

# College Governing Council

Monday, 10/03/11

2:30p.m. - Room C2

## AGENDA

1. Called to Order at:
2. Attendance:

Name	E-mail	Present
Clare Camacho (faculty)	<a href="mailto:clare.camacho@guamcc.edu">clare.camacho@guamcc.edu</a>	
Elizabeth Duenas (staff)	<a href="mailto:elizabeth.duenas@guamcc.edu">elizabeth.duenas@guamcc.edu</a>	
Ariane Nepomuceno	<a href="mailto:ariane.nepomuceno@guamcc.edu">ariane.nepomuceno@guamcc.edu</a>	
Shian Aricheta	<a href="mailto:shian.aricheta@guamcc.edu">shian.aricheta@guamcc.edu</a>	
Marsha Postrozny	<a href="mailto:marsha.postrozny@guamcc.edu">marsha.postrozny@guamcc.edu</a>	
Doris Perez (administration)	<a href="mailto:doris.perez@guamcc.edu">doris.perez@guamcc.edu</a>	
Anthony San Nicolas (faculty)	<a href="mailto:anthony.sannicolas@guamcc.edu">anthony.sannicolas@guamcc.edu</a>	
Carmen Santos (administration)	<a href="mailto:carmen.santos@guamcc.edu">carmen.santos@guamcc.edu</a>	
Gina Tudela (administration)	<a href="mailto:virginia.tudela@guamcc.edu">virginia.tudela@guamcc.edu</a>	
Carol Guerrero (staff)	<a href="mailto:carol.guerrero@guamcc.edu">carol.guerrero@guamcc.edu</a>	

3. Recital of Mission Statement:  
THE MISSION OF GUAM COMMUNITY COLLEGE IS TO BE A LEADER IN  
CAREER AND TECHNICAL WORKFORCE DEVELOPMENT BY PROVIDING THE  
HIGHEST QUALITY EDUCATION AND JOB TRAINING IN MICRONESIA.
4. Approval of Minutes
5. Old Business
  - Goals for Committees under CGC
  - Distance Education
6. New Business
  - Travel Policy
  - 2010-2011 Committee reports
  - PDRC request
7. Information and Updates
  - Faculty
  - Staff
  - Students
  - Administration
8. Open Discussion
9. Agenda Items for Next Meeting
10. Schedule for Next Meetings
11. Adjournment

# College Governing Council

Monday, October 03, 2011

2:30 p.m. Room C2

Meeting Minutes

1. Called to Order: @ 3:11 p.m.

## Attendance:

Name	E-mail	Present
Clare Camacho (Co-Chair)	<a href="mailto:clare.camacho@guamcc.edu">clare.camacho@guamcc.edu</a>	x
Elizabeth Duenas (staff)	<a href="mailto:elizabeth.duenas@guamcc.edu">elizabeth.duenas@guamcc.edu</a>	x
Ariane Nepomuceno (student)	<a href="mailto:ariane.nepomuceno@guamcc.edu">ariane.nepomuceno@guamcc.edu</a>	x
Shian Aricheta (student)	<a href="mailto:shian.aricheta@guamcc.edu">shian.aricheta@guamcc.edu</a>	
Marsha Postrozny (faculty)	<a href="mailto:marsha.postrozny@guamcc.edu">marsha.postrozny@guamcc.edu</a>	x
Doris Perez (administration)	<a href="mailto:doris.perez@guamcc.edu">doris.perez@guamcc.edu</a>	x
Anthony San Nicolas (faculty)	<a href="mailto:anthony.sannicolas@guamcc.edu">anthony.sannicolas@guamcc.edu</a>	
Carmen Santos (Chair)	<a href="mailto:carmen.santos@guamcc.edu">carmen.santos@guamcc.edu</a>	x
Gina Tudela (administration)	<a href="mailto:virginia.tudela@guamcc.edu">virginia.tudela@guamcc.edu</a>	x
Carol Guerrero (staff)	<a href="mailto:carol.guerrero@guamcc.edu">carol.guerrero@guamcc.edu</a>	
<b>Others Present:</b>		

2. Recital of Mission Statement
3. Approval of Minutes: tabled. B. Blas will do a review of what minutes need approval.
4. Old Business:
  - A. Goals for Committees under CGC: minutes and agenda should be posted, provide training at the beginning of the semester for Group Studio, and update procedures for committees to report to CGC. C. Camacho will send a memo by October 15, 2011 to all committees to do the following: 1. Review and post goals for the coming year. 2. Post by-laws. 3. Post membership. Copy of memo will be sent for CGC filing.
  - B. Distance Education-getting the enterprise architecture audit. Meeting on Friday, October 7, 2011 to review the draft of the enterprise architecture. CTC, MIS, and Registrars office have been invited to attend.
5. New Business:
  - A. Travel Policy- tabled. Still being reviewed by the RPF committee.
  - B. A nomination for C. Santos as chair and C. Camacho as co-chair. No one opposed. Unanimously approved.
  - C. Year End- Committee Matrix- C. Camacho states that only the CTC has to say if they are going to change their goals. Standard III has to develop goals. Only because all the other committees have the same committees.
  - D. PDRC Request- incorporating the revised chart on to the travel policy as well as the trip report. C. Camacho motion to approve the trip report form with the changes requested and give the report form to RPF committee to incorporate into the travel policy, M. Postrozny seconded. No one opposed. Motion approved unanimously.
4. Information and Updates

**Administration:** See attached financial status report and the facilities report. C. Camacho motion to rollover the P1.1 project of \$36,500 and the P1.13 project and P1.14 project totaling \$117,374.91 into the fiscal year 2012 as the projects have not been completed. M. Postrozny seconded. No one opposed. Motion approved unanimously.

V. Tudela reports that the IDEA Student Ratings for Instruction Survey will be administered from October 17, 2011 to October 31, 2011. The Faculty Information Forms are due October 7, 2011.

**Faculty:** none

**Staff:** none

**Students:** “Meet the President” October 4, 2011  
“Building a Stronger Workforce” October 14, 2011

5. Open Discussion:

None

6. Agenda Items for Next Meeting:

- A. Students- Vending machine changes, from bottles to cans.
- B. Fiscal Year 2012 CIP listing projects.

7. Schedule for Next Meetings:

October 31, 2011 @ 2:30 p.m.

9. Adjournment: @ 3:35 p.m.

C. Camacho motioned to adjourn, E. Duenas seconded, no one opposed, motion carried.

# College Governing Council

Monday, 10/31/11

2:30p.m. - Room C2

## AGENDA

1. Called to Order at:
2. Attendance:

Name	E-mail	Present
Clare Camacho (faculty)	<a href="mailto:clare.camacho@guamcc.edu">clare.camacho@guamcc.edu</a>	
Elizabeth Duenas (staff)	<a href="mailto:elizabeth.duenas@guamcc.edu">elizabeth.duenas@guamcc.edu</a>	
Ariane Nepomuceno	<a href="mailto:ariane.nepomuceno@guamcc.edu">ariane.nepomuceno@guamcc.edu</a>	
Shian Aricheta	<a href="mailto:shian.aricheta@guamcc.edu">shian.aricheta@guamcc.edu</a>	
Marsha Postrozny	<a href="mailto:marsha.postrozny@guamcc.edu">marsha.postrozny@guamcc.edu</a>	
Doris Perez (administration)	<a href="mailto:doris.perez@guamcc.edu">doris.perez@guamcc.edu</a>	
Anthony San Nicolas (faculty)	<a href="mailto:anthony.sannicolas@guamcc.edu">anthony.sannicolas@guamcc.edu</a>	
Carmen Santos (administration)	<a href="mailto:carmen.santos@guamcc.edu">carmen.santos@guamcc.edu</a>	
Gina Tudela (administration)	<a href="mailto:virginia.tudela@guamcc.edu">virginia.tudela@guamcc.edu</a>	
Carol Guerrero (staff)	<a href="mailto:carol.guerrero@guamcc.edu">carol.guerrero@guamcc.edu</a>	

3. Recital of Mission Statement:  
THE MISSION OF GUAM COMMUNITY COLLEGE IS TO BE A LEADER IN CAREER AND TECHNICAL WORKFORCE DEVELOPMENT BY PROVIDING THE HIGHEST QUALITY EDUCATION AND JOB TRAINING IN MICRONESIA.
4. Approval of Minutes: 11/24/10, 01/28/11, 03/31/11, 04/28/11 & 10/03/11
5. Old Business
  - Goals for Committees under CGC
  - Distance Education
6. New Business
  - Travel Policy
  - 2010-2011 Committee reports
  - PDRC request
  - Students-Vending machine changes, from bottles to cans
  - Fiscal Year 2012 CIP listing projects
  - Replacement of Plastic Bottle vending machine
7. Information and Updates
  - Faculty
  - Staff
  - Students
  - Administration
8. Open Discussion
9. Agenda Items for Next Meeting
10. Schedule for Next Meetings
11. Adjournment

# College Governing Council

Monday, October 31, 2011

2:30 p.m. Room C2

Meeting Minutes

1. Called to Order: @ 3:55 p.m.

## Attendance:

Name	E-mail	Present
Clare Camacho (Co-Chair)	<a href="mailto:clare.camacho@guamcc.edu">clare.camacho@guamcc.edu</a>	
Elizabeth Duenas (staff)	<a href="mailto:elizabeth.duenas@guamcc.edu">elizabeth.duenas@guamcc.edu</a>	x
Ariane Nepomuceno (student)	<a href="mailto:ariane.nepomuceno@guamcc.edu">ariane.nepomuceno@guamcc.edu</a>	x
Shian Aricheta (student)	<a href="mailto:shian.aricheta@guamcc.edu">shian.aricheta@guamcc.edu</a>	
Marsha Postrozny (faculty)	<a href="mailto:marsha.postrozny@guamcc.edu">marsha.postrozny@guamcc.edu</a>	x
Doris Perez (administration)	<a href="mailto:doris.perez@guamcc.edu">doris.perez@guamcc.edu</a>	x
Anthony San Nicolas (faculty)	<a href="mailto:anthony.sannicolas@guamcc.edu">anthony.sannicolas@guamcc.edu</a>	x
Carmen Santos (Chair)	<a href="mailto:carmen.santos@guamcc.edu">carmen.santos@guamcc.edu</a>	x
Gina Tudela (administration)	<a href="mailto:virginia.tudela@guamcc.edu">virginia.tudela@guamcc.edu</a>	x
Carol Guerrero (staff)	<a href="mailto:carol.guerrero@guamcc.edu">carol.guerrero@guamcc.edu</a>	
<b>Others Present:</b>		

2. Recital of Mission Statement

3. Approval of Minutes: Motion made by A. San Nicolas to approve the following minutes: 11/24/2010, 01/28/2011, 03/31/2011, 04/28/2011, and 10/03/2011, seconded by M. Postrozny, all in favor, no one opposed, unanimously approved.

4. Old Business:

- A. Goals for Committees under CGC. Has been revised and discussed on the previous meeting. Pending C. Camacho (Standard III).
- B. Distance Education still do not have the final Enterprise Architecture and the Institutional Technology Strategic Plan.

5. New Business:

- A. Travel Policy. PDRC Request was incorporated into the travel policy discussion and motion to approve the travel policy D. Perez, seconded by E. Duenas, all in favor, no one opposed, motion approved unanimously.
- B. 2010-2011 Committee Reports. tabled
- C. Students-vending machine changes, from bottles to cans. Motion to approve made by A. Nepomuceno, seconded by E. Duenas, all in favor, no one opposed, motion approved unanimously.
- D. FY2012 CIP listing projects. Presented by D. Perez, has been approved by the RPF Committee and now being forwarded to CGC. See attachment. Student Representative requested that vending machine be changed from bottles to cans with the exception of water. Motion to approve by E. Duenas, seconded by M. Postrozny, all in favor, motion approved unanimously.

4. Information and Updates

**Administration:** information status report.

**Faculty:** none

**Staff:** none

**Students:** helping with the move to student center, liability forms need to be given to the departments.

5. Open Discussion:

None

6. Agenda Items for Next Meeting:

- A. Goals
- B. Keys
- C. Distance Education
- D. 2010-2011 Committee Reports

7. Schedule for Next Meetings:

November 14, 2011 @ 3:00 p.m.

9. Adjournment: @ 4:07 p.m.

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

# College Governing Council

Monday, 11/14/11

3:00p.m. - Room C2

## AGENDA

1. Called to Order at:
2. Attendance:

Name	E-mail	Present
Clare Camacho (faculty)	<a href="mailto:clare.camacho@guamcc.edu">clare.camacho@guamcc.edu</a>	
Elizabeth Duenas (staff)	<a href="mailto:elizabeth.duenas@guamcc.edu">elizabeth.duenas@guamcc.edu</a>	
Ariane Nepomuceno	<a href="mailto:ariane.nepomuceno@guamcc.edu">ariane.nepomuceno@guamcc.edu</a>	
Shian Aricheta	<a href="mailto:shian.aricheta@guamcc.edu">shian.aricheta@guamcc.edu</a>	
Marsha Postrozny	<a href="mailto:marsha.postrozny@guamcc.edu">marsha.postrozny@guamcc.edu</a>	
Doris Perez (administration)	<a href="mailto:doris.perez@guamcc.edu">doris.perez@guamcc.edu</a>	
Anthony San Nicolas (faculty)	<a href="mailto:anthony.sannicolas@guamcc.edu">anthony.sannicolas@guamcc.edu</a>	
Carmen Santos (administration)	<a href="mailto:carmen.santos@guamcc.edu">carmen.santos@guamcc.edu</a>	
Gina Tudela (administration)	<a href="mailto:virginia.tudela@guamcc.edu">virginia.tudela@guamcc.edu</a>	
Carol Guerrero (staff)	<a href="mailto:carol.guerrero@guamcc.edu">carol.guerrero@guamcc.edu</a>	

3. Recital of Mission Statement:  
THE MISSION OF GUAM COMMUNITY COLLEGE IS TO BE A LEADER IN  
CAREER AND TECHNICAL WORKFORCE DEVELOPMENT BY PROVIDING THE  
HIGHEST QUALITY EDUCATION AND JOB TRAINING IN MICRONESIA.
4. Approval of Minutes: 10/31/2011
5. Old Business
  - Goals for Committees under CGC
  - Distance Education
  - 2010-2011 Committee Reports
6. New Business
7. Information and Updates
  - Faculty
  - Staff
  - Students
  - Administration
8. Open Discussion
9. Agenda Items for Next Meeting
10. Schedule for Next Meetings
11. Adjournment

# College Governing Council

Monday, November 14, 2011

3:00 p.m. Room C2

Meeting Minutes

1. Called to Order: @ 3:13 p.m.

## Attendance:

Name	E-mail	Present
Clare Camacho (Co-Chair)	<a href="mailto:clare.camacho@guamcc.edu">clare.camacho@guamcc.edu</a>	X
Elizabeth Duenas (staff)	<a href="mailto:elizabeth.duenas@guamcc.edu">elizabeth.duenas@guamcc.edu</a>	X
Ariane Nepomuceno (student)	<a href="mailto:ariane.nepomuceno@guamcc.edu">ariane.nepomuceno@guamcc.edu</a>	X
Shian Aricheta (student)	<a href="mailto:shian.aricheta@guamcc.edu">shian.aricheta@guamcc.edu</a>	
Marsha Postrozny (faculty)	<a href="mailto:marsha.postrozny@guamcc.edu">marsha.postrozny@guamcc.edu</a>	X
Doris Perez (administration)	<a href="mailto:doris.perez@guamcc.edu">doris.perez@guamcc.edu</a>	X
Anthony San Nicolas (faculty)	<a href="mailto:anthony.sannicolas@guamcc.edu">anthony.sannicolas@guamcc.edu</a>	X
Carmen Santos (Chair)	<a href="mailto:carmen.santos@guamcc.edu">carmen.santos@guamcc.edu</a>	X
Gina Tudela (administration)	<a href="mailto:virginia.tudela@guamcc.edu">virginia.tudela@guamcc.edu</a>	X
Carol Guerrero (staff)	<a href="mailto:carol.guerrero@guamcc.edu">carol.guerrero@guamcc.edu</a>	
<b>Others Present:</b>		

2. Recital of Mission Statement

3. Approval of Minutes: Motion made by A. San Nicolas to approve 10/31/2011 minutes with changes, seconded by E. Duenas, unanimously approved.

4. Old Business:

- A. Goals for committees under CGC has been revised by C. Camacho. It is ready for posting on MyGCC Group Studio. College Technology Committee (CTC) went ahead and submitted a request directly to the President office (not knowing about the process of making a request). C. Santos has spoken to the chair of the CTC regarding this. CGC needs to compile a listing of committees and their memberships. C. Santos will issue a memo to all committee members to begin posting on the MyGCC Group Studio. C. Camacho states that all committees should have the same goals for the next academic year except for CTC.
- B. Distance Education- still on hold because of the Enterprise Architecture and the Institutional Technology Strategic Plan.
- C. 2010-2011 Committee Reports have been discussed.

5. New Business:  
none

6. Information and Updates

## Administration:

- Financial Report and facilities report (see attachment).
- Meeting on November 15, 2011 for LRC moving @ 10:30 a.m. will be discussing assistance for moving. Work study and tutors are not able to assist due to student liabilities. A. San Nicolas will get back to the committee if he is able to get volunteers from the Air Reservists.

**Faculty:** Management/Faculty Senate combined meeting, November 17, 2011 @ LRC from 10:00-12:00 p.m.

**Staff:** E. Duenas working to create a letter to include the Staff's Constitution and Bylaws.



Governance that she is to submit to the President's Office to include staff constitution and by-laws as to the constitution rights.

**Students:** Last COPSA meeting for the semester on November 18, 2011.

7. Open Discussion:

None

8. Agenda Items for Next Meeting:

A. Financial Plan

B. Committee Chairs

9. Schedule for Next Meetings:

January 2012

10. Adjournment: @ 3:33 p.m.

E. Duenas motioned to adjourn, A. Nepomuceno seconded, no one opposed, motion carried.

# College Governing Council

Monday, 12/05/11  
3:00p.m. - Room C2

## AGENDA

1. Called to Order at:

2. Attendance:

Name	E-mail	Present
Clare Camacho (faculty)	clare.camacho@guamcc.edu	
Elizabeth Duenas (staff)	elizabeth.duenas@guamcc.edu	
Ariane Nepomuceno	<a href="mailto:ariane.nepomuceno@guamcc.edu">ariane.nepomuceno@guamcc.edu</a>	
Shian Aricheta	shian.aricheta@guamcc.edu	
Marsha Postrozny	marsha.postrozny@guamcc.edu	
Doris Perez (administration)	doris.perez@guamcc.edu	
Anthony San Nicolas (faculty)	anthony.sannicolas@guamcc.edu	
Carmen Santos (administration)	carmen.santos@guamcc.edu	
Gina Tudela (administration)	virginia.tudela@guamcc.edu	
Carol Guerrero (staff)	carol.guerrero@guamcc.edu	
<b>Others Present:</b>		

3. Recite the Mission Statement:

THE MISSION OF GUAM COMMUNITY COLLEGE IS TO BE A LEADER IN CAREER AND TECHNICAL WORKFORCE DEVELOPMENT BY PROVIDING THE HIGHEST QUALITY EDUCATION AND JOB TRAINING IN MICRONESIA.

4. Approval of Minutes: 11/14/11

5. Old Business

- Goals for Committees under CGC
- Distance Education
- 2010-2011 Committee Reports
- Memo on process to committees

6. New Business

- Compile List of Committee Members
- Governance Structure
- Draft 5-Year Strategic Plan
- Additional FY12 CIP: Culinary Kitchen and SPCC

7. Information and Updates

- Faculty
- Staff
- Students
- Administration

8. Open Discussion

9. Agenda Items for Next Meeting

9. Schedule for Next Meetings

10. Adjournment

# College Governing Council

Monday, December 05, 2011

3:00 p.m. Room C2

Meeting Minutes

1. Called to Order: @ 3:00 p.m.

## **Attendance:**

<b>Name</b>	<b>E-mail</b>	<b>Present</b>
Clare Camacho (Co-Chair)	<a href="mailto:clare.camacho@guamcc.edu">clare.camacho@guamcc.edu</a>	X
Elizabeth Duenas (staff)	<a href="mailto:elizabeth.duenas@guamcc.edu">elizabeth.duenas@guamcc.edu</a>	X
Ariane Nepomuceno (student)	<a href="mailto:ariane.nepomuceno@guamcc.edu">ariane.nepomuceno@guamcc.edu</a>	X
Shian Aricheta (student)	<a href="mailto:shian.aricheta@guamcc.edu">shian.aricheta@guamcc.edu</a>	
Marsha Postrozny (faculty)	<a href="mailto:marsha.postrozny@guamcc.edu">marsha.postrozny@guamcc.edu</a>	X
Doris Perez (administration)	<a href="mailto:doris.perez@guamcc.edu">doris.perez@guamcc.edu</a>	X
Anthony San Nicolas (faculty)	<a href="mailto:anthony.sannicolas@guamcc.edu">anthony.sannicolas@guamcc.edu</a>	
Carmen Santos (Chair)	<a href="mailto:carmen.santos@guamcc.edu">carmen.santos@guamcc.edu</a>	X
Gina Tudela (administration)	<a href="mailto:virginia.tudela@guamcc.edu">virginia.tudela@guamcc.edu</a>	
Carol Guerrero (staff)	<a href="mailto:carol.guerrero@guamcc.edu">carol.guerrero@guamcc.edu</a>	
<b>Others Present:</b>		

2. Recital of Mission Statement
3. Approval of Minutes: Motion made by D. Perez to approve 11/14/2011 minutes with changes, seconded by E. Duenas, all in favor, unanimously approved.
4. Old Business:
  - a. Goals for committees under CGC have been posted on MyGCC Group Studio. C. Santos will follow up with W. Gima.
  - b. Distance Education- still on hold, pending the Enterprise Architecture and the Institutional Technology Strategic Plan.
  - c. 2010-2011 Committee Reports have been discussed.
5. New Business:
  - a. Compile list of Committee Members- prepared by Vivian Cruz, needs to be updated, revised and posted on MyGCC Group Studio.
  - b. Governance Structure- need to improve communication between the VP and the Dean's to ensure that the Academic Vice President receives a courtesy copy of minutes and agenda from CGC.
  - c. Draft 5-Year Strategic Plan discussion was held. Motion to approve by C. Camacho, seconded by M. Postrozny. All in favor, no one opposed, motion approved.
  - d. Additional CIP FY2012: Culinary Kitchen and Spill prevention control counter measure. Motion to approve made by C. Camacho, seconded by M. Postrozny. All in favor, no one opposed, motion approved.
6. Information and Updates
  - a. **Administration:**
    1. Financial Report and facilities report (see attachment).
    2. Board has approved the Travel Policy.
  - b. **Faculty:**
    1. The ISER (Institutional Self Evaluation Report) is being reviewed for Faculty Senate.
  - c. **Staff:**
    1. E. Duenas is working on creating a letter to include the Staff's Constitution and Bylaws.

2. GCC Christmas Party on Wednesday, December 07, 2011 at the Westin Hotel from 6:00 p.m. to 11:00 p.m.
- d. **Students:**
  1. Preparing for Ribbon Cutting of the Student Center on Friday, December 09, 2011 at 10:00 a.m.
7. Open Discussion:  
None
8. Agenda Items for Next Meeting:
  - a. Budget FY2012
9. Schedule for Next Meetings:  
January 26, 2012 @ 10:00 a.m.
10. Adjournment: @ 3:33 p.m.  
E. Duenas motioned to adjourn, A. Nepomuceno seconded, no one opposed, motion carried.

# College Governing Council

Thursday, 01/26/12

10:00a.m.

Faculty Senate Office – C2

## AGENDA

1. Called to Order at:

2. Attendance:

Name	E-mail	Present
Clare Camacho (faculty)	clare.camacho@guamcc.edu	
Elizabeth Duenas (staff)	elizabeth.duenas@guamcc.edu	
Ariane Nepomuceno	<a href="mailto:ariane.nepomuceno@guamcc.edu">ariane.nepomuceno@guamcc.edu</a>	
Butga Diana Magsa	butgadiana.magsa@guamcc.edu	
Marsha Postrozny	marsha.postrozny@guamcc.edu	
Doris Perez (administration)	doris.perez@guamcc.edu	
Anthony San Nicolas (faculty)	anthony.sannicolas@guamcc.edu	
Carmen Santos (administration)	carmen.santos@guamcc.edu	
Gina Tudela (administration)	virginia.tudela@guamcc.edu	
Carol Guerrero (staff)	carol.guerrero@guamcc.edu	
<b>Others Present:</b>		

3. Recite the Mission Statement:

THE MISSION OF GUAM COMMUNITY COLLEGE IS TO BE A LEADER IN CAREER AND TECHNICAL WORKFORCE DEVELOPMENT BY PROVIDING THE HIGHEST QUALITY EDUCATION AND JOB TRAINING IN MICRONESIA.

4. Approval of Minutes: 12/05/11

5. Old Business

- Goals for Committees under CGC
- Distance Education
- 2010-2011 Committee Reports
- Memo on process to committees
- Compile List of Committee Members
- Governance Structure
- Draft 5-Year Strategic Plan

6. New Business

- FY13 Budget
- Draft – Updated Marketing Plan
- Tuition Waiver for Faculty, Spouse & Dependents
- Lab/Credit Analysis

7. Information and Updates

- Faculty
- Staff
- Students
- Administration

8. Open Discussion

9. Agenda Items for Next Meeting

9. Schedule for Next Meetings

10. Adjournment

# College Governing Council

Thursday, January 26, 2012  
10:00 a.m. Faculty Senate Office-C2

## Meeting Minutes

1. Called to Order at: C. Santos called the meeting to order at 10:50 a.m.

2. Attendance:

Name	E-mail	Present
Clare Camacho (Co-Chair)	<a href="mailto:clare.camacho@guamcc.edu">clare.camacho@guamcc.edu</a>	
Elizabeth Duenas (staff)	<a href="mailto:elizabeth.duenas@guamcc.edu">elizabeth.duenas@guamcc.edu</a>	x
Ariane Nepomuceno (student)	<a href="mailto:ariane.nepomuceno@guamcc.edu">ariane.nepomuceno@guamcc.edu</a>	x
Shian Aricheta (student)	<a href="mailto:shian.aricheta@guamcc.edu">shian.aricheta@guamcc.edu</a>	
Marsha Postrozny (faculty)	<a href="mailto:marsha.postrozny@guamcc.edu">marsha.postrozny@guamcc.edu</a>	x
Doris Perez (administration)	<a href="mailto:doris.perez@guamcc.edu">doris.perez@guamcc.edu</a>	x
Anthony San Nicolas (faculty)	<a href="mailto:anthony.sannicolas@guamcc.edu">anthony.sannicolas@guamcc.edu</a>	x
Carmen Santos (Chair)	<a href="mailto:carmen.santos@guamcc.edu">carmen.santos@guamcc.edu</a>	x
Gina Tudela (administration)	<a href="mailto:virginia.tudela@guamcc.edu">virginia.tudela@guamcc.edu</a>	x
Carol Guerrero (staff)	<a href="mailto:carol.guerrero@guamcc.edu">carol.guerrero@guamcc.edu</a>	x
<b>Others Present:</b>		
Patrick Clymer (Registrar)	<a href="mailto:patrick.clymer@guamcc.edu">patrick.clymer@guamcc.edu</a>	x

3. Recital of Mission Statement

4. Approval of Minutes

**A. San Nicolas made the motion to approve the minutes of 12/05/2011, seconded by D. Perez. Motion passed unanimously.**

5. Old Business

- a. Goals for committees under CGC have been completed, except for CTC (new Chair). C. Santos will ask C. Camacho to follow up with CTC.
  - b. Distance Education- information is part of the Enterprise Architecture and the Institutional Technology Strategic Plan. These have been finalized by the vendor and opened for public comments. It will be closing next week. C. Santos spoke to W. Gima and he informed her that it will be discussed during the next CTC meeting. C. Santos is hopeful for response by CGC's February 2012 meeting.
  - c. The compiled list of committee members has been updated. It will be brought back to CGC for finalization. V. Cruz will revise the changes that have been made and bring it back by the CGC meeting for finalization.
  - d. 2011-2012 Committee Reports, C. Santos will compile a list of questions for committees to answer. E. Duenas volunteered to follow up with each committee chair when completed.
6. Memo on process of committee recommendations, C. Camacho and C. Santos have decided that a memo is not needed. The CTC is the only committee that was not following the process of committee recommendations. C. Santos reported that the issue has been resolved after it was discussed with the chair of CTC.
- a. FY2013 Budget, tabled until January 31, 2012 meeting.
  - b. Updated Marketing Plan draft, prepared by Ms. J. Flores.  
**M. Postrozny made the motion to approve the updated draft of the marketing plan, seconded by A. San Nicolas. Motion passed unanimously.**
  - c. Tuition waiver for Faculty, Spouse & dependents- tabled. C. Santos and M. Postrozny will provide more research to the RPF committee regarding this request.

- d. P. Clymer was asked by C. Santos to attend this meeting because he can be helpful with information. M. Postrozny reported that the LOC was asked by Dr. Somera to analyze the lab credit and to also clearly define the following: lecture, lab, clinical, practicum, and work experience. LOC have presented FS with a list of recommendations. Lab Credit Analysis, the institution needs the guidelines to be consistent based on the 5 suggestions listed on p.28. P. Clymer will work with J. Jocson to provide more feedback (verify and research) on the following numbers: 3, 4, and 5 on p.28 (there was no problem with numbers 1 and 2).
7. Information and Updates
  - a. **Administration:**
    1. Financial Report and facilities report (see attachment).
    2. C. Santos reported the highlights, received the FY2011 funding except for the MDF. ARRA projects are still on target. C. Santos requested for an extension from BBMR on ARRA projects, her request was approved.
    3. NAF Budgets are due to the Deans on Friday, January 27, 2012. Faculty load schedules need to be submitted to the Human Resource Office by Monday, January 30, 2012.
  - b. **Faculty:**  
none
  - c. **Staff:**  
E. Duenas is still working on creating a letter to include the Staff's Constitution and Bylaws. E. Duenas has a list of selected staff members who will assist with research. When the listing is complete it will be presented to the President for her approval for staff members to prepare the Staff's Constitution and Bylaws.
- Students:**  
General Membership meeting scheduled for Friday, February 02, 2012.
8. Open Discussion
  - a. CGC will hold a meeting with the Accreditation Team on March 20, 2012 at 9:00 a.m., FS Office.
9. Agenda Items for Next Meeting:
  - a. FY2013 Budget
10. Schedule for Next Meetings  
January 31, 2012 at 2:00 p.m. FS Office Meeting scheduled only to discuss the FY2013 Budget.
11. Adjournment  
**11:38 a.m. – C. Guerrero made the motion to adjourn, seconded by A. San Nicolas.**



# College Governing Council

Tuesday, 01/31/12

1:30 p.m.

Faculty Senate Office – C2

## AGENDA

1. Called to Order at:

2. Attendance:

Name	E-mail	Present
Clare Camacho (faculty)	clare.camacho@guamcc.edu	
Elizabeth Duenas (staff)	elizabeth.duenas@guamcc.edu	
Ariane Nepomuceno	<a href="mailto:ariane.nepomuceno@guamcc.edu">ariane.nepomuceno@guamcc.edu</a>	
Butga Diana Magsa	butgadiana.magsa@guamcc.edu	
Marsha Postrozny	marsha.postrozny@guamcc.edu	
Doris Perez (administration)	doris.perez@guamcc.edu	
Anthony San Nicolas (faculty)	anthony.sannicolas@guamcc.edu	
Carmen Santos (administration)	carmen.santos@guamcc.edu	
Gina Tudela (administration)	virginia.tudela@guamcc.edu	
Carol Guerrero (staff)	carol.guerrero@guamcc.edu	
<b>Others Present:</b>		

3. Recite the Mission Statement:

THE MISSION OF GUAM COMMUNITY COLLEGE IS TO BE A LEADER IN CAREER AND TECHNICAL WORKFORCE DEVELOPMENT BY PROVIDING THE HIGHEST QUALITY EDUCATION AND JOB TRAINING IN MICRONESIA.

4. Approval of Minutes:

5. Old Business

6. New Business

- FY13 Budget

7. Information and Updates

8. Open Discussion

9. Agenda Items for Next Meeting

9. Schedule for Next Meetings

10. Adjournment

# College Governing Council

Tuesday, January 31, 2011  
1:30 p.m. Faculty Senate Office-C2

## Meeting Minutes

1. Called to Order at: C. Santos called the meeting to order at 1:42 p.m.

2. Attendance:

Name	E-mail	Present
Clare Camacho (Co-Chair)	<a href="mailto:clare.camacho@guamcc.edu">clare.camacho@guamcc.edu</a>	
Elizabeth Duenas (staff)	<a href="mailto:elizabeth.duenas@guamcc.edu">elizabeth.duenas@guamcc.edu</a>	x
Ariane Nepomuceno (student)	<a href="mailto:ariane.nepomuceno@guamcc.edu">ariane.nepomuceno@guamcc.edu</a>	x
Shian Aricheta (student)	<a href="mailto:shian.aricheta@guamcc.edu">shian.aricheta@guamcc.edu</a>	
Marsha Postrozny (faculty)	<a href="mailto:marsha.postrozny@guamcc.edu">marsha.postrozny@guamcc.edu</a>	x
Doris Perez (administration)	<a href="mailto:doris.perez@guamcc.edu">doris.perez@guamcc.edu</a>	
Anthony San Nicolas (faculty)	<a href="mailto:anthony.sannicolas@guamcc.edu">anthony.sannicolas@guamcc.edu</a>	x
Carmen Santos (Chair)	<a href="mailto:carmen.santos@guamcc.edu">carmen.santos@guamcc.edu</a>	x
Gina Tudela (administration)	<a href="mailto:virginia.tudela@guamcc.edu">virginia.tudela@guamcc.edu</a>	x
Carol Guerrero (staff)	<a href="mailto:carol.guerrero@guamcc.edu">carol.guerrero@guamcc.edu</a>	
<b>Others Present:</b>		

3. Recital of Mission Statement

4. Approval of Minutes-January 26, 2012 tabled.

5. Old Business

None

6. New Business

FY2013 Budget was discussed. E. Duenas asked if the staffing pattern will include all staff increments and upon completion be inserted into the FY2013 Budget request. C. Santos said, "Yes." C. Santos will send a copy of the FY2013 Budget to all RPF and CGC committee members when completed via email.

**V. Tudela made the motion to approve the FY2013 Budget request, seconded by M. Postrozny. Motion passed unanimously.**

7. Information and Updates

None

8. Open Discussion

9. Agenda Items for Next Meeting:

None

10. Schedule for Next Meetings

CGC meeting with the Accreditation Team is scheduled for March 20, 2012.

11. Adjournment

**1:47 p.m. – V. Tudela made the motion to adjourn, seconded by A. San Nicolas.**

# College Governing Council

Wednesday, 03/07/12

9:00 a.m.

Faculty Senate Office – C2

## AGENDA

1. Called to Order at:

2. Attendance:

Name	E-mail	Present
Clare Camacho (faculty)	<a href="mailto:clare.camacho@guamcc.edu">clare.camacho@guamcc.edu</a>	
Elizabeth Duenas (staff)	<a href="mailto:elizabeth.duenas@guamcc.edu">elizabeth.duenas@guamcc.edu</a>	
Ariane Nepomuceno	<a href="mailto:ariane.nepomuceno@guamcc.edu">ariane.nepomuceno@guamcc.edu</a>	
Butga Diana Magsa	<a href="mailto:butgadiana.magsa@guamcc.edu">butgadiana.magsa@guamcc.edu</a>	
Marsha Postrozny	<a href="mailto:marsha.postrozny@guamcc.edu">marsha.postrozny@guamcc.edu</a>	
Doris Perez (administration)	<a href="mailto:doris.perez@guamcc.edu">doris.perez@guamcc.edu</a>	
Anthony San Nicolas (faculty)	<a href="mailto:anthony.sannicolas@guamcc.edu">anthony.sannicolas@guamcc.edu</a>	
Carmen Santos (administration)	<a href="mailto:carmen.santos@guamcc.edu">carmen.santos@guamcc.edu</a>	
Gina Tudela (administration)	<a href="mailto:virginia.tudela@guamcc.edu">virginia.tudela@guamcc.edu</a>	
Carol Guerrero (staff)	<a href="mailto:carol.guerrero@guamcc.edu">carol.guerrero@guamcc.edu</a>	
<b>Others Present:</b>		

3. Recite the Mission Statement:

THE MISSION OF GUAM COMMUNITY COLLEGE IS TO BE A LEADER IN CAREER AND TECHNICAL WORKFORCE DEVELOPMENT BY PROVIDING THE HIGHEST QUALITY EDUCATION AND JOB TRAINING IN MICRONESIA.

4. Approval of Minutes: 01/26/2012 & 01/31/2012

5. Old Business

- Goals for Committees under CGC
- Distance Education
- 2011-2012 Committee Reports
- Memo on process to committees
- Compile List of Committee Members
- FY13 NAF Budget
- Lab/Credit Analysis
- Enterprise Architect (EA) and Information Technology Strategic Plan (ITSP)

6. New Business

7. Information and Updates

- Faculty
- Staff
- Students
- Administration

8. Open Discussion

9. Agenda Items for Next Meeting

9. Schedule for Next Meetings

10. Adjournment

# College Governing Council

Thursday, March 07, 2012

9:00 a.m. Faculty Senate Office-C2

## Meeting Minutes

1. Called to Order at: C. Santos called the meeting to order at 9:20 a.m.

2. Attendance:

Name	E-mail	Present
Clare Camacho (Co-Chair)	<a href="mailto:clare.camacho@guamcc.edu">clare.camacho@guamcc.edu</a>	x
Elizabeth Duenas (staff)	<a href="mailto:elizabeth.duenas@guamcc.edu">elizabeth.duenas@guamcc.edu</a>	x
ButgaDiana Masga (student)	<a href="mailto:butgadiana.masga@guamcc.edu">butgadiana.masga@guamcc.edu</a>	x
Shian Aricheta (student)	<a href="mailto:shian.aricheta@guamcc.edu">shian.aricheta@guamcc.edu</a>	
Marsha Postrozny (faculty)	<a href="mailto:marsha.postrozny@guamcc.edu">marsha.postrozny@guamcc.edu</a>	x
Doris Perez (administration)	<a href="mailto:doris.perez@guamcc.edu">doris.perez@guamcc.edu</a>	
Anthony San Nicolas (faculty)	<a href="mailto:anthony.sannicolas@guamcc.edu">anthony.sannicolas@guamcc.edu</a>	
Carmen Santos (Chair)	<a href="mailto:carmen.santos@guamcc.edu">carmen.santos@guamcc.edu</a>	x
Virginia Tudela (administration)	<a href="mailto:virginia.tudela@guamcc.edu">virginia.tudela@guamcc.edu</a>	x
Carol Guerrero (staff)	<a href="mailto:carol.guerrero@guamcc.edu">carol.guerrero@guamcc.edu</a>	x
<b>Others Present:</b>		
Patrick Clymer (Registrar)	<a href="mailto:patrick.clymer@guamcc.edu">patrick.clymer@guamcc.edu</a>	x
Marlena Montague	<a href="mailto:marlena.montague@guamcc.edu">marlena.montague@guamcc.edu</a>	x

3. Recital of Mission Statement

4. Approval of Minutes of 01/26/2012 and 01/31/2012.

**V. Tudela made the motion to approve the minutes of 01/26/2012 with corrections, seconded by E. Duenas. Motion passed unanimously.**

**E. Duenas made the motion to approve the minutes of 01/31/2012 with corrections, seconded by M. Postrozny. Motion passed unanimously.**

5. Old Business

- a. Goals for committees under CGC have been completed, except for CTC. C. Camacho stated that she will follow up again on goals from CTC.

- b. Enterprise Architect (EA) and Information Technology Strategic Plan (ITSP)

- i. C. Santos asked M. Montague to attend the CGC meeting to provide a summary of the Enterprise Architect (EA) and the Information Technology Strategic Plan (ITSP). M. Montague provided basic information on the Information Technology Strategic Plan (ITSP) and the Enterprise Architecture (EA). The EA defines the technology and is the architecture, while the ITSP is the plan on how to get there. She added that the ITSP and the EA are detailed documents and suggested that CGC reads the document in its entirety. The ITSP and the EA will be GCC's guidance through the years until it is revised. M. Montague stated that the ITSP and the EA have been approved by CTC with the option to update annually. In addition, feedback is being solicited until April for the next round of updates. C. Santos stated that the CTC requested that the EA and ITSP replace all current College technology plans.

**C. Camacho made a motion to approve the ITSP and the EA with the deletion of the reference to the land on page 6 and the minor corrections of grammar and typographical errors, and that this document supercedes all**



**prior technology plans. Motion was seconded by M. Postrozny. Motion passed unanimously.**

- c. 2011-2012 Committee Reports- C. Santos and E. Duenas will work on trying to get the committee year end form because the end-of-the year reports should be turned in by the end of next month.
- d. Memo on process to committees-C. Santos stated that the memo on process to committees should have been removed from the agenda because it has already been addressed.
- e. Compile List of Committee Reports- (see attachment)  
C. Santos reported that the list of committee reports has been updated.
- f. FY2013 NAF Budget for tuition and fees (see attachment). C. Santos presented the requested FY 13 NAF Tuition and Fees Budget request. This is based on a compilation of enrollment figures used to calculate revenues from Summer 2011, Fall 2011, and Spring 2012 semesters for tuition, fees, and lab fees. The departments used these semesters in the calculation of the lab fee requests for FY13.

**C. Camacho made a motion to approve the FY2013 NAF Budget request with corrections, seconded by V. Tudela. Motion passed unanimously.**

- g. FY2013 NAF Special Project (see attachment)-C. Santos presented a compilation of listing obtained from the departments on the classes that they are going to be holding that are channeled through the Office of Continuing Education.

**C. Camacho made a motion to approve the FY2013 NAF Special Project request, seconded by V. Tudela. Motion passed unanimously.**

- h. Lab/Credit Analysis- (see attachment)
  - i. P. Clymer reported that he worked with J. Jocson on the lab/credit analysis document and came up with the attached report. The attached document was created out of the Federal regulations requiring that schools have a clear definition of their credit hour policy and has been done directly in response to the Federal guidelines.
  - ii. Many questions and concerns regarding ranges of credit hours were brought up. The document has been tabled for further research and clarification to be done by P. Clymer, J. Jocson, and M. Postrozny. The document will be on the next CGC agenda. M. Postrozny and V. Tudela will follow up with P. Clymer and J. Jocson to bring the policy to the next CGC meeting on March 20, 2012.
- i. Travel Policy-  
C. Camacho brought up concerns about changes being made to the Travel Policy and appendices without going through the governance process. C. Santos explained the reason that this was added was based on a Public Law requirement passed by the Guam Legislature. C. Camacho requested this change be passed through the governance process.  
**C. Camacho made a motion to add the paragraph regarding acknowledging the public law requiring the turning over of miles on government travel and to rename the form, seconded by B. Masga. Motion passed unanimously.**

- 6. New Business:  
None

7. Information and Updates

- a. **Administration:** C. Santos reported on the following:
  - 1. Financial Report and Facilities Report (see attachment).
  - 2. The audit was completed and finalized. Committee congratulated the Vice-President and her staff.
  - 3. Accreditation Visit, March 19-22, 2012.
  - 4. CGC meeting with the Accreditation Team on March 20, 2012 at 9:00 a.m.
  - 5. Accreditation Briefing and Campus Clean-up on March 16, 2012 from 3:00-5:00 p.m.
- b. **Faculty:**

none

c. **Staff:**

none

d. **Students:** B. Masga reported on the following:

1. The Students Leading Students Conference at the Mariott Hotel-turned out good.
2. Movie Night scheduled for every Wednesday at the Student Center.
3. Zumba will begin in April 2012 at the Student Center.
4. Spring Festival on March 20, 2012 from 4-8 pm. Student organizations will be presenting a fashion show among other activities. All student organizations will be participating.

8. Open Discussion

none

9. Agenda Items for Next Meeting:

- a. Lab/Credit Analysis
- b. Committee Reports

10. Schedule for Next Meetings

March 20, 2012 at 9:00 a.m. FS Office, room C2.

11. Adjournment

**10:00 a.m. – C. Guerrero made the motion to adjourn, seconded by E. Duenas.**

# College Governing Council

Tuesday, 03/20/12

9:00a.m.

Faculty Senate Office – C2

## AGENDA

1. Called to Order at:

2. Attendance:

Name	E-mail	Present
Clare Camacho (faculty)	clare.camacho@guamcc.edu	
Elizabeth Duenas (staff)	elizabeth.duenas@guamcc.edu	
Ariane Nepomuceno	ariane.nepomuceno@guamcc.edu	
Butga Diana Magsa	butgadiana.magsa@guamcc.edu	
Marsha Postrozny	marsha.postrozny@guamcc.edu	
Doris Perez (administration)	doris.perez@guamcc.edu	
Anthony San Nicolas (faculty)	anthony.sannicolas@guamcc.edu	
Carmen Santos (administration)	carmen.santos@guamcc.edu	
Gina Tudela (administration)	virginia.tudela@guamcc.edu	
Carol Guerrero (staff)	carol.guerrero@guamcc.edu	
<b>Others Present:</b>		

3. Recite the Mission Statement:

THE MISSION OF GUAM COMMUNITY COLLEGE IS TO BE A LEADER IN CAREER AND TECHNICAL WORKFORCE DEVELOPMENT BY PROVIDING THE HIGHEST QUALITY EDUCATION AND JOB TRAINING IN MICRONESIA.

4. Approval of Minutes: 03/07/12

5. Old Business

- 2011-2012 Committee Reports
- Lab/Credit Analysis

6. New Business

7. Information and Updates

- Faculty
- Staff
- Students
- Administration

8. Open Discussion

9. Agenda Items for Next Meeting

10. Schedule for Next Meetings

11. Adjournment

# College Governing Council

Tuesday, March 20, 2012

9:00 a.m. Faculty Senate Office-C2

## Meeting Minutes

1. Called to Order at: C. Santos called the meeting to order at 9:13 a.m.

2. Attendance:

Name	E-mail	Present
Clare Camacho (Co-Chair)	<a href="mailto:clare.camacho@guamcc.edu">clare.camacho@guamcc.edu</a>	x
Elizabeth Duenas (staff)	<a href="mailto:elizabeth.duenas@guamcc.edu">elizabeth.duenas@guamcc.edu</a>	x
Ariane Nepomuceno (student)	<a href="mailto:ariane.nepomuceno@guamcc.edu">ariane.nepomuceno@guamcc.edu</a>	x
Butga Diana Masga (student)	<a href="mailto:butgadiana.masga@gmail.com">butgadiana.masga@gmail.com</a>	x
Marsha Postrozny (faculty)	<a href="mailto:marsha.postrozny@guamcc.edu">marsha.postrozny@guamcc.edu</a>	x
Doris Perez (administration)	<a href="mailto:doris.perez@guamcc.edu">doris.perez@guamcc.edu</a>	x
Anthony San Nicolas (faculty)	<a href="mailto:anthony.sannicolas@guamcc.edu">anthony.sannicolas@guamcc.edu</a>	x
Carmen Santos (Chair)	<a href="mailto:carmen.santos@guamcc.edu">carmen.santos@guamcc.edu</a>	x
Gina Tudela (administration)	<a href="mailto:virginia.tudela@guamcc.edu">virginia.tudela@guamcc.edu</a>	x
Carol Guerrero (staff)	<a href="mailto:carol.guerrero@guamcc.edu">carol.guerrero@guamcc.edu</a>	x
<b>Others Present:</b>		
Patrick Clymer (Registrar)	<a href="mailto:patrick.clymer@guamcc.edu">patrick.clymer@guamcc.edu</a>	x

3. Recital of Mission Statement

4. Approval of Minutes

**C. Camacho made the motion to approve the minutes of 03/07/2012 with corrections, seconded by A. San Nicolas. Motion passed unanimously.**

5. Old Business

- a. 2011-2012 Committee Reports- E. Duenas presented the 2011-2012 Committee Report form that C. Santos and E. Duenas worked on. The form was discussed and reviewed by CGC and minor changes were made. E. Duenas will send a final copy to the following committee chairs: RPF, Calendar, CTC, CCA, Standard I, Standard II, Standard III, and Standard IV. C. Santos stated that CGC goal is for 100% compliance. By end of May 2012 CGC will hold a meeting to compile all the End-Year Reports.
- b. Lab/Credit Analysis-
  1. M. Postrozny reported on the background of the Credit Hour Policy which began in the Summer of 2010. ACCJC posted a drafted guideline and that is when M. Postrozny and P. Clymer began their review of GCCs curriculum. With the suggestions of faculty to meet the ACCJC guidelines, the draft that M. Postrozny and P. Clymer created was never finalized or formed as a policy. Last year (AY2010-2011) FS asked the LOC to review the document and propose a policy for GCC. Since then M. Postrozny and J. Jocson have been working together on finalizing the Credit Hour Policy. The first proposed draft that was presented to CGC had a large range of clinical practicum and lab hours. FS recommended that P. Clymer do more research and analysis.
  2. P. Clymer presented a second draft and stated that the proposed Credit Hour Policy was based on the Code of Federal Regulation (see attachment). M. Postrozny stated that FS is okay with the minimum as a starting point.
  3. C. Camacho recommended that the LOC review the maximum range of credit hours as part of their goals for the next academic year.



**C. Guerrero made the motion to approve the Lab/Credit Hour Policy, seconded by A. Nepomuceno. Motion passed unanimously.**

6. New Business  
None

7. Information and Updates

a. **Administration-**

1. D. Perez reported the following:

- i. A moment of silence was held for the late Joe Quitugua. Funeral and Mass announcement is posted on MyGCC.
- ii. The update on the large CIP FY11 as of 02/28/2012 status was discussed (see attachment).
- iii. The CIP FY11/12 projects were discussed (see attachment). Requests for CIP FY13 will be posted by April 2012 for each department to respond.
  - All projects on the CIP FY11, except for P1.11 and P1.12 have been completed. Reason for the delay on P1.11 and P1.12 is the window which needed to be special ordered (not a standard sized window).
  - Due to the Facility Coordinators absence, D. Perez has solicited for assistance from TRMA for CIP FY12. TRMA was tasked to write the scope and provide a cost estimate. D. Perez received the purchase order for the A&E work to begin on the CIP FY12, pending the receipt of scope of work and cost estimate from TRMA.
  - New Maintenance supervisor was announced by D. Perez. Benny Quenga first day of work was March 19, 2012. D. Perez presented the office SOPs, open work orders, and Facilities Master Plan to B. Quenga. D. Perez thanked the students, faculty, and staff for their patience of completion of work orders.

2. C. Santos reported the Financial Status Update (see attachment).

b. **Faculty:**

C. Camacho reported that FS encourages everyone to attend the FERPA Training. Many individuals within the college need this training to learn more about the importance of student confidentiality. The new FERPA Training stated that you can only release student information via email, if it is a college issued account.

c. **Staff:**

1. E. Duenas reported that she is working with Ken San Nicolas to prepare a letter regarding the Staff Participatory Governance Policy to be presented for the President's review.
2. C. Camacho reported that the staff requested for more frequent updates or better communication regarding pay raises.

d. **Students:** A. Nepomuceno reported on the following events:

1. Spring Festival, Tour of the Pacific, and BOT Election on March 20, 2012. E. Duenas stated that to encourage student voting, COPSA dollars will be given to each voter to purchase items in support of COPSA organizations.
2. Every Wednesday is movie night at the Student Center Courtyard. Popcorn will be sold on movie nights and proceeds will go to Relay for Life.
3. On April 2012 ZumbaNightes will be on Tuesdays and Wednesdays. Announcements will be posted.
4. ROPES Training-leadership training for anyone who would like to participate. This is sponsored by the Guam National Guard.

8. Open Discussion

- a. C. Camacho requested for BCS closing announcement on Saturday to be followed up with BCS Manager. C. Santos will speak to BCS Manager because they were not supposed to close on Saturday until they received confirmation of their request.

- 9. Agenda Items for Next Meeting:
  - a. Year-End Committee Reports

- 10. Schedule for Next Meetings  
May 02, 2012 at 1:00 p.m.

- 11. Adjournment

**10:00 a.m. – A. Nepomuceno made the motion to adjourn, seconded by B. Masga.**



# College Governing Council

Wednesday, 05/02/12 @2:00pm

Faculty Senate Office – C2

## AGENDA

1. Called to Order at:

2. Attendance:

Name	E-mail	Present
Clare Camacho (faculty)	clare.camacho@guamcc.edu	
Elizabeth Duenas (staff)	elizabeth.duenas@guamcc.edu	
Ariane Nepomuceno	ariane.nepomuceno@guamcc.edu	
Butga Diana Magsa	butgadiana.magsa@guamcc.edu	
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<b>Others Present:</b>		

3. Approval of Minutes: 03/20/12

4. Old Business

- 2011-2012 Committee Reports

5. New Business

- GCC's Official Year Anniversary Date
- Policy on Prisoners & Sex Offenders
- Lab Fee Concern
- Tuition Program Benefit
- Fiscal Conservation

6. Information and Updates

- Faculty
- Staff
- Students
- Administration

7. Open Discussion

8. Agenda Items for Next Meeting

10. Schedule for Next Meetings

11. Adjournment