	AA0259	6420	Criminal Justice Social Science	Assistant Professor	Urbani, Nathiyah	H-6-b	69,099.00	0	0	11/15/19	1,419	71,515	18,460	0	1,008	187	6,339	371	26	16,090	58,350
104	AA0259	6420	Criminal Justice Social Science	Assistant Professor	Milner, Evi Marie L.	F-1-d	36,859.00	0	0	08/01/20	463	36,859	10,646	0	534	187	2,511	203	26	26,366	95,868
105	AA0259	6420	Criminal Justice Social Science	Assistant Professor	Frederick, Roland R.	F-7-a	39,850.00	0	0	08/01/20	232	40,059	10,646	0	581	187	2,511	203	26	17,232	56,081
106	AA0259	6420	Criminal Justice Social Science	Assistant Professor	Bondar, Adam Brandon A.	H-6-b	46,418.00	0	0	08/01/20	372	46,418	12,739	0	602	187	2,511	203	26	17,232	56,081
107	AA0259	6420	Criminal Justice Social Science	Assistant Professor	Repp, Mervy L.	H-7-a	39,850.00	0	0	08/01/20	372	40,059	10,646	0	581	187	2,511	203	26	17,232	56,081
108	AA0259	6420	Criminal Justice Social Science	Assistant Professor	Artero, J.	H-7-a	39,850.00	0	0	08/01/20	372	40,059	10,646	0	581	187	2,511	203	26	17,232	56,081
109	AA0259	6420	Criminal Justice Social Science	Assistant Professor	Frederick, Roland R.	H-6-b	46,418.00	0	0	08/01/20	372	46,418	12,739	0	602	187	2,511	203	26	17,232	56,081
110	AA0259	6420	Criminal Justice Social Science	Assistant Professor	Frederick, Roland R.	H-6-b	46,418.00	0	0	08/01/20	372	46,418	12,739	0	602	187	2,511	203	26	17,232	56,081
111	AA0259	6420	Criminal Justice Social Science	Assistant Professor	Frederick, Roland R.	H-6-b	46,418.00	0	0	08/01/20	372	46,418	12,739	0	602	187	2,511	203	26	17,232	56,081
112	AA0259	6420	Criminal Justice Social Science	Assistant Professor	Frederick, Roland R.	H-6-b	46,418.00	0	0	08/01/20	372	46,418	12,739	0	602	187	2,511	203	26	17,232	56,081
113	AA0259	6420	Criminal Justice Social Science	Assistant Professor	Frederick, Roland R.	H-6-b	46,418.00	0	0	08/01/20	372	46,418	12,739	0	602	187	2,511	203	26	17,232	56,081
114	AA0259	6420	Criminal Justice Social Science	Assistant Professor	Frederick, Roland R.	H-6-b	46,418.00	0	0	08/01/20	372	46,418	12,739	0	602	187	2,511	203	26	17,232	56,081
115	AA0259	6420	Criminal Justice Social Science	Assistant Professor	Frederick, Roland R.	H-6-b	46,418.00	0	0	08/01/20	372	46,418	12,739	0	602	187	2,511	203	26	17,232	56,081
116	AA0259	6420	Criminal Justice Social Science	Assistant Professor	Frederick, Roland R.	H-6-b	46,418.00	0	0	08/01/20	372	46,418	12,739	0	602	187	2,511	203	26	17,232	56,081
117	AA0259	6420	Criminal Justice Social Science	Assistant Professor	Frederick, Roland R.	H-6-b	46,418.00	0	0	08/01/20	372	46,418	12,739	0	602	187	2,511	203	26	17,232	56,081
118	AA0259	6420	Criminal Justice Social Science	Assistant Professor	Frederick, Roland R.	H-6-b	46,418.00	0	0	08/01/20	372	46,418	12,739	0	602	187	2,511	203	26	17,232	56,081
119	AA0259	6420	Criminal Justice Social Science	Assistant Professor	Frederick, Roland R.	H-6-b	46,418.00	0	0	08/01/20	372	46,418	12,739	0	602	187	2,511	203	26	17,232	56,081
120	AA0259	6420	Criminal Justice Social Science	Assistant Professor	Frederick, Roland R.	H-6-b	46,418.00	0	0	08/01/20	372	46,418	12,739	0	602	187	2,511	203	26	17,232	56,081
121	AA0259	6420	Criminal Justice Social Science	Assistant Professor	Frederick, Roland R.	H-6-b	46,418.00	0	0	08/01/20	372	46,418	12,739	0	602	187	2,511	203	26	17,232	56,081
122	AA0259	6420	Criminal Justice Social Science	Assistant Professor	Frederick, Roland R.	H-6-b	46,418.00	0	0	08/01/20	372	46,418	12,739	0	602	187	2,511	203	26	17,232	56,081
123	AA0259	6420	Criminal Justice Social Science	Assistant Professor	Frederick, Roland R.	H-6-b	46,418.00	0	0	08/01/20	372	46,418	12,739	0	602	187	2,511	203	26	17,232	56,081
124	AA0259	6420	Criminal Justice Social Science	Assistant Professor	Frederick, Roland R.	H-6-b	46,														

No.	Position Number	Home Organization	Position Title I/II	Name of Incumbent	Grade/Step	Salary	Overtime	Special	Increment			Benefits					(J+R) TOTAL	Total Benefits (K/thr Q)
									Date	Am.	(E+R+G+I) Subtotal	Retire (DDI) (\$19.01*6PP)	Retirement (J * 16.56%)	Social Security (6.21% * J)	Medicare (1.45% * J)	Life		
143	AAD006	7000	Dean's Office - TSS	Administrative Aide	F-6	29,883.0	0	05/16/07	395	30,278	6,042	0	439	187	218	26	32,794	43,012
144	AAD007	7000	Dean's Office - TSS	Word Processing Secretary II	H-13	54,150.0	0	12/03/07	1,407	55,557	14,836	0	810	187	338	26	59,898	75,755
145	AAD081	7000	Dean's Office - TSS	Program Specialist	K-12-a	64,190.0	0	03/01/10	1,659	64,849	0	0	940	187	372	26	72,221	86,363
146	AAD110	7000	Dean's Office - TSS	Dean	D-2-a	87,443.0	0	01/01/10	2,295	89,739	23,835	0	1,801	187	218	26	118,959	145,501
147	AAD121	7000	Dean's Office - TSS	Administrative Assistant	P-2	32,453.0	0	04/29/18	612	32,865	8,729	0	477	187	203	26	34,132	44,971
148	AAD185	7000	Dean's Office - TSS	Associate Dean	H-4	79,640.0	0	01/01/10	2,075	81,715	21,944	0	1,178	187	203	26	106,736	128,808
149	AAD187	7000	Dean's Office - TSS	Program Specialist	H-6-b	50,253.0	0	06/02/11	546	50,800	13,503	495	737	187	228	26	55,625	72,185
150	AAD101	7110	Math and Science - Math	Instructor	P-4-d	48,703.0	0	01/12/07	284	48,987	13,011	0	710	187	203	26	52,705	69,899
151	AAD171	7110	Math and Science - Math	Instructor	P-4-d	48,703.0	0	01/12/07	284	48,987	13,011	0	710	187	203	26	52,705	69,899
152	AAD172	7110	Math and Science - Math	Associate Professor	L-5-d	63,410.0	0	08/01/12	252	63,662	15,444	495	630	187	245	26	70,147	87,605
153	AAD048	7120	Math and Science - Science	Associate Professor	L-11-c	70,610.0	0	08/01/10	432	71,022	18,863	0	1,030	187	245	26	75,937	95,937
154	AAD179	7120	Math and Science - Science	Associate Professor	L-9-d	65,656.0	0	08/01/10	364	66,020	17,591	0	960	187	271	26	74,844	92,344
155	AAD180	7120	Math and Science - Science	Assistant Professor	L-12-a	72,022.0	0	04/10/07	420	72,442	15,241	0	1,050	187	271	26	78,743	98,229
156	AAD137	7210	Student Support Services	School Aide II	K-9-b	54,533.0	0	08/01/10	380	54,913	15,329	0	816	187	372	26	61,126	76,249
157	AAD193	7210	Student Support Services	School Aide III	G-7	30,913.0	0	10/19/10	300	31,213	8,210	0	448	187	271	26	33,632	44,848
158	AAD007	7210	Student Support Services	Program Coordinator II	H-12	38,793.0	0	06/04/11	0	39,753	10,293	495	562	187	203	26	43,785	57,106
159	AAD014	7210	Student Support Services	Deputy Typist III	F-18	50,833.0	0	12/07/10	0	50,833	13,533	0	739	187	228	26	55,378	71,811
160	AAD093	7211	Health Administration	Administrative Aide	F-18	39,583.0	0	06/19/11	0	39,583	10,533	0	556	187	228	26	43,785	57,106
161	AAD189	7211	Health Administration	Administrative Aide	F-18	39,583.0	0	06/19/11	0	39,583	10,533	0	556	187	228	26	43,785	57,106
162	AAD108	7220	Health Services Center	Program Specialist	L-12-d	62,542.0	0	08/01/10	385	62,927	16,708	0	810	187	271	26	69,806	90,811
163	AAD080	7220	Center for Student Involvement	Program Specialist (ITA)	L-6-b	50,256.0	0	01/05/10	352	50,608	13,348	0	729	187	231	26	54,753	72,344
164	AAD013	7420	Center for Student Involvement	Program Coordinator I	F-6-b	40,841.0	0	01/05/10	1,161	42,002	11,356	0	609	187	251	26	46,658	61,666
165	AAD009	7510	Technology - Office Technology	Associate Professor	L-13-a	74,945.0	0	08/01/10	437	75,382	20,022	0	1,093	187	245	26	81,114	105,508
166	AAD011	7510	Technology - Office Technology	Associate Professor	L-13-a	74,945.0	0	08/01/10	437	75,382	20,022	0	1,093	187	245	26	81,114	105,508
167	AAD073	7610	Assessment and Counseling	Administrative Assistant	L-8-b	62,047.0	0	08/01/10	362	62,409	16,574	0	905	187	203	26	68,914	91,132
168	AAD072	7610	Assessment and Counseling	Administrative Assistant	L-8-b	62,047.0	0	08/01/10	362	62,409	16,574	0	905	187	203	26	68,914	91,132
169	AAD083	7610	Assessment and Counseling	Associate Professor	L-14-c	79,255.0	0	08/01/10	464	80,029	21,256	0	1,160	187	271	26	86,297	112,847
170	AAD194	7610	Assessment and Counseling	Associate Professor	L-14-c	79,255.0	0	08/01/10	464	80,029	21,256	0	1,160	187	271	26	86,297	112,847
171	AAD017	7610	Assessment and Counseling	Associate Professor	L-16-b	77,986.0	0	08/01/10	455	78,441	20,824	0	1,149	187	271	26	85,337	112,116
172	AAD031	7620	Enrollment Services	Associate Professor	L-16-b	77,986.0	0	08/01/10	455	78,441	20,824	0	1,149	187	271	26	85,337	112,116
173	AAD071	7630	Accommodative Services	Instructor	L-14-a	78,775.0	0	08/01/10	460	79,235	21,045	0	1,149	187	271	26	86,564	113,344
174	AAD014	7710	Technology - Computer Science	Program Specialist	L-15-c	61,706.0	0	08/11/12	372	62,078	17,019	0	929	187	372	26	69,806	90,811
175	AAD003	7710	Technology - Computer Science	Program Specialist	L-15-c	61,706.0	0	08/11/12	372	62,078	17,019	0	929	187	372	26	69,806	90,811
176	AAD017	7810	Technology - Computer Science	Instructor (ITA)	M-15-a	92,518.0	0	08/01/10	540	93,058	24,716	0	1,349	187	245	26	102,122	132,316
177	AAD028	7750	English	Assistant Professor	L-13-a	36,740.0	0	08/01/10	369	37,109	10,289	495	562	187	203	26	41,031	53,975
178	AAD062	7750	English	Instructor (ITA)	L-13-a	36,740.0	0	08/01/10	369	37,109	10,289	495	562	187	203	26	41,031	53,975
179	AAD032	7810	Technology - Electronics	Assistant Professor	L-13-b	46,298.0	0	08/01/10	503	46,801	12,854	0	563	187	245	26	50,664	66,144
180	AAD037	7810	Technology - Electronics	Assistant Professor	L-13-b	46,298.0	0	08/01/10	503	46,801	12,854	0	563	187	245	26	50,664	66,144
181	AAD161	7810	Technology - Electronics	Instructor (ITA)	L-13-c	61,942.0	0	08/01/10	363	62,305	16,548	495	652	187	245	26	68,557	91,132
182	AAD166	7810	Technology - Electronics	Instructor	L-13-c	61,942.0	0	08/01/10	363	62,305	16,548	495	652	187	245	26	68,557	91,132
183	AAD172	7810	Technology - Electronics	Assistant Instructor	L-15-b	61,067.0	0	08/01/10	368	61,435	16,848	0	578	187	245	26	65,867	86,081
184	AAD095	7950	Learning Resource Center	Instructor	L-11-c	52,256.0	0	08/01/10	311	52,567	14,227	495	577	187	203	26	58,366	76,824
185	AAD096	7950	Learning Resource Center	Associate Professor	L-10-d	65,835.0	0	08/01/10	344	66,199	17,549	0	960	187	245	26	71,664	92,344
186	AAD097	7950	Learning Resource Center	Associate Professor	L-10-d	65,835.0	0	08/01/10	344	66,199	17,549	0	960	187	245	26	71,664	92,344
187	AAD098	7950	Learning Resource Center	Library Technician Supervisor	L-11-c	44,015.0	0	02/23/10	311	44,326	11,938	0	532	187	245	26	47,800	62,444
188	AAD100	7950	Learning Resource Center	Library Technician II	L-11-c	36,407.0	0	09/20/11	311	36,718	9,670	495	578	187	245	26	40,971	53,975
189	AAD125	8000	Dean's Office - CCS	Assistant Professor	L-4	25,908.0	0	04/11/10	491	26,399	7,011	0	383	187	0	0	27,182	35,601
190	AAD126	8000	Dean's Office - CCS	Associate Professor	L-11-c	70,606.0	0	08/01/10	412	71,018	18,862	0	1,030	187	245	26	77,874	102,344
191	AAD144	8000	Dean's Office - CCS	Assistant Professor	L-15-a	81,161.0	0	08/01/10	473	81,634	21,642	0	1,184	187	245	26	86,064	112,847
192	AAD175	8000	Dean's Office - CCS	Assistant Professor	L-7-a	51,778.0	0	08/01/10	302	52,080	13,832	495	755	187	251	26	56,643	74,101
193	AAD176	8000	Dean's Office - CCS	Assistant Professor	L-9-c	65,201.0	0	08/01/10	380	65,503	17,418	495	951	187	245	26	73,959	96,081
194	AAD194	8000	Dean's Office - CCS	Assistant Professor	L-10-c	59,522.0	0	08/01/10	347	59,869	15,901	0	864	187	245	26	64,637	85,537
195	AAD095	6730	Nursing and Allied Health - PH	Nursing & Allied Health Admin	L-10-c	10,248,000.1	0	08/01/12	317,829	30,865,624	2,793,130	36,630	1,510	187	3,467,028	43,683,216		
196	AAD058	6730	Nursing and Allied Health - PH	Administrative Assistant	L-5	36,081.0	0	04/01/10	643	36,744	9,759	0	533	187	245	26	40,623	53,501
197	AAD083	6730	Nursing and Allied Health - PH	Assistant Professor	L-12-b	63,812.0	0	08/01/10	372	64,184	17,047	0	931	187	251	26	69,132	90,633
198	AAD049	7615	Assessment and Counseling - VC	Assistant Professor	K-5-c	177,223.0	0	08/01/10	3,086	180,309	47,890	0	2,814	561	7,594	634	195,293	249,642
199	AAD163	7615	Assessment and Counseling - VC	Assistant Professor	K-13-a	68,778.0	0	08/01/10	285	69,063	17,031	495	711	187	251	26	74,580	96,201
200	AAD170	7615	Assessment and Counseling - VC	Assistant Professor	K-6-a	65,738.0	0	08/01/10	383	66,121	17,562	495	958	187	26	74,644	96,201	
201	AAD178	7615	Assessment and Counseling - VC	Associate Professor	L-13-a	74,950.0	0	08/01/10	290	75,240	19,293	495	726	187	251	26	81,241	105,508
202	AAD195	7615	Assessment and Counseling - VC	Associate Professor	L-13-a	74,950.0	0	08/01/10	290	75,240	19,293	495	726	187	251	26	81,241	105,508
203	AAD112	7615	Assessment and Counseling - VC	Associate Professor	K-6-d	51,266.0	0	08/01/10	299	51,565	13,966	495	748	187	1,670	228	56,181	73,029
204	AAD126	5050	Continuing Education	Program Specialist	K-6-b	290,493.0	0	08/01/10	1,195	291,688	77,564	1,880	935	1,006	98,793	390,479		
205	AAD126	5050	Continuing Education	Program Specialist	K-6-b	50,256.0	0	01/01/10	1,319	51,575	13,058	0	748	187	3,838	228	56,181	73,029
206	AAD126	5050	Continuing Education	Program Specialist	K-6-b	10,248,000.1	0	08/01/12	317,829	30,865,624	2,793,130	36,630	1,510	187	3,467,028	43,683,216		
207	AAD126	5050	Continuing Education	Program Specialist	K-6-b	50,256.0	0	01/01/10	1,319	51,575	13,058	0	748	187	3,838	228	56,181	73,029
208	AAD126	5050	Continuing Education	Program Specialist	K-6-b	10,248,000.1	0	08/01/12	317,829	30,865,624	2,793,130	36,630	1,510	187	3,467,028	43,683,216		

Grand Total: 123,722 10,889,693 2,892,203 38,610 0 357,901 37,587 479,393 30,421

FUNCTIONAL AREA: Education and Culture
 DEPARTMENT/AGENCY: Guam Community College
 PROGRAM: Institutional
 FUND: Federal and NAF

No.	Position Number	Organization	Position Title	Name of Incumbent	Grade/ Step	Salary	Overline	Special	Increment		(E+F+G+I) Subtotal	(K) Retirement (J * 24.56%)	(L) Retire (DDI) (\$19,012/877)	(M) Social Security (6.2% * J)	(N) Medicare (1.45% * J)	(O) Life 4/	(P) Medical (Premium)	(Q) Dental (Premium)	(R) Total Benefits (K thru Q)	(S) (J * R) TOTAL				
									Date	Amt														
1	NAF014	303D Management Information Systems	Computer Technician I	EMACK, Merrit E.	H-4	29,650.00	0	10/05/19	1,124	30,774	8,174	495	0	446	187	3,839	229	26	13,370	44,144				
2	AAD200	304S Bookstore	Administrative Aide	Centro, Esther Lynn A.	F-3	24,960.00	0	22/05/19	788	25,748	6,839	495	0	373	187	6,340	0	26	14,254	39,992				
3	NAF002	5000 VP Academic Affairs	Word Processing Secretary II	Bias, Barbara J.	H-7	33,150.00	0	11/16/20	0	33,150	8,805	0	0	481	187	3,246	204	26	10,922	44,072				
4	NAF012	6000 Dean's Office - TPS	Administrative Assistant	Hira, Tamara Therese T.	H-7	37,427.00	0	12/06/19	1,182	38,609	10,254	0	0	560	187	4,567	269	26	15,837	54,446				
5	NAF010	6110 Automotive Technology	Instructor	Cajoco, Jose L.	H-3-d	59,422.00	0	08/01/20	347	59,769	15,875	0	0	867	187	6,340	373	26	23,641	83,410				
6	NAF009	6210 Education	Assistant Professor	Ellen, Deborah	H-4-d	47,342.00	0	08/01/20	276	47,618	12,647	0	0	690	187	2,512	204	26	16,241	63,859				
7	NAF018	6210 Education	Assistant Instructor	Rosario, Kristen L.	H-2-b	33,978.00	0	08/01/20	192	34,170	8,810	0	0	481	187	2,772	373	26	12,623	45,794				
8	NAF004	6420 Criminal Justice Social Science SS	Assistant Professor	Roberts, Joseph P.	H-3-c	50,739.00	0	08/01/20	296	51,035	13,559	0	0	740	187	2,512	204	26	17,023	68,051				
9	NAF005	6420 Criminal Justice Social Science SS	Assistant Professor	Healy, Paul I.	H-3-c	37,901.00	0	08/01/20	221	38,122	10,259	0	0	553	187	3,839	229	26	14,933	53,055				
10	NAF020	6530 Bus and VisCom - Visual Com	Instructor	Cargado, Nita Jeannette P.	H-3-d	39,912.00	0	08/01/20	233	40,145	10,664	495	0	582	187	6,340	373	26	18,641	54,791				
11	NAF025	6530 Bus and VisCom - Visual Com	Instructor	A. Eric Y.	H-3-a	49,762.00	0	08/01/20	290	50,052	13,294	0	0	777	187	1,671	229	26	16,107	66,159				
12	AAD059	6820 Culinary and Foodservices	Instructor	Erner, Paul N.	H-1-a	53,256.00	0	08/01/20	311	53,567	14,223	0	0	407	187	1,246	204	26	16,641	70,208				
13	AAD210	7000 Dean's Office - TSS	Administrative Aide	Aquino, Rosemarie C.	H-2	27,907.00	0	10/10/19	1,384	29,291	7,922	495	0	530	187	6,340	373	26	17,627	54,133				
14	NAF002	7000 Dean's Office - TSS	Program Coordinator I	Dumlan, Eleanor A.	H-2	35,196.00	0	10/10/19	1,384	36,580	9,702	495	0	362	187	2,512	204	26	10,389	35,249				
15	NAF004	7000 Dean's Office - TSS	Administrative Aide	Tones, Irwin C.	H-2	24,049.00	0	10/16/17	911	24,960	6,629	495	0	401	187	0	0	0	15,270	67,351				
16	NAF022	7120 Math and Science - Science	Assistant Professor	Paulino, Romaldo M.	H-3-c	48,778.00	0	08/01/20	285	49,063	13,031	495	0	711	187	1,246	204	21	15,874	64,937				
17	AAD137	7220 Health Services Center	Administrative Assistant	Mesa, Genevieve P.	H-4	37,427.00	0	10/07/19	1,418	38,845	10,317	495	0	563	187	3,839	229	26	15,630	54,475				
18	AAD137	7250 English	Assistant Professor	McLuigan, Simone E.	H-2-d	53,340.00	0	08/01/20	311	53,651	14,250	495	0	778	187	3,839	229	26	19,778	73,419				
19	NAF023	7250 English	Assistant Professor	Dea Cruz, Yreza C.	H-2-b	50,249.00	0	08/01/20	293	50,542	13,424	495	0	733	187	2,772	373	26	17,984	68,526				
20	AAD201	7250 Learning Resource Center	Assistant Professor	Ventura, Desiree T.	H-2-a	51,779.00	0	08/01/20	302	52,081	13,833	495	0	755	187	0	0	0	15,270	67,351				
21	NAF021	8000 Dean's Office - CCS	Library Technician I	Cayabyab, Dolores Y.	F-5	26,488.00	0	01/22/19	764	27,252	7,344	495	0	64	0	0	0	0	7,932	35,585				
22	NAF024	8000 Dean's Office - CCS	Assistant Professor	Uribe, Trisha D.	H-3-a	49,259.00	0	08/01/20	290	50,049	13,293	495	0	726	187	6,340	373	26	21,414	71,463				
23	NAF024	8000 Dean's Office - CCS	Assistant Professor	Maloney, Kathryn L.	H-4-d	49,256.00	0	08/01/20	287	49,553	13,161	495	0	719	187	0	0	0	14,562	64,115				
24	NAF016	8000 Dean's Office - CCS	Instructor (ITA)	Pereda, John V.	H-3-a	38,741.00	0	ITA	0	38,741	10,790	495	0	562	187	1,246	204	26	12,983	51,724				
25	NAF058	5050 Continuing Education	Program Coordinator II (ITA)	Goto, Krista Aizanne L.	H-1	989,897	Appropriated Funds (11)	11/16/15	11,632	1,001,529	266,006	6,435	0	14,522	4,488	72,684	5,284	0	369,293	1,370,868				
26	NAF039	5050 Continuing Education	Program Coordinator (ITA)	Mangiona, Yvonne	H-1	40,768.00	0	ITA	0	40,768	10,828	495	0	591	187	1,246	204	26	13,551	54,319				
27	AAD122	5050 Continuing Education	Program Specialist	Guerrero, Philip C.	H-1	31,904.00	0	ITA	0	31,904	9,005	495	0	492	187	2,512	204	26	12,895	46,799				
28	ASD012	5050 Continuing Education	Program Specialist (ITA)	Cruz, Melba D.	H-2-a	53,872.00	0	01/01/20	1,414	55,286	14,684	495	0	802	187	6,340	373	26	22,386	77,672				
29	NAF003	5050 Continuing Education	Administrative Aide	Sarmiento, Leonie Danielle H.	H-2	24,049.00	0	10/16/17	911	24,960	6,629	495	0	729	187	1,986	269	26	17,014	67,270				
30	NAF013	5050 Continuing Education	Text Examiner	Fernandez, Stephanie Ann C.	H-3	29,568.00	0	02/22/20	721	29,859	7,779	495	0	362	187	2,772	373	26	10,818	35,728				
31	FED024	6000 Dean's Office - TPS	Administrative Assistant	Chamberlain, Antonia M.	H-1-a	44,338.00	0	01/29/21	0	44,338	12,839	495	0	701	187	0	0	0	8,886	38,125				
32	NAF004	1050 Alumni Relations and Fundraising	Program Specialist	Datuin, Bonnie Mae M.	H-3-a	56,077.00	0	01/01/20	1,472	57,549	15,285	2,475	0	4,101	1,209	14,356	1,423	0	99,276	382,077				
33	NAF055	1050 Alumni Relations and Fundraising	Program Coordinator II (ITA)	Santos, Elynn H.	H-1	40,768.00	0	ITA	0	40,768	10,828	0	0	591	187	2,512	204	26	14,322	55,090				
34	FED048	7000 Dean's Office - TSS	Assistant Professor (ITA)	Lee, Byoung Yong	H-4-b	96,845	Appropriated Funds (13)	01/03/17	1,472	98,317	25,133	0	0	1,068	374	0,851	577	0	37,342	135,658				
35	FED043	6610 Adult Basic Education	Program Specialist	Garcia, Ava M.	H-4-c	46,418.00	0	ITA	0	46,418	12,329	495	0	678	187	2,772	373	21	16,429	62,847				
36	FED038	6610 Adult Basic Education	Program Coordinator I	Pereda, Jaclyn Q.	H-3	38,350.00	0	05/04/20	621	39,971	10,616	0	0	818	187	6,340	373	26	22,703	79,120				
37	FED013	7910 TRIO Programs	Program Specialist	Sablan, Lermisa A.	H-3-a	53,872.00	0	01/01/20	1,414	55,286	14,684	495	0	802	187	1,246	204	26	18,833	72,804				
38	FED012	7910 TRIO Programs	Administrative Aide (ITA)	Centro, Amanda T.	H-1	23,171.00	0	ITA	0	23,171	6,154	495	0	316	187	2,512	204	26	9,888	33,059				
39	FED018	7910 TRIO Programs	Program Coordinator II (ITA)	Felbal, James	H-1	40,768.00	0	ITA	0	40,768	10,828	495	0	591	187	2,512	204	26	15,169	56,937				
												Total Federal Funds:		3,478	69,596	1,903	0	3,799	1,122	19,380	1,612	0	96,489	354,521
												Grand Total:		19,629	496,827	10,890	0	23,449	7,293	8,896	0	602,446	2,247,126	

GUAM COMMUNITY COLLEGE
Resources, Planning and Facilities Committee

Agenda

Wednesday, 01/16/19 @ 2:00p.m.
Faculty Senate Office, C2

1) Call to Order:

2) Attendance:

Name:	Position:	Email:	Present:
Victoria Davis	Student	victoria.davis1@guamcc.edu	
Joshua Perez	Student	joshuavincent.perez@guamcc.edu	
Megann Rojas	Student	megann.rojas@guamcc.edu	
Joanne Blas	Staff	joanne.blas1@guamcc.edu	
Tamara Hiura	Staff	tamaratherese.hiura@guamcc.edu	
Tasi Mafnas	Staff	tasimarina.mafnas@guamcc.edu	
J Pete Roberto	Faculty	joachim.roberto@guamcc.edu	
Fred Tupaz	Faculty	frederick.tupaz@guamcc.edu	
Carl Torres	Faculty	carl.torresii@guamcc.edu	
Mike Chan	Administrator	michael.chan@guamcc.edu	
Doris Perez	Administrator	doris.perez@guamcc.edu	
Carmen Santos	Administrator	carmen.kweksantos@guamcc.edu	

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.

3) Approval of Prior Minutes: 12/03/18

4) Old Business:

- a. Financial Report
- b. Facilities Report

5) New Business:

- a. Opportunities to increase revenues
- b. Firing Range
- c. FY20 GovGuam & NAF Budget Requests

6) Open Discussion:

7) Next Meeting:

8) Adjournment:

GUAM COMMUNITY COLLEGE

Resources, Planning & Facilities Committee
 Wednesday, 01/16/19 @ 2:00pm
 Faculty Senate Office/C2

Meeting Minutes

1) Call to Order: @ 2:05 p.m.

2) Attendance:

Name:	Position:	Email:	Present:
Tasi Mafnas	Staff	tasimarina.mafnas@guamcc.edu	✓
Tamara Hiura	Staff	tamaratherese.hiura@guamcc.edu	absent
Joanne Blas	Staff	joanne.blas1@guamcc.edu	✓
Victoria Davis	Student	victoria.davis1@guamcc.edu	✓
Joshua Perez	Student	joshuavincen.perez@guamcc.edu	absent
Megann Rojas	Student	megann.rojas@guamcc.edu	absent
JPete Roberto	Faculty	joachim.roberto@guamcc.edu	✓
Fred Tupaz	Faculty	frederick.tupaz@guamcc.edu	✓
Carl Torres II	Faculty	carl.torresii@guamcc.edu	absent
Mike Chan	Administrator	michael.chan@guamcc.edu	absent
Doris Perez	Administrator	doris.perez@guamcc.edu	✓
Carmen Santos	Administrator	carmen.kweksantos@guamcc.edu	✓
Guest:			
Joanne Muna	Administrator	joanne.muna@guamcc.edu	✓

Recital of GCC Mission Statement

3) Approval of Prior Minutes:

Motion to approve minutes of December 03, 2018 made by F. Tupaz, seconded by J.P. Roberto. No further discussion. Motion passed unanimously.

4) Old Business:

a. Financial Report – C. Santos reported the following: (See attachments)

- i. On 12/14/2018, received a memo from Mr. Edward Birns, Director of DOA that GCC would receive an additional \$2,330,000 for FY18 in January –March 2019. To date GCC has not received any of these funds. GCC received a total of \$14,813,070 out of \$20,641,644 appropriated for FY18, which is a reduction of 28% from budget. GCC would need to receive the \$2.3M to cover the expenditures from \$16.6M FY18 expenditures of which salaries total \$13.7M, contractual \$1.5M, and utilities \$1.3M.
- ii. Forensic DNA Lab bid has been awarded to Pro Pacific pending bonding; network bid for remaining lines awarded to Docomo and GTA. A/E services and credit collection services current out to bid. Phone services and copier services will be put out to bid this spring. Building 100 total paid to Pro Pacific is \$4,661,093 paid. Building 300 total paid \$894,765.19 of \$4,451,889.36 or 20% completion. FEMA approved our extension request and reprogramming of funds for Building 300, pending official letter.
- iii. Banner 9 module users working with Ellucian on new modules/project implementation of Degree Works, Argos, Ellucian Analytics and moving our systems to the Cloud. This new implementation is estimated to be completed by Fall 2019 and no later than September 30, 2019.
- iv. Student enrollment for Spring 2019 is 1871 compared to Spring 2018 of 1925. Overall our enrollment has been decreasing from prior years.
- v. F. Tupaz requested for letter addressed to Senator San Agustin. C. Santos stated she did not receive a copy. However, Senator Amanda Shelton is the person in charge of Education now. F. Tupaz will email the Senator and President Okada regarding Public Law 34-116.

b. Facilities Report – D. Perez reported the following: (See attachments)

- i. CIP 2020 – F. Arriola (Facilities Manager will send an announcement for CIP 2020 projects. A list will be compiled for all recommendations.

5) New Business:

- a. FY20 GovGuam Budget Requests – (See Attachment) Board meeting is scheduled for Friday, January 25, 2019. FY2019 Budget (Public Law 34-116) restrictions were based on the memo that was prepared by President Okada and issued throughout the campus college community on October 3, 2018. Discussions were held regarding the limitation of FY2019 budget. Based on that, hiring was prohibited until January 2019 or the end of December 31, 2018.
 - i. F. Tupaz questioned, “The increments for faculty usually takes effect on August 1st? His understanding is for August and September faculty will not receive increments. In Public Law 34-116 the phase, increments will be “*prospectively paid*” what does it mean? C. Santos explained that prospectively paid basically means that increments will be paid at the next increment date which will be for: Faculty August 2020 and Administrator January 2020. It was requested by F. Tupaz and J. Roberto to table the discussions on the FY2020 GovGuam Budget Request until the staffing pattern could be included.
 - ii. J. Muna reported that she is waiting for clarification on legal regarding the staffing pattern, based on how it will be replaced.
- b. NAF Budget Requests – (See Attachments) budget requests amounts have been decreasing based on the tuition and number of student enrollments.
Motion to approve the FY2020 Budget NAF and NAF Special Projects made by J.P. Roberto, seconded by F. Tupaz. No further discussion. Motion passed unanimously.
- c. Opportunities to increase revenues – tabled
- d. Firing Range – tabled

6) Open Discussion:

None

- 7) Next Meeting – 02/17 /2019 @ 12:30p.m. Special Meeting to discuss FY2020 GovGuam Budget Request (Inclusive of the Staffing Pattern).
- 8) Adjournment: @ 3:19 p.m. Motion was made by J.P. Roberto, seconded by T. Mafnas. Motion passed.

RPF
FINANCIAL STATUS UPDATE
January 16, 2019

- On 12/14/18, received a memo from Mr. Edward Birns, Director of DOA that GCC would receive an additional \$2,330,000 for FY18 in Jan-Mar 2019. To date GCC has not received any of these funds. GCC received a total of \$14,813,070 out of \$20,641,644 appropriated for FY18, which is a reduction of 28% from budget. GCC would need to receive the \$2.3M to cover the expenditures from \$16.6M FY18 expenditures of which salaries total \$13.7M, contractual \$1.5M, and utilities \$1.3M.
- FY19 - Below information is based on PL 34-116 and BBMR memo 9/5/18. To date GCC has received 15% of total appropriations, last receipt was 1/4/19 for \$130,595.66 MDF funds. The cash flow is monitored on a daily basis.

FY 2019 1/15/2019							
Appropriations	FY19 Appr.	BBMR Reserve	Adj Appr	Requested	Received	% Rec'd.	% Appr Rec'd.
General Fund	16,149,870	2,422,481	13,727,389	5,383,290	2,012,381	37%	15%
LPN / VocGuidance	763,207	114,481	648,726	254,402	95,101	37%	15%
MDF	948,888	0	948,888	316,296	159,670	50%	17%
GF - Apprenticeship	186,918	28,038	158,880	62,306	23,291	37%	15%
TAF	24,154	0	24,154	24,154	24,154	100%	100%
Capital Projects	200,400	0	200,400	66,800	0	0%	0%
First Gen Trust Fund	200,000	0	200,000	100,000	50,000	50%	25%
Totals	18,473,437	2,565,000	15,908,437	6,207,248	2,364,596	38%	15%

- Forensic DNA Lab bid has been awarded to Pro Pacific pending bonding; network bid for remaining lines awarded to Docomo and GTA. A/E services and credit collection services current out to bid. Phone services and copier services will be put out to bid this spring. Bldg 100 total paid to Propacific is \$4,542,762 up to pymt #26, or 97% of \$4,661,093 paid. Bldg 300 total paid \$894,765.19 of \$4,451,889.36 or 20% completion. FEMA approved our extension request and reprogramming of funds for Bldg 300, pending official letter.
- Banner 9 module users working with Ellucian on new modules/project implementation of Degree Works, Argos, Ellucian Analytics and moving our systems to the Cloud. This new implementation is estimated to be completed by Fall 2019 and NLT 9/30/19.
- Student enrollment for Spring 2019 is 1871 compared to Spring 2018 of 1925. Overall our enrollment has been decreasing from prior years as follows:

	FALL	% change	SPRING	% change
2013	2727		2410	
2014	2563	-6.01%	2452	1.74%
2015	2410	-5.97%	2490	1.55%
2016	2428	0.75%	2412	-3.13%
2017	2218	-8.65%	2125	-11.90%
2018	2095	-5.55%	1925	-9.41%
2019			1871	-2.81%
Info from FactBook and Registrar				

Current YTD Operating Income (loss) for FY19 as of 1/16/19 are as follows:

1/15/2019	FY19					
	Fund 1	Fund 4	Fund 5	Fund 11	Fund 12	Total
Revenues						
Appropriations	\$2,131,636	\$159,670	\$23,291			\$2,314,597
Non-appropriated funds				\$1,360,896	\$161,241	\$1,522,136
Total Revenues	2,131,636	159,670	23,291	1,360,896	161,241	3,836,733
Expenditures						
Salaries - Full Time	1,752,965		7,701	188,917	37,108	1,986,691
Salaries - Part Time				163,817	4,122	167,939
Benefits	531,343		2,808	68,008	14,529	616,688
Travel				(2,104)	-	(2,104)
Contractual Services	220,153			245,631	1,993	467,778
Supplies and Materials				13,755	81	13,836
Equipment						-
Textbooks				83,116		83,116
Miscellaneous	5,703		(1,060)	1,562	1,240	7,444
Interest Expense						-
Power	130,321					130,321
Water/Sewer	6,217					6,217
Telephone	13,165					13,165
Capital Outlay						-
Transfer				(50,224)		(50,224)
Subtotal Expenditure	2,659,868	-	9,449	712,478	59,074	3,440,868
Encumbrances	340,145			500,784	15,105	856,033
Total Exp & Enc	3,000,012	-	9,449	1,213,261	74,179	4,296,901
Operating (loss)income	\$ (868,376)	\$159,670	\$13,842	\$ 147,634	\$ 87,062	\$ (460,168)

P&D'S FACILITY & CIP UPDATE

R P F R E P O R T

D E C E M B E R 2 0 1 8

CIP 18:

AC – TO REPLACE LRC'S WATER CHILLER UNIT

- Project is 31.48% as of 01/03/2019
- Mobilization began 12/24/18 and demolition on the roof has commenced
- Clayarch purchased 2 PACC units from Carrier; lead time of 4-5 months
- An RFI was submitted to TRMA regarding the existing electrical box and water line on column, which needs to be removed.
- Payment application #1 and #2 were received and paid.

PAINTING – CAMPUS PHASE II – BUILDING 1000 AND 2000

- Final payment was made to IAN in the amount of \$19,267.11.
- C L O S E D

CANOPY – TO INSTALL BARREL VAULT CANOPY SYSTEM CONNECTING BUILDINGS 3000 TO 5000

- Project is anticipated to be awarded in January.

CIP 19

AC – TO REPLACE OR REPAIR BROKEN AC UNITS AS PRIORITIZED

- Pending the arrival and installation of 6 new A/C units. These units are scheduled to be installed by March 30, 2019.

PAINTING – CAMPUS PHASE IV – BUILDING A AND C

- Notification of Bid Award was issued to JJ Global Services (12/20/19) to paint buildings A and C.
- A meeting between JJ Global and GCC (12/28/18) clarified that the painting of building C is to be completed by January 8, 2019. Building C will follow in April.
- Mobilization began and project is progressing.
-

BLDG. 100: AWARDED TO PROPACIFIC BUILDERS CORPORATION

- Construction is 97.3% as of January 03, 2019
- AIA#26 for \$135,866.04 was paid to PPBC. AIA#27 was submitted by TRMA for \$85,017.62 (12/18/18) and later returned for correction
- Outstanding: (1) PPBC's quotes to replace building 100's cracked water tank. (2) PPBC/TRMA to respond to Velocity's concerns (e.g., room 103 and 104 floor outlets). (3) TRMA to submit final CO#3.

BLDG. 300: Awarded to J&B Modern Tech

- Construction renovation is at 36% as of 12/31/2018
- AIA#3 was paid to J&B Modern Tech (\$640,160.22). AIA#4 was returned to TRMA on 01/03/2019 due to an error
- On 12/19/18, a PO was issued to IHP (\$998) for a TCLP sampling; two samples (1. Purlins, girts, and steel support frames and 2. Roll up door frame, junction box mounting plate, etc.) will be collected and analyzed off island. Samples will be collected on 01/02/2019 and results expected during the week of 01/14/19.

P&D'S FACILITY & CIP UPDATE

R P F R E P O R T

DECEMBER 2018

FORENSIC/DNA BUILDING: GCC-FB-17-002

- On 12/19/18, MMO sent the Notice of Intent to Award to Pro Pacific Builders; PPBC acknowledged receipt of email. Bonding is outstanding.
 - TRMA is now preparing the contract to include base bid and Alternates 1 and 2.
-

BUILDING B RENOVATION:

A site visit was conducted by TRMA on 12/4/18; building specs and design are now being developed



Guam Community College

2020 BUDGET REQUEST - NAF

PRIOR YEAR

PROJECTED REVENUES	2019 Budget		FY 2020
	1	Request	PROJECTION
Educational and General Operations Revenue			
3 Tuition Net of Capital Improvement		2,431,770	2,214,220
6 Capital Improvement Fees (Resolution 4-99)		618,000	563,000
4 Technology Fee for Upgrades (Resolution 11-2000)		152,750	144,470
4 Technology Fee for Current Operations (Resolution 11-2000)		152,750	144,470
Student Activity Fee		62,780	59,370
Perm. Faculty Positions (Resolution 5-2006)		1,648,656	1,501,164
Perm. Staff/Admin Positions (Resolution 5-2006)		659,462	600,466
Other Fees Net of Tech and Stud Act Fees		247,000	234,000
Lab Fees		221,602	189,577
Total General Operations Subsidy		6,194,770	5,650,737
Auxiliaries Revenue			
Bookstore Sales		909,000	850,000
Food Services		33,750	33,750
Total Auxiliaries		942,750	883,750
Other Sources Revenue			
Administrative Recoveries		135,000	110,000
Interest/Miscellaneous Income		45,000	20,000
Total Other Sources		180,000	130,000
TOTAL PROJECTED REVENUE		7,317,520	6,664,487

PROJECTED EXPENDITURES	2019 Budget		FY 2020
		Request	PROJECTION
Educational and General Expenditures			
GovGuam Supplement - Other		1,215,000	1,072,000
GovGuam Supplement - Adjunct/Substitutes		1,050,000	945,000
GovGuam Supplement - PT Salaries			
2 Perm. Faculty & Staff/Admin Positions (Resolution 5-2006)		2,308,118	2,101,630
4 Technology Fee for Current Operations		153,000	144,000
4 Technology Fee for Upgrades (Resolution 11-2000)		153,000	144,000
Total E & G Expenditures		4,879,118	4,406,630
Other Educational and General Expenditures			
Promotion and Development		200,000	180,000
Professional Development - Faculty		75,000	67,500
Professional Development - Staff		50,000	45,000
5 Student Activity Fee - Dean Accts.		12,556	11,874
Pacific Island Student Transition		6,475	6,475
Graduation		12,000	12,000
Bank Fee Expenditures		55,000	38,000
Board of Trustees Travel		25,000	22,500
Faculty Senate		1,500	1,350
WP Secretary II (Salaries & Benefits)		42,114	42,532
USDA Loan Repayment		153,720	153,720
Cosmetology			16,200
Education - ASL		12,393	7,825
Education - ECE		8,344	10,229
Education		1,930	1,266
Computer Science		15,378	17,816
Electronics		17,350	11,200
Office Technology		14,236	4,613
Automotive		11,522	12,021
Nursing and Allied Health		21,423	7,940
Business and Visual Communications		17,675	13,337
English		1,980	1,080
CCR English		11,151	8,505
Criminal Justice & Social Science		20,385	16,065
Math/Science		18,684	15,408
Culinary		28,800	33,120
Developmental Ed			6,953
High School Equivalency			6,000
Staff Senate		1,500	1,350
Reach for College		31,000	31,000
Total Other E & G Expenditures		867,116	802,878
Total E & G Expenditures		5,746,234	5,209,508
Auxiliaries Expenditures			
Bookstore		909,000	850,000
Total Auxiliaries		909,000	850,000
TOTAL CURRENT EXPENDITURES		6,655,234	6,059,508
TRANSFER			
Transfer from Foundation - Pacific Island Endowment		-6,475	-6,475
6 Transfer to Capital Improvement Fees		618,000	563,000
Transfer to Student Activity Fees		50,224	47,496
Total Transfer		661,749	604,021
TOTAL EXPENDITURES AND TRANSFERS		7,316,983	6,663,529
INCREASE (USE) OF RESERVE		537	958

Notes: 1) The FY2019 Budget Request reflects the initial budget approved.

2) Faculty and Staff/Admin positions, funded by tuition fee increase & allocated 50% and 20%, respectively.

3) Tuition & Fees projection is based on SP19 estimated, SU18, & FA18 enrollment figures. No increase budgeted.

4) Of the \$73.00 Technology fee, \$36.50 is reserved for the Upgrades and \$36.50 is for Computer Operations.

5) Student Activity Fee - Dean's Acct is based on 20% of Student Activity Fee projected.

6) The revenue for Capital Improvement Fees is included in the revenue for Tuition and Fees.

7) Due to declining enrollment, a reduction of 10% has been applied to non-revenue generating budgets.

Guam Community College

2020 BUDGET REQUEST - NAF SPECIAL PROJECTS

PRIOR YEAR

PROJECTED REVENUES	2019 BUDGET REQUEST	FY 2020 PROJECTION
Special Projects		
CONTINUING EDUCATION (CE)		
Professional Development (Certified Manager's)	99,140	100,460
Industry Certification	151,120	163,600
* Gov't Guam/Private Industries Training Requests	837,500	837,500
* Prometric/Pan/Ed2go Online Courses/HOST TESTING	25,000	25,000
TAM Workshop (Alcohol Beverage Control)	90,000	60,000
Tour Guide Certification	13,500	14,850
WorkKeys Assessment/NCRC	240,500	185,380
Public Health	0	
Total Continuing Education	1,456,760	1,386,790
TRADES & PROFESSIONAL SERVICES (TPS)		
Criminal Justice Academy	625,140	
Sustainability	0	17,600
*Other Projects	0	
Total Trades & Professional Services	625,140	17,600
TOTAL REVENUE	2,081,900	1,404,390

PROJECTED EXPENDITURES	2019 BUDGET REQUEST	FY 2020 PROJECTION
Special Projects		
CONTINUING EDUCATION (CE)		
Professional Development (Certified Manager's)	91,400	100,460
Industry Certification	151,120	163,600
Gov't Guam/Private Industries Training Requests	837,500	837,500
Prometric/Pan/Ed2go Online Courses/HOST TESTING	25,000	25,000
TAM Workshops (Alcohol Beverage Control)	90,000	60,000
Tour Guide Certification	13,500	14,850
WorkKeys Assessment/NCRC	240,000	185,380
Public Health	0	0
Total Continuing Education	1,448,520	1,386,790
TRADES & PROFESSIONAL SERVICES (TPS)		
Criminal Justice Academy	625,140	
Sustainability	0	17,560
* Other Projects	0	
Total Trades & Professional Services	625,140	17,560
TOTAL EXPENDITURES	2,073,660	1,404,350
NET PROFIT/(LOSS)	8,240	40

Notes: * Other Projects budget is projected for projects not anticipated.

GUAM COMMUNITY COLLEGE
Resources, Planning and Facilities Committee

Agenda

Monday, 12/03/18 @3:30p.m.
Faculty Senate Office, C2

1) Call to Order:

2) Attendance:

Name:	Position:	Email:	Present:
Victoria Davis	Student	victoria.davis1@guamcc.edu	
Joshua Perez	Student	joshuavincent.perez@guamcc.edu	
Megann Rojas	Student	megann.rojas@guamcc.edu	
Joanne Blas	Staff	joanne.blas1@guamcc.edu	
Tamara Hiura	Staff	tamaratherese.hiura@guamcc.edu	
Tasi Mafnas	Staff	tasimarina.mafnas@guamcc.edu	
J Pete Roberto	Faculty	joachim.roberto@guamcc.edu	
Fred Tupaz	Faculty	frederick.tupaz@guamcc.edu	
Carl Torres	Faculty	carl.torresii@guamcc.edu	
Mike Chan	Administrator	michael.chan@guamcc.edu	
Doris Perez	Administrator	doris.perez@guamcc.edu	
Carmen Santos	Administrator	carmen.kweksantos@guamcc.edu	

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.

3) Approval of Prior Minutes: 10/12/18

4) Old Business:

- a. Financial Report
- b. Facilities Report

5) New Business:

- a. Opportunities to increase revenues
- b. Request for fee increases

6) Open Discussion:

7) Next Meeting:

8) Adjournment:

GUAM COMMUNITY COLLEGE

Resources, Planning & Facilities Committee
Monday, 12/03/18 @ 3:30pm
Faculty Senate Office/C2

Meeting Minutes

1) Call to Order: @ 3:37 p.m.

2) Attendance:

Name:	Position:	Email:	Present:
Tasi Mafnas	Staff	tasimarina.mafnas@guamcc.edu	✓
Tamara Hiura	Staff	tamaratherine.hiura@guamcc.edu	✓
Joanne Blas	Staff	joanne.blas1@guamcc.edu	✓
Victoria Davis	Student	victoria.davis1@guamcc.edu	✓
Joshua Perez	Student	joshuavincen.perez@guamcc.edu	absent
Megann Rojas	Student	megann.rojas@guamcc.edu	✓
JPete Roberto	Faculty	joachim.roberto@guamcc.edu	✓
Fred Tupaz	Faculty	frederick.tupaz@guamcc.edu	✓
Carl Torres II	Faculty	carl.torresii@guamcc.edu	absent
Mike Chan	Administrator	michael.chan@guamcc.edu	✓
Doris Perez	Administrator	doris.perez@guamcc.edu	✓
Carmen Santos	Administrator	carmen.kweksantos@guamcc.edu	✓

Recital of GCC Mission Statement

3) Approval of Prior Minutes:

Motion to approve minutes of October 12, 2018 made by F. Tupaz, seconded by J.P. Roberto. No further discussion. Motion passed unanimously.

4) Old Business:

a. Financial Status Report – C. Santos reported the following: (See attachments)

- i. FY2018 appropriations status, 71% of total appropriation received or 85% of appropriation requested received. The FY18 allotment was last received on 10/01/2018 for \$687,384. Current DOA cash and BBMR appropriation reserves total 14.4%. However, we are projected to have an outstanding appropriation receivable of \$2,630,034 at end of 09/30/2018. The cash flow is monitored on a daily basis.
- ii. Budget request is currently being compiled by the Business Office. Overview of the budget process can be seen on MyGCC under Work Life. Timelines for remaining process and RPF as follows:
 - November 30, 2018 – December 31, 2018, budget compilation process by Business Office.
 - January 2019, budget reviewed by Resources, Planning, and Facilities and College Governing Council Committee
 - February 2019, presentation of Budget and Approval by the BOT
 - February 15, 2019, deadline for budget submission to BBMR & LegislatureF. Tupaz request for a copy of the memo that was sent to Senator San Agustin. C. Santos will provide a copy at the next RPF meeting.
- iii. Forensic DNA Lab bid has been awarded to Pro Pacific; Security Services (same vendor PISA). Website vendor selected is Guam Webz. Generator bid notice of rejections sent to vendor. Internet services protest resolved, and 2 connections awarded to PDS. Remaining connections out on 2nd bid. Pending bids include fluorescent Lighting System, collection service, A/E services and phone services. Building 100 total paid to Pro Pacific is \$4,405,896.08 up to payment #25, or 95% of \$4,661,093 paid. Payment #25 on hold for \$203,568. Building 300 2nd payment request received, building 300 payment application #2 has been processed, total payment of \$254,599 or 6% completion. Working with FEMA on extension request and reprogramming of funds for building 300 due to delays in building permit. C. Santos will follow up with the request for extension.

- iv. Banner 9 module users working with Ellucian on new modules/project implementation of Degree Works, Argos, Ellucian Analytics and moving our systems to the Cloud. This new implementation is estimated to be completed by September 30, 2019, timelines still being refined.
- v. AANAPISI scholarship due 11/21/2018; Soroptimist Int'l Live Your Dream Scholarship due 11/15/2018, US Coast Guard College Pre-Commissioning Initiative Yap State Scholarship, open for all Yapese citizens.
- vi. Deadline for registration and payment is January 04, 2019 for Spring. Spring 2019 drop will occur on January 04, 2019 at 5:00pm, and students allowed to re-register starting 8:00am on January 07, 2019 to 5:00pm January 08, 2019. First day of class and continued time for drop students to reinstate: Wednesday, January 09, 2019.
- vii. The Calendar Committee is currently working on the 5 year calendar. The committee is currently working with University of Guam regarding Guam Community College's commencement dates.

b. Facilities Report – D. Perez reported (See Attachments)

- i. Scheduled power outage – Friday, December 14, 2018 or Saturday, December 15, 2018 for buildings A, B, and C.
- ii. Building B Renovation – Several design options to choose from. Now we are currently waiting for TRMA to do a site visit and provide recommendations.
- iii. A/C issues - the following buildings have a/c issues:
 1. Building E has two more rooms
 2. Room 3110 is waiting for quotes
 3. Room 3111 just received quotes
 4. D Wing faculty lounge

5) New Business:

- a. Opportunities to increase revenues – tabled
- b. Request for fee increases – (See Attachment) Due to an increase in fees for materials and food. M. Schrage presented her proposal requesting for an increase of revenues in the Culinary Lab Fees. D. Perez reported that Guam Community College is the only agency that is authorized to provide Hi-Set (High School Equivalency Exam) and GED testing. Individuals are able to take these test on paper (\$5 increase) or computer base (.75 increase). The vendor increased the fees of the tests. Guam Community College is not increasing the fees beyond what the vendor is increasing the costs to its providers. Basically, the request for fee increase is based on the Hi-Set vendor increase not Guam Community College. Due do the increase requests there is a scheduled public hearing on December 14, 2018.

Motion to approve an increase in revenues was made by M. Chan, seconded by V. Davis. No further discussion. Motion passed unanimously.

6) Open Discussion:

None

7) Next Meeting – 01/25/2019 @ 1:00pm or 2:00pm

8) Adjournment: @ 4:12 p.m. Motion was made by V. Davis, seconded by J.P. Roberto. Motion passed.

RPF
FINANCIAL STATUS UPDATE
December 3, 2018

- FY2018 appropriations status as of 12/3/18 71% of total appropriation received or 85% of appropriation requested received. The FY18 allotment was last received on 10/1/18 for 6873,384. Current DOA cash and BBMR reserved total 14.4%. However, we are projected to have an outstanding appropriation receivable of \$2,630,034, at end of 9/30/18. Of this amount \$2,214,138 is from General Fund, \$136,974 is apprenticeship related and \$278,922 is related to capital projects.
- For FY19, GCC received \$224,711.36 on 11/1/18 and \$328,846.06 on 11/27/18. Below is the anticipated appropriation for FY19 and balances: The cash flow is monitored on a daily basis.

FY 2019 12/3/2018							
Appropriations	FY19 Appr.	BBMR Reserve	Adj Appr	Requested	Received	% Rec'd.	% Appr Rec'd.
General Fund	16,149,870	2,422,481	13,727,389	2,691,645	1,454,524	54%	11%
LPN / VocGuidance	763,207	114,481	648,726	127,201	68,737	54%	11%
MDF	948,888	0	948,888	158,148	0	0%	0%
GF - Apprenticeship	186,918	28,038	158,880	31,153	16,835	54%	11%
TAF	24,154	0	24,154	24,154	24,154	100%	100%
Capital Projects	200,400	0	200,400	33,400	0	0%	0%
First Gen Trust Fund	200,000	0	200,000	50,000	0	0%	0%
Totals	18,473,437	2,565,000	15,908,437	3,115,701	1,564,250	50%	10%

- Budget request is currently being compiled by the Business Office. Overview of the budget process can be seen on MyGCC under Work Life. Timelines for remaining process and RPF as follows:
 - 11/30/18 – 12/31/18 - Budget compilation process by Business Office
 - Jan. 2019 - Budget reviewed by Resources, Planning and Facilities and College Governing Council Committee
 - Feb. 2019 - Presentation of Budget and Approval by the BOT
 - 02/15/19 – Deadline for Budget Submission to BBMR & Legislature
- Forensic DNA Lab bid has been awarded to Pro Pacific; Security Services (same vendor PISA). Website vendor selected is Guam Webz. Generator bid notice of rejections sent to vendor. Internet services protest resolved, and 2 connections awarded to PDS. Remaining connections out on 2nd bid. Pending bids include fluorescent Lighting System, collection services, A/E services and phone services. Bldg 100 total paid to Propacific is \$4,405,896 up to pymt #25, or 95% of \$4,661,093 paid. Payment #25 on hold for \$203,568. Bldg 300 2nd payment request received Bldg 300 payment application #2 has been processed, total payment of \$254,599 or 6% completion. Working with FEMA on extension request and reprogramming of funds for Bldg 300 due to delays in building permit.
- Banner 9 module users working with Ellucian on new modules/project implementation of Degree Works, Argos, Ellucian Analytics and moving our systems to the Cloud. This new implementation is estimated to be completed by 9/30/19, timelines still being refined.
- ANAPISI scholarship closed 11/2/18; Soroptimist Int'l Live Your Dream Scholarship and Soroptimist Int'l of Marianas due 11/15/18, US Coast Guard College Pre-Commissioning Initiative, and Yap State Scholarship, open for all Yapese citizens.
- Deadline for Registration and payment is 1/4/19 for spring. Spring 2019 drop will occur on 1/4/19 @ 5pm, and students allowed to re-register starting 8am on 1/7 to 5pm 1/8/19. First day of class and continued time for drop students to reinstate: 1/9/2019 (Wednesday)

Current YTD Operating Income (loss) for FY19 as of 12/3/18 are as follows:

12/3/2018	FY19					
	Fund 1	Fund 4	Fund 5	Fund 11	Fund 12	Total
Revenues						
Appropriations	\$ 1,547,415		\$ 16,835			\$ 1,564,250
Non-appropriated funds				\$1,360,896	\$161,241	\$ 1,522,136
Total Revenues	1,547,415	-	16,835	1,360,896	161,241	3,086,386
Expenditures						
Salaries - Full Time	1,752,965		7,701	188,917	37,108	1,986,691
Salaries - Part Time				163,817	4,122	167,939
Benefits	531,343		2,808	68,008	14,529	616,688
Travel				(2,104)	-	(2,104)
Contractual Services	220,153			245,631	1,993	467,778
Supplies and Materials				13,755	81	13,836
Equipment						-
Textbooks				83,116		83,116
Miscellaneous	5,703		(1,060)	1,562	1,240	7,444
Interest Expense						-
Power	130,321					130,321
Water/Sewer	6,217					6,217
Telephone	13,165					13,165
Capital Outlay						-
Transfer				(50,224)		(50,224)
Subtotal Expenditure	2,659,868	-	9,449	712,478	59,074	3,440,868
Encumbrances	340,145			500,784	15,105	856,033
Total Exp & Enc	3,000,012	-	9,449	1,213,261	74,179	4,296,901
Operating (loss) income	\$(1,452,597)	\$ -	\$ 7,386	\$ 147,634	\$ 87,062	\$(1,210,515)

P&D'S FACILITY & CIP UPDATE

R P F R E P O R T

O C T O B E R 2 0 1 8

CIP 18:

18. AC – TO REPLACE LRC'S WATER CHILLER UNIT

- Construction renovation is 4.37% complete as of October 31, 2018
- Building permit was received on 10/18/2018
- Payment application #1 was submitted to TRMA (10/18/18) for \$13,707.00
- GCC to research whether contractor can procure two Trane rather than two Carrier units.

18. PAINTING – CAMPUS PHASE II – BUILDING 1000 AND 2000

- IAN Corporation to meet (11/14/18@4P) and discuss invoice and to close project. IAN has yet to provide a warranty as required in contract and to remedy faded paint.

18. CANOPY – TO INSTALL BARREL VAULT CANOPY SYSTEM CONNECTING BUILDINGS 3000, 4000, 5000 AND 6000

- This project will be awarded based on the availability of funds.

18.02 SOLAR PVS – TO INSTALL/REPLACE/REPAIR UNITS

- All of the solar street lights located in the parking lot adjacent to 100, 200, 300, and 400 have been replaced and are now fully operational as of 10/12/2018

CIP 19

19.02 AC – TO REPLACE OR REPAIR BROKEN AC UNITS AS PRIORITIZED

- Based on a priority list of ACs developed by GCC's Refrigeration Mechanic II, a requisition for six units (3111 (5ton), (3) units for building 2000 (15 ton), (2) units for MPA (7.5 ton)) was approved for \$255,720.00.
- Two additional units will be procured for 3110 (2.5 ton) and for the container (18K).

19.03 PAINTING – CAMPUS PHASE IV – BUILDING 400, A, AND C

- On 10/18/2018 a Pre-bid conference and Mandatory site visit was held at SSA conference room
- 9 vendors were in attendance: RN Builders, Wolf Creek Federal Services, Catalyst Construction, Pacific Industrial coating, JJ Global Services, Addison Global Interiors, J&B Modern Tech, Clayarch Inc, General Pacific Services
- RFI's were submitted to MMO by deadline date, which were then transmitted to Facility Project Manager and AD to respond. On 10/22/18, FPM responded back to MMO with responses to RFI's.
- Bid Opening is scheduled for 11/01/2018.

OTHER:

BLDG. 100: BID ISSUED 1/14/16. MANDATORY BID CONFERENCE – 1/21/16. BID OPENING – 2/11/16.

AWARDED TO PROPACIFIC BUILDERS AUGUST 8, 2016 FOR \$4,516,000 EXPECTED COMPLETION DATE: NOVEMBER 1, 2017

- Construction is 92.5% complete as of 10/31/2018.
- Invoice #23 in the amount of \$115,965.00 was paid to PPBC
- Pending from TRMA: Change Order #3 and cost proposal for building 200's water tank.
- A scheduled power outage at GCC (11/9 and 11/10 (8:30A-3:30P)) is needed for GPA to switch to the newly installed pad-mounted transformer.



P&D'S FACILITY & CIP UPDATE

R P F R E P O R T

O C T O B E R 2 0 1 8

BLDG. 300: P1501750 ISSUED TO TRMA FOR A&E FOR \$272,502. TRMA/GCC MET TO DESIGN THE BUILDING AS A SHELL HAVING MOVABLE DIVIDERS. 450-DAY PROJECT.

- Construction renovation is 17% complete as of October 31, 2018
- J&B Modern Tech submitted Payment Application #2 to TRMA for \$46,077.97 (9/20/2018). The document, however was returned twice due to errors, corrected and resubmitted to GCC on 10/23/18.
- Although GCC scheduled a mandatory site visit (10/30/18) to obtain a reasonable cost for the removal and disposal of demolition debris (lead paint) vendors did not attend. FPM will schedule another site visit during the week of 11/5-11/9.

FORENSIC/DNA BUILDING: GCC-FB-17-002

- MMO, President, and PPBC met (10/29/18) to discuss bonding requirements.

WELLNESS CENTER: P1400282 ISSUED TO TRMA FOR A&E FOR \$387,593. TRMA/GCC MET AND TRMA AGREED TO COMPLETE AND PROVIDE 100% DESIGN WEEK OF 11/9/15 – STORAGE ROOMS TO BE CONSOLIDATED TO ALLOW ADDITIONAL SEATING AREA.

09/30/2018 No Change; project is postponed.

BUILDING B RENOVATION:

TRMA will meet with GCC representatives (11/1/18) to discuss four design options.

PHYSICAL MASTER PLAN, 2015-2020: P1500323 (CARRY OVER) TO TRMA (ORIGINAL P1402260 FOR \$60,440 DATED 9/17/14 – DUE IN 18 WEEKS).

03/31/18-10/31/18 No Change; TRMA continues to update plan.

ANNEX: P1501880 ISSUED TO TRMA FOR A&E FOR \$28,000. DRAFT BID TO IDENTIFY POTENTIAL SPACE AVAILABLE ADJACENT TO GCC WAS DEVELOPED AND SUBMITTED TO PRESIDENT.

2/8/16-10/31/18 The pursuit of this project is temporarily on hold due to the number of existing construction projects.





OFFICE OF COMMUNICATIONS AND PROMOTIONS

November 19, 2018

For Immediate Release

GCC campus public hearings for course fee increases Dec. 4, 5

As required by the Administrative Adjudication Law (5 GCA Government Operations Chapter 9), GCC will hold a campus public hearing on proposed fee adjustments for students participating in GCC Culinary Arts courses CUL 140, 160, 200, 220, 180, 240, and 280, and for students who take the HiSET® High School Equivalency (HSE) test offered through GCC. The public hearings are as scheduled for Tuesday and Wednesday, December 4 and 5, 2018, from 5:00 – 7:00 p.m. in the GCC Student Center Room 5108.

The Culinary Arts courses fee increase proposals constitute an increase of \$50 per course for the courses listed, due to the price increases of commodities and food products used in these courses as a result of increases in the liquid fuel tax and the business privilege tax.

The minimal HSE price increases are due to an increase in the testing fee generated by the private company HiSET®, which provides one of the two HSE tests offered at GCC.

The purpose of the hearings is to provide students, faculty, staff, and the general public with an opportunity to comment on the proposed adjustments. GCC administrators will be present at the hearings to receive comments on the proposed adjustments. Copies of the proposed fees adjustments may be obtained from the GCC website (front page of www.guamcc.edu under Events), or from the Office of the President (Building 2000, Rm. 2237)

Proposed Fee Adjustments at GCC

Course Number	Course Name	Current Lab Fee	Proposed Lab Fee
CUL140	Culinary Foundations I	\$200.00	\$250.00
CUL160	Culinary Foundations II	\$200.00	\$250.00
CUL200	Breads & Baking	\$200.00	\$250.00
CUL220	Patisserie	\$200.00	\$250.00
CUL180	Garde Manger	\$200.00	\$250.00
CUL240	Pacific Asian Cuisine	\$200.00	\$250.00
CUL280	Culinary Capstone	\$200.00	\$250.00

GCC is an equal opportunity provider and employer.
Individuals with special accommodations needs for our services please contact 735-5397.

Proposed changes to HiSET® High School Equivalency (HSE) Fee Structure

Effective January 1, 2019

New Fees (1/1/2019)

HiSET® Description	HiSET® (previous computer- based or Paper-based fees)	HiSET® (Computer- based test)	HiSET® (Paper-based test)
Battery Exam (includes 5 subtest + corresponding lab(s) and annual fees**)	\$85.00	\$88.75 (\$3.75 battery fee increase)	\$110.00 (\$25 battery fee increase)
Subtests		(.75 increase per test)	(\$5.00 increase per test)
Language Arts - Reading	\$10.00	\$10.75	\$15.00
Language Arts - Writing	\$10.00	\$10.75	\$15.00
Mathematics	\$10.00	\$10.75	\$15.00
Science	\$10.00	\$10.75	\$15.00
Social Studies	\$10.00	\$10.75	\$15.00

Additional Fees

One-time fee (to test within 12 calendar months)	\$10.00
Lab fee per subtest	\$5.00

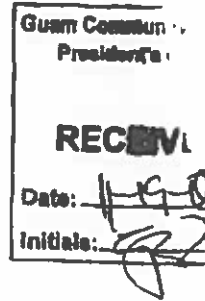
** Two (2) free retakes when the battery exam fee (\$85, \$88.75 or \$110) is paid.

November 11, 2018

TO: Dr. Virginia Tudela
Dean, TPS

FROM: Marivic C. Schrage
Chair, Culinary and Foodservice

SUBJECT: Request to Increase the Culinary Lab Fee



Prices of commodities and food products have increased steadily over the years, but significantly over the 12-month period primarily due to rise in liquid fuel tax and Business Privilege Tax. Comparing October 2017 and October 2018 prices alone, we have noted an increase in prices of the following food items: eggs 19%, fish and seafood 15%, beef 10%, and pork 4%. For many years, the chef instructors have been good in budgeting lab fees. However, it has been difficult this year.

Based on these facts, the department is requesting to increase the culinary lab fee from \$200 to \$250 per person, per course.

Courses	Current Lab Fee	Proposed Lab Fee
1. CUL140 - Culinary Foundations I	\$200	\$250
2. CUL160 - Culinary Foundations II	\$200	\$250
3. CUL200 - Breads and Baking	\$200	\$250
4. CUL220 - Patisserie	\$200	\$250
5. CUL180 - Garde Manger	\$200	\$250
6. CUL240 - Pacific Asian Cuisine	\$200	\$250
7. CUL280 - Culinary Capstone	\$200	\$250

The proposed increase is reflected in the FY2020 NAF Budget Course Fee Request.

Thank you.

✓ Recommended
11/19/18
Michael Chan, Acting VPAA

GUAM COMMUNITY COLLEGE
Resources, Planning and Facilities Committee
Agenda
 Thursday, 10/12/18 @ 3:30p.m.
 Faculty Senate Office, C2

1) Call to Order:

2) Attendance:

Name:	Position:	Email:	Present:
Victoria Davis	Student	victoria.davis1@guamcc.edu	
Joshua Perez	Student	joshuavincent.perez@guamcc.edu	
Megann Rojas	Student	megann.rojas@guamcc.edu	
Joanne Blas	Staff	joanne.blas1@guamcc.edu	
Tamara Hiura	Staff	tamaratherese.hiura@guamcc.edu	
Tasi Mafnas	Staff	tasimarina.mafnas@guamcc.edu	
J Pete Roberto	Faculty	joachim.roberto@guamcc.edu	
Ricky Tyquiengco	Alternate Faculty	ricky.tyquiengco1@guamcc.edu	
Fred Tupaz	Faculty	frederick.tupaz@guamcc.edu	
Carl Torres	Faculty	carl.torresii@guamcc.edu	
Mike Chan	Administrator	michael.chan@guamcc.edu	
Doris Perez	Administrator	doris.perez@guamcc.edu	
Carmen Santos	Administrator	carmen.kweksantos@guamcc.edu	

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.

3) Approval of Prior Minutes: 09/21/18

4) Old Business:

- a. Financial Report
- b. Facilities Report

5) New Business:

6) Open Discussion:

7) Next Meeting: 11/09 @3:30 p.m.
 12/03 @3:30 p.m.

8) Adjournment:

GUAM COMMUNITY COLLEGE

Resources, Planning & Facilities Committee
Friday, 10/12/18 @ 3:30pm
Faculty Senate Office/C2

Meeting Minutes

1) Call to Order: @ 3:45 p.m.

2) Attendance:

Name:	Position:	Email:	Present:
Tasi Mafnas	Staff	tasimarina.mafnas@guamcc.edu	✓
Tamara Hiura	Staff	tamaratherese.hiura@guamcc.edu	Absent
Joanne Blas	Staff	joanne.blas1@guamcc.edu	✓
Victoria Davis	Student	victoria.davis1@guamcc.edu	✓
Joshua Perez	Student	joshuavincen.perez@guamcc.edu	✓
Megann Rojas	Student	megann.rojas@guamcc.edu	Absent
JPete Roberto	Faculty	joachim.roberto@guamcc.edu	✓
Ricky Tyquiengco	Faculty	ricky.tyquiengco1@guamcc.edu	Alternate for Faculty Senate
Fred Tupaz	Faculty	frederick.tupaz@guamcc.edu	✓
Carl Torres II	Faculty	carl.torresii@guamcc.edu	Absent
Mike Chan	Administrator	michael.chan@guamcc.edu	✓
Doris Perez	Administrator	doris.perez@guamcc.edu	✓
Carmen Santos	Administrator	carmen.kweksantos@guamcc.edu	✓

Recital of GCC Mission Statement

3) Approval of Prior Minutes:

Motion to approve minutes of September 21, 2018 made by F. Tupaz, seconded by V. Davis. No further discussion. Motion passed unanimously.

4) Old Business:

a. Financial Status Report – C. Santos reported the following: (See attachments)

- i. FY2018 appropriations status, 71% of total appropriation received or 85% of appropriation requested received. The FY18 allotment was last received on 10/01/2018 for \$687,384. Current DOA cash and BBMR appropriation reserves total 14.4%. However, we are projected to have an outstanding appropriation receivable of \$2,545,601 at end of 09/30/2018. If we don't receive this amount after 09/30/2018, we will have a total of \$5.5m appropriations not received at the end of 09/30/2018. The cash flow is monitored on a daily basis.
- ii. Forensic DNA Lab bid has been awarded to Pro Pacific; Security Services (same vendor PISA). Website vendor selected is Guam Webz. Generator bid notice of rejections sent to vendor. Internet services protest currently being resolved. Pending bids include fluorescent Lighting System, collection service, A/E services and phone services. Building 100 total paid to Pro Pacific is \$4,202,328.08 up to payment #24, or 90% of \$4,661,093 paid. Building 300 payment of \$200K or 5% made to date, 2nd invoice has been submitted. Working with FEMA on extension request and reprogramming of funds for Building 300 due to delays in building permit. F. Tupaz questioned, "What was the purpose for the extension for Building 100? D. Perez responded, "Primarily for permitting. Public Works scrutinized all documents and they required all the supporting architectural certified electrical plans." C. Santos reported that all networking equipment already went out for bid and has been rewarded and should be installed by November 2018. The furniture has been ordered and will arrive by December 2018. JP. Roberto mentioned because faculty will be on vacation during delivery time, it needs to be discussed as to where the furniture and equipment should be placed. D. Perez stated, because of the request for extension, we anticipate substantial completion by January 2019. D. Perez requested for JP. Roberto to prepare a listing as to where the furniture and equipment

will be placed. Theda Rios (IMO) will have to tag each item before installation. C. Santos stated that JP. Roberto has provided that listing and if, the equipment and furniture do begin to arrive the contractor agreed to place them into a completed room. D. Perez emailed Dr. V. Tudela regarding which rooms will have telephone lines.

- iii. Banner 9 module users are currently testing Self Service features for students, employees, and finance. GCC recently signed a contract with Ellucian to exit modules (Cognos, Advancement, ODS and EDW) and obtain new modules/project (Degree Works, Argos, Ellucian Analytics and moving our systems to the Cloud). This new implementation is estimated to be completed by 09/30/2019, timelines will be provided at the later date. The web group with the Communications Director, is working on the new website which is expected to launch by March 2019. Also, a mobile app will be in conjunction with the Ellucian contract. Launch date setup to be announced later.
 - iv. AANAPISI scholarship due 11/21/2018; Soroptimist Int'l Live Your Dream Scholarship due 11/15/2018, US Coast Guard College Pre-Commissioning Initiative Yap State Scholarship, open for all Yapese citizens, and the US Coast Guard College Student Pre-Commissioning Initiative are open.
- b. Facilities Report – D. Perez reported (See Attachments)
- i. Water Chiller Unit – LRC has only one a/c unit. Two units will be phased in, so if one goes down the other is back up. However, the contractors are working on making the units operate at a minimal temperature so that the units are not overworked.
 - ii. A/C units are continuously breaking down throughout the campus. GCC currently employs two a/c mechanics and repairing an A/C is really complicated. However, a/c mechanics will continue to make the repairs.
 - iii. ISMP 2020-2026 – F. Tupaz questioned, “How and why were Souder, Betances and Associates chosen to facilitate and develop the ISMP 2020-2026?” Was the procurement process followed?” C. Santos mentioned, based on the scope of work it was a sole source because the scope of work was specific as far as the type of services that would be provided.

5) New Business:
None

6) Open Discussion:

- a. JP Roberto will email C. Santos requesting for R. Tyquiengco to be an alternate for JP Roberto.
- b. F. Tupaz requested for phone lines to be repaired in Faculty Lounge (C2) and D-Wing faculty office (former faculty lounge).
- c. Degree Audits – Who will have access? The Academic Division should be able to determine this issue. Access will be based on the current rules and regulations. JP. Roberto will report this issue at the next AAD meeting.
- d. College Assembly – Tuesday, November 06, 2018 from 8:00am – 11:30am in the MPA. Main discussion will be ISMP 2020-2026 spearheaded by Planning & Development Department. JP Roberto will post a message regarding the ISMP 2020-2026 updates on MyGCC website.
- e. Increase Revenues and Cost Saving Measures Discussion
 1. JP Roberto suggested for student organizations to Adopt-A-Courtyard. F. Tupaz suggested that COPSA take the lead and present this idea to the student organizations. There are many issues and liabilities that need further discussion.
 2. Staff Volunteer – Several staff members would like to volunteer on the weekends to assist Maintenance Department with grass cutting. Happy labor no requests for any type of compensations. A scheduled needs to be prepared. Grass cutting on Saturday's and employees only, and no outsiders due to liability issues.
 3. Piloting of Firing Range Fee – whoever uses the firing range will be responsible to cut the grass.
 4. Test Centers – revisit fees.
 5. Summer Programs – Use the practicum programs during the breaks to come up with generating revenues. Students can be utilized to receive their practicum hours, work experience, or service learning projects.

7) Next Meeting – 11/09 @ 3:30pm
12/03 @ 3:30pm

8) Adjournment: @ 4:40 p.m. Motion was made by JP. Roberto, seconded by J. Blas. Motion passed.

**RPF
FINANCIAL STATUS UPDATE
October 12, 2018**

- President issued October 3, 2018 letter to College Community regarding the GCC FY2019 Budget and Impact. In here you outlined our appropriated budgets and budget restrictions on hiring, government funded travel, salary increment freeze, and wireless communication restrictions. Hiring restrictions only effective from 9/1/18-12/31/18. FY19 Budgets have been loaded for all departments. Budgets have been reduced in line with President's memo.
- FY2018 appropriations status below, 71% of total appropriation received or 85% of appropriation requested received. The FY18 allotment was last received on 10/1/18 for 687,384. Current DOA cash and BBMR reserved total 14.4%. However, we are projected to have an outstanding appropriation receivable of \$3M at end of 9/30/18. The cash flow is monitored on a daily basis.

Appropriations	Approp.	BBMR Reduction	Add'l DOA Reserve	GCC Set Aside	Adj Appr	Requested	Received	% Rec'd.	% Appr Rec'd.
General Fund	18,096,062	(1,767,771)	(958,090)		15,370,201	18,096,062	13,277,123	73%	86%
LPN / VocGuidance	835,600	(72,393)	(53,476)		709,731	835,600	588,671	70%	83%
MDF	388,337			(310,670)	77,667	388,337	0	0%	0%
GF - Apprenticeship	818,369	(70,900)	(52,373)		695,096	818,369	576,529	70%	83%
TAF	24,154				24,154	24,154	24,154	100%	100%
Capital Projects	278,922				278,922	278,922	0	0%	0%
First Gen Trust Fund	200,000				200,000	200,000	200,000	100%	100%
Totals	20,641,444	(1,911,064)	(1,063,939)	(310,670)	17,355,771	20,641,444	14,666,478	71%	85%

- For FY19, GCC received \$328,846.06 on 10/10/18. Below is the anticipated appropriation for FY19 and balances:

FY 2019	10/12/2018						
Appropriations	FY19 Appr.	BBMR Reserve	Adj Appr	Requested	Received	% Rec'd.	% Appr Rec'd.
General Fund	16,149,870	2,422,481	13,727,389	1,345,823	310,574	23%	2%
LPN / VocGuidance	763,207	114,481	648,726	63,601	14,677	23%	2%
MDF	948,888	0	948,888	79,074	0	0%	0%
GF - Apprenticeship	186,918	28,038	158,880	15,577	3,595	23%	2%
TAF	24,154	0	24,154	24,154	0	0%	0%
Capital Projects	200,400	0	200,400	16,700	0	0%	0%
First Gen Trust Fund	200,000	0	200,000	25,000	0	0%	0%
Totals	18,473,437	2,565,000	15,908,437	1,569,928	328,846	21%	2%

- Forensic DNA Lab bid has been awarded to Pro Pacific; Security Services (same vendor PISA). Website vendor selected is Guam Webz. Generator bid notice of rejections sent to vendor. Internet services protest currently being resolved. Pending bids include fluorescent Lighting System, collection services, A/E

services and phone services. Bldg 100 total paid to Propacific is \$4,202,328.08 up to pymt #24, or 90% of \$4,661,093 paid. Bldg 300 payment of \$200K or 5% made to date, 2nd invoice has been submitted. Working with FEMA on extension request and reprogramming of funds for Bldg 300 due to delays in building permit.

- Banner 9 module users are currently testing Self Service features for students, employees, and finance. GCC recently signed a contract with Ellucian to exit modules (Cognos, Advancement, ODS and EDW) and obtain new modules/project (Degree Works, Argos, Ellucian Analytics and moving our systems to the Cloud). This new implementation is estimated to be completed by 9/30/19, timelines will be provided at a later date..
- ANAPISI scholarship due 11/2/18; Soroptimist Int'l Live Your Dream Scholarship due 11/15/18, US Coast Guard College Pre-Commissioning Initiative Yap State Scholarship, open for all Yapese citizens, and the US Coast Guard College Student Pre-Commissioning Initiative are open.

Current YTD Operating Income (loss) for FY18 as of 9/30/18 are as follows:

9/30/2018	FY18				
	Fund 1	Fund 4	Fund 5	Fund 11	Total
Revenues					
Appropriations	\$ 13,865,795	\$ -	\$ 576,529		\$ 14,442,324
Non-appropriated funds				\$ 6,294,748	\$ 6,294,748
Total Revenues	13,865,795	-	576,529	6,294,748	20,737,072
Expenditures					
Salaries - Full Time	10,185,838	-	29,975	1,220,645	11,436,459
Salaries - Part Time	-			804,016	804,016
Benefits	3,519,751	-	7,549	506,553	4,033,853
Travel	3,578			46,329	49,907
Contractual Services	1,093,194		-	538,327	1,631,522
Supplies and Materials	144,071	-	675	107,352	252,099
Equipment	58,418		2,551	37,474	98,444
Textbooks				525,022	525,022
Miscellaneous	33,886	-	383,870	109,483	527,239
Interest Expense				93,517	93,517
Power	949,465			-	949,465
Water/Sewer	79,360			-	79,360
Telephone	93,102			-	93,102
Capital Outlay				197,761	197,761
Transfer				(58,016)	(58,016)
Subtotal Expenditure	16,160,664	-	424,621	4,128,464	20,713,750
Encumbrances	411,059	-	3,778	233,452	648,289
Total Exp & Enc	16,571,723	-	428,399	4,361,916	21,362,039
Operating (loss) income	\$ (2,705,928)	\$ -	\$ 148,130	\$ 1,932,831	\$ (624,967)

P&D'S FACILITY & CIP UPDATE

R P F R E P O R T

S E P T E M B E R 2 0 1 8

CIP 18

18. AC – TO REPLACE LRC'S WATER CHILLER UNIT

- Representatives from GCC (Facility Project Manager and Assistant Director), TRMA, and Clayarch (Min Kong) attended the pre-construction meeting on September 18, 2018.
- Construction Coordination meetings are scheduled on the first and third Thursday of the month beginning October 4, 2018. Associate Dean Hartz along with Dennis Santo Tomas will attend meetings.

18.02 AC – TO REPLACE OR REPAIR BROKEN AC UNITS AS PRIORITIZED

- The final payment (\$43,100) to close J&B Modern Tech's existing PO was made on September 14, 2018.
- F&M will review a list of ACs to be replaced campus-wide. A requisition will be issued based on need and priority.

C L O S E D as CIP 18 and renumbered as CIP19.

18. PAINTING – CAMPUS PHASE II – BUILDING 1000 AND 2000

- In addition to contractors not attending the scheduled site visit (SOW issued August 2018) to address 1000's faded paint, GCC also did not receive a price quotation by the submission deadline. The intent of this SOW is to have a contractor correct 1000's faded paint which IAN refused to address. This cost would have been deducted from IAN's final payment.
- Building 1000's project remains open because GCC continuously requested for IAN to submit the Certificate of Warranty; the Certificate of Warranty is required to close the project.

18. CANOPY – TO INSTALL BARREL VAULT CANOPY SYSTEM CONNECTING BUILDINGS 3000, 4000, 5000 AND 6000

- On September 18, 2018, a team evaluated Phase II (technical price offer received from Pacific Solar and Photovoltaics and Clayarch, Inc.), determined that Clayarch met all the requirements of Phase I and II, and recommended Clayarch for the project having been deemed the lowest most responsive bidder (\$296,000.00).
- The project will be awarded based on the availability of funds.

18. GENERATOR FOR BUILDINGS 3000 AND A

GCC will issue a letter to J&B Modern Tech (sole bidder) as its cost proposal exceeded the government's estimate.

C L O S E D as CIP 18 and renumbered as CIP19.

18. KEYS – TO INSTALL ELECTRONIC EXTERIOR DOOR KEYS AT BUILDINGS 3000, 4000, 5000, 1000 AND 400

- SSS is finalizing the SOW. Since the estimated cost exceeds \$25,000 the project will need to be issued as a bid.

C L O S E D as CIP 18 and renumbered as CIP19.

18. PARKING STRUCTURE - RECONFIGURATION OF PARKING STRUCTURE AT BLDG. 2000: GCC-FB--

- Herbicide was applied to deter further growth and final payment processed mid-September.

C L O S E D

18. RESTROOM – TO RENOVATE RESTROOMS AT BUILDING A AND D

- Both A & D restrooms have been completed. Final payment #4 (\$24,774.58) was made on September 25, 2018.

C L O S E D

P&D'S FACILITY & CIP UPDATE

R P F R E P O R T

S E P T E M B E R 2 0 1 8

18.02 SOLAR PVS – TO INSTALL/REPLACE/REPAIR UNITS

- A purchase order was issued to Pacific Solar to replace down solar PV parking lights adjacent to buildings 100, 200, 300 and 400.
- The project commenced and 10% completed as of September 30, 2018.
- The project is expected to be completed October 2018.

CIP 19

19.07 PAINTING – CAMPUS PHASE IV – BUILDING 400, A, AND C

- C L O S E D as CIP 18 and renumbered as CIP19.
- Project will be issued as a bid in October 2018.

OTHER:

BLDG. 100: BID ISSUED 1/14/16. MANDATORY BID CONFERENCE – 1/21/16. BID OPENING – 2/11/16.

AWARDED TO PROPACIFIC BUILDERS AUGUST 8, 2016 FOR \$4,516,000 EXPECTED COMPLETION DATE: NOVEMBER 1, 2017

- Construction is 91.7% complete as of 09/30/2018.
- PPBC submitted PA #23 (\$115,965.00) to TRMA (August 15, 2018).
- During the Construction Coordination Meeting, PPBC indicated that Change Order #3 will be submitted (October 2018) to consider 1. wage rate and price escalation, 2. connection of fire sprinkler to building 300; 3. reconsideration of items disapproved in CO#2; and 4. time extension through January 31, 2019.
- POs for furniture were issued (9/29/18); vendors have 90 calendar days to delivery (December 29, 2018).
- PPBC will submit a proposal by early October 2018 to replace and install building 200's water tank. PPBC explained that it will take 4-6 weeks to fabricate tank, 6-8 weeks to deliver to Guam and 2 weeks to install.

BLDG. 300: P1501750 ISSUED TO TRMA FOR A&E FOR \$272,502. TRMA/GCC MET TO DESIGN THE BUILDING AS A SHELL HAVING MOVABLE DIVIDERS. 450-DAY PROJECT.

- Construction renovation is 16% complete as of September 30, 2018.
- On September 13, 2018, J&B received Change Order #1 (approved) to extend the completion date an additional 22 days due to the delay in receiving plans.
- In June 2018, J&B submitted a "request for contract equitable adjustment for hazmat removal" for a total cost of \$158,348 (\$149,937 for lead base material removal off-island and \$8,411 for asbestos tile removal). GCC's independently had a vendor (APEC) conduct a TCLP (Toxicity Characteristic Leaching Procedure) test which determined that 300's lead paint materials can be disposed of on-island at an approved EPA facility. J&B was subsequently informed to resubmit its cost proposal as a Change Order to have lead materials disposed of on-island. The cost for the removal of asbestos tile will be removed as it is included in J&B's original contract.
- GCC will obtain an estimated cost to dispose of lead materials on-island to ensure J&B's cost proposal is reasonable; RFQ for this task will be issued 10/5/2018.
- J&B submitted Payment Application (PA) #2 to TRMA on 9/20/2018.
- J&B received a quotation from G4S to disconnect and remove the fire alarm cable located on the existing canopy while construction on the canopy between 400 and 200 is ongoing.

P&D'S FACILITY & CIP UPDATE

R P F R E P O R T

S E P T E M B E R 2 0 1 8

FORENSIC/DNA BUILDING: GCC-FB-17-002

- On 9/13/18 Pro Pacific was granted extensions to submit documents pursuant to the Notice of Intent to Award (issued August 31, 2018) from September 27 to October 8, 2018 citing that its bonding company/surety underwriter requested additional information.
-

SUSTAINABILITY:

- Sustainability Office finalized a PO (\$22,500) for Souder, Betances and Associates to facilitate, develop, and submit the ISMP, 2020-2026 by March 31, 2019 with the following deliverables:
 - a) The GCC Institutional Strategic Master Plan, 2020-2026;
 - b) The ISMP structural diagram listing institutional plans and illustrating how they relate to the GCC ISMP, 2020-2026; and
 - c) A seven-year Project Timeline Chart recommending dates to successfully accomplish the GCC ISMP, 2020-2026 goals/objectives.
-



GUAM COMMUNITY COLLEGE
Resources, Planning and Facilities Committee
Agenda

Thursday, 09/21/18 @ 3:30p.m.
Faculty Senate Office, C2

1) Call to Order:

2) Attendance:

Name:	Position:	Email:	Present:
Victoria Davis	Student	victoria.davis1@guamcc.edu	
Joshua Perez	Student	joshuavincent.perez@guamcc.edu	
Megann Rojas	Student	megann.rojas@guamcc.edu	
Joanne Blas	Staff	joanne.blas1@guamcc.edu	
Tamara Hiura	Staff	tamaratherine.hiura@guamcc.edu	
Tasi Mafnas	Staff	tasimarina.mafnas@guamcc.edu	
J Pete Roberto	Faculty	joachim.roberto@guamcc.edu	
Fred Tupaz	Faculty	frederick.tupaz@guamcc.edu	
Ricky Tyquiengco	Faculty	ricky.tyquiengco@guamcc.edu	
Carl Torres	Faculty	carl.torresii@guamcc.edu	
Mike Chan	Administrator	michael.chan@guamcc.edu	
Doris Perez	Administrator	doris.perez@guamcc.edu	
Carmen Santos	Administrator	carmen.kweksantos@guamcc.edu	

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.

3) Approval of Prior Minutes: 05/03/18

4) Old Business:

- a. Financial Report
- b. Facilities Report

5) New Business:

6) Open Discussion:

7) Next Meeting: 10/12 @3:30 p.m.
11/09 @3:30 p.m.
12/03 @3:30 p.m.

8) Adjournment:

GUAM COMMUNITY COLLEGE

Resources, Planning & Facilities Committee
Friday, 09/21/18 @ 3:30pm
Faculty Senate Office/C2

Meeting Minutes

1) Call to Order: @ 3:53 p.m.

2) Attendance:

Name:	Position:	Email:	Present:
Tasi Mafnas	Staff	tasimarina.mafnas@guamcc.edu	✓
Tamara Hiura	Staff	tamaratherese.hiura@guamcc.edu	✓
Joanne Blas	Staff	joanne.blas1@guamcc.edu	✓
Victoria Davis	Student	victoria.davis1@guamcc.edu	Absent
Joshua Perez	Student	joshuavincenz.perez@guamcc.edu	✓
Megann Rojas	Student	megann.rojas@guamcc.edu	✓
JPete Roberto	Faculty	joachim.roberto@guamcc.edu	✓
Ricky Tyquiengco	Faculty	ricky.tyquiengco1@guamcc.edu	Absent
Fred Tupaz	Faculty	frederick.tupaz@guamcc.edu	✓
Carl Torres II	Faculty	carl.torresii@guamcc.edu	Absent
Mike Chan	Administrator	michael.chan@guamcc.edu	✓
Doris Perez	Administrator	doris.perez@guamcc.edu	✓
Carmen Santos	Administrator	carmen.kweksantos@guamcc.edu	✓

Recital of GCC Mission Statement

3) Approval of Prior Minutes:

Motion to approve minutes of May 03, 2018 made by JP Roberto, seconded by M. Chan. No further discussion. Motion passed unanimously.

4) Old Business:

a. Financial Status Report – C. Santos reported the following: (See attachments)

- i. FY2018 appropriations status, 63% of total appropriation received or 75% of appropriation requested received. The FY18 allotment was last received on 08/28/2018 for \$343,692. Current DOA cash and BBMR reserved total 14.4%. However, we are projected to have an outstanding appropriation receivable of \$2,545,601 at end of 09/30/2018. If we don't receive this amount after 09/30/2018, we will have a total of \$5.5M or 26.75% of FY18 Budgeted appropriations. Also, this will result in an approximate FY18 \$2M deficit. The cash flow is monitored on a daily basis.
- ii. Based on the FY19 Budget law PL 34-116 which lapsed into law on 08/24/2018, we are expected to receive 11% reduction from actual FY18 appropriations. On top of that, BBMR issued a release stating that all funds would have a 15% reserve placed on them. Additionally, there are restrictions to the FY19 budget law, including no hiring between 09/01/2018-12/13/2018 (Academic personnel excluded), travel restrictions, increments, merit bonus, promotions, and reclassifications are frozen, and wireless communication restrictions.
- iii. F. Tupaz requested for the administration to prepare a memo regarding the public law to Faculty Union. The president's office will prepare a memo that will explain Travel, Merit Bonuses, Promotions, etc. as well as the link to the public law.
- iv. Fall 2018 final enrollment numbers were 2103 vs Fall 2017 enrollment of 2218, resulting in a 5% decrease. Enrollment has been decreasing over the years, Fall 2016 numbers were 2428. As an RPF group, we should discuss brainstorm ideas for revenue generation. Otherwise, the cuts will continue.
- v. Forensic DNA Lab bid has been awarded to Pro Pacific; Security Services (same vendor PISA). Website vendor has been selected and awaiting PO issuance using FY 2019 budget. Generator bid completed, however, price is significantly over budget (in excess of a million proposal). Internet

services currently under protest and re-evaluation. Pending bids include fluorescent Lighting System, collection services, A/E services and phone service. Building 100 total paid to ProPacific is \$3,964,034.33 up to payment #23, or 85% of \$4,661,093 paid. Building 300 payment of \$200K or 5% made to date. Working with FEMA on extension request and reprogramming of funds for Building 300 due to delays in building permit.

- vi. Banner 9 is Live and module users are currently testing Self Service features for students, employees, and finance.
 - vii. FHB/Guam BWOY scholarship due 09/13/2018; Yap State Scholarship, open for all Yapese citizens, and the US Coast Guard College Student Pre-Commissioning Initiative are open.
 - viii. Last day to submit requisitions was 08/24/2018 and last day to submit invoices to close out POs is on 09/21/2018. Only contractual and federally funded POs will roll into FY19. All other POs will be closed orders are in process, Bookstore still following up with some departments regarding orders.
- b. Facilities Report – D. Perez reported (See Attachments)

5) New Business:
None

6) Open Discussion:
None

7) Next Meeting – 10/12 @ 3:30pm
11/09 @ 3:30pm
12/03 @ 3:30pm

8) Adjournment: @ 4:28 p.m. Motion was made by JP. Roberto, seconded by T. Hiura. Motion passed.

RPF
FINANCIAL STATUS UPDATE
September 21, 2018

- FY2018 appropriations status below, 63% of total appropriation received or 75% of appropriation requested received. The FY18 allotment was last received on 8/28/18 for \$343,692. Current DOA cash and BBMR reserved total 14.4%. However, we are projected to have an outstanding appropriation receivable of \$2,545,601 at end of 9/30/18. If we don't receive this amount after 9/30, we will have a total reduction of \$5.5M or 26.75% of FY18 Budgeted appropriations. Also, this will result in an approximate FY18 \$2M deficit. The cash flow is monitored on a daily basis.

FY 2018 9/5/18									
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General Fund	18,096,062	(1,767,771)	(958,090)		15,370,201	18,096,062	12,020,889	66%	78%
LPN / VocGuidance	835,600	(72,393)	(53,476)		709,731	835,600	528,787	63%	75%
MDF	388,337			(310,670)	77,667	388,337	0	0%	0%
GF - Apprenticeship	818,369	(70,900)	(52,373)		695,096	818,369	517,880	63%	75%
TAF	24,154				24,154	24,154	24,154	100%	100%
Capital Projects	278,922				278,922	278,922	0	0%	0%
First Gen Trust Fund	200,000				200,000	200,000	0	0%	0%
Totals	20,641,444	(1,911,064)	(1,063,939)	(310,670)	17,355,771	20,641,444	13,091,710	63%	75%

- Based on the FY19 Budget law PL 34-116 which lapsed into law on 8/24/18, we are expected to receive 11% reduction from actual FY18 appropriations. On top of that, BBMR issued a release stating that all funds would have a 15% reserve placed on them. Additionally, there are restrictions to the FY19 budget law, including no hiring between 9/1-12/31/18(Academic personnel excluded), travel restrictions, increments, merit bonus, promotions, and reclassifications are frozen, and wireless communication restrictions. Below is the anticipated appropriation for FY19:

FY 2019						
Appropriations	FY18 Appr.	FY19 Appr.	BBMR Reserve	Adj. FY19 Approp.	Increase (Decrease)	% Decrease
General Fund	18,096,062	16,149,870	2,422,481	13,727,390	-4,368,672	-24%
LPN / VocGuidance	835,600	763,207	114,481	648,726	-186,874	-22%
MDF	388,337	948,888	142,333	806,555	418,218	108%
GF - Apprenticeship	818,369	186,918	28,038	158,880	-659,489	-81%
TAF	24,154	24,154	3,623	20,531	-3,623	-15%
Capital Projects	278,922	200,400	30,060	170,340	-108,582	-39%
First Gen Trust Fund	200,000	200,000	30,000	170,000	-30,000	-15%
Totals	20,641,444	18,473,437	2,771,016	15,702,421	-4,939,023	-24%

- Fall 2018 final enrollment numbers were 2103 vs Fall 2017 enrollment of 2218, resulting in a 5% decrease. Enrollment has been decreasing over the years, Fall 2016 numbers were 2428. As an RPF group, we should discuss brainstorm ideas for revenue generation. Otherwise, the cuts will continue.
- Forensic DNA Lab bid has been awarded to Pro Pacific; Security Services (same vendor PISA). Website vendor has been selected and awaiting PO issuance using FY 2019 budget. Generator bid completed, however, price is significantly over budget (in excess of a million proposal). Internet services currently under protest and re-evaluation. Pending bids include fluorescent Lighting System, collection services,

A/E services and phone services. Bldg 100 total paid to Propacific is \$3,964,034.33 up to pymt #23, or 85% of \$4,661,093 paid. Bldg 300 payment of \$200K or 5% made to date. Working with FEMA on extension request and reprogramming of funds for Bldg 300 due to delays in building permit.

- Banner 9 is Live and module users are currently testing Self Service features for students, employees, and finance.
- FHB/Guam BWOY scholarship due 9/13/18; Yap State Scholarship, open for all Yapese citizens, and the US Coast Guard College Student Pre-Commissioning Initiative are open.
- Last day to submit requisitions were 8/24/18 and last day to submit invoices to close out POs is on 9/21/18. Only contractual and federally funded POs will roll into FY19. All other POs will be closed orders are in process, Bookstore still following up with some departments regarding orders.

Current YTD Operating Income (loss) for FY18 as of 9/5/18 are as follows:

9/5/2018	FY18					
	Fund 1	Fund 4	Fund 5	Fund 11	Fund 12	Total
Revenues						
Appropriations	\$12,573,830	\$ -	\$517,880			\$ 13,091,710
Non-appropriated funds				\$ 5,401,821	\$ 2,896,030	\$ 8,297,851
Total Revenues	12,573,830	-	517,880	5,401,821	2,896,030	21,389,561
Expenditures						
Salaries - Full Time	8,845,485	-	24,177	1,070,479	236,675	10,176,816
Salaries - Part Time	-			785,498	81,733	867,231
Benefits	3,106,054	-	5,666	454,623	91,739	3,658,082
Travel	3,578			45,946	31,832	81,356
Contractual Services	824,838		-	711,769	216,826	1,753,434
Supplies and Materials	121,836	-	675	96,272	101,075	319,858
Equipment	56,141			32,306	81,711	170,158
Textbooks				520,570	-	520,570
Miscellaneous	26,041	-	142,430	99,898	380,582	648,951
Interest Expense				85,072		85,072
Power	861,378			-		861,378
Water/Sewer	73,892			-		73,892
Telephone	86,019			-		86,019
Capital Outlay				121,992	95,168	217,160
Transfer				(58,016)		(58,016)
Subtotal Expenditure	14,005,263	-	172,948	3,966,409	1,317,342	19,461,961
Encumbrances	314,422	-	3,778	289,647	153,919	761,766
Total Exp & Enc	14,319,685	-	176,726	4,256,056	1,471,261	20,223,728
Operating (loss) income	\$(1,745,855)	\$ -	\$341,154	\$ 1,145,765	\$ 1,424,769	\$ 1,165,833

P&D'S FACILITY & CIP UPDATE

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AUGUST 2018

CIP 18:

18. AC – TO REPLACE LRC'S WATER CHILLER UNIT

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|------------|---|
| 08/31/2018 | <ul style="list-style-type: none">▪ Notice of Intent to Award was issued to Clayarch Inc. 08/16/2018.▪ On 8/24, TRMA submitted contract documents for GCC to review and process.▪ The Pre-Construction meeting will be scheduled once TRMA submits 3 sets of certified/stamped architectural plans. |
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18.02 AC – TO REPLACE OR REPAIR BROKEN AC UNITS AS PRIORITIZED

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| 08/31/2018 | <ul style="list-style-type: none">▪ On August 16, 2018, a check was issued to J&B Modern Tech for \$135,490.00.▪ FPM certified that the invoices for the 2 remaining A/C units did indicate the correct model and serial numbers. Invoices (\$43,100) were certified and processed on August 31, 2018. |
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18. PAINTING – CAMPUS PHASE II – BUILDING 1000 AND 2000

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| 08/31/2018 | <ul style="list-style-type: none">▪ During a meeting, IAN representatives explained that the faded paint is due to a water leak. GCC expressed that a site visit was held prior to and after the contract was awarded to IAN. IAN had the responsibility to convey its concern, to notify GCC, give options to remedy the area, and to resolve the matter rather than to apply paint over the area.▪ A separate SOW to address the faded paint was issued; site visit is scheduled for September 05, 2018.▪ IAN's invoice for \$19,267.11 is on hold pending receipt of Warranty. |
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18. CANOPY – TO INSTALL BARREL VAULT CANOPY SYSTEM CONNECTING BUILDINGS 3000, 4000, 5000 AND 6000

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| 08/31/2018 | <ul style="list-style-type: none">▪ On August 14, 2018, P&D staff evaluated clarifications from prospective bidders (Propacific Builder, Pacific Solar & Photovoltaics, and Clayarch Inc.) and determined that responses still needed an explanation from two prospective bidders.▪ P&D staff met on August 29, 2018, evaluated two prospective bidders' responses and determined that Pacific Solar & Photovoltaics and Clayarch Inc. met the requirements of the SOW and may proceed with Phase II (submission of a bid price).▪ Bid opening will be held on September 05, 2018. |
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18. GENSET – TO INSTALL 1MW FOR BUILDINGS 4000, 5000, AND 6000

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| 08/31/2018 | No Change; final SOW will be developed. |
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18. GENSET – TO INSTALL AT BUILDING 2000

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| 08/31/2018 | No Change; final SOW will be developed. |
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P&D'S FACILITY & CIP UPDATE

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18. GENERATOR FOR BUILDINGS 3000 AND A

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| 08/31/2018 | <ul style="list-style-type: none">• Bid opening for this project took place on August 22, 2018. J&B Modern Tech, the sole bidder, submitted a bid price (\$1,312,858) that exceeded GCC's budget (generator building - \$453,830.00 and generator - \$819,028.00). |
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18. KEYS – TO INSTALL ELECTRONIC EXTERIOR DOOR KEYS AT BUILDINGS 3000, 4000, 5000, 1000 AND 400

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| 08/31/2018 | <ul style="list-style-type: none">• On August 29, 2018, VCE Pacific Corporation presented information on a VingCard stand-alone electronic key system to GCC.• Cost proposal will be submitted to SSS. |
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18. PARKING STRUCTURE - RECONFIGURATION OF PARKING STRUCTURE AT BLDG. 2000: GCC-FB--

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| 08/31/2018 | <ul style="list-style-type: none">▪ Rain delayed the vendor's ability to apply herbicide on the trunk of recently removed trees; herbicide will deter further growth. |
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18. POWER LINE CONDITIONER – TO INSTALL AT BUILDINGS D, 2000, 5000, 6000

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| 08/31/2018 | This and other open CIP Projects will be assessed, prioritized, and considered accordingly. |
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18. RESTROOM – TO RENOVATE RESTROOMS AT BUILDING A AND D

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| 08/31/2018 | <ul style="list-style-type: none">▪ Occupancy Permit was issued to GCC on August 28, 2018.▪ Final payment application will be submitted to GCC on September 04, 2018 along with As-Built and Certificate of Warranty.▪ Building D restroom will open on Tuesday, September 04, 2018. C L O S E D |
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18.02 SOLAR PVS – TO INSTALL/REPLACE/REPAIR UNITS

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| 08/31/2018 | GCC awaits the arrival of new technology units to replace down PVs. |
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OTHER:

BLDG. 100: BID ISSUED 1/14/16. MANDATORY BID CONFERENCE – 1/21/16. BID OPENING – 2/11/16.

AWARDED TO PROPACIFIC BUILDERS AUGUST 8, 2016 FOR \$4,516,000 EXPECTED COMPLETION DATE: NOVEMBER 1, 2017

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| 08/31/2018 | <ul style="list-style-type: none">▪ 89.6% complete as of 08/31/2018, <i>EXTENDED TO 10/2018.</i>▪ Payment application #21 (\$89,914.60) and #22 (\$109,974.64) were released to PPBC on August 31, 2018 and August 28, 2018, respectively.▪ Although as of August 31, 2018, PPBC has yet to submit a price quotation for the 9,000-gallon domestic water tank GCC is developing a SOW. |
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P&D'S FACILITY & CIP UPDATE

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BLDG. 300: P1501750 ISSUED TO TRMA FOR A&E FOR \$272,502. TRMA/GCC MET TO DESIGN THE BUILDING AS A SHELL HAVING MOVABLE DIVIDERS. 450-DAY PROJECT.

08/31/2018	<ul style="list-style-type: none">Overall project completion to date is 14%.GCC continues to work with J&B and Guam Home Office of Civil Defense to address the FEMA grant which expires December 21, 2018. GCC will request for an extension.GCC will identify a vendor (APEC Guam) to conduct a toxicity characteristic leaching procedure (TCLP) test to determine whether lead based paint (LBP) can be disposed on or off island. Once determined, a SOW will be issued to mitigate LBP.A check for payment application #1 (\$208,521) was released to J&B on August 08, 2018.
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FORENSIC/DNA BUILDING: GCC-FB-17-002

08/31/2018	<ul style="list-style-type: none">The Notice of Intent to Award was issued to Propacific Builder on August 31, 2018 for \$3,999,665.50 (base bid amount). ProPacific will have to provide all necessary documents 10 days from 8/31/18.
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WELLNESS CENTER: P1400282 ISSUED TO TRMA FOR A&E FOR \$387,593. TRMA/GCC MET AND TRMA AGREED TO COMPLETE AND PROVIDE 100% DESIGN WEEK OF 11/9/15 – STORAGE ROOMS TO BE CONSOLIDATED TO ALLOW ADDITIONAL SEATING AREA.

08/31/2018	No Change
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BUILDING B RENOVATION:

07/31/2018	TRMA will submit plans and design.
08/31/2018	No Change; TRMA to submit plans and design.

PHYSICAL MASTER PLAN, 2015-2020: P1500323 (CARRY OVER) TO TMRA (ORIGINAL P1402260 FOR \$60,440 DATED 9/17/14 – DUE IN 18 WEEKS).

03/31/18- 8/31/18	No Change; TRMA continues to update plan.
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ANNEX: P1501880 ISSUED TO TRMA FOR A&E FOR \$28,000. DRAFT BID TO IDENTIFY POTENTIAL SPACE AVAILABLE ADJACENT TO GCC WAS DEVELOPED AND SUBMITTED TO PRESIDENT.

2/8/16- 8/31/18	The pursuit of this project is temporarily on hold due to the number of existing construction projects.
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ELEVATORS:

8/31/18	Typical inspection was performed on elevators.
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P&D'S FACILITY & CIP UPDATE

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SUSTAINABILITY:

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| 08/31/18 | ▪ Sustainability Office presented the ISMP at Convocation as part of the “preparing to close the loop” effort. A contract was developed to begin the strategic planning process to develop the ISMP 2020-2026. |
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