

College Governing Council

Tuesday, September 16, 2008 – 2:00am

C-2, Faculty Senate Chambers

Agenda

1. Call to Order:

2. Attendance:

| Name | E-mail | Present |
|--------------------------------|--|---------|
| Gary Hartz, Co-Chair | ronald.hartz@guamcc.edu | |
| Jose Munoz, FS President | jose.munoz@guamcc.edu | |
| John Armstrong, Past-President | john.armstrong@guamcc.edu | |
| John Camacho | john.camacho@guamcc.edu | |
| Liz Duenas | elizabeth.duenas@guamcc.edu | |
| Tara Pascua | tararose.pascua@guamcc.edu | |
| Carol Guerrero | carol.guerrero@guamcc.edu | |
| Carmen Santos | carmen.kweksantos@guamcc.edu | |
| Ray Somera | reneray.somera@guamcc.edu | |
| | | |
| | | |
| Others Present: | | |
| Rose Hormillosa | rosemarie.hormillosa@guamcc.edu | |
| | | |

3. Approval of Meeting Minutes

4. New Business

- a. Membership
- b. Election of Chairperson
- c. Bylaws

5. Old Business

- 2009 NAF Budget (follow-up)

6. Open Discussion

7. Agenda Items for next meeting

10. Next Meeting Date

11. Adjournment:

College Governing Council

Thursday, October 2, 2008 - 2:00 p.m.

AGENDA

1. Called to Order at:

2. Attendance:

| Name | E-mail | Present |
|-------------------------------------|--|---------|
| John Armstrong (faculty) | john.armstrong@guamcc.edu | |
| John Camacho (administration) | john.camacho@guamcc.edu | |
| Elizabeth Duenas (staff) | elizabeth.duenas@guamcc.edu | |
| Carol Guerrero (staff) | carol.guerrero@guamcc.edu | |
| R. Gary Hartz (faculty) | ronald.hartz@guamcc.edu | |
| Jose Munoz (faculty) | jose.munoz@guamcc.edu | |
| Tara Pascua (student) | tararose.pascua@guamcc.edu | |
| Frances Salas (student) | frances.salas@guamcc.edu | |
| Carmen Kwek Santos (administration) | carmen.kweksantos@guamcc.edu | |
| Ray Somera (administration) | reneray.somera@guamcc.edu | |
| Others Present: | | |
| | | |

3. Approval of Minutes

- Minutes of Sept. 16, 2008

4. New Business

- Electronic Discussion Board on MyGCC Training

5. Old Business

- Bylaws revisions and changes

6. Issues

- b. Faculty
- c. Staff
- d. Student
- e. Administration

7. Open Discussion

8. Agenda Items for Next Meeting

9. Schedule for Fall Meetings

10. Adjournment

College Governing Council
Wednesday, November 26, 2008, 2:00 p.m.
1221 Tech. Center

AGENDA

1. Called to Order at:
2. Attendance:

| Name | E-mail | Present |
|-------------------------------------|--|----------------|
| John Armstrong (faculty) | john.armstrong(guamcc.edu | |
| John Camacho (administration) | john.camacho@guamcc.edu | |
| Elizabeth Duenas (staff) | elizabeth.duenas@guamcc.edu | |
| Carol Guenero (staff) | carol.guerrero@guamcc.edu | |
| R. Gary Hartz (faculty) | ronald.hartz@guamcc.edu | |
| Jose Munoz (faculty) | jose.munoz(aguamcc.edu | |
| Tara Pascua (student) | tararose.pascua@guamcc.edu | |
| Frances Salas (student) | frances.salas1(aguamcc.edu | |
| Carmen Kwek Santos (administration) | carmen.kweksantos(aguamcc.edu | |
| Ray Somera (administration) | reneray.somera(aguamcc.edu | |
| Others Present: | | |
| | | |

3. Format for this Meeting (face to face /electronic)
4. Approval of Minutes
5. New Business
 - a. Role of the CGC in Participatory Governance Leadership Training
6. Old Business
 - a. TAC Proposal
 - b. Revised Article XII Passed by Board of Trustees
 - c. Revision of Bylaws
 - d. Status of Word Processing Secretary Position
7. Information and Updates
 - a. Administration
 - b. Students
 - c. Staff
 - d. Faculty
8. Open Discussion
9. Agenda Items for Next Meeting
10. Schedule for Spring Meetings
11. Adjournment:

College Governing Council

Monday, April 13, 2009 – 2:00 p.m.

AGENDA

1. Called to Order at:

2. Attendance:

| Name | E-mail | Present |
|-------------------------------------|------------------------------|---------|
| John Armstrong (faculty) | john.armstrong@guamcc.edu | |
| John Camacho (administration) | john.camacho@guamcc.edu | |
| Evelyn Deplata (student) | evelyn.deplata@guamcc.edu | |
| Elizabeth Duenas (staff) | elizabeth.duenas@guamcc.edu | |
| Carol Guerrero (staff) | carol.guerrero@guamcc.edu | |
| R. Gary Hartz (faculty) | ronald.hartz@guamcc.edu | |
| Jose Munoz (faculty) | jose.munoz@guamcc.edu | |
| Carmen Kwek Santos (administration) | carmen.kweksantos@guamcc.edu | |
| Frances Salas (student) | frances.salas1@guamcc.edu | |
| Gina Tudela (administration) | virginia.tudela@guamcc.edu | |
| | | |
| Others Present: | | |
| | | |

3. Approval of Minutes

4. New Business

- Year-End Report

5. Old Business

- Planning for Governance Leadership Retreat

6. Information and Updates

- Administration
- Staff
- Students
- Faculty

7. Open Discussion

8. Agenda Items for Next Meeting

9. Scheduling of Next Meeting

10. Adjournment

College Governing Council

Monday, April 27, 2009 – 2:00 p.m.

AGENDA

1. Called to Order at:

2. Attendance:

| Name | E-mail | Present |
|-------------------------------------|------------------------------|---------|
| John Armstrong (faculty) | john.armstrong@guamcc.edu | |
| John Camacho (administration) | john.camacho@guamcc.edu | |
| Evelyn Deplata (student) | evelyn.deplata@guamcc.edu | |
| Elizabeth Duenas (staff) | elizabeth.duenas@guamcc.edu | |
| Carol Guerrero (staff) | carol.guerrero@guamcc.edu | |
| R. Gary Hartz (faculty) | ronald.hartz@guamcc.edu | |
| Jose Munoz (faculty) | jose.munoz@guamcc.edu | |
| Carmen Kwek Santos (administration) | carmen.kweksantos@guamcc.edu | |
| Frances Salas (student) | frances.salas1@guamcc.edu | |
| Gina Tudela (administration) | virginia.tudela@guamcc.edu | |
| | | |
| Others Present: | | |
| | | |

3. Approval of Minutes

4. New Business

- Checklist for Committee Transition

5. Old Business

- Planning for Governance Leadership Retreat
- Year-End Report Checklist

6. Information and Updates

- Administration
- Staff
- Students
- Faculty

7. Open Discussion

8. Agenda Items for Next Meeting

9. Scheduling of Next Meeting

10. Adjournment

College Governing Council
Wednesday, February 18, 2009 – 2:00 p.m.

AGENDA

1. Called to Order at:

2. Attendance:

| Name | E-mail | Present |
|-------------------------------------|------------------------------|----------------|
| John Armstrong (faculty) | john.armstrong@guamcc.edu | |
| John Camacho (administration) | john.camacho@guamcc.edu | |
| Evelyn Deplata (student) | evelyn.deplata@guamcc.edu | |
| Elizabeth Duenas (staff) | elizabeth.duenas@guamcc.edu | |
| Carol Guerrero (staff) | carol.guerrero@guamcc.edu | |
| R. Gary Hartz (faculty) | ronald.hartz@guamcc.edu | |
| Jose Munoz (faculty) | jose.munoz@guamcc.edu | |
| Carmen Kwek Santos (administration) | carmen.kweksantos@guamcc.edu | |
| Frances Salas (student) | frances.salas1@guamcc.edu | |
| Gina Tudela (administration) | virginia.tudela@guamcc.edu | |
| | | |
| Others Present: | | |
| | | |

3. Approval of Minutes

4. New Business

- CGC Membership Changes

5. Old Business

- Bylaws revisions and changes
- Status of Word Processing Secretary Position

6. Information and Updates

- Faculty
- Staff
- Student
- Administration

7. Open Discussion

8. Agenda Items for Next Meeting

9. Schedule for Spring Meetings

10. Adjournment

College Governing Council
Wednesday, February 23, 2009 – 2:00 p.m.

AGENDA

1. Called to Order at:

2. Attendance:

| Name | E-mail | Present |
|-------------------------------------|------------------------------|----------------|
| John Armstrong (faculty) | john.armstrong@guamcc.edu | |
| John Camacho (administration) | john.camacho@guamcc.edu | |
| Evelyn Deplata (student) | evelyn.deplata@guamcc.edu | |
| Elizabeth Duenas (staff) | elizabeth.duenas@guamcc.edu | |
| Carol Guerrero (staff) | carol.guerrero@guamcc.edu | |
| R. Gary Hartz (faculty) | ronald.hartz@guamcc.edu | |
| Jose Munoz (faculty) | jose.munoz@guamcc.edu | |
| Carmen Kwek Santos (administration) | carmen.kweksantos@guamcc.edu | |
| Frances Salas (student) | frances.salas1@guamcc.edu | |
| Gina Tudela (administration) | virginia.tudela@guamcc.edu | |
| | | |
| Others Present: | | |
| | | |

3. Approval of Minutes

4. New Business

- GCC Online Policy and Procedure (proposed document)

5. Old Business

- Bylaws revisions and changes
- Status of Word Processing Secretary Position

6. Information and Updates

- Faculty
- Staff
- Student
- Administration

7. Open Discussion

8. Agenda Items for Next Meeting

9. Schedule for Spring Meetings

10. Adjournment

College Governing Council

Friday, 07/10/09 @ 2:00p.m.

AGENDA

1. Called to Order at:

2. Attendance:

| Name | E-mail | Present |
|-------------------------------------|--|---------|
| John Armstrong (faculty) | john.armstrong@guamcc.edu | |
| John Camacho (administration) | john.camacho@guamcc.edu | |
| Evelyn Deplata (student) | evelyn.deplata@guamcc.edu | |
| Elizabeth Duenas (staff) | elizabeth.duenas@guamcc.edu | |
| Carol Guerrero (staff) | carol.guerrero@guamcc.edu | |
| R. Gary Hartz (faculty) | ronald.hartz@guamcc.edu | |
| Jose Munoz (faculty) | jose.munoz@guamcc.edu | |
| Carmen Kwek Santos (administration) | carmen.kweksantos@guamcc.edu | |
| Frances Salas (student) | frances.salas1@guamcc.edu | |
| Gina Tudela (administration) | virginia.tudela@guamcc.edu | |
| | | |
| Others Present: | | |
| | | |

3. Approval of Minutes

4. New Business

- Recommendation from RPF Committee
- Year End Report

5. Old Business

- Planning for Governance Leadership Retreat

6. Information and Updates

- Administration
- Staff
- Students
- Faculty

7. Open Discussion

8. Agenda Items for Next Meeting

9. Schedule for Next Meetings

10. Adjournment:

College Governing Council

March 03, 2009, C2

AGENDA

1. Called to Order at:
2. Attendance:

| Name | E-mail | Present |
|-------------------------------------|--|---------|
| John Armstrong (faculty) | john.armstrong@guamcc.edu | |
| John Camacho (administration) | john.camacho@guamcc.edu | |
| Evelyn Deplata (student) | evelyn.deplata@guamcc.edu | |
| Elizabeth Duenas (staff) | elizabeth.duenas@guamcc.edu | |
| Carol Guerrero (staff) | carol.guerrero@guamcc.edu | |
| R. Gary Hartz (faculty) | ronald.hartz@guamcc.edu | |
| Jose Munoz (faculty) | jose.munoz@guamcc.edu | |
| Carmen Kwek Santos (administration) | carmen.kweksantos@guamcc.edu | |
| Frances Salas (student) | frances.salas@guamcc.edu | |
| Gina Tudela (administration) | virginia.tudela@guamcc.edu | |
| Others Present: | | |
| | | |

3. Approval of Minutes
4. New Business
 - Year End Report
5. Old Business
 - Planning for Governance Leadership Retreat
6. Information and Updates
 - Administration
 - Staff
 - Students
 - Faculty
7. Open Discussion
8. Agenda Items for Next Meeting
9. Schedule for Next Meetings
10. Adjournment

College Governing Council

Wednesday, March 16, 2009 - 2:00 p.m.

AGENDA

1. Called to Order at:
2. Attendance:

| Name | E-mail | Present |
|-------------------------------------|--|---------|
| John Armstrong (faculty) | john.armstrong@guamcc.edu | |
| John Camacho (administration) | john.camacho@guamcc.edu | |
| Evelyn Deplata (student) | evelyn.deplata@guamcc.edu | |
| Elizabeth Duenas (staff) | elizabeth.duenas@guamcc.edu | |
| Carol Guerrero (staff) | carol.guerrero@guamcc.edu | |
| R. Gary Hartz (faculty) | ronald.hartz@guamcc.edu | |
| Jose Munoz (faculty) | jose.munoz@guamcc.edu | |
| Carmen Kwek Santos (administration) | carmen.kweksantos@guamcc.edu | |
| Frances Saw (student) | frances.salas1@guamcc.edu | |
| Gina Tudela (administration) | virginia.tudela@guamcc.edu | |
| Others Present: | | |
| | | |

3. Approval of Minutes
4. New Business
5. Old Business
 - Bylaws revisions and changes, updates Status of
 - Word Processing Secretary Position
6. Information and Updates
 - Staff
 - Student
 - Administration
 - Faculty
7. Open Discussion
8. Agenda Items for Next Meeting
9. Schedule for Next Meetings
10. Adjournment:

College Governing Council

Monday, March 30, 2009 – 2:00 p.m.

AGENDA

1. Called to Order at:

2. Attendance:

| Name | E-mail | Present |
|-------------------------------------|------------------------------|---------|
| John Armstrong (faculty) | john.armstrong@guamcc.edu | |
| John Camacho (administration) | john.camacho@guamcc.edu | |
| Evelyn Deplata (student) | evelyn.deplata@guamcc.edu | |
| Elizabeth Duenas (staff) | elizabeth.duenas@guamcc.edu | |
| Carol Guerrero (staff) | carol.guerrero@guamcc.edu | |
| R. Gary Hartz (faculty) | ronald.hartz@guamcc.edu | |
| Jose Munoz (faculty) | jose.munoz@guamcc.edu | |
| Carmen Kwek Santos (administration) | carmen.kweksantos@guamcc.edu | |
| Frances Salas (student) | frances.salas1@guamcc.edu | |
| Gina Tudela (administration) | virginia.tudela@guamcc.edu | |
| | | |
| Others Present: | | |
| | | |

3. Approval of Minutes

4. New Business

5. Old Business

- GCC Online Policy and Procedure (proposed document)
- Planning for Governance Leadership Retreat
- Status of Word Processing Secretary Position

6. Information and Updates

- Administration
- Staff
- Students
- Faculty

7. Open Discussion

8. Agenda Items for Next Meeting

9. Scheduling of Next Meeting

10. Adjournment

College Governing Council

Tuesday, September 16, 2008 – 2:00am

C-2, Faculty Senate Chambers

Minutes

1. Call to Order: 2:06pm

2. Attendance:

| Name | E-mail | Present |
|--------------------------------|--|---------|
| Gary Hartz, Co-Chair | ronald.hartz@guamcc.edu | X |
| Jose Munoz, FS President | jose.munoz@guamcc.edu | X |
| John Armstrong, Past-President | john.armstrong@guamcc.edu | X |
| John Camacho | john.camacho@guamcc.edu | X |
| Liz Duenas | elizabeth.duenas@guamcc.edu | X |
| Tara Pascua | tararose.pascua@guamcc.edu | X |
| Carol Guerrero | carol.guerrero@guamcc.edu | X |
| Carmen Santos, Co-Chair | carmen.kweksantos@guamcc.edu | X |
| Ray Somera | reneray.somera@guamcc.edu | |
| | | |
| | | |
| Others Present: | | |
| Rose Hormillosa | rosemarie.hormillosa@guamcc.edu | X |
| | | |

3. Approval of Meeting Minutes

- **J. Armstrong made a motion to approve the minutes (04.23.08) as amended, seconded by C. Santos. Motion passed unanimously.**

4. New Business:

- Membership
- Election of Chairperson
- Bylaws

5. Old Business:

- 2009 NAF Budget (follow-up)

6. Faculty Senate Issues:

7. Open Discussion:

8. Agenda Items for next meeting:

9. Schedule for Fall Meetings:

Thursday, October 2, 2008 @ 2:00pm

10. Adjournment: **J. Munoz made a motion to adjourn the meeting at 3:00pm, seconded by J. Camacho.**

College Governing Council
Wednesday, February 18, 2009 – 2:00 p.m.

MINUTES

1. Called to Order at: 2:05 p.m.

2. Attendance:

| Name | E-mail | Present |
|-------------------------------------|------------------------------|----------------|
| John Armstrong (faculty) | john.armstrong@guamcc.edu | X |
| John Camacho (administration) | john.camacho@guamcc.edu | X |
| Evelyn Deplata (student) | evelyn.deplata@guamcc.edu | |
| Elizabeth Duenas (staff) | elizabeth.duenas@guamcc.edu | |
| Carol Guerrero (staff) | carol.guerrero@guamcc.edu | |
| R. Gary Hartz (faculty) | ronald.hartz@guamcc.edu | X |
| Jose Munoz (faculty) | jose.munoz@guamcc.edu | X |
| Carmen Kwek Santos (administration) | carmen.kweksantos@guamcc.edu | |
| Frances Salas (student) | frances.salas1@guamcc.edu | X |
| Gina Tudela (administration) | virginia.tudela@guamcc.edu | X |
| | | |
| Others Present: | | |
| | | |

3. Approval of Minutes

Minutes from the previous meeting are still pending submission / approval.

4. New Business

- CGC Membership Changes: G. Hartz announced that both Evelyn Deplata and Dr. Gina Tudela are now official CGC members.

5. Old Business

- Bylaws revisions and changes: Several recommended changes were made to the Bylaws. Due to the absence of four CGC members, it was decided to hold off on any vote to approve the revised Bylaws until the next CGC meeting.
- Status of Word Processing Secretary Position: Faculty representatives shared that the absence of a WP Secretary to work with governance has made governance work very difficult, particularly in terms of limitations in electronic information on MyGCC and in terms of the campus not having a central point of governance-related communication. The current financial status of the College has resulted in GCC's continued inability to fill non-federally-funded positions. Members raised the idea of having an employee fill in until someone can be hired, due to the importance of governance.

6. Information and Updates

- Faculty: The Council of Department Chairs, the Curriculum Committee and the General Education Committee continue to work to reach consensus on a series of General Education recommendations, which, if approved, would go before the Faculty Senate. J. Armstrong recognized the quality of workshops and meetings at the recent Professional Development Day. Many faculty members remain concerned that in general, GCC secondary faculty cannot attend Professional

Development Day. Concerns have also been raised regarding the perceived lack of influence of the College Technology Committee on MIS practices, though J. Camacho indicated that MIS continues to be guided by the CTC. The leadership training for new governance leaders is now the responsibility of the CGC and will be addressed at the next meeting.

- Staff: No report.
- Students: COPSA had its first meeting of the semester on February 6. Student organizations have volunteered to help with recycling of bottles and cans. Upcoming meetings include a graduation planning meeting, the 'Meet the President' session, an island tour for eligible GCC students on 2/20, a COPSA general meeting on 2/27, and the Students Leading Students conference at the Hilton on 3/6.
- Administration: GCC continues to experience cash flow issues, with some vendors not being paid on time. GCC continues to meet payroll, though funds have been frozen for most requisitions. President Okada has met with the DOA Director to share our concerns. The Crime Lab is now open after a ribbon cutting ceremony, and the Student Center plans are now almost complete. The Allied Health building is approximately 30% complete. The President's evaluation will occur between March 9-20. A mid-term report will be sent to ACCJC in April.

7. Open Discussion: none
8. Agenda Items for Next Meeting: Members were asked to submit items to Carmen Kwek Santos and Gary Hartz.
9. Schedule for Spring Meetings. Members determined that the best day and time for meetings looks to be Mondays at 2:00 p.m. A tentative meeting was scheduled for March 9, pending availability of the membership.
10. Adjournment. Motion to Adjourn by J. Armstrong. Seconded by Gina Tudela. Meeting Adjourned at 3:45 p.m.

College Governing Council

Monday, March 30, 2009 – 2:00 p.m.

MINUTES

1. Called to Order at 2:04pm

2. Attendance:

| Name | E-mail | Present |
|-------------------------------------|------------------------------|---------|
| John Armstrong (faculty) | john.armstrong@guamcc.edu | ✓ |
| John Camacho (administration) | john.camacho@guamcc.edu | ✓ |
| Evelyn Deplata (student) | evelyn.deplata@guamcc.edu | |
| Elizabeth Duenas (staff) | elizabeth.duenas@guamcc.edu | ✓ |
| Carol Guerrero (staff) | carol.guerrero@guamcc.edu | ✓ |
| R. Gary Hartz (faculty) | ronald.hartz@guamcc.edu | ✓ |
| Jose Munoz (faculty) | jose.munoz@guamcc.edu | |
| Carmen Kwek Santos (administration) | carmen.kweksantos@guamcc.edu | ✓ |
| Frances Salas (student) | frances.salas1@guamcc.edu | ✓ |
| Gina Tudela (administration) | virginia.tudela@guamcc.edu | ✓ |
| | | |
| Others Present: | | |
| Michelle Santos (administration) | michelle.santos@guamcc.edu | |
| Michael Setzer (faculty) | michael.setzerii@guamcc.edu | |
| Barry Mead (faculty) | barry.mead@guamcce.edu | |

3. Approval of Minutes
Tabled

4. New Business
No New Business

5. Old Business

- GCC Online Policy and Procedure (proposed document)
Copy of the Policy and Procedures were provided to members through email on March 23, 2009. M. Santos provided information regarding GCC Online Policy and Procedure to the committee. She had reviewed University of Hawaii and Leeward Community College policies. Also there is no local law to refer to.
J. Camacho made a motion to approve the GCC Online Policy and Procedure, seconded by J. Armstrong. Further discussion: M. Setzer recommends that the federal laws need to be looked into. What rights the student can and cannot do. Memo will be drafted by G. Hartz and C. Santos to the President and then to the BOT. No further discussion.
Motion was called and passed unanimously.
- Planning for Governance Leadership Retreat
Governance Leadership Retreat is schedule for April 24, 2009. Consideration for the secondary faculty would be to get substitute during this event, especially for faculty from JFK who is out at 5:15pm.

committee to remain until there is a Chairperson who can appoint the staff members.

8. Agenda Items for Next Meeting

- Agenda will include in the New Business the Year End Report.

9. Scheduling of Next Meeting

- April 6, 2009, 10am, C-2

10. Adjournment

- **2: 50pm - J. Camacho made the motion to adjourned, seconded by J. Armstrong.**

College Governing Council

Monday, April 6, 2009 – 10:00 a.m.

MINUTES

1. Called to Order at: 10:25 a.m.

2. Attendance:

| Name | E-mail | Present |
|-------------------------------------|--|---------|
| John Armstrong (faculty) | john.armstrong@guamcc.edu | ✓ |
| John Camacho (administration) | john.camacho@guamcc.edu | ✓ |
| Evelyn Deplata (student) | evelyn.deplata@guamcc.edu | ✓ |
| Elizabeth Duenas (staff) | elizabeth.duenas@guamcc.edu | ✓ |
| Carol Guerrero (staff) | carol.guerrero@guamcc.edu | ✓ |
| R. Gary Hartz (faculty) | ronald.hartz@guamcc.edu | ✓ |
| Jose Munoz (faculty) | jose.munoz@guamcc.edu | |
| Carmen Kwek Santos (administration) | carmen.kweksantos@guamcc.edu | ✓ |
| Frances Salas (student) | frances.salas1@guamcc.edu | ✓ |
| Gina Tudela (administration) | virginia.tudela@guamcc.edu | |
| | | |
| Others Present: | | |
| Joann Waki Muna | | ✓ |

3. Approval of Minutes

J. Camacho moved to approve the minutes of March 30th with changes, seconded by E. Duenas, all in favor, minutes approved.

4. New Business

Communication of financial issues to the GCC community: recommendation requested by the Faculty Senate. It was moved by J. Camacho, seconded by J. Armstrong that GCC should host a Town Hall meeting with the President on our current financial status. Invitations should go to all GCC students, faculty, staff and administration. Further, the CGC supports efforts for on-going communication with all constituencies regarding GCC's financial status. Motion passed unanimously.

Recommendation from Resources, Planning and Facility (RPF) Committee: It was moved by J. Armstrong, seconded by G. Hartz, for the CGC to recommend to the President that she convene the Financial Exigency Committee contingent upon determination of the process whereby the GCC support staff union representative will be identified. Motion passed unanimously,

Year End Report - Tabled

5. Old Business

Planning for Governance Leadership – A draft copy of agenda for the Governance Leadership Retreat was provided. The retreat is scheduled on April 24, 2009, 12:00 noon, at the MPA but there is another function scheduled on this same date. Possible date change to May 1st. Due to concern regarding the expenditures for the luncheon, it was suggested that participants bring their own lunch. G. Hartz moved that the CGC approve the agenda with changes (pending finalization of date). Seconded by J. Armstrong. Motion passed unanimously. G. Hartz moved that the CGC support the hiring of substitutes so that secondary faculty can participate fully in the Retreat, as appropriate. Seconded by J. Armstrong. Motion passed unanimously.

6. Information and Updates

Administration - Tabled

Staff - Tabled

Students – Tabled

Faculty - Tabled

7. Open Discussion

8. Agenda Items for Next Meeting

9. Schedule for Spring Meetings – Monday, April 13, 2009, 2:00 p.m.

10. Adjournment – Motion to adjourn by J. Camacho. Seconded by G. Hartz
Meeting adjourned at 12:30 p.m.

College Governing Council

Monday, April 13, 2009 – 2:00 p.m.

MINUTES

1. Called to Order at: 2:40 pm by G. Hartz.

2. Attendance:

| Name | E-mail | Present |
|-------------------------------------|--|---------|
| John Armstrong (faculty) | john.armstrong@guamcc.edu | ✓ |
| John Camacho (administration) | john.camacho@guamcc.edu | ✓ |
| Evelyn Deplata (student) | evelyn.deplata@guamcc.edu | ✓ |
| Elizabeth Duenas (staff) | elizabeth.duenas@guamcc.edu | ✓ |
| Carol Guerrero (staff) | carol.guerrero@guamcc.edu | ✓ |
| R. Gary Hartz (faculty) | ronald.hartz@guamcc.edu | ✓ |
| Jose Munoz (faculty) | jose.munoz@guamcc.edu | ✓ |
| Carmen Kwek Santos (administration) | carmen.kweksantos@guamcc.edu | ✓ |
| Frances Salas (student) | frances.salas1@guamcc.edu | |
| Gina Tudela (administration) | Virginia.tudela@guamcc.edu | |
| | | |
| Others Present: | | |
| Mary Okada, President | Mary.okada@guamcc.edu | ✓ |

3. Approval of Minutes

- **Minutes of April 06, 2009 – J. Armstrong made a motion to approve the minutes with changes, seconded by J. Camacho.** No further discussion. **Motion passed unanimously.**

4. New Business

- Year End Report
J. Armstrong will provide a copy of a Year End Report from the committee's last report. **Tabled by E. Duenas and seconded by C. Guerrero.**

5. Old Business

- Planning for Governance Leadership Retreat
Discussed the agenda and made changes. G. Hartz will provide an electronic updated copy to all members.

6. Information and Updates

Tabled Information and Updates by C. Santos and seconded by J. Camacho.

- Administration
- Staff
- Students
- Faculty

7. Open Discussion

- Memo from CGC to President Okada regarding the Financial Exigency. President Okada wanted to emphasize that when the committee is formed the only thing further to discuss will be to begin to identify who will be laid off. She indicated that with the upcoming tax and gross receipt payment, and if there is a hold on the

1 million weekly payment of the dump then we will be okay in April. After further discussion, J. Armstrong informed President Okada that whatever decision she makes that we, the committee will support her.

8. Agenda Items for Next Meeting

- Standard Agenda

9. Schedule for Next Meetings

- April 20, 2009, 2:00 pm, C-2

10. Adjournment

- **2: 59 pm - J. Munoz made the motion to adjourn, seconded by C. Guerrero.**

College Governing Council

Monday, April 20, 2009 – 2:00 p.m.

MINUTES

1. Called to Order at: 2:00 pm by C. Santos.

2. Attendance:

| Name | E-mail | Present |
|-------------------------------------|------------------------------|---------|
| John Armstrong (faculty) | john.armstrong@guamcc.edu | ✓ |
| John Camacho (administration) | john.camacho@guamcc.edu | ✓ |
| Evelyn Deplata (student) | evelyn.deplata@guamcc.edu | Sick |
| Elizabeth Duenas (staff) | elizabeth.duenas@guamcc.edu | ✓ |
| Carol Guerrero (staff) | carol.guerrero@guamcc.edu | |
| R. Gary Hartz (faculty) | ronald.hartz@guamcc.edu | SHS |
| Jose Munoz (faculty) | jose.munoz@guamcc.edu | ✓ |
| Carmen Kwek Santos (administration) | carmen.kweksantos@guamcc.edu | ✓ |
| Frances Salas (student) | frances.salas1@guamcc.edu | ✓ |
| Gina Tudela (administration) | virginia.tudela@guamcc.edu | |
| | | |
| Others Present: | | |
| | | |

3. Approval of Minutes

- Tabled Minutes of April 17, 2009

4. New Business

- Year End Report
Discussed what should be included in the Year End Report. After further discussion, it was agreed that C. Santos will create a format to be given to all Committee Chairperson and Faculty Senate Chairperson. Included in the format are achievements, challenges and or hardship and goals for the following academic year. She is to provide the members an electronic copy and send to all Chairpersons to be completed by May 1st and send to CGC.
- Standards I Report
The committee received the Standards I Report but would like for C. Santos to ask the Committee chairperson to submit a memo to inform the CGC what they would like for the committee to do with the Report.

5. Old Business

- Planning for Governance Leadership Retreat
Discuss the agenda and made changes.
J. Armstrong made a motion to approve the revised Governance Leadership Retreat Agenda, seconded by J. Munoz. No further discussion.
Motion was called and passed unanimously.

6. Information and Updates

- Administration
C. Santos provided and discussed the Financial Report. Also she indicated that next payment for the USDOE for the Student Services and Administration

Building will be on June 1st 2009 in the amount of \$342,000. There will be funding for payment by that time. Also the last Friday the BOT voted to suspense the increase of tuition and fees due to our economy status.

J. Camacho indicated that the LRC design is at 60% completion and 100% by May 14, 2009. Bid will start by the end of May and constructor to begin by August.

- Staff
The Support Staff Union members will be meeting to elect their officers.
- Students
Last COPSA General Membership meeting is scheduled for May 1st. and during May there will be Leadership training of ROPES from the National Guard.
- Faculty
J. Armstrong indicated that the Final Exam will be during the first week of May.
J. Munoz indicated that the Election for Faculty Senate and committee chairpersons were conducted on Friday but they do not have the results yet.

7. Open Discussion

- None

8. Agenda Items for Next Meeting

- New Business: Checklist for Committee Transition
- Old Business: Year End Report Checklist

9. Schedule for Next Meetings

- April 27, 2009, 3:00 pm, C-2

10. Adjournment

- **3: 00 pm - J. Camacho made the motion to adjourn, seconded by J. Munoz.**

College Governing Council

Thursday, October 16 2008 – 2:00 p.m.

Minutes

1. Called to Order at: 2:05 p.m.

2. Attendance:

| Name | E-mail | Present |
|-------------------------------------|------------------------------|---------|
| John Armstrong (faculty) | john.armstrong@guamcc.edu | x |
| John Camacho (administration) | john.camacho@guamcc.edu | x |
| Elizabeth Duenas (staff) | elizabeth.duenas@guamcc.edu | |
| Carol Guerrero (staff) | carol.guerrero@guamcc.edu | x |
| R. Gary Hartz (faculty) | ronald.hartz@guamcc.edu | x |
| Jose Munoz (faculty) | jose.munoz@guamcc.edu | |
| Tara Pascua (student) | tararose.pascua@guamcc.edu | x |
| Frances Salas (student) | frances.salas1@guamcc.edu | x |
| Carmen Kwek Santos (administration) | carmen.kweksantos@guamcc.edu | |
| Ray Somera (administration) | reneray.somera@guamcc.edu | |
| Others Present: | | x |
| Johanna Camacho | | |

3. Approval of Minutes

A motion to approve the Minutes was made by J. Armstrong, seconded by C. Guerrero. **Motion passed unanimously.**

4. New Business

a. Status of Contract Negotiations

Negotiations have been completed, but await Board of Trustees review / approval. Upon Board approval, the CGC will need to revise Bylaws to be consistent with the Contract.

5. Old Business

a. Revisions to Bylaws

Recommended changes should be sent to G. Hartz. The Bylaws will be addressed in detail upon Board of Trustees approval of the Contract.

b. Status of Word Processing Secretary Position

R. Somera indicated that currently, there is a hiring freeze.

c. Group Studio Training

Elaine Fejerang conducted a training session with the CGC after completion of items 6, 7 and 8.

6. Information and Updates

a. Students

There will be a COPSA meeting on October 31. "Meet the President" sessions will occur on October 27 and 28.

b. Staff

Nothing to report.

c. Administration

GCC has received a 'conditional' building permit to begin work on the new Allied Health building.

d. Faculty

Professional Development Day was a great success due to participation of faculty, staff and administrators. The next PDD will be facilitated by Dean Reilly Ridgell. Faculty Senator Gil Yanger was not provided a substitute so he can attend Senate meetings, and the Senate is currently trying to resolve this issue.

7. Open Discussion

No discussion.

8. Agenda Items for Next Meeting

Items should be e-mailed to G. Hartz

8. Schedule for Fall Meetings

A tentative meeting has been scheduled for Thursday, October 30, 2pm. If needed, the meeting could be rescheduled for Thursday, November 6, 2pm.

9. Adjournment

Quorum was lost at 2:27pm, at which time the meeting became 'informal'.

College Governing Council
Thursday, November 13, 2008 – 2:00 p.m.

MINUTES

1. Called to Order at: C. Santos called the meeting to order at 2:10 pm

2. Attendance:

| Name | E-mail | Present |
|-------------------------------------|--|---------|
| John Armstrong (faculty) | john.armstrong@guamcc.edu | |
| John Camacho (administration) | john.camacho@guamcc.edu | X |
| Elizabeth Duenas (staff) | elizabeth.duenas@guamcc.edu | X |
| Carol Guerrero (staff) | carol.guerrero@guamcc.edu | X |
| R. Gary Hartz (faculty) | ronald.hartz@guamcc.edu | X |
| Jose Munoz (faculty) | jose.munoz@guamcc.edu | X |
| Tara Pascua (student) | tararose.pascua@guamcc.edu | |
| Carmen Kwek Santos (administration) | carmen.kweksantos@guamcc.edu | X |
| Ray Somera (administration) | reneray.somera@guamcc.edu | X |
| Frances Salas (student) | frances.salas1@guamcc.edu | X |
| | | |
| Others Present: | | |
| Michelle Santos (administration) | michelle.santos@guamcc.edu | X |
| Joleen Evangelista (administration) | joleen.evangelista@guamcc.edu | X |

3. Approval of Minutes

- **C. Guerrero made the motion to approve the Minutes of October 16, 2008 with changes, seconded by J. Camacho. Motion passed unanimously.**

4. New Business

- TAC Recommendation
CGC members received memo dated November 6, 2008 from M. Santos, Chairperson of TAC. M. Santos presented the document and answered questions to clarify some of the recommendations.
- **C. Guerrero made the motion to approve the TAC Recommendation and forward it to President Okada, seconded by E. Duenas. Motion passed unanimously.**

5. Old Business

- Bylaws revisions and changes
Awaiting the approval of the GCC/GFT Faculty Union Contract by the GCC Board of Trustees. CGC members are to continue to review and make recommendations regarding the Bylaws. J. Camacho recommended that all members receive Appendix J1 & J2. R. Somera will check if there is an electronic copy and will have J. Camacho (Administrative Officer) send copies to all members.
- Electronic Discussion Board on MyGCC Training
J. Camacho recommended that our next meeting be conducted in the lab at Tech Center so that we will understand the usage and have electronic meetings when

necessary. E. Duenas agreed to set up the meeting with E. Fejerang so that she is available to assist us.

- Status of Contract Negotiations

Next scheduled GCC BOT meeting is Monday, November 17, 2008.

6. Information and Updates

a. Faculty

- J. Munoz shared that the Senate would like to see GCC free all faculty to be present for a spring governance day (for elections, final reports, etc.), and suggested that the GCC Calendar reflect such a change. For this year, it may be necessary to have such activities take place after 3:00 p.m. on one or two days.
- J. Munoz indicated that there will be a Newsletter and that the deadline to submit information to be added is Nov 21, 2008. Please submit content to G. Hartz.

b. Staff

- E. Duenas and C. Guerrero have communicated with staff members to begin the process of setting up a committee to include K. Bautista, Staff Representative. A committee should be established by the end of December.
- The GCC Christmas party is set for December 20, 2008 at the Fiesta Resort.

c. Students

- COPSA, in collaboration with the Center for Student Involvement, will be conducting a GW Tour on November 20, 2008.
- From December 1-14, interested student organizations will be conducting a Telephone Book fundraiser. About 17,900 books will be distributed around the island, with proceeds at \$0.25 per telephone book.
- November 22, 2008, the Japanese Club will join the Song Fest at GPO.
- December 17-19, 2008, ROPES Training will be offered by the National Guard.

d. Administration

- Departmental budgets are to be submitted to DCs by Friday.
- FY09 Financial Status: GCC has not received any funding for FY09; there is still an outstanding balance of \$200,000+ for FY08.
- All should continue to submit requisitions. The budget was loaded, but there is a glitch making it appear that the budget was not loaded.
- R. Somera attended a meeting on Saipan where other college and university Vice Presidents were present. There is a Department of Labor grant for \$1 million and a related Assessment, Advisement and Accreditation Workshop for selected faculty to attend. L. Gomboa is working on this grant. A grant writing workshop will be offered in March or April.
- GCC has been designated as the repository for Northern Marianas College student records, should the college be closed for reasons related to accreditation.
- Recently the College received 3M products from its partners.
- A Grant of 2.5 million has been identified to fund the Learning Resource Center improvements. The plan for the changes is now being developed.
- Student Center - Design is about 90% completed. Funding is from the Foundation.
- The Forensic Building is almost complete. January 10, 2009 is the scheduled date for a ribbon cutting.

- Salary Studies – Consultants met with C. Santos, J. Muna and President Okada on November 12 to review a draft of the report. The group will continue to meet.

7. Open Discussion

- No discussion

8. Agenda Items for Next Meeting

- The Bylaws and Budget topics may be addressed via an electronic meeting.

9. Schedule for Fall Meetings

- December 4, 2008, Tech Center

10. Adjournment

- **3:14 pm - J. Camacho made the motion to adjourned, seconded by G. Hartz.**