

# GUAM COMMUNITY COLLEGE

## Faculty Senate

### Agenda

Tuesday, 09/01/15 @ 8:30am

Faculty Senate Office / C2

1. Call to Order:

2. Attendance:

Name:	Email:	Present:
Sarah Leon Guerrero	<a href="mailto:sarah.leonguerrero@guamcc.edu">sarah.leonguerrero@guamcc.edu</a>	
Anthony Roberto	<a href="mailto:anthony.roberto@guamcc.edu">anthony.roberto@guamcc.edu</a>	
Patricia Terlaje	<a href="mailto:patricia.terlaje@guamcc.edu">patricia.terlaje@guamcc.edu</a>	
Carl Torres II	<a href="mailto:carl.torresii@guamcc.edu">carl.torresii@guamcc.edu</a>	
Donna Cruz	<a href="mailto:donna.cruz@guamcc.edu">donna.cruz@guamcc.edu</a>	
Barbara Blas	<a href="mailto:barbara.blas4@guamcc.edu">barbara.blas4@guamcc.edu</a>	

3. Approval of Prior Minutes: 05/06/2015

4. Old Business:

5. New Business:

- a. Promotions Committee results
- b. Faculty Senate responsibilities
  - i) Committee representation
  - ii) Committee by-laws deadline
  - iii) New Chair training and orientation
- c. Committee membership (finalize list)
- d. Dr. Ray's
  - i) Pros/cons
  - ii) Patty's suggestions

6. Open Discussion/Announcements

7. Next Meeting:

8. Adjournment:

**GUAM COMMUNITY COLLEGE**  
**Faculty Senate**

**GCC's 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.

**Minutes**

**Tuesday, September 01, 2015**  
**Faculty Senate Office – C2**  
**@ 8:30 a.m.**

I. Meeting called to order @ 8:40 a.m.

II. Attendance:

Name	E-mail	Present
Sarah Leon Guerrero, President	<a href="mailto:sarah.leonguerrero@guamcc.edu">sarah.leonguerrero@guamcc.edu</a>	✓
Patricia Terlaje, President-Elect	<a href="mailto:patricia.terlaje@guamcc.edu">patricia.terlaje@guamcc.edu</a>	✓
Anthony Roberto, Past President	<a href="mailto:anthony.roberto@guamcc.edu">anthony.roberto@guamcc.edu</a>	out sick
Carl Torres II, Member-At-Large	<a href="mailto:carl.torresii@guamcc.edu">carl.torresii@guamcc.edu</a>	✓
Donna Cruz	<a href="mailto:donna.cruz@guamcc.edu">donna.cruz@guamcc.edu</a>	✓
Barbara Blas	<a href="mailto:barbara.blas4@guamcc.edu">barbara.blas4@guamcc.edu</a>	✓

III. Review of Minutes: 05/06/2015

**P. Terlaje moved to approve minutes of May 06, 2015 motion was seconded by C. Torres II. No further discussion, motion passed unanimously.**

IV. Old Business:

- a. Legal Advice on Ethics Process – Tabled
- b. Career & College Readiness – Updates and concerns will be discussed with Dr. Somera on Tuesday, September 02, 2015 meeting. Faculty Senate members will request that Dr. Somera provide documents regarding Career & College Readiness to be shared and finalized with Faculty Senate.

V. New Business:

- a. Promotion Committee results – Jose Munoz; newly elected member.
- b. Faculty Senate responsibilities.
  - i. Committee representation – S. Leon Guerrero (Standard I/Calendar), P. Terlaje (Standard II/LOC/GenEd), Anthony Roberto (Standard III/CDC/CTC), C. Torres II (Standard IV/Promotions), and D. Cruz (PDRC/CCA). FS recommended for Job Specs Committee to review the contract before the upcoming negotiations. S. Leon Guerrero will request that F. Tupaz gather volunteers to do research on the faculty contract.
  - ii. Committee by-laws deadline – B. Blas will send a copy of the latest Faculty Senate By-Laws for all Faculty Senate members to review. Deadline for all committee by-laws, IOPs, and membership availability; September 15, 2015.
  - iii. New Chair training and orientation – C. Torres II will make arrangements for this training. Faculty Senate proposed date is Friday, September 11, 2015 @ 9:00 a.m. in room 3114. The purpose of this training is for all chairs/committee representatives to be able to post documents for their committee.
- c. AY 2015-2016 activities –

- i. Gupot GCC - Faculty Senate members would like to continue the efforts for this event. Costs will be shared between Faculty Senate and Faculty Union funding.
- ii. College Assembly – Friday, September 18, 2015 from 8:00am – 5:00pm; MPA. B. Blas will verify if lunch will be provided.

**P. Terlaje made a motion to provide lunch for September 18, 2015 College Assembly, in the event lunch is not provided Faculty Senate will request that Faculty Union cover the costs and be reimbursed. Motion was seconded by C. Torres II. No further discussion, motion passed unanimously.**

- d. Committee membership – Committee listing was revised and updated. Deadline for all committees to submit member listing was Tuesday, September 1, 2015. Deadline to AVP is Wednesday, September 04, 2015 or last duty date of September. (See Attachment)
- e. Dr. Ray – Faculty Senate will discuss the following:
  - i. Pros/cons having regular Faculty Senate meetings.
  - ii. Suggestions regarding the Governance check.
  - iii. Institutional Updates

**VI. Open Discussion/Announcements:**

- a. Online Catalog – The catalog was not posted until August 2015. The catalog should be posted before April 2015 for advisement of students during summer break.

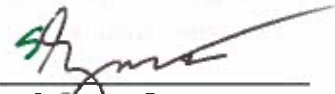
**VII. Next Meeting: September 15, 2015 @ 8:30 a.m.**

**VIII. M/S/A to adjourn at 10:35 a.m.**

**Submitted By:**

  
\_\_\_\_\_  
**Barbara S. Blas**

**Approved By:**

  
\_\_\_\_\_  
**Sarah Leon Guerrero**

# GUAM COMMUNITY COLLEGE

## Faculty Senate

### Agenda

Tuesday, 09/15/15 @ 8:30am

Faculty Senate Office / C2

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

I. Call to Order:

II. Attendance:

Name:	Email:	Present:
Sarah Leon Guerrero	<a href="mailto:sarah.leonguerrero@guamcc.edu">sarah.leonguerrero@guamcc.edu</a>	
Anthony Roberto	<a href="mailto:anthony.roberto@guamcc.edu">anthony.roberto@guamcc.edu</a>	
Patricia Terlaje	<a href="mailto:patricia.terlaje@guamcc.edu">patricia.terlaje@guamcc.edu</a>	
Carl Torres II	<a href="mailto:carl.torresii@guamcc.edu">carl.torresii@guamcc.edu</a>	
Donna Cruz	<a href="mailto:donna.cruz@guamcc.edu">donna.cruz@guamcc.edu</a>	
Barbara Blas	<a href="mailto:barbara.blas4@guamcc.edu">barbara.blas4@guamcc.edu</a>	

III. Approval of Prior Minutes: 09/01/2015

IV. Old Business:

- A. School of College & Career Readiness
- B. Final Committee Membership
- C. Committee Chair Training
- D. Committee Deadlines
  - 1. IOPs
  - 2. By-laws
  - 3. Goals
- E. Faculty Senate tab on MyGCC
- F. GenEd/LOC status
- G. Legal Advice on Ethics Process
- H. Dr. Ray's Meeting
- I. Faculty Senate AY15-16 Activities/Budget

V. New Business:

- A. College Assembly Faculty Senate Presentation
- B. President's Joint Management Meeting/Increment Status

VI. Open Discussion/Announcements:

VII. Next Meeting:

VIII. Adjournment:

**GUAM COMMUNITY COLLEGE**  
**Faculty Senate**

**GCC's 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.

**Minutes**

**Tuesday, September 15, 2015**

**Faculty Senate Office – C2**

**@ 8:30 a.m.**

I. Meeting called to order @ 8:38 a.m.

II. Attendance:

Name	E-mail	Present
Sarah Leon Guerrero, President	<a href="mailto:sarah.leonguerrero@guamcc.edu">sarah.leonguerrero@guamcc.edu</a>	✓
Patricia Terlaje, President-Elect	<a href="mailto:patricia.terlaje@guamcc.edu">patricia.terlaje@guamcc.edu</a>	✓
Anthony Roberto, Past President	<a href="mailto:anthony.roberto@guamcc.edu">anthony.roberto@guamcc.edu</a>	✓
Carl Torres II, Member-At-Large	<a href="mailto:carl.torresii@guamcc.edu">carl.torresii@guamcc.edu</a>	✓
Donna Cruz	<a href="mailto:donna.cruz@guamcc.edu">donna.cruz@guamcc.edu</a>	✓
Barbara Blas	<a href="mailto:barbara.blas4@guamcc.edu">barbara.blas4@guamcc.edu</a>	✓
<b>Guests:</b>		
Robin Roberson	<a href="mailto:robin.roberson@guamcc.edu">robin.roberson@guamcc.edu</a>	✓
Frederick Tupaz	<a href="mailto:frederick.tupaz@guamcc.edu">frederick.tupaz@guamcc.edu</a>	✓

III. Review of Minutes: 09/01/2015

**S. Leon Guerrero moved to approve minutes of September 01, 2015 with changes, motion was seconded by C. Torres II. No further discussion, motion passed unanimously.**

IV. Old Business:

- A. School of Career & College Readiness – Faculty Senate will invite Dr. Elizabeth Diego to the next Faculty Senate meeting on Tuesday, September 29, 2015. Dr. Elizabeth Diego will present the updates of CCR and the Professional Development Plan.
- B. Final Committee Membership – All committee membership have been finalized, except for Standard IV. S. Leon Guerrero will meet with Juanita (Tico) Tenorio to discuss membership to Standard IV.
- C. Committee Chair Training – Training will be provided to committee chairs and representatives on MyGCC web page. C. Torres II is preparing packets for training. Packets will be available for distribution on Monday, September 21, 2015. Training will be conducted on October 02, 2015. Faculty Senate will create a template for minutes for all committees to use as guidance.
- D. Committee Deadline on Friday, October 9, 2015 for following:
  1. IOPs
  2. By-laws
  3. Goals
- E. Faculty Senate tab on MyGCC – Faculty Senate requested for an increase on transparency and layout of Faculty Senate tab. This request was denied by the Website Committee. The committee did not agree that it was beneficial. The Faculty Senate site can be reconfigured to how Faculty Senate want it. P. Terlaje will draft a layout for Faculty Senate site.
- F. GenEd/LOC status – Charge to GenEd committee will remain. The proposed memorandum will be changed in two areas:

1. The subsidiary will be removed, and
2. Instead of proposed curriculum documents it will be changed to all GenEd curriculum documents.

Faculty Senate will invite LOC and GenEd Committees members to the next Faculty Senate meeting on Tuesday, September 29, 2015 to discuss IOPs. If committee members are not able to make the meeting an alternate date may be arranged. S. Leon Guerrero will request for IOPs to be submitted to Faculty Senate before the scheduled meeting.

- G. Legal Advice on Ethics Process – Faculty Senate decided to review Faculty Senate by-laws and it's procedures to prevent seeking legal advice.
- H. Dr. Ray's Meeting – P. Terlaje emailed her notes to Faculty Senate members. She requested for Faculty Senate members to review add notes that she might have missed.
- I. Faculty Senate AY15-16 Activities/Budget - tabled

V. New Business:

- A. College Assembly Faculty Senate Presentation – Faculty Senate will invite Carmen Santos (VP of Finance & Administration) to explain President Okada's proposal of faculty increments. C. Torres II and R. Roberson will present the faculty counter proposal. Afterwards, each committee will share brief information on committee charges.
- B. Faculty Senate By-Laws – need to development procedures for Faculty Senate based on the Articles. B. Blas will make copies of the Faculty Senate Article in the faculty agreement.
- C. President's Joint Management meeting/Increment Status – tabled

VI. Open Discussion/Announcements:

- A. Fred Tupaz and Robin Roberson increment proposal – presented faculty members counter proposal. In comparison with President Okada's proposal, faculty gains a little not a lot which is negligible based on hourly rates. Ideally if faculty did everything they are supposed to and get what they're supposed to, they would still lose out about \$7000 for the 4% over a span of 10 years. President's proposal – Academic salary is paid for AY15-16 based on what is due and right.

1. Faculty's 1<sup>st</sup> counter proposal – AY14-15 increment level at 4%. The increment pay periods are divided into 26 pay periods. Faculty propose to forego the first 10 pay periods of increments and have the next 16 pay periods paid out.
2. Faculty's 2<sup>nd</sup> counter proposal – compared to proposal #1 the only difference is the increment level of 2%.

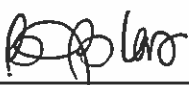
Carl Torres and Robin Roberson will present the counter proposal to all faculty members on Friday, September 18, 2015 College Assembly. Then the approved counter proposal will be forwarded to President Okada.

- B. Promotions Committee Election – comments were made regarding how the position was filled. There was no election on the 2<sup>nd</sup> follow up election. Concerns: Where is it stated that Faculty Senate can fill a vacancy in a committee? What are the ramifications?

VII. Next Meeting: September 29, 2015 @ 8:30 a.m.

VIII. M/S/A to adjourn at 10:36 a.m.

Submitted By:

  
Barbara S. Blas

Approved By:

  
Sarah Leon Guerrero

# GUAM COMMUNITY COLLEGE

## Faculty Senate

### Agenda

Wednesday, 09/29/15 @ 8:30am

Faculty Senate Office / C2

I. Call to Order:

II. Attendance:

Name:	Email:	Present:
Anthony Roberto	<a href="mailto:anthony.roberto@guamcc.edu">anthony.roberto@guamcc.edu</a>	
Sarah Leon Guerrero	<a href="mailto:sarah.leonguerrero@guamcc.edu">sarah.leonguerrero@guamcc.edu</a>	
Patricia Terlaje	<a href="mailto:patricia.terlaje@guamcc.edu">patricia.terlaje@guamcc.edu</a>	
Carl Torres II	<a href="mailto:carl.torresii@guamcc.edu">carl.torresii@guamcc.edu</a>	
Donna Cruz	<a href="mailto:donna.cruz@guamcc.edu">donna.cruz@guamcc.edu</a>	
Barbara Blas	<a href="mailto:barbara.blas4@guamcc.edu">barbara.blas4@guamcc.edu</a>	

III. Approval of Prior Minutes: 09/15/2014

IV. Old Business:

- A. School of College & Career Readiness
- B. Final Committee Membership
- C. Committee Chair Training
- D. Faculty Senate tab on MyGCC
- E. Legal Advice on Ethics Process
- F. Faculty Senate AY15-16 Activities/Budget

V. New Business:

- A. LOC
- B. GenEd
- C. Dr. Liz Diego
- D. Contributions to Chachalani
- E. Faculty End of Year Party
  - 1. Recognition
  - 2. Faculty Picture
  - 3. Committee Pictures

VI. Open Discussion:

VII. Next Meeting:

VIII. Adjournment:

**GUAM COMMUNITY COLLEGE**  
**Faculty Senate**

**GCC's Mission Statement:**

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**Minutes**

**Tuesday, September 29, 2015**

**Faculty Senate Office – C2**

**@ 8:30 a.m.**

I. Meeting called to order @ 8:35 a.m.

II. Attendance:

Name	E-mail	Present
Sarah Leon Guerrero, President	<a href="mailto:sarah.leonguerrero@guamcc.edu">sarah.leonguerrero@guamcc.edu</a>	✓
Patricia Terlaje, President-Elect	<a href="mailto:patricia.terlaje@guamcc.edu">patricia.terlaje@guamcc.edu</a>	✓
Anthony Roberto, Past President	<a href="mailto:anthony.roberto@guamcc.edu">anthony.roberto@guamcc.edu</a>	✓
Carl Torres II, Member-At-Large	<a href="mailto:carl.torresii@guamcc.edu">carl.torresii@guamcc.edu</a>	absent
Donna Cruz	<a href="mailto:donna.cruz@guamcc.edu">donna.cruz@guamcc.edu</a>	✓
Barbara Blas	<a href="mailto:barbara.blas4@guamcc.edu">barbara.blas4@guamcc.edu</a>	✓
<b>Guests:</b>		
Rose Marie Nanpei	<a href="mailto:rosemarie.nanpei@guamcc.edu">rosemarie.nanpei@guamcc.edu</a>	✓
Tressa Dela Cruz	<a href="mailto:tressa.delacruz@guamcc.edu">tressa.delacruz@guamcc.edu</a>	✓
Simone Bollinger	<a href="mailto:simone.bollinger@guamcc.edu">simone.bollinger@guamcc.edu</a>	✓
Trisha Unten	<a href="mailto:trisha.unten@guamcc.edu">trisha.unten@guamcc.edu</a>	✓
Jonita Kerr	<a href="mailto:jonita.kerr@guamcc.edu">jonita.kerr@guamcc.edu</a>	✓

III. Review of Minutes: 09/15/2015

**P. Terlaje moved to table the minutes of September 15, 2015, motion was seconded by A. Roberto.**

IV. Old Business:

- A. School of Career & College Readiness – tabled
- B. Final Committee Membership – tabled
- C. Committee Chair Training – tabled
- D. Faculty Senate tab on MyGCC – tabled
- E. Legal Advice on Ethics Process – tabled
- F. Faculty Senate AY15-16 Activities/Budget - tabled

V. New Business:

A. GenEd – The roles of this committee as interpreted by T. Unten, J. Kerr, and S. Bollinger are as follows:

1. Research various colleges' general education requirements.
2. Make recommendations to add/delete from the existing general education requirements.
3. Ensure that general education courses are updated every five years.
4. Affirm that all general education courses are reviewed and approved by LOC prior to submitting to GenEd for review and approval of the courses' SLOs only as outlined in the course approval form.
5. Make certain the GenEd courses' SLOs are aligned with the six GenEd criteria. Group provided handouts outlining the suggested GenEd process of curriculum review and criteria.



6. Request during negotiations for additional members and recommend a member be a counselor.
- B. LOC – The roles of this committee as interpreted by R. Nanpei and T. Dela Cruz are as follows:
  1. Review all course/program documents with the exception of GenEd courses outlined in the catalog.
  2. Direct all courses that have the checked box “This course is a General Education course” to GenEd for review and approval.

Faculty Senate asserts that the memorandum signed by the AVP and Union clarifies the GenEd charge.

*“The General Education Committee should be responsible for all current, existing, and future General Education courses that need review and evaluation.” Therefore, all General Education courses be reviewed and approved by the General Education Committee.*

Faculty Senate emphasizes to the committees the following:

1. Committees will work collaboratively to develop internal operations to ensure that the process of curriculum review and approval do not have a duplication of efforts yet not compromising the quality and integrity of program and course curricula. Faculty Senate gave a deadline to submit the internal operations, first week in November. Curriculum review process would be status quo until Faculty Senate reviews submitted internal operations.
2. Committees will work in revising present curriculum approval form to address the group’s criteria and create a GenEd course checklist for reviewers similar to the LOC checklist used for document review.
3. Committees work together on revising the 2015 Curriculum Manual.
4. GenEd will avail of the ACALOG and LOC training.
5. Committees will work collaboratively on curriculum approval deadlines that will be student centered, acknowledging that registration for new students for Fall semester begins in March. Newly declared students would follow the existing catalog upon submitting the Declared Program form. Counselors and Academic Advisors would need to be informed of any changes to GenEd requirements and/or programs/courses prior to advising students.

Faculty Senate commended both groups with their commitment to resolve the operating procedures for curriculum review.

- C. Dr. Liz Diego – tabled
- D. Contributions to Chachalani – tabled
- E. Faculty End of Year Party – tabled

VI. Open Discussion/Announcements:  
None

VII. Next Meeting: October 06, 2015 @ 8:30 a.m.

VIII. M/S/A to adjourn at 9:36 a.m.

Submitted By:

  
Barbara S. Blas

Approved By:

  
Sarah Leon Guerrero

# Guam Community College 2015 - 2016 Catalog

## General Education

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Recognizing the necessity for students to succeed in the complex and rapidly changing workplace, Guam Community College offers a general education curriculum that introduces students to major areas of knowledge and methods of inquiry. All degree programs require an interdisciplinary general education component that promotes the development of intellectual skills that enable students to become effective learners and informed citizens. Critical thinking, the use of language and computation, appropriate social skills, global awareness and respect for diverse opinions are among the learning outcomes provided in the general education requirements of each program.

Guam Community College believes that general education provides the academic foundation necessary for students to achieve their life goals. General education is intended to offer students a breadth of quality student learning experiences, encourage their respect for cultural heritage, promote their ethical and responsible social behavior and facilitate their life-long learning.

The General Education program strives to foster student learning and skill development in civic engagement, critical thinking, understanding of the relationship between the individual and society, information literacy, oral communication, quantitative reasoning, and written communication.

Guam Community College believes that high quality general education opportunities for all citizens are necessary for democratic principles and practices to exist and for a sound economy to flourish. The College continually scrutinizes the general education curriculum in order to assure that all degrees and certificates granted by the College support this vision of general education and that it serves as a means to inspire hope, opportunity and responsibility in all its constituencies.

Requirements for General Education follow the options described below. *Students declared prior to fall 2010 will follow the requirements indicated in the applicable catalog in which they first declared their major program at the College.*

### Notes on new General Education requirements:

1. Students are advised to check the requirements for their specific programs before taking General Education courses.
2. Courses chosen to meet the general education requirements may not be used to meet the technical requirements of a student's specific degree program.
3. The list below contains courses with pre-requisites, so students should make their choices carefully and thoughtfully. Students may consult a counselor or an academic advisor for guidance in choosing any of the course options below.

## General Education Requirements

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### 1. English Composition:

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(3 credits from the following list)

- EN 110 - Freshman Composition (3) \*
- EN 111 - Writing for Research (3) \*

### 2. Mathematics:

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(3 credits from the following list)

- MA 110A - Finite Mathematics (3)
- MA 161A - College Algebra & Trigonometry I (4) \*
- MA 161B - College Algebra & Trigonometry II (4) \*

### 3. Natural & Physical Sciences:

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(4 credits from the following list)

- SI 101 - Introduction to Chemistry (3) and
- SI 101L - Introduction to Chemistry Laboratory (1)
- SI 103 - Introduction to Marine Biology (3) \* and
- SI 103L - Introduction to Marine Biology Laboratory (1)
- SI 105 - Introduction to Physical Geology (3) and
- SI 105L - Introduction to Physical Geology Laboratory (1)
- SI 110 - Environmental Biology (3) \* and
- SI 110L - Environmental Bio Lab (1)
- SI 130A - Human Anatomy & Physiology I with A&P I Laboratory (3) and
- SI 130B - Human Anatomy & Physiology II with A&P II Laboratory (3) or
- SI 141 - Applied Physics I (4)

### 4. Social & Behavioral Sciences:

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(3 credits from the following list)

- SO 130 - Introduction to Sociology (3) \*
- PY 120 - General Psychology (3) \*
- PY 125 - Interpersonal Relations (3)
- PY 100 - Personal Adjustment (3) \*
- HI 121 - History of World Civilization I (3) \*
- HI 122 - History of World Civilization II (3) \*

## 5. Computer Literacy:

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(3 credits from the following list)

- CS 151 - Windows Applications (3) \*
- CS 152 - Macintosh Applications (3)

## 6. Humanities and Fine Arts:

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(3-4 credits from the following list)

- ASL 100 - American Sign Language I (4) \*
- ASL 110 - American Sign Language II (4) \*
- CH 110 - Chamorro I (4) \*
- CH 111 - Chamorro II (4) \*
- JA 110 - Beginning Japanese I (4) \*
- JA 111 - Beginning Japanese II (4) \*
- EN 210 - Introduction to Literature (3) \*
- IU 120 - Pacific Cultures (3) \*
- HU 220 - Guam Cultures & Legends (3)
- PI 101 - Introduction to Philosophy (3) \*
- VC 101 - Introduction to Visual Communications (3)
- TH 101 - Introduction to the Theater (3)

## Total General Education Requirements: 19-20 Credits

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Other major programs may have more General Education credit requirements so students must always consult their specific major program's requirements prior to declaring a major.

\*Courses articulate to the University of Guam

**IMPORTANT NOTE:** Some programs require different levels of course-work to meet General Education requirements.

1. General Service Technician majors must take one of the following modern language choices ASL 100, JA 110 or CH 110 (4) for the Humanities and Fine Arts requirement.
2. Civil Engineering students must take SI 141, SI 142, MA 161A, and MA 161B MA 161B as their general education requirements.
3. Computer Networking students must take SI 141 as their science requirement.
4. Criminal Justice students must also take PS 140 as part of their General Education requirements.
5. Forensic Lab Tech majors must take SI 130 to fulfill their science requirement. All Criminal Justice and Forensic Lab Tech students must also take PS 140 to fulfill their Social & Behavioral Sciences requirement.
6. Culinary Arts students must take IIS 145 to fulfill their math requirement.

7. Education majors must take EN 110 and ASL 110 as part of their General Education requirements. Bachelor Foundation majors must also take PY 120 to fulfill their Social & Behavior Sciences requirement.
8. Liberal Studies (Formerly Interdisciplinary Arts & Sciences) students must take EN 110, SI 103 & SI 103L or SI 110 & SI 110L, SO 130 or PY 120, CS 151 as part of their General Education requirements. For the Humanities and Fine Arts requirement, one of the modern language choices must be taken (ASL 100, JA 110 or CH 110).
9. Human Services students must take EN 110, MA 110A, SI 110 & SI 110L, SO 130, CS 151, and ASL 100 or CH 111 as part of their General Education requirements.
10. Marketing majors must take CS 152 to fulfill their computer requirement.
11. Medical Assisting students must take SI 130 to fulfill their science requirement.
12. Pre-Architectural Drafting students must take EN 194, MA 161B, and SI 141 as part of their General Education requirements.
13. Surveying Technology students must take MA 161A and SI 141 as part of their General Education requirements.
14. Visual Communication majors must take CS 152 as part of their General Education requirements.

TO: All Faculty

FROM: Dr. R. Ray Somera 9/10/15  
Vice President for Academic Affairs  
Fred Tupaz 9/10/15  
President, GCC Faculty Union

SUBJECT: General Education Committee

DATE: September 10, 2015

Per Article VII.D.1b of the Agreement between the Guam Community College Faculty Union and the Guam Community College Board of Trustees, a stand-alone General Education Committee was created when Fred Tupaz and I approved a Gen Ed Committee request in October 2013. Please find attached the approved documents that reflect our signatures.

Here are two changes to the documents that clarify the charge of the new committee:

1. On the approved Request to Create a Committee Form, the statement which reads,  
"As a subsidiary to the existing Learning Outcomes Committee (LOC) charge as follows,"  
should be completely deleted. This was an oversight on our part. The intent of the approval is to create a stand-alone General Education Committee.
2. Under the charges of the General Education Committee, the statement which reads,  
"Reviewing and approving new course guide submissions for proposed General Education courses,"  
the word "proposed" should be deleted. The General Education Committee should be responsible for all current, existing, and future General Education courses that need review and evaluation.

Please be guided accordingly.

## REQUEST TO CREATE A COMMITTEE

Per Article VII.D.1b of the Agreement between the Guam Community College Faculty Union / Guam Community College Board of Trustees the creation of a committee to be included in Article VII may be created through mutual agreement at any time during the life of the agreement. The following is submitted for consideration:

Name of new committee: General Education Committee

Purpose of new committee: To ensure the integrity of General Education courses at Guam Community College are in support of the College's mission and the relevant charges of the Learning Outcomes Committee addressing General Education issues.

Is there any other committee who's charge is similar or includes what the charge of this committee shall be: ☐ Yes ☒ No

Charge of new committee:

As a subsidiary to the existing Learning Outcomes Committee (LOC) charge as follows:

This Committee ensures and regulates, through quality control, a curriculum that reflects the mission of the College and that is academically sound, comprehensive, and responsible to the evolving needs of the community. In addition, this committee reviews, explores, and assesses the effectiveness of General Education policies and procedures, making recommendations to the Faculty Senate, Departmental Chairpersons, Committee Chairpersons, and administrators as appropriate. The Committee will involve administrators, faculty, staff members, and students in efforts to guide and continually improve the institutional and student learning outcomes.

The General Education Committee, as a newly formed committee will address the above charges by:

- Establishing guidelines for general education in all degree and certificate programs
- Assessing current General Education courses for effectiveness and to ensure they meet ILOs and
- Reviewing and approving new course guide submissions for proposed General Education courses

Recommended make-up of the committee (with reason for the recommendation)

Faculty: Not more than 5 members; additional members may be assigned by the Faculty Senate President if requested by the committee's chairperson after all other committees are filled.; faculty to represent each academic department (English, Math, Science, and Social Science).

Staff: 0

Administrators: 0

Appendix# M

Request to Create a Committee

Initials: RDS FQT  
RDS FQT  
Date: 10/21/21

Initials: RDS RGH  
RDS RGH  
Date: 11/21/21

Date recommended to convene the committee: Fall 2013

Submitted by: General Education Working Group Date: 9/6/13

For approval, this request must be accompanied by a cover memo from the relevant governance bodies: Faculty Senate, if the request is for a Faculty Senate Committee; College Governing Council, if the request is for a Committee with a recommended make-up of faculty, staff, and/or administrators.

**Approval:**

For the Guam Community College Board of Trustees:

☒ Approved ☐ Disapproved

Dr. R. Ray Somera, Vice President, Academic Affairs

Date: 11/29/13

For the Guam Community College Faculty Union:

☒ Approved ☐ Disapproved

Frederick Q. Tupaz, GCC Faculty Union President

Date: 10/24/13

Appendix# M

Request to Create a Committee

Initials: RDS FQT

Date: 11/29/13

Initials: RDS RGH  
Date: 11/29/13





# GUAM COMMUNITY COLLEGE

## Faculty Senate

### Agenda

Tuesday, 10/06/15 @ 8:30am

Faculty Senate Office / C2

I. Call to Order:

II. Attendance:

Name:	Email:	Present:
Anthony Roberto	<a href="mailto:anthony.roberto@guamcc.edu">anthony.roberto@guamcc.edu</a>	
Sarah Leon Guerrero	<a href="mailto:sarah.leonguerrero@guamcc.edu">sarah.leonguerrero@guamcc.edu</a>	
Patricia Terlaje	<a href="mailto:patricia.terlaje@guamcc.edu">patricia.terlaje@guamcc.edu</a>	
Carl Torres II	<a href="mailto:carl.torresii@guamcc.edu">carl.torresii@guamcc.edu</a>	
Donna Cruz	<a href="mailto:donna.cruz@guamcc.edu">donna.cruz@guamcc.edu</a>	
Barbara Blas	<a href="mailto:barbara.blas4@guamcc.edu">barbara.blas4@guamcc.edu</a>	

III. Approval of Prior Minutes: 09/15/2014

IV. Old Business:

- A. School of College & Career Readiness
- B. Committee Chair Training
- C. Faculty Senate tab on MyGCC
- D. Legal Advice on Ethics Process
- E. Faculty Senate AY15-16 Activities/Budget
- F. Committee Membership
- G. LOC and GenEd Committee IOPs
- H. Professional Comprehensive Development Plan

V. New Business:

- A. Contributions to Chachalani
- B. Faculty End of Year Party
  - 1. Recognition
  - 2. Faculty Picture
  - 3. Committee Pictures
- C. Secondary Work Hours

VI. Open Discussion:

VII. Next Meeting:

VIII. Adjournment:

**GUAM COMMUNITY COLLEGE**  
**Faculty Senate**

**GCC's 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.

**Minutes**

**Tuesday, October 06, 2015**

**Faculty Senate Office – C2**

**@ 8:30 a.m.**

I. Meeting called to order @ 8:41 a.m.

II. Attendance:

Name	E-mail	Present
Sarah Leon Guerrero, President	<a href="mailto:sarah.leonguerrero@guamcc.edu">sarah.leonguerrero@guamcc.edu</a>	✓
Patricia Terlaje, President-Elect	<a href="mailto:patricia.terlaje@guamcc.edu">patricia.terlaje@guamcc.edu</a>	✓
Anthony Roberto, Past President	<a href="mailto:anthony.roberto@guamcc.edu">anthony.roberto@guamcc.edu</a>	✓
Carl Torres II, Member-At-Large	<a href="mailto:carl.torresii@guamcc.edu">carl.torresii@guamcc.edu</a>	absent
Donna Cruz	<a href="mailto:donna.cruz@guamcc.edu">donna.cruz@guamcc.edu</a>	✓
Barbara Blas	<a href="mailto:barbara.blas4@guamcc.edu">barbara.blas4@guamcc.edu</a>	✓

III. Review of Minutes: 09/15/2015

**D. Cruz moved to approve the minutes of September 15, 2015 with changes, motion was seconded by P. Terlaje. No further discussion, motion passed unanimously.**

IV. Old Business:

- A. School of Career & College Readiness – Dr. E. Diego will attend Faculty Senate meeting on Tuesday, 10/13/2015 to answer questions regarding faculty concerns and feedback. S. Leon Guerrero will request for Dr. E. Diego to provide the list of volunteers and courses, and a copy of the CCR plan.
- B. Committee Chair Training – tabled
- C. Faculty Senate tab on MyGCC – P. Terlaje spoke to Wes Gima regarding the Faculty Senate site. Wes Gima provided sample of group site (handout provided from MyGCC) in the Governance tab. S. Leon Guerrero will inform all committee chairs to view Faculty Senate site and make recommendations. Feedback and comments were requested by Wes Gima. Wes Gima is providing training posted on MyGCC announcement for faculty members.
- D. Legal Advice on Ethics Process/Bylaws – B. Blas will provide a copy of the latest Code of Ethics for the next Faculty Senate meeting scheduled on Tuesday, October 13, 2015.
- E. Committee Membership – Completed and updated as of 09/29/2015. Listing was submitted to Dr. Somera on 09/29/2015. Final listing will be posted on Faculty Senate site. (See Attachment). Faculty Senate will provide a written memo to the Dr. Somera articulating its disappointment with denying faculty on second committee despite the fact that administration hasn't been hiring new permanent faculty to replace those faculty who retired/resigned. Faculty members are denied due they have too much workload/outside employment/etc. Who determines how Faculty can manage his/her time? Copy of memo to Standard IV committee is recommended for Accreditation notes.
- F. LOC and GenEd Committee IOPs – GenEd submitted their IOPs to S. Leon Guerrero. S. Leon Guerrero will forward to Faculty Senate members. Suggestion to send GenEd and LOC an email and/or approved minutes of Tuesday, 09/29/2015 meeting stating that Faculty Senate is firm with GenEd charge as written in memo and deadline for IOPs to incorporate both roles to Faculty Senate by 1<sup>st</sup> week in November.

G. Professional Comprehensive Development Plan – Dr. E. Diego will attend Faculty Senate meeting on Tuesday, 10/13/2015 to address issues and concerns of Faculty Senate. Faculty Senate is concerned that PDRC not mentioned in plan. Another concern is the data on page 45 misinterpreting faculty contribution to professional development. It is not how many faculty availed of PDRC funding but how many faculty/students/etc. were impacted by those faculty who availed of those funds and provided professional development.

V. New Business:

- A. Contributions to Chachalani – Upon Jayne Flores’s request Faculty Senate agreed to contribute to Chachalani. P. Terlaje volunteered to take charge of the Chachalani issue for October. Committees will be asked to submit an article for the remaining months.
- B. Faculty End of Year Party – Faculty Senate agreed to host two events: 1. Faculty Happy Hour on Friday, 11/20/2015, coordinated by P. Terlaje and D. Cruz, and 2. Faculty End of Year Picnic on Saturday, 04/23/2015, coordinated by S. Leon Guerrero and A. Roberto. Picnic will be on Roberto Family Beach, Ipan.
- C. Secondary Work Hours – Faculty Senate discussed concerns and issues of secondary faculty. Secondary faculty work the extra 20 days on top of their regular 9 months. Additionally, some schools have increased their hours this year. Secondary faculty questioned, “Is attendance mandatory for secondary faculty for GCC Professional Development Day?”

VI. Open Discussion/Announcements:

- A. Negotiations – from 03/21/2015 to 04/08/2015. Faculty Senate will make a formal recommendation to hire two consultants. S. Leon Guerrero will send an email to request that all action committees begin meetings in preparation for negotiations. Faculty Senate prepared a running list of topics for discussions during contract negotiation.
- B. President’s Email – Discussion was held on concerns of President Okada’s email regarding faculty increments. S. Leon Guerrero will forward the President’s email to all faculty members. (See Attachment)

VII. Next Meeting: October 13, 2015 @ 8:30 a.m.

VIII. M/S/A to adjourn at 10:05 a.m.

Submitted By:

  
\_\_\_\_\_  
Barbara S. Blas

Approved By:

  
\_\_\_\_\_  
Sarah Leon Guerrero

# COMMITTEE MEMBERS (Full-Time Faculty) AY 2015-2016

Calendar	Council of Department Chairs	Committee on College Assessment	Faculty Negotiating Team	Faculty Senate	Learning Outcomes Committee	GenEd
Sarah Leon Guerrero Carl Torres Sally Sablan	Norman Aguilar (Chair) Gil Yanger (Past Chair) Christopher Dennis Sarah Leon Guerrero Carl Torres II Dorothy Lou Manglona Robin Roberson Anthony Roberto J. Peter Roberto Ricky Tyquengco Dr. Lisa Baza-Cruz	Katsuyoshi Uchima (Chair) Zhaopei Teng (Past Chair) Gil Yanger (Chair Elect) J. Peter Roberto Hernalin Analista Marivic Schrage	Frederick Tupaz (Chair) Robin Roberson Christopher Dennis Sally Sablan Donna Cruz Eric Chong	Sarah Leon Guerrero (President) Patty Terlaje (President Elect) Anthony Roberto (Past President) Carl Torres II (At Large Member) Donna Cruz (At Large Member)	Rose Marie Nanpei (Chair) Norma Guerrero (Past Chair) Tressa Dela Cruz (Chair Elect) Patty Terlaje Carol Cruz Sandy Balbin Yvonne Flores Catherine Leon Guerrero Brian Muna Dr. Anthony Jay Sunga Desiree Ventura Jonah Concepcion Melissa Palomo John Jocson	Tricia Unten (Chair) Simone Bollinger (Past Chair) Joni Kerr (Chair Elect) Ben Sison Dr. Lisa Baza-Cruz
College Technology Committee						
Terry Kuper Michael Setzer II Bob Neff Paul Healy						
Resources, Planning & Facilities Committee	Promotions	PDRC	Standard I-Institutional Mission & Effectiveness	Standard II- Student Learning Programs & Services	Standard III Resources	Standard IV Leadership & Governance
Sarah Leon Guerrero (President) Anthony Roberto (Past President) Patricia Terlaje (President Elect) Frederick Tupaz (Faculty Union President)	Sandy Balbin (Chair) Norman Aguilar (Chair Elect) Doreen Blas Jose Munoz Dr. Marsha Postrozny Anthony San Nicolas	Yvonne Tam (Chair) Pilar Pangelinan (Chair Elect) Troy Lizama Jose Munoz Steve Lam Wilson Tam	Theresa Datuin (Past Chair) Wendell Roden (Chair) Barbara Rosario (Chair Elect) Ronnie Abshire Ricky Tyquengco	Tonirose Concepcion (Past Chair) Rebecca Toves (Chair) Christine Matson (Chair Elect) Sharon Oliveros Dr. Florie Mendiola	Vera De Oro (Past Chair and Chair) Christie Ginson (Chair Elect) Adrian Atalig Emma Bataclan Bertha Leon Guerrero Jose Lopez	Juanita "Tico" Tenorio (Chair) Rosemary Loveridge (Chair Elect) Jennifer Artero Barbara Mafnas

Verified by: Sarah Leon Guerrero  
Faculty Senate President

Attested by: [Signature]  
Academic Vice President

Date: 9/25/2015

Date: 9/28/15

Faculty Union President



Anthony Roberto <anthony.roberto@guamcc.edu>

## FW: Decision

**Sarah Leon Guerrero**

Mon, Oct 5, 2015 at 7:31

<sarah.leonguerrero@guamcc.edu>

AM

Reply-To: sarah.leonguerrero@guamcc.edu

To: Anthony Roberto <anthony.roberto@guamcc.edu>, "Patricia M. Terlaje"

<patricia.terlaje@guamcc.edu>, donna.cruz@guamcc.edu, Carl Torres II

<carl.torresii@guamcc.edu>

Good morning all,

Outlook did not have this email, I found it in MyGCC. I want to send it out asap. If it is clear and nothing to add, can we send this out today or do we need to discuss it further at tomorrow's meeting?

Sarah

**From:** Mary [mailto:mary.okada@guamcc.edu]

**Sent:** Friday, October 02, 2015 9:23 AM

**To:** Sarah S Leon Guerrero

**Cc:** Fred Tupaz

**Subject:** Decision

Based on our collective discussions over the past several months, I have decided the following.

1. I withdraw my offer to pay out the AY 14-15 increments in a lump sum.
2. AY13-14 increments effective august 1st will be paid out next pay period.
3. Calendar Year (CY) 27th pay period in December (December 13-26, 2015) will be a regular payroll.
4. AY 27th pay period in July (July 24 – August 6) will not be paid. Faculty will receive their full AY 15-16 compensation by July 23, 2015.
5. Increments will continue in current process.

Please refer to the calendar provided for verification.

Si Yu'os Ma'ase!

Mary

Mary A.Y. Okada, Ed.D.  
President/CEO  
Guam Community College  
P.O. Box 23069  
GMF, Guam 96921

Mary.okada@guamcc.edu  
(671) 735-5700

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# GUAM COMMUNITY COLLEGE

## Faculty Senate

### Agenda

Tuesday, 10/13/15 @ 8:30am

Faculty Senate Office / C2

I. Call to Order:

II. Attendance:

Name:	Email:	Present:
Anthony Roberto	<a href="mailto:anthony.roberto@guamcc.edu">anthony.roberto@guamcc.edu</a>	
Sarah Leon Guerrero	<a href="mailto:sarah.leonguerrero@guamcc.edu">sarah.leonguerrero@guamcc.edu</a>	
Patricia Terlaje	<a href="mailto:patricia.terlaje@guamcc.edu">patricia.terlaje@guamcc.edu</a>	
Carl Torres II	<a href="mailto:carl.torresii@guamcc.edu">carl.torresii@guamcc.edu</a>	
Donna Cruz	<a href="mailto:donna.cruz@guamcc.edu">donna.cruz@guamcc.edu</a>	
Barbara Blas	<a href="mailto:barbara.blas4@guamcc.edu">barbara.blas4@guamcc.edu</a>	

III. Approval of Prior Minutes: 09/29/2015 and 10/06/2015

IV. Old Business:

- A. Committee Chair Training
- B. Legal Advice on Ethics Process
- C. LOC and GenEd Committee IOPs
- D. Contributions to Chachalani
- E. Secondary Work Hours
- F. Faculty Celebration Activities
  - 1. End of FA15 Semester Gathering
  - 2. End of AY15-16 Picnic
  - 3. Incentives/Awards
- G. FS By-Laws
- H. FS Code of Ethics
- I. Dr. E. Diego
  - 1. Professional Comprehensive Development Plan
  - 2. School of College & Career Readiness

V. New Business:

VI. Open Discussion:

VII. Next Meeting:

VIII. Adjournment:



**GUAM COMMUNITY COLLEGE**  
**Faculty Senate**

**GCC's 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.

**Minutes**

**Tuesday, October 13, 2015**

**Faculty Senate Office – C2**

**@ 8:30 a.m.**

I. Meeting called to order @ 8:42 a.m.

II. Attendance:

Name	E-mail	Present
Sarah Leon Guerrero, President	<a href="mailto:sarah.leonguerrero@guamcc.edu">sarah.leonguerrero@guamcc.edu</a>	✓
Patricia Terlaje, President-Elect	<a href="mailto:patricia.terlaje@guamcc.edu">patricia.terlaje@guamcc.edu</a>	✓
Anthony Roberto, Past President	<a href="mailto:anthony.roberto@guamcc.edu">anthony.roberto@guamcc.edu</a>	✓
Carl Torres II, Member-At-Large	<a href="mailto:carl.torresii@guamcc.edu">carl.torresii@guamcc.edu</a>	✓
Donna Cruz	<a href="mailto:donna.cruz@guamcc.edu">donna.cruz@guamcc.edu</a>	✓
Barbara Blas	<a href="mailto:barbara.blas4@guamcc.edu">barbara.blas4@guamcc.edu</a>	✓
<b>Guest:</b>		
Dr. Elizabeth Diego	<a href="mailto:elizabeth.diego@guamcc.edu">elizabeth.diego@guamcc.edu</a>	✓

III. Review of Minutes: 09/29/2015 and 10/06/2015 - tabled

IV. Old Business:

A. School of Career & College Readiness – tabled

B. Legal Advice on Ethics Process – tabled

C. LOC and GenEd Committee IOPs – tabled

D. Contributions to Chachalani – tabled

E. Secondary Work Hours – tabled

F. Faculty Celebration Activities

1. End of FA15 Semester Gathering – scheduled for Friday, 11/20/2015 at “The Joint,”

Maite, logistics/contract/faculty participation: Patty & Donna, Raffle prizes/chasers: Carl

2. End of AY15-16 Picnic – tabled

3. Incentives/Awards – tabled

G. FS By-Laws – tabled

H. Dr. E. Diego

1. Professional Comprehensive Development Plan – Dr. E. Diego explained the two reasons for this plan:

i. To provide priority of professional development college wide.

ii. To provide organization to efforts made for professional development.

iii. Faculty Senate commended the amount of work (draft #9) and agreed to discuss this document with faculty members on Friday, October 16, 2015.

iv. Faculty Senate concerns:

• The document has a lot of redundancies.

• The document presents a concept but titled as a “Plan” no concrete steps/flowchart of process.

• There is no mention of PDRC role in entire document.

• “Conceptual structure” makes no mention of PDRC.

- p.45 question and data is misleading. The question asked should be... As a result of the faculty who received PD funds, how many faculty and students were impacted as a result? Faculty PD recipients conduct numerous institutional training and/or implementation of best practices among their students. Data hasn't been identified in the "Plan." Faculty Senate asked that the question and the data be excluded from the document.
- The recent BOT policy mentioned faculty obtaining approval from Dean, no mention of PDRC. Faculty Senate concerned that administrators' goal is to do away with PDRC's role and its authority over PD funds so administrators can tap into PDRC's funds for campus wide professional development.

**P. Terlaje made a motion for Faculty Senate not to endorse the Professional Comprehensive Development Plan which will be presented at CGC meeting on Thursday, 10/15/2015 until an ad hoc committee is formed where faculty are represented. Faculty should be compensated and/or activities applied to their evaluation, D. Cruz seconded. No further discussion, motion passed unanimously.**

2. School of College & Career Readiness – Dr. Liz and Ms. Pilar Williams, Associate Dean will be invited to present at later date as Ms. Williams has been recently assigned to the new school.

V. New Business:  
None

VI. Open Discussion/Announcements:  
A. Faculty Meeting – scheduled for Friday, 10/16/2015. Faculty pay increment will be addressed.


VII. Next Meeting: October 27, 2015 @ 8:30 a.m.

VIII. M/S/A to adjourn at 9:50 a.m.

**Submitted By:**

  
\_\_\_\_\_  
**Barbara S. Blas**

**Approved By:**

  
\_\_\_\_\_  
**Sarah Leon Guerrero**

## **GCC Faculty Senate**

Friday, October 16, 2015 @ 3:00 p.m.

C 21, C22, C 23

### A G E N D A

- I. Call to Order
- II. Mission Statement
- III. Committee Reports
  - a. Job Specs
  - b. PDRC
  - c. Promotion
  - d. Standard Committee
    - i. Institutional Mission and Effectiveness
    - ii. Student Learning Programs and Services
    - iii. Resources
    - iv. Leadership and Governance
  - e. Faculty Negotiating Team
  - f. Learning Outcomes
  - g. General Education
- IV. Faculty Senate Reports
  - a. Comprehensive Professional Development Plan
  - b. School of College and Career Readiness
  - c. Other
- V. Adjournment

**GUAM COMMUNITY COLLEGE**  
**Faculty Senate**

**GCC's Mission Statement:**

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**Minutes**

**Friday, October 16, 2015**

**Rooms – C21, C22, & C23**

**@ 3:00 p.m.**

- I. Meeting called to order @ 3:05 p.m.
- II. Mission Statement: Everyone present recited the mission.
- III. Committee Reports:
  - A. Job Specs – will not meet as the negotiating team will be addressing Job Specs and Eval in Spring 2016, S. Leon Guerrero encouraged all faculty members who signed up for the negotiating team to begin meeting and discussions regarding the contract. Committee left training for the narrative for evaluations to faculty. Persons with interest please forward names to Committee members: Fred, Tony R., etc.
  - B. PDRC – planning a launch of online training tool. Request for an increase on both Travel Assistance and Tuition Assistance was approved. S. Leon Guerrero requested for a meeting with last year's and this year's committee to discuss Comprehensive Professional Development Plan.
  - C. Promotions – workshop on Friday, October 23, 2015 at 3:00 p.m. in room A30. Reminder for faculty applying for promotions: certificate of eligibility, letter of intent, and resume are due on Tuesday, November 03, 2015.
  - D. Standard Committees – S. Leon Guerrero will set up meeting with each standard committee.
    1. Institutional Mission and Effectiveness – no representatives present at meeting.
    2. Student Learning Programs and Services – moving forward on gathering information. Committee meets once a month.
    3. Resources – questions were answered regarding financial resources, human resources, technical resources, and physical resources. Committee is currently at the beginning stages of starting self-evaluations, and working on researching and writing to gather information. Input and comments was requested of faculty. Committee meets twice a month. If a committee members is absent from one meeting it must be made up.
    4. Leadership and Governance – will receive the President's Performance Evaluation by next month. Requested for assistance in seeking the President's delegation of work. Concern brought up that AVP gave unrealistic deadlines and meeting dates. Committee members were asked to forward the AVP's directives to Faculty Senate.
  - E. Learning Outcome Committee – Deadline for Fall 2015 program documents and revisions is Friday, October 30, 2015.
  - F. General Education – currently working on the process for general education documents and the charges and roles of the committee. For questions, please refer to Trisha Unten (Chair).
- IV. Faculty Senate Reports:
  - A. Comprehensive Professional Development Plan – The plan is in CGC awaiting input from faculty. Dr. Liz reported at CGC that AY14-15 PDRC told her to remove any PDRC verbiage and faculty members submitted non-substantial concerns such as spelling and grammar with document. There are only 3 voting faculty members on CGC. Concern that document will proceed to BOT without faculty input and/or PDRC role. S. Leon Guerrero will work with PDRC.

- B. School of College and Career Readiness – Faculty Senate asked for plans, but there is still no document and/or organization chart. However, administrators are meeting with faculty.
- C. Other –
  - 1. Pay increments – Letters from F. Tupaz and B. Mead to President Okada were presented to faculty. Questions and concerns were referred to B. Mead. The impact and strategy of moving forward was discussed. 30 faculty voted “yes” and 3 voted “no” to go forward with Unions recommendation to file suit.

V. M/S/A to adjourn at 4:51 p.m.

Submitted By:

  
\_\_\_\_\_  
Barbara S. Blas

Approved By:

  
\_\_\_\_\_  
Sarah Leon Guerrero

# GUAM COMMUNITY COLLEGE

## Faculty Senate

### Agenda

Tuesday, 10/27/15 @ 8:30am

Faculty Senate Office / C2

I. Call to Order:

II. Attendance:

Name:	Email:	Present:
Anthony Roberto	<a href="mailto:anthony.roberto@guamcc.edu">anthony.roberto@guamcc.edu</a>	
Sarah Leon Guerrero	<a href="mailto:sarah.leonguerrero@guamcc.edu">sarah.leonguerrero@guamcc.edu</a>	
Patricia Terlaje	<a href="mailto:patricia.terlaje@guamcc.edu">patricia.terlaje@guamcc.edu</a>	
Carl Torres II	<a href="mailto:carl.torresii@guamcc.edu">carl.torresii@guamcc.edu</a>	
Donna Cruz	<a href="mailto:donna.cruz@guamcc.edu">donna.cruz@guamcc.edu</a>	
Barbara Blas	<a href="mailto:barbara.blas4@guamcc.edu">barbara.blas4@guamcc.edu</a>	

III. Approval of Prior Minutes: 09/29/2015, 10/06/2015, and 10/13/2015

IV. Old Business:

- A. Committee Chair Training
- B. LOC and GenEd Committee IOPs
- C. Secondary Work Hours
- D. Professional Comprehensive Development Plan
- E. School of College & Career Readiness
- F. Status of Delayed Increments AY14-15
- G. FS By-Laws
- H. FS Code of Ethics
- I. Contributions to Chachalani
- J. Faculty Celebration Activities
  - 1. End of FA15 Semester Gathering
  - 2. End of AY15-16 Picnic
  - 3. Incentives/Awards

V. New Business:

VI. Open Discussion:

VII. Next Meeting: Tuesday, November 10, 2015, 8:30 am, C2

VIII. Adjournment:

**GUAM COMMUNITY COLLEGE**  
**Faculty Senate**

**GCC's Mission Statement:**

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**Minutes**

**Tuesday, October 27, 2015**

**Faculty Senate Office – C2**

**@ 8:30 a.m.**

I. Meeting called to order @ 8:45 a.m.

II. Attendance:

Name	E-mail	Present
Sarah Leon Guerrero, President	<a href="mailto:sarah.leonguerrero@guamcc.edu">sarah.leonguerrero@guamcc.edu</a>	✓
Patricia Terlaje, President-Elect	<a href="mailto:patricia.terlaje@guamcc.edu">patricia.terlaje@guamcc.edu</a>	✓
Anthony Roberto, Past President	<a href="mailto:anthony.roberto@guamcc.edu">anthony.roberto@guamcc.edu</a>	✓
Carl Torres II, Member-At-Large	<a href="mailto:carl.torresii@guamcc.edu">carl.torresii@guamcc.edu</a>	✓
Donna Cruz	<a href="mailto:donna.cruz@guamcc.edu">donna.cruz@guamcc.edu</a>	✓
Barbara Blas	<a href="mailto:barbara.blas4@guamcc.edu">barbara.blas4@guamcc.edu</a>	✓

III. Review of Minutes: 09/29/2015, 10/06/2015, 10/13/2015 and 10/16/2015.

**P. Terlaje moved to approve the minutes of 09/29/2015, 10/06/2015, 10/13/2015, and 10/16/2015 with changes to 10/16/2015, motion was seconded by A. Roberto. No further discussion, motion passed unanimously.**

Faculty Senate requested for B. Blas to forward all approved minutes to Committee Chairs.

IV. Old Business:


- A. Committee Chair Training – All committee midterm reports were received verbally. Faculty Senate will prepare a memo requesting that all committees submit a written midterm and attendance report. Deadline for midterm reports is November 20, 2015. C. Torres II will prepare a standard form for midterm reports. C. Torres II is working with AIER to provide a guide to uploading files and information on MyGCC committee sites. B. Blas will provide a list of committee's postings on MyGCC.
- B. LOC and GenEd Committee IOPs – Committee members have not met to discuss their roles as a committee. Faculty Senate prepared a memo addressed to LOC and GenEd committee clarifying each committee's roles. (See Attachment)
- C. Secondary Work Hours – tabled
- D. Professional Comprehensive Development Plan – S. Leon Guerrero met with both past and current chairs of PDRC. PDRC prepared a recommended plan and diagram which they will meet with Dr. E. Diego to incorporate in the plan. S. Leon Guerrero requested for a copy of PDRC's recommendations. S. Leon Guerrero will send a copy to all Department Chairs when she receives a copy for feedback.
- E. School of College & Career Readiness – faculty requested for a plan at the last CGC meeting. Dr. V. Tudela stated there is nothing in writing as of now. Faculty Senate will request for this issue to be included in the agenda for the next RPF meeting.
- F. Status of Delayed Increments AY14-15 – has been resolved. S. Leon Guerrero thanked Faculty Senators for supporting faculty decision on increment issue.

- G. FS By-Laws – tabled
- H. FS Code of Ethics – tabled
- I. Contributions to Chachalani – P. Terlaje prepared an article for the October 2015 issue and will forward to J. Flores. (See Attachment) S. Leon Guerrero will request for a committee to contribute to a Chachalani issue each month.
- J. Faculty Celebration Activities
  - 1. End of FA15 Semester Gathering – scheduled for Friday, 11/20/2015 at “The Joint,” Maite. Logistics/contract/faculty participation: Patty & Donna, and raffle prizes/chasers: Carl.  
**C. Torres II moved to appropriate no more than \$500 for the FA15 Semester Gathering event on Friday, November 20, 2015 to be used to purchase chasers, and raffle grand prize, motion was seconded by P. Terlaje. No further discussion, motion passed unanimously.**
  - 2. End of AY15-16 Picnic – scheduled for Saturday, 04/23/2015 at “Roberto Beach,” Ipan, Talofofo.
  - 3. Incentives/Awards – recognize faculty with rewards, games, and raffles.
- V. New Business:
  - A. Curriculum – faculty are getting paid by the Adult Education Family Literacy Grant to write curriculum. P. Terlaje recommended to bring this issue to RPF committee.
  - B. 4 Year Degree Program – 4 departments submitted a proposal. Each department will present their proposals to different committees.
- VI. Open Discussion/Announcements:  
None
- VII. Next Meeting: Tuesday, November 10, 2015 @ 8:30 a.m.
- VIII. M/S/A to adjourn at 10:10 a.m.

**Submitted By:**

  
\_\_\_\_\_  
**Barbara S. Blas**

**Approved By:**

  
\_\_\_\_\_  
**Sarah Leon Guerrero**



October 20, 2015

To: General Education Committee  
Learning Outcomes Committee

From: Faculty Senate

Subject: Faculty Senate Meeting: September 29, 2015

Hafa Adai! The Faculty Senate appreciates your attendance and contributions during our meeting on September 29, 2015. Both committees were given the opportunity to define their roles based on their committees' interpretation of the agreement and the recent memorandum (September 10, 2015), signed by Dr. Somera, AAVP and Fred Tupaz, GCC Union, defining the charge of the General Education Committee.

As a result of our collaborative efforts during the meeting, Faculty Senate emphasizes the following:

- The memorandum clarifies the General Education Committee's role:

"The General Education Committee should be responsible for all current, existing, and future General Education courses that need review and evaluation." Therefore, all General Education courses be reviewed and suggestions for revisions to authors will be provided by the General Education Committee.

- Both committees work together to develop internal operations to ensure that the process of curriculum review and approval do not have a duplication of efforts yet not compromising the quality and integrity of program and course curricula. Faculty Senate gave a deadline to submit the internal operations and bylaws, first week in November 2015. Curriculum process review will remain status quo until Faculty Senate reviews submitted internal operations. Committees will work collaboratively on revising the curriculum manual forms to address General Education criteria. Faculty Senate suggests using only one approval form. GenEd review checklist will need to be developed and added to the manual.
- Both LOC and GenEd committee members will avail of the ACALOG training.
- Committees will work collaboratively on curriculum approval deadlines that will be student centered, acknowledging that registration for new students in the fall semesters begin in March. Newly declared students will follow the existing catalog upon submitting the "Applications for Admissions as a Declared Student". Academic Advisors and Counselors would need to be informed of any changes to GenEd requirements and/or program/courses prior to advising students.

The Faculty Senate commends both committees with their commitment to our mission.

## Proposed Article for Chachalani Newsletter for Faculty Senate

Leadership is defined by results. The Faculty Senate leadership team strives to strengthen our governance process and to support its Faculty members with the resources to accomplish the GCC mission. As per the Agreement, Faculty Senate "...represents the Faculty of the College in academic and professional matters." Faculty Senate leadership recognizes that Faculty members work directly with our students in accomplishing the GCC mission and are cognizant of student challenges and strengths. Locally and nationally, Faculty members are recognized for their hard work and the caliber of students and skills they nurture and develop through their teaching. Faculty devote countless hours toward student services inside and outside of the classroom. Guam's community has only accolades for GCC's students, programs, and activities.

By encouraging collaborative efforts and transparency, Faculty Senate has been meeting with management regarding various issues affecting Faculty. We strive to obtain the information necessary for Faculty to become informed decision makers. We encourage Faculty to participate with the governance process. One quote comes to mind... "Tell me and I forget; show me and I remember; involve me and I understand." Faculty Senate encourages all stakeholders to actively participate with the governance committees and attend and/or read the various committee meetings' agenda/minutes on MyGCC sites. Faculty Senate leadership team invites Faculty to its meetings which are held bi-weekly on Tuesdays, 8:30 am, C2. If you are unable to attend, you may forward any comments/concerns to the following:

President: Sarah Leon Guerrero, [sarah.leonguerrero@guamcc.edu](mailto:sarah.leonguerrero@guamcc.edu)

Past President: Anthony Roberto, [anthony.roberto@guamcc.edu](mailto:anthony.roberto@guamcc.edu)

President-Elect: Patricia Terlaje, [patricia.terlaje@guamcc.edu](mailto:patricia.terlaje@guamcc.edu)

Senator: Donna Cruz, [donna.cruz@guamcc.edu](mailto:donna.cruz@guamcc.edu)

Senator: Carl Torres, [carl.torresii@guamcc.edu](mailto:carl.torresii@guamcc.edu)

# GUAM COMMUNITY COLLEGE

## Faculty Senate

### Agenda

Tuesday, 11/10/15 @ 8:30am

Faculty Senate Office / C2

I. Call to Order:

II. Attendance:

Name:	Email:	Present:
Anthony Roberto	<a href="mailto:anthony.roberto@guamcc.edu">anthony.roberto@guamcc.edu</a>	
Sarah Leon Guerrero	<a href="mailto:sarah.leonguerrero@guamcc.edu">sarah.leonguerrero@guamcc.edu</a>	
Patricia Terlaje	<a href="mailto:patricia.terlaje@guamcc.edu">patricia.terlaje@guamcc.edu</a>	
Carl Torres II	<a href="mailto:carl.torresii@guamcc.edu">carl.torresii@guamcc.edu</a>	
Donna Cruz	<a href="mailto:donna.cruz@guamcc.edu">donna.cruz@guamcc.edu</a>	
Barbara Blas	<a href="mailto:barbara.blas4@guamcc.edu">barbara.blas4@guamcc.edu</a>	

III. Approval of Prior Minutes: 10/27/2015

IV. Old Business:

- A. Committee Chair Training
- B. LOC and GenEd Committee IOPs
- C. Secondary Work Hours
- D. Professional Comprehensive Development Plan
- E. School of College & Career Readiness
- F. FS By-Laws
- G. FS Code of Ethics
- H. Faculty Celebration Activities
  - 1. End of FA15 Semester Gathering
  - 2. End of AY15-16 Picnic
  - 3. Incentives/Awards

V. New Business:

VI. Open Discussion:

VII. Next Meeting: Tuesday, November 24, 2015, 8:30 am, C2

VIII. Adjournment:

# GUAM COMMUNITY COLLEGE

## Faculty Senate

### GCC's 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.

### Minutes

Tuesday, November 10, 2015

Faculty Senate Office – C2

@ 8:30 a.m.

I. Meeting called to order @ 8:40 a.m.

II. Attendance:

Name	E-mail	Present
Sarah Leon Guerrero, President	<a href="mailto:sarah.leonguerrero@guamcc.edu">sarah.leonguerrero@guamcc.edu</a>	✓
Patricia Terlaje, President-Elect	<a href="mailto:patricia.terlaje@guamcc.edu">patricia.terlaje@guamcc.edu</a>	✓
Anthony Roberto, Past President	<a href="mailto:anthony.roberto@guamcc.edu">anthony.roberto@guamcc.edu</a>	✓
Carl Torres II, Member-At-Large	<a href="mailto:carl.torresii@guamcc.edu">carl.torresii@guamcc.edu</a>	absent
Donna Cruz	<a href="mailto:donna.cruz@guamcc.edu">donna.cruz@guamcc.edu</a>	✓
Barbara Blas	<a href="mailto:barbara.blas4@guamcc.edu">barbara.blas4@guamcc.edu</a>	✓

III. Review of Minutes: 10/27/2015.

**P. Terlaje moved to approve the minutes of 10/27/2015 with changes, motion was seconded by A. Roberto. No further discussion, motion passed unanimously.**

IV. Old Business:

A. Committee Chair Training – tabled

B. LOC and GenEd Committee IOPs – GenEd wrote to S. Leon Guerrero stating they did not agree to review all GenEd courses and to the December 5, 2015 deadline. S. Leon Guerrero will request for a memo to be prepared by Dr. Somera and F. Tupaz to support the contract agreement for GenEd's committee charges.

C. Secondary Work Hours – S. Leon Guerrero will follow up with Associate Dean, P. Williams, what is the plan for Secondary CTE? S. Leon Guerrero will request for this issue to be presented at the next RPF meeting.

D. Professional Comprehensive Development Plan – S. Leon Guerrero met with Associate Deans, Dr. E. Diego and P. Williams to discuss comments and feedback. All comments and feedback recommended by faculty will be incorporated into the plan.

E. School of College & Career Readiness – P. Terlaje requested for this topic to be placed on the agenda of RPF Committee. Faculty Senate will await Council of Department Chairs action.

F. FS By-Laws – tabled

G. FS Code of Ethics – D. Cruz will write-up her recommendations and prepare final copy.

H. Faculty Celebration Activities

1. End of FAI5 Semester Gathering – scheduled for Friday, 11/20/2015 at "The Joint," Maite. Happy hour from 6:00p.m. – 10:00 p.m. Logistics/contract/faculty participation: Patty & Donna. P. Pangelinan will purchase 1 roundtrip ticket to Manila and other door prizes (donated by Faculty Union). Rosemarie Nanpei offered to provide raffle prizes. B. Blas will prepare requisitions for the following chesa: hot wings, chicken kelaguen, beef kelaguen, kudon pika, titiyas, veggie tray, lumpia, and paper products.

2. End of AY15-16 Picnic – scheduled for Saturday, 04/23/2015 at “Roberto Beach,” Ipan, Talofoto.
3. Incentives/Awards – recognition of faculty with rewards, games, and raffles. C. Torres II in charge of solicitation of prizes.

V. New Business:  
None

VI. Open Discussion/Announcements:

- A. Faculty Agreement – Faculty Senate recommended, F. Tupaz speak to B. Mead regarding representation of faculty on contract negotiation.
- B. Standard Chair Compensation for Mid-Term Report – A. Roberto drafted the letter to be forwarded to Dr. Somera.
- C. Standard Committee Chairs – Faculty members are overwhelmed. Many issues and concerns of faculty members need to be addressed. S. Leon Guerrero will request faculty to forward a copy of committee deadline imposed upon them.

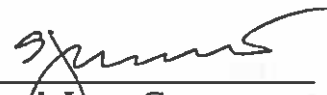
VII. Next Meeting: Tuesday, November 24, 2015 @ 12:00 p.m.

VIII. M/S/A to adjourn at 9:51 a.m.

**Submitted By:**

  
\_\_\_\_\_  
**Barbara S. Blas**

**Approved By:**

  
\_\_\_\_\_  
**Sarah Leon Guerrero**

# GUAM COMMUNITY COLLEGE

## Faculty Senate

### Agenda

Tuesday, 11/24/15 @ 12:00pm

I. Call to Order:

II. Attendance:

Name:	Email:	Present:
Anthony Roberto	<a href="mailto:anthony.roberto@guamcc.edu">anthony.roberto@guamcc.edu</a>	
Sarah Leon Guerrero	<a href="mailto:sarah.leonguerrero@guamcc.edu">sarah.leonguerrero@guamcc.edu</a>	
Patricia Terlaje	<a href="mailto:patricia.terlaje@guamcc.edu">patricia.terlaje@guamcc.edu</a>	
Carl Torres II	<a href="mailto:carl.torresii@guamcc.edu">carl.torresii@guamcc.edu</a>	
Donna Cruz	<a href="mailto:donna.cruz@guamcc.edu">donna.cruz@guamcc.edu</a>	
Barbara Blas	<a href="mailto:barbara.blas4@guamcc.edu">barbara.blas4@guamcc.edu</a>	

III. Approval of Prior Minutes: 11/10/2015

IV. Old Business:

- A. Committee Chair Training
- B. LOC and GenEd Committee IOPs
- C. Secondary Work Hours
- D. School of College & Career Readiness
- E. FS By-Laws
- F. FS Code of Ethics
- G. Standard Committee Chairs
- H. Faculty Celebration Activities
  - 1. End of FA15 Faculty Gathering
  - 2. End of AY15-16 Picnic
  - 3. Incentives/Awards

V. New Business:

VI. Open Discussion:

VII. Next Meeting: TBA

VIII. Adjournment:

**GUAM COMMUNITY COLLEGE**  
**Faculty Senate**

**GCC's 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.

**Minutes**

**Tuesday, November 24, 2015**

**Faculty Senate Office – C2**

**@ 8:30 a.m.**

I. Meeting called to order @ 8:35 a.m.

II. Attendance:

Name	E-mail	Present
Sarah Leon Guerrero, President	<a href="mailto:sarah.leonguerrero@guamcc.edu">sarah.leonguerrero@guamcc.edu</a>	✓
Patricia Terlaje, President-Elect	<a href="mailto:patricia.terlaje@guamcc.edu">patricia.terlaje@guamcc.edu</a>	✓
Anthony Roberto, Past President	<a href="mailto:anthony.roberto@guamcc.edu">anthony.roberto@guamcc.edu</a>	✓
Carl Torres II, Member-At-Large	<a href="mailto:carl.torresii@guamcc.edu">carl.torresii@guamcc.edu</a>	✓
Donna Cruz	<a href="mailto:donna.cruz@guamcc.edu">donna.cruz@guamcc.edu</a>	absent
Barbara Blas	<a href="mailto:barbara.blas4@guamcc.edu">barbara.blas4@guamcc.edu</a>	✓

III. Review of Minutes: 11/12/2015.

**A. Roberto moved to approve the minutes of 11/12/2015, motion was seconded by C. Torres II. No further discussion, motion passed unanimously.**

IV. Old Business:

- A. Committee Chair Training – end of November 2015 B. Blas will prepare a report for all committees that have not posted files on the committee sites on MyGCC website.
- B. LOC and GenEd Committee IOPs – S. Leon Guerrero will meet with Dr. Somera to request his support on LOC and GenEd assignments.
- C. Secondary Work Hours – Faculty Senate is waiting on the status from Council of Department Chairs and clarification from F. Tupaz. S. Leon Guerrero will gather minutes regarding FestPac issues. B. Blas will request for minutes of the last Council of Department Chairs from the Deans office.
- D. School of College & Career Readiness – Faculty requested for a Department Chair to be assigned. Faculty Senate presented at RPF committee and requested that this issue remain on the agenda until resolved.
- E. FS By-Laws – tabled
- F. FS Code of Ethics – tabled
- G. Standard Committee Chairs – S. Leon Guerrero reported committee members have been given some leniency. However, as for attendance, if members do not attend meeting they must make it up. Monetary or release time compensation was not resolved.
- H. Faculty Celebration Activities
  - 1. End of FA15 Semester Gathering – was postponed due to weather conditions. Rescheduled for Friday, January 8, 2015 from 3:00pm to 5:00pm. B. Blas will submit a request for MPA usage from 12:00pm to 5:00pm. If not available, 2<sup>nd</sup> choice is Building E, Study Hall.

2. End of AY15-16 Picnic – scheduled for Saturday, 04/23/2015 at “Roberto Beach,” Ipan, Talofoto.
3. Incentives/Awards – recognition of faculty with rewards, games, and raffles. C. Torres II in charge of solicitation of prizes. MagPro Faculty Nominee will presented with a \$25 gift card (Capriciosa) on January 8, 2015 faculty gathering.

V. New Business:

- A. Promotions Committee – N. Aguilar resigned from committee due to health issues. S. Balbin requested for H. Analista or J. Jocson to be assigned to committee.  
**A. Roberto made a motion to call out for nominations on Tuesday, November 24, 2015, deadline for nominations on Tuesday, December 1, 2015 at 10:00 a.m. and Election Day scheduled for Wednesday, December 2, 2015 from 10:00 a.m. to 5:00 p.m. in Faculty Senate Office/C2. Motion was seconded by C. Torres II. No further discussion, motion passed unanimously.**
- B. Chachalani – S. Leon Guerrero will prepare an article from Council of Department Chair Committee to submit for next issue.
- C. Council of Department Chairs –  
**A. Roberto made a motion for B. Blas to record and transcribe minutes of this committee, motion was seconded by C. Torres II. No further discussion, motion passed unanimously.**

VI. Open Discussion/Announcements:

- A. Negotiations – P. Terlaje requested for F. Tupaz to call for a meeting to discuss many issues and concerns of faculty members.

VII. Next Meeting: Tuesday, December 01, 2015 @ 10:00 a.m. in CSI Conference Room.

VIII. M/S/A to adjourn at 9:55 a.m.

Submitted By:

  
\_\_\_\_\_  
Barbara S. Blas

Approved By:

  
\_\_\_\_\_  
Sarah Leon Guerrero



**GUAM COMMUNITY COLLEGE**  
**Faculty Senate**

**GCC's 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.

**Minutes**  
**Thursday, December 03, 2015**  
**CSI Conference Room**  
**@ 8:15 a.m.**

I. Meeting called to order @ 8:20 a.m.

II. Attendance:

Name	E-mail	Present
Sarah Leon Guerrero, President	<a href="mailto:sarah.leonguerrero@guamcc.edu">sarah.leonguerrero@guamcc.edu</a>	✓
Patricia Terlaje, President-Elect	<a href="mailto:patricia.terlaje@guamcc.edu">patricia.terlaje@guamcc.edu</a>	absent
Anthony Roberto, Past President	<a href="mailto:anthony.roberto@guamcc.edu">anthony.roberto@guamcc.edu</a>	✓
Carl Torres II, Member-At-Large	<a href="mailto:carl.torresii@guamcc.edu">carl.torresii@guamcc.edu</a>	✓
Donna Cruz	<a href="mailto:donna.cruz@guamcc.edu">donna.cruz@guamcc.edu</a>	absent
Barbara Blas	<a href="mailto:barbara.blas4@guamcc.edu">barbara.blas4@guamcc.edu</a>	✓

III. New Business:

A. Promotions Committee Election – Validation of election results.

1. Ron Abshire = 10 votes

2. Troy Lizama = 27 votes

*Total # of voters: 37*

IV. Open Discussion/Announcements:

A. Promotion Committee – requested for a key box to place filing cabinet keys inside for all members to have access. Committee members have different schedules and would like to review files at their own time and convenience.

**C. Torres II made a motion for B. Blas to purchase a key box upon Promotions Committee request, motion was seconded by A. Roberto. No further discussion, motion passed unanimously.**

V. M/S/A to adjourn at 8:41 a.m.

# GUAM COMMUNITY COLLEGE

## Faculty Senate

### Agenda

Tuesday, 01/21/15 @ 8:30am

I. Call to Order:

II. Attendance:

Name:	Email:	Present:
Anthony Roberto	<a href="mailto:anthony.roberto@guamcc.edu">anthony.roberto@guamcc.edu</a>	
Sarah Leon Guerrero	<a href="mailto:sarah.leonguerrero@guamcc.edu">sarah.leonguerrero@guamcc.edu</a>	
Patricia Terlaje	<a href="mailto:patricia.terlaje@guamcc.edu">patricia.terlaje@guamcc.edu</a>	
Carl Torres II	<a href="mailto:carl.torresii@guamcc.edu">carl.torresii@guamcc.edu</a>	
Donna Cruz	<a href="mailto:donna.cruz@guamcc.edu">donna.cruz@guamcc.edu</a>	
Barbara Blas	<a href="mailto:barbara.blas4@guamcc.edu">barbara.blas4@guamcc.edu</a>	

III. Approval of Prior Minutes: 11/24/2015 & 12/03/2015

IV. Old Business:

- A. Committee Chair Training
- B. LOC and GenEd Committee IOPs
- C. Secondary Work Hours
- D. School of College & Career Readiness
- E. FS By-Laws
- F. FS Code of Ethics
- G. Standard Committee Chairs
- H. Faculty Celebration Activities
  - 1. End of FA15 Faculty Gathering
  - 2. End of AY15-16 Picnic
  - 3. Incentives/Awards

V. New Business:

VI. Open Discussion:

VII. Next Meeting: TBA

VIII. Adjournment:

**GUAM COMMUNITY COLLEGE**  
**Faculty Senate**

**GCC's 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.

**Minutes**

**Thursday, January 21, 2016**

**Faculty Senate Office – C2**

**@ 8:30 a.m.**

I. Meeting called to order @ 8:49 a.m.

II. Attendance:

Name	E-mail	Present
Sarah Leon Guerrero, President	<a href="mailto:sarah.leonguerrero@guamcc.edu">sarah.leonguerrero@guamcc.edu</a>	✓
Patricia Terlaje, President-Elect	<a href="mailto:patricia.terlaje@guamcc.edu">patricia.terlaje@guamcc.edu</a>	✓
Anthony Roberto, Past President	<a href="mailto:anthony.roberto@guamcc.edu">anthony.roberto@guamcc.edu</a>	✓
Carl Torres II, Member-At-Large	<a href="mailto:carl.torresii@guamcc.edu">carl.torresii@guamcc.edu</a>	✓
Donna Cruz	<a href="mailto:donna.cruz@guamcc.edu">donna.cruz@guamcc.edu</a>	✓
Barbara Blas	<a href="mailto:barbara.blas4@guamcc.edu">barbara.blas4@guamcc.edu</a>	✓

III. Review of Minutes: 11/24/2015 & 12/03/2015 – Tabled

IV. Old Business:

- A. Committee Chair Training – B. Blas will prepare a report for all committees that have not posted documents on MyGCC website. C. Torres II will email a reminder to all committees the deadline for End of Year Report.
- B. LOC and GenEd Committee IOPs – A. Roberto recommended to invite Dr. Somera and F. Tupaz to Faculty Senate meeting on February 03, 2016 to request for their support on charges of LOC and GenEd committees.
- C. Secondary Work Hours – Being addressed at Contract Agreement Team (CAT) meeting.
- D. School of College & Career Readiness – S. Leon Guerrero will meet with all CCR faculty on Friday, January 22, 2016 at 12:00 p.m. in Faculty Senate Office C2.
- E. FS By-Laws – tabled
- F. FS Code of Ethics – tabled
- G. Standard Committee Chairs – A. Roberto and S. Leon Guerrero submitted the memo, waiting for a response.
- H. Faculty Celebration Activities
  - 1. End of FA15 Semester Gathering – Friday, January 8, 2016 from 3:00pm to 5:00pm. Event was successful, many faculty looking forward to end of year picnic.
  - 2. End of AY15-16 Picnic – scheduled for Saturday, 04/23/2016 at “Roberto Beach,” Ipan, Talofofo.
  - 3. Incentives/Awards – recognition of faculty with rewards, games, and raffles. C. Torres II in charge of solicitation of prizes. P. Terlaje has 6 gifts to donate. A. Roberto will request for Department Chairs to make a donation.

V. New Business:  
None

**VI. Open Discussion/Announcements:**

- A. Committee Membership – P. Healy resigned from CTC. R. Roberson recommended that T. Lizama will replace P. Healy.
- B. Request for Executive Council Meeting – Wednesday, January 27, 2016 at 1:30 p.m.

**VII. Next Meeting: Wednesday, February 03, 2016 @ 1:30 p.m. in Faculty Senate Office C2.**

**VIII. M/S/A to adjourn at 10:00 a.m.**

**Submitted By:**

  
\_\_\_\_\_  
**Barbara S. Blas**

**Approved By:**

  
\_\_\_\_\_  
**Sarah Leon Guerrero**

# GUAM COMMUNITY COLLEGE

## Faculty Senate

### Agenda

Wednesday, 02/03/16 @ 8:30am

I. Call to Order:

II. Attendance:

Name:	Email:	Present:
Anthony Roberto	<a href="mailto:anthony.roberto@guamcc.edu">anthony.roberto@guamcc.edu</a>	
Sarah Leon Guerrero	<a href="mailto:sarah.leonguerrero@guamcc.edu">sarah.leonguerrero@guamcc.edu</a>	
Patricia Terlaje	<a href="mailto:patricia.terlaje@guamcc.edu">patricia.terlaje@guamcc.edu</a>	
Carl Torres II	<a href="mailto:carl.torresii@guamcc.edu">carl.torresii@guamcc.edu</a>	
Donna Cruz	<a href="mailto:donna.cruz@guamcc.edu">donna.cruz@guamcc.edu</a>	
Barbara Blas	<a href="mailto:barbara.blas4@guamcc.edu">barbara.blas4@guamcc.edu</a>	

III. Approval of Prior Minutes: 11/24/2015, 12/03/2015, & 01/21/2016

IV. Old Business:

- A. Committee Chair Training
- B. LOC and GenEd Committee IOPs
- C. Committee Membership
- D. School of College & Career Readiness
- E. FS By-Laws
- F. FS Code of Ethics
- G. Faculty Celebration Activities
  - 1. End of AY15-16 Picnic
  - 2. Incentives/Awards

V. New Business:

- A. Faculty Senate Budget
- B. Calendar
- C. Elections for AY16-17 Committees

VI. Open Discussion:

VII. Next Meeting: February 17, 2016 @ 1:30pm, Faculty Senate Office C2

VIII. Adjournment:

**GUAM COMMUNITY COLLEGE**  
**Faculty Senate**

**GCC's 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.

**Minutes**

**Thursday, February 03, 2016**

**Faculty Senate Office – C2**

**@ 8:30 a.m.**

I. Meeting called to order @ 8:36 a.m.

II. Attendance:

Name	E-mail	Present
Sarah Leon Guerrero, President	<a href="mailto:sarah.leonguerrero@guamcc.edu">sarah.leonguerrero@guamcc.edu</a>	absent
Patricia Terlaje, President-Elect	<a href="mailto:patricia.terlaje@guamcc.edu">patricia.terlaje@guamcc.edu</a>	✓
Anthony Roberto, Past President	<a href="mailto:anthony.roberto@guamcc.edu">anthony.roberto@guamcc.edu</a>	absent
Carl Torres II, Member-At-Large	<a href="mailto:carl.torresii@guamcc.edu">carl.torresii@guamcc.edu</a>	✓
Donna Cruz	<a href="mailto:donna.cruz@guamcc.edu">donna.cruz@guamcc.edu</a>	✓
Barbara Blas	<a href="mailto:barbara.blas4@guamcc.edu">barbara.blas4@guamcc.edu</a>	✓
<b>Guests:</b>		
Dr. R. Ray D. Somera	<a href="mailto:reneray.somera@guamcc.edu">reneray.somera@guamcc.edu</a>	✓
Frederick Tupaz	<a href="mailto:frederick.tupaz@guamcc.edu">frederick.tupaz@guamcc.edu</a>	✓
Trisha Unten	<a href="mailto:trisha.unten@guamcc.edu">trisha.unten@guamcc.edu</a>	✓

III. Review of Minutes: 11/24/2015 & 12/03/2015 – Tabled

**D. Cruz moved to approve the minutes of January 21, 2016 with corrections motion was seconded by C. Torres II. No further discussion, motion passed unanimously.**

IV. Old Business:

A. Committee Chair Training – B. Blas presented the report for committees that have not posted documents on MyGCC website to C. Torres II. C. Torres II will follow up with all committees regarding the deadline for End of Year Reports. The reports are a requirement for transparency and accreditation purposes.

B. LOC and GenEd Committee IOPs – Faculty Senate requested to meet with Dr. R. Ray D. Somera and Faculty Union President, F. Tupaz to clarify LOC and GenEd committee charges to avoid duplicating of curriculum review.

1. P. Terlaje reported on the history of LOC and GenEd committee

2. Trisha Unten – reported the following:

- i. Brief history of GenEd committee, the initial application was not intended to be subsidiary. However, during the process it caused numerous confusions. Due to the confusion there were delays in proceeding with GenEd committee IOPs. Currently, the confusion is, where do the courses go to become a course? Because a course can be a course without being a general education course, does GenEd get the course whether it is new or old to be approved as a general education course. The GenEd members believes it should go to LOC – become approved as a course – then to GenEd for review.

- ii. GenEd has prepared their committee criteria's and IOPs. It is based on accepting the course after they are approved as a course with LOC. AVP stated that this process will not work because it will cause two committees to duplicate the work. GenEd is a stand-alone committee it must operate based on its own IOPs and criteria. AVP offered to assist GenEd committee if they encounter a problem.
  - iii. After discussion, T. Unten agreed now that there is clarification and there are changes into the intent of the initial application the GenEd committee has discussed that they are in agreement of whatever was presented and will proceed with expectations of GenEd committee charges as clarified by AVP.
3. Dr. R. Ray D. Somera –
- i. LOC and GenEd committees are two separate stand alone committees. As he cited on page 34 of the AY2015-2016 GCC Catalog all the general education courses listed and future proposed courses as well as any programs connected to those courses. are the per view of the GenEd committee.
  - ii. LOC and GenEd should be committees of equal footing.
  - iii. AVP requested that GenEd adopt the initiative of the developments at the University of Guam's campus which mean a lot to GenEd.
  - iv. AVP assigned G. Hartz to create a flow chart of curriculum documents on the LOC side and the GenEd side for proper process and work with LOC/GenEd with incorporating these changes to the curriculum manual. G. Hartz will bring P. Clymer into the discussions, i.e. ACALOG training.
  - v. Joint memo from AVP and Faculty Union will remain.
4. F. Tupaz – as stated on the memo that was executed from AVP and Faculty Union the agreement remains. The intention has not changed it is the process that evolved.
5. R. Gary Hartz –
- i. Discussed the history of LOC and GenEd separation.
  - ii. GenEd was to formulate their own committee IOP.
  - iii. Will schedule a meeting with LOC, GenEd, and P. Clymer to discuss the flow chart.

**\*Guests Departs**

- C. Committee Membership – there is a vacancy in College Technology Committee (CTC). **S. Leon Guerrero made an electronic nomination for T. Lizama as a new member of College Technology Committee (CTC), C. Torres seconded. D. Cruz made a motion to close the nomination, C. Torres seconded. No further discussion, motion passed unanimously.**
- D. School of College & Career Readiness – P. Terlaje reported on the CCR meeting with faculty. Faculty members discussed the following concerns:
- 1. Some felt it was a good move because it is needed to focus on students to be successful in the developmental classing to move forward. However, they feel disconnected because schedules are prepared by an administrator. English department were not required to communicate with their Department Chairs. Math department were courteous enough to cc C. Torres II (Department Chair) for scheduling and supplies that they need. According to the English faculty they were informed by Dr. E. Diego (Associate Dean) that there was money provided specifically for developmental faculty. C. Torres II stated Dr. E. Diego requested for him to submit a request for the math department. However, C. Torres II informed Dr. E. Diego that it cannot be done because the math department has never separated anything for developmental courses.
  - 2. There is a disconnect with the departments.
  - 3. Faculty members were told that they would have numerous observations by the administrator. As of today not one was observation was done.
  - 4. Faculty reported they have the option to not join committee assignments which may hamper promotion/professional goals.

5. Main concern of some faculty was they would like to teach college level for their professional growth. It will hamper the faculty member's promotional growth. Faculty member requested for this issue to be addressed during negotiations.
  6. One math instructor was told hired for specifically developmental math.
  7. As a faculty member of CCR, full workload if the schedule permits will be developmental course.
  8. C. Torres II suggested that Faculty Senate provide a list of the following concerns to faculty members who attended as well as those other four who didn't attend the meeting on Friday, January 22, 2016 to verify if their concerns were all listed. Suggestion to forward to the CAT negotiations members.
- E. FS By-Laws – tabled
  - F. FS Code of Ethics – tabled
  - G. Standard Committee Chairs – A. Roberto and S. Leon Guerrero submitted a memo, waiting for the committee to respond.
  - H. Faculty Celebration Activities
    1. End of AY15-16 Picnic – scheduled for Saturday, 04/23/2016 at “Roberto Beach,” Ipan, Talofoto.
    2. Incentives/Awards – P. Terlaje prepared a list of donated gifts. (See Attachment)
- V. New Business:
- A. Faculty Senate Budget – will be discussed at RPF committee meeting scheduled on Thursday, February 4, 2016 @ 1:00p.m. Faculty Senate Office – C2.  
**S. Leon Guerrero made an electronic vote to table the budget as there were concerns that needed to be addressed, seconded by C. Torres II. No further discussion, motion passed unanimously.**
  - B. Calendar – B. Blas was tasked to populate the Faculty Senate MyGCC calendar for Faculty Senate meetings until the end of Spring 2016. Patty has been working with Bobbie on MyGCC group site. Also send an email to all Faculty Senate members using Google calendar.
  - C. Elections for AY16-17 committees – A. Roberto will handle the call for elections.
- VI. Open Discussion/Announcements:
- A. D. Cruz recommended to request for two release time and more members in Faculty Senate committees.
  - B. P. Terlaje mentioned no release time for non-instructional only when Faculty Senate President.
- VII. Next Meeting: Wednesday, February 17, 2016 @ 1:30 p.m. in Faculty Senate Office C2.
- VIII. **C.Torres moved to adjourn, D. Cruz seconded the motion. Motion passed. Meeting adjourned at 9:46 a.m.**

Submitted By:

  
 Barbara S. Blas

Approved By:

  
 Sarah Leon Guerrero





# GUAM COMMUNITY COLLEGE

## Faculty Senate

### Agenda

Wednesday, 02/17/16 @ 1:30pm

I. Call to Order:

II. Attendance:

Name:	Email:	Present:
Anthony Roberto	<a href="mailto:anthony.roberto@guamcc.edu">anthony.roberto@guamcc.edu</a>	
Sarah Leon Guerrero	<a href="mailto:sarah.leonguerrero@guamcc.edu">sarah.leonguerrero@guamcc.edu</a>	
Patricia Terlaje	<a href="mailto:patricia.terlaje@guamcc.edu">patricia.terlaje@guamcc.edu</a>	
Carl Torres II	<a href="mailto:carl.torresii@guamcc.edu">carl.torresii@guamcc.edu</a>	
Donna Cruz	<a href="mailto:donna.cruz@guamcc.edu">donna.cruz@guamcc.edu</a>	
Barbara Blas	<a href="mailto:barbara.blas4@guamcc.edu">barbara.blas4@guamcc.edu</a>	

III. Approval of Prior Minutes: 11/24/2015, 12/03/2015, & 02/03/2016

IV. Old Business:

- A. Committee Chair Training
- B. LOC and GenEd Committee Resolution
- C. Committee Membership
- D. School of College & Career Readiness
- E. FS By-Laws
- F. FS Code of Ethics
- G. Calendar
- H. Status of Chair Compensation for Standard Committees
- I. Elections for AY16-17 Committees
- J. Faculty Celebration Activities
  - 1. End of AY15-16 Picnic
  - 2. Incentives/Awards

V. New Business:

- A. Faculty Survey
- B. CAT
- C. Sexual Harassment Policy
- D. Chachalani Articles
- E. Volunteers for FESTPAC

VI. Open Discussion:

VII. Next Meeting: Wednesday, March 02, 2016 @ 1:30pm, Faculty Senate Office C2

VIII. Adjournment:

**GUAM COMMUNITY COLLEGE**  
**Faculty Senate**

**GCC's 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.

**Minutes**

**Thursday, February 17, 2016**

**Faculty Senate Office – C2**

**@ 1:30 p.m.**

I. Meeting called to order @ 1:40 p.m.

II. Attendance:

Name	E-mail	Present
Sarah Leon Guerrero, President	<a href="mailto:sarah.leonguerrero@guamcc.edu">sarah.leonguerrero@guamcc.edu</a>	✓
Patricia Terlaje, President-Elect	<a href="mailto:patricia.terlaje@guamcc.edu">patricia.terlaje@guamcc.edu</a>	✓
Anthony Roberto, Past President	<a href="mailto:anthony.roberto@guamcc.edu">anthony.roberto@guamcc.edu</a>	✓
Carl Torres II, Member-At-Large	<a href="mailto:carl.torresii@guamcc.edu">carl.torresii@guamcc.edu</a>	✓
Donna Cruz	<a href="mailto:donna.cruz@guamcc.edu">donna.cruz@guamcc.edu</a>	✓
Barbara Blas	<a href="mailto:barbara.blas4@guamcc.edu">barbara.blas4@guamcc.edu</a>	✓

III. Review of Minutes: 11/24/2015, 12/03/2015, & 02/03/2016

- A. P. Terlaje moved to approve the minutes of November 24, 2015 motion was seconded by A. Roberto. No further discussion, motion passed unanimously.
- B. A. Roberto moved to approve the minutes of December 03, 2015 motion was seconded by P. Terlaje. No further discussion, motion passed unanimously.
- C. P. Terlaje moved to approve the minutes February 03, 2016 motion was seconded by D. Cruz. No further discussion, motion passed unanimously.

IV. Old Business:

- A. Committee Chair Training – tabled
- B. LOC and GenEd Committee Resolution – After T. Unten met with Dr. Somera and Faculty Senate on Friday, February 03, 2016, T. Unten (GenEd Chair) reported the outcome to GenEd committee members. Committee members still had many questions and requested to meet with G. Hartz. S. Leon Guerrero and Dr. Somera met on Friday, February 12, 2016 to discuss GenEd issues. Dr. Somera and S. Leon Guerrero both agreed that they are not making any changes to GenEd committee charges. The memo addressed to GenEd and LOC from Faculty Senate and Dr. Somera still stands.
- C. Committee Membership – A. Roberto and C. Torres II will take charge of elections for AY2016-2017 committee membership. A. Roberto will follow up with committees regarding vacancies.
- D. School of College & Career Readiness – S. Leon Guerrero stated she drafted a letter and she is currently working with Dr. E. Diego, Associate Dean.
- E. FS By-Laws – tabled
- F. FS Code of Ethics – tabled
- G. Calendar Committee – committee members will meet once more to update and discuss the 5 Year Calendar regarding mandatory college assembly.

H. Status of Chair Compensation for Standard Committees – S. Leon Guerrero reported according to J. Muna, (HR Administrator) this issue has been resolved. Faculty will be receiving their 45 hour compensation. However, no mention of when it will be released.

1. Committee Elections - A. Roberto will follow up with committee chairs.

J. Faculty Celebration Activities

1. End of AY15-16 Picnic – scheduled for Saturday, 04/23/2016 at “Roberto Beach,” Ipan, Talofofo.

2. Incentives/Awards – C. Torres II still soliciting for prizes.

V. New Business:

A. Faculty Survey – S. Leon Guerrero reported President Okada requested for faculty members to fill out a survey regarding the college assembly on February 08, 2016. Faculty Senate will create survey questions and pole faculty members.

B. CAT – More faculty participation is being requested.

C. Sexual Harassment Policy – whole Criminal Justice Department is a part of the committee to discuss and create a sexual harassment policy.

D. Chachalani Articles – PDRC will provide an article for March 2016 issue. Faculty Senate Elections will be on April 2016 issue.

E. Volunteers for FESTPAC – FESTPAC committee volunteers are needed. S. Leon Guerrero will post volunteer form on MyGCC.

VI. Open Discussion/Announcements:

None

VII. Next Meeting: Wednesday, March 02, 2016 @ 1:30 p.m. in Faculty Senate Office C2.

VIII. **P. Terlaje moved to adjourn, D. Cruz seconded the motion. Motion passed. Meeting adjourned at 3:08 p.m.**

**Submitted By:**



**Barbara S. Blas**

**Approved By:**



**Sarah Leon Guerrero**

# GUAM COMMUNITY COLLEGE

## Faculty Senate

### Agenda

Monday, 02/29/16 @ 1:30pm

Special Meeting

I. Call to Order:

II. Attendance:

Name:	Email:	Present:
Anthony Roberto	<a href="mailto:anthony.roberto@guamcc.edu">anthony.roberto@guamcc.edu</a>	
Sarah Leon Guerrero	<a href="mailto:sarah.leonguerrero@guamcc.edu">sarah.leonguerrero@guamcc.edu</a>	
Patricia Terlaje	<a href="mailto:patricia.terlaje@guamcc.edu">patricia.terlaje@guamcc.edu</a>	
Carl Torres II	<a href="mailto:carl.torresii@guamcc.edu">carl.torresii@guamcc.edu</a>	
Donna Cruz	<a href="mailto:donna.cruz@guamcc.edu">donna.cruz@guamcc.edu</a>	
Barbara Blas	<a href="mailto:barbara.blas4@guamcc.edu">barbara.blas4@guamcc.edu</a>	

III. New Business:

A. RIF

IV. Open Discussion:

V. Next Meeting: Wednesday, March 03, 2016 @ 1:30pm, Faculty Senate Office C2

VI. Adjournment:

**GUAM COMMUNITY COLLEGE**  
**Faculty Senate**

**GCC's 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.

**Minutes**

**Monday, February 29, 2016**

**Faculty Senate Office – C2**

**@ 1:30 p.m.**

**Special Meeting**

I. Meeting called to order @ 1:40 p.m.

II. Attendance:

Name	E-mail	Present
Sarah Leon Guerrero, President	<a href="mailto:sarah.leonguerrero@guamcc.edu">sarah.leonguerrero@guamcc.edu</a>	✓
Patricia Terlaje, President-Elect	<a href="mailto:patricia.terlaje@guamcc.edu">patricia.terlaje@guamcc.edu</a>	✓
Anthony Roberto, Past President	<a href="mailto:anthony.roberto@guamcc.edu">anthony.roberto@guamcc.edu</a>	✓
Carl Torres II, Member-At-Large	<a href="mailto:carl.torresii@guamcc.edu">carl.torresii@guamcc.edu</a>	✓
Donna Cruz	<a href="mailto:donna.cruz@guamcc.edu">donna.cruz@guamcc.edu</a>	✓
Barbara Blas	<a href="mailto:barbara.blas4@guamcc.edu">barbara.blas4@guamcc.edu</a>	✓
<b>Guests:</b>		
Dr. Virginia Tudela	<a href="mailto:virginia.tudela@guamcc.edu">virginia.tudela@guamcc.edu</a>	✓
Robin Roberson	<a href="mailto:robin.roberson@guamcc.edu">robin.roberson@guamcc.edu</a>	✓

III. New Business:

A. RIF – All members agreed to read the plan then reconvene for further discussion on Tuesday, 03/01/2016 @ 11:00 a.m.

IV. Open Discussion/Announcements:

None

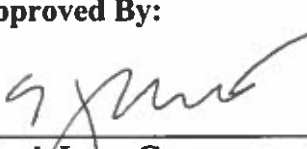
V. Next Meeting: Tuesday, March 01, 2016 @ 11:00 a.m. in Faculty Senate Office C2.

VI. C. Torres II moved to adjourn, A. Roberto seconded the motion. Meeting adjourned at 4:11 p.m.

**Submitted By:**

  
\_\_\_\_\_  
**Barbara S. Blas**

**Approved By:**

  
\_\_\_\_\_  
**Sarah Leon Guerrero**

# GUAM COMMUNITY COLLEGE

## Faculty Senate

### Agenda

Tuesday, 03/01/16 @ 10:30am

Faculty Senate Office / C2

I. Call to Order:

II. Attendance:

Name:	Email:	Present:
Anthony Roberto	<a href="mailto:anthony.roberto@guamcc.edu">anthony.roberto@guamcc.edu</a>	
Sarah Leon Guerrero	<a href="mailto:sarah.leonguerrero@guamcc.edu">sarah.leonguerrero@guamcc.edu</a>	
Patricia Terlaje	<a href="mailto:patricia.terlaje@guamcc.edu">patricia.terlaje@guamcc.edu</a>	
Donna Cruz	<a href="mailto:donna.cruz@guamcc.edu">donna.cruz@guamcc.edu</a>	
Carl Torres II	<a href="mailto:carl.torresii@guamcc.edu">carl.torresii@guamcc.edu</a>	
Barbara Blas	<a href="mailto:barbara.blas4@guamcc.edu">barbara.blas4@guamcc.edu</a>	

III. New Business:

A. RIF

IV. Open Discussion:

V. Next Meeting:

VI. Adjournment:

**GUAM COMMUNITY COLLEGE**  
**Faculty Senate**

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**Minutes**

**Tuesday, March 01, 2016**  
**Faculty Senate Office – C2**  
**@ 11:00 a.m.**

**Special Meeting**

I. Meeting called to order @ 10:40 a.m.

II. Attendance:

Name	E-mail	Present
Sarah Leon Guerrero, President	<a href="mailto:sarah.leonguerrero@guamcc.edu">sarah.leonguerrero@guamcc.edu</a>	✓
Patricia Terlaje, President-Elect	<a href="mailto:patricia.terlaje@guamcc.edu">patricia.terlaje@guamcc.edu</a>	✓
Anthony Roberto, Past President	<a href="mailto:anthony.roberto@guamcc.edu">anthony.roberto@guamcc.edu</a>	✓
Carl Torres II, Member-At-Large	<a href="mailto:carl.torresii@guamcc.edu">carl.torresii@guamcc.edu</a>	✓
Donna Cruz	<a href="mailto:donna.cruz@guamcc.edu">donna.cruz@guamcc.edu</a>	✓
Barbara Blas	<a href="mailto:barbara.blas4@guamcc.edu">barbara.blas4@guamcc.edu</a>	✓

III. New Business:

A. RIF – Discussion was held. Feedback and comments were listed. Committee will reconvene on Wednesday, March 02, 2016 at 1:30p.m.

IV. Open Discussion/Announcements:  
None

V. Next Meeting: Wednesday, March 02, 2016 @ 1:30 p.m. in Faculty Senate Office C2.

VI. **C. Torres II moved to adjourn, D. Cruz seconded the motion. Meeting adjourned at 12:54 p.m.**

**Submitted By:**

  
\_\_\_\_\_  
**Barbara S. Blas**

**Approved By:**

  
\_\_\_\_\_  
**Sarah Leon Guerrero**



# GUAM COMMUNITY COLLEGE

## Faculty Senate

### Agenda

Wednesday, 03/02/16 @ 1:30pm

I. Call to Order:

II. Attendance:

Name:	Email:	Present:
Anthony Roberto	<a href="mailto:anthony.roberto@guamcc.edu">anthony.roberto@guamcc.edu</a>	
Sarah Leon Guerrero	<a href="mailto:sarah.leonguerrero@guamcc.edu">sarah.leonguerrero@guamcc.edu</a>	
Patricia Terlaje	<a href="mailto:patricia.terlaje@guamcc.edu">patricia.terlaje@guamcc.edu</a>	
Carl Torres II	<a href="mailto:carl.torresii@guamcc.edu">carl.torresii@guamcc.edu</a>	
Donna Cruz	<a href="mailto:donna.cruz@guamcc.edu">donna.cruz@guamcc.edu</a>	
Barbara Blas	<a href="mailto:barbara.blas4@guamcc.edu">barbara.blas4@guamcc.edu</a>	

III. Approval of Prior Minutes: 02/17/2016

IV. Old Business:

- A. Committee Chair Training
- B. Committee Elections
- C. FS By-Laws
- D. FS Code of Ethics
- E. Faculty Survey
- F. College of Career and College Readiness
- G. Faculty Senate Budget
- H. LOC/GenEd IOPs
- I. Chachalani contributions
- J. End of the Year Faculty Gathering (Incentives/Award)

V. New Business:

VI. Open Discussion:

VII. Next Meeting: Wednesday, March 16, 2016 @ 1:30pm, Faculty Senate Office C2

VIII. Adjournment:

# GUAM COMMUNITY COLLEGE

## Faculty Senate

### Agenda

Wednesday, 03/02/16 @ 1:30pm

I. Call to Order:

II. Attendance:

Name:	Email:	Present:
Anthony Roberto	<a href="mailto:anthony.roberto@guamcc.edu">anthony.roberto@guamcc.edu</a>	
Sarah Leon Guerrero	<a href="mailto:sarah.leonguerrero@guamcc.edu">sarah.leonguerrero@guamcc.edu</a>	
Patricia Terlaje	<a href="mailto:patricia.terlaje@guamcc.edu">patricia.terlaje@guamcc.edu</a>	
Carl Torres II	<a href="mailto:carl.torresii@guamcc.edu">carl.torresii@guamcc.edu</a>	
Donna Cruz	<a href="mailto:donna.cruz@guamcc.edu">donna.cruz@guamcc.edu</a>	
Barbara Blas	<a href="mailto:barbara.blas4@guamcc.edu">barbara.blas4@guamcc.edu</a>	

III. Approval of Prior Minutes: 02/17/2016, 02/29/2016, and 03/01/2016

IV. Old Business:

- A. Committee Chair Training
- B. Committee Elections
- C. FS By-Laws
- D. FS Code of Ethics
- E. Faculty Survey
- F. College of Career and College Readiness
- G. Faculty Senate Budget
- H. LOC/GenEd IOPs
- I. Chachalani contributions
- J. End of the Year Faculty Gathering (Incentives/Award)

V. New Business:

- A. RIF

VI. Open Discussion:

VII. Next Meeting: Wednesday, March 16, 2016 @ 1:30pm, Faculty Senate Office C2

VIII. Adjournment:

**GUAM COMMUNITY COLLEGE**  
**Faculty Senate**

**GCC's 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.

**Minutes**

**Wednesday, March 02, 2016**

**Faculty Senate Office – C2**

**@ 1:30 p.m.**

I. Meeting called to order @ 1:41 p.m.

II. Attendance:

Name	E-mail	Present
Sarah Leon Guerrero, President	<a href="mailto:sarah.leonguerrero@guamcc.edu">sarah.leonguerrero@guamcc.edu</a>	✓
Patricia Terlaje, President-Elect	<a href="mailto:patricia.terlaje@guamcc.edu">patricia.terlaje@guamcc.edu</a>	✓
Anthony Roberto, Past President	<a href="mailto:anthony.roberto@guamcc.edu">anthony.roberto@guamcc.edu</a>	✓
Carl Torres II, Member-At-Large	<a href="mailto:carl.torresii@guamcc.edu">carl.torresii@guamcc.edu</a>	✓
Donna Cruz	<a href="mailto:donna.cruz@guamcc.edu">donna.cruz@guamcc.edu</a>	✓
Barbara Blas	<a href="mailto:barbara.blas4@guamcc.edu">barbara.blas4@guamcc.edu</a>	✓

III. Review of Minutes: 02/17/2016, 02/29/2016, and 03/01/2016

**D. Cruz moved to approve the minutes of February 17, 2016, February 29, 2016 and March 01, 2016 motion was seconded by P. Terlaje. No further discussion, motion passed unanimously.**

IV. Old Business:

A. Committee Chair Training – tabled

B. Committee Elections – tabled

C. FS By-Laws – tabled

D. FS Code of Ethics – tabled

E. Faculty Survey – tabled

F. College of Career and College Readiness – tabled

G. Faculty Senate Budget – tabled

H. LOC/GenEd IOP – LOC and GenEd submitted their committee IOPs on Wednesday, March 02, 2016. LOC committee is currently working on revising the curriculum manual. S. Leon Guerrero will request for E. Rios (Financial Aide Administrator) to attend LOC meeting to discuss financial aid section of the curriculum process. D. Cruz requested for more consistency when reviewing documents, for LOC to be more flexible regarding deadlines and to be consistent in evaluating documents. P. Terlaje recommended that LOC not proceed with the finalization of the Curriculum Manual until after negotiations. S. Leon will contact R. Nanpei to discuss Faculty Senate recommendations.

I. Chachalani Contributions – tabled

J. End of the Year Faculty Gathering (Incentives/Award) – tabled


**D. Cruz moved to table the rest of the agenda items and to continue discussion of RIF motion was seconded by P. Terlaje. No further discussion, motion passed unanimously.**

- V. New Business:  
A. RIF - Discussion was held. Feedback and comments were listed and finalized. Faculty Senate will submit to RIF committee.
- VI. Open Discussion/Announcements:  
None
- VII. Next Meeting: Wednesday, March 16, 2016 @ 1:30 p.m. in Faculty Senate Office C2.
- VIII. **P. Terlaje moved to adjourn, D. Cruz seconded the motion. Motion passed. Meeting adjourned at 4:02 p.m.**

**Submitted By:**

  
\_\_\_\_\_  
**Barbara S. Blas**

**Approved By:**

  
\_\_\_\_\_  
**Sarah Leon Guerrero**

# GUAM COMMUNITY COLLEGE

## Faculty Senate

### Agenda

Wednesday, 03/16/16 @ 1:30pm

I. Call to Order:

II. Attendance:

Name:	Email:	Present:
Anthony Roberto	<a href="mailto:anthony.roberto@guamcc.edu">anthony.roberto@guamcc.edu</a>	
Sarah Leon Guerrero	<a href="mailto:sarah.leonguerrero@guamcc.edu">sarah.leonguerrero@guamcc.edu</a>	
Patricia Terlaje	<a href="mailto:patricia.terlaje@guamcc.edu">patricia.terlaje@guamcc.edu</a>	
Carl Torres II	<a href="mailto:carl.torresii@guamcc.edu">carl.torresii@guamcc.edu</a>	
Donna Cruz	<a href="mailto:donna.cruz@guamcc.edu">donna.cruz@guamcc.edu</a>	
Barbara Blas	<a href="mailto:barbara.blas4@guamcc.edu">barbara.blas4@guamcc.edu</a>	

III. Approval of Prior Minutes: 03/02/2016

IV. Old Business:

- A. Committee Elections
- B. FS By-Laws
- C. FS Code of Ethics
- D. Faculty Survey
- E. College of Career and College Readiness
- F. LOC
- G. GenEd
- H. Chachalani contributions
- I. End of the Year Faculty Gathering (Incentives/Award)

V. New Business:

- A. Faculty evaluations
- B. FS status in negotiations

VI. Open Discussion:

VII. Next Meeting: Wednesday, March 30, 2016 @ 1:30pm, Faculty Senate Office C2

VIII. Adjournment:

**GUAM COMMUNITY COLLEGE**  
**Faculty Senate**

**GCC's 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.

**Minutes**

**Wednesday, March 16, 2016**

**Faculty Senate Office – C2**

**@ 1:30 p.m.**

I. Meeting called to order @ 1:46 p.m.

II. Attendance:

Name	E-mail	Present
Sarah Leon Guerrero, President	<a href="mailto:sarah.leonguerrero@guamcc.edu">sarah.leonguerrero@guamcc.edu</a>	✓
Patricia Terlaje, President-Elect	<a href="mailto:patricia.terlaje@guamcc.edu">patricia.terlaje@guamcc.edu</a>	✓
Anthony Roberto, Past President	<a href="mailto:anthony.roberto@guamcc.edu">anthony.roberto@guamcc.edu</a>	✓
Carl Torres II, Member-At-Large	<a href="mailto:carl.torresii@guamcc.edu">carl.torresii@guamcc.edu</a>	absent
Donna Cruz	<a href="mailto:donna.cruz@guamcc.edu">donna.cruz@guamcc.edu</a>	✓
Barbara Blas	<a href="mailto:barbara.blas4@guamcc.edu">barbara.blas4@guamcc.edu</a>	✓

III. Review of Minutes: 03/02/2016

A. Roberto moved to approve the minutes of March 02, 2016 with changes, motion was seconded by P. Terlaje. No further discussion, motion passed unanimously.

IV. Old Business:

- A. Committee Elections – will be held after negotiations. A. Roberto will speak to all committee chairs to request for a listing of committee vacancies for AY2016-2017 committee membership.
- B. FS By-Laws – discussion was held and approved with changes. (See Attachment)
- C. FS Code of Ethics – B. Blas will send a copy via email for all members to review and approve. (See Attachment)
- D. Faculty Survey – tabled
- E. School of Career and College Readiness – S. Leon Guerrero will follow up with C. Santos regarding formalization of budget.
- F. Faculty Senate Budget – tabled
- G. LOC – Curriculum Manual is currently being reviewed. S. Leon Guerrero will follow up with P. Clymer as recommended by FS, regarding publication of GCC Catalog.
- H. GenEd – discussion was held, FS recommendations will be forwarded to GenEd committee. S. Leon Guerrero will follow up with the GenEd checklist.
- I. Chachalani Contributions – PDRC will submit an article for March 2016 issue.
- J. End of the Year Faculty Gathering (Incentives/Award) – B. Blas will purchase the following will prepare requisitions to purchase the following items:
  - 1. Paper Products
  - 2. Drinks
  - 3. Red Rice
  - 4. Titiyas

5. Dinner Rolls
6. Finger Steaks
7. Fried Chicken
8. Veggie Tray
9. Fruit Tray
10. FS Cake- request for Culinary Dept. to donate

Donations from departments:

1. Criminal Justice – Monetary
2. Education – Chicken Kelaguen

A. Roberto will contact all department chairs to request for donations.

V. New Business:

A. Faculty Evaluations – many concerns and issues were discussed.

B. FS Status in Negotiations – scheduled meeting on Friday, 03/18/2016 at 1:30p.m.

VI. Open Discussion/Announcements:

None

VII. Next Meeting: Wednesday, March 30, 2016 @ 1:30 p.m. in Faculty Senate Office C2.

VIII. **D. Cruz moved to adjourn, A. Roberto seconded the motion. Motion passed. Meeting adjourned at 2:43 p.m.**

**Submitted By:**



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**Barbara S. Blas**

**Approved By:**



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**Sarah Leon Guerrero**

**BYLAWS OF THE FACULTY SENATE  
OF  
GUAM COMMUNITY COLLEGE**

**ARTICLE I  
THE FACULTY SENATE**

**SECTION ONE**

Pursuant to the Constitution, there is hereby created a collective body representing the faculty of the Guam Community College (hereinafter referred to as the "College") hereinafter known as:

**THE FACULTY SENATE**

The Faculty Senate shall serve as the official voice of the Members of the College Faculty in the process of Participatory Governance.

**SECTION TWO**

**Philosophy.** The College Faculty believes in inclusive dialog that promotes the effective management of the College to the benefit of the community we serve.

**SECTION THREE**

**Duties & Powers.** The Faculty Senate shall represent the legitimate consensus of the faculty regarding issues concerning the institution to the College Governing Council, College President and the College Board of Trustees.

The Faculty Senate may recommend actions to be forwarded to the College Governing Council or other offices/committees as appropriate. The recommended actions may be on any matter that affects the College so long as such actions do not conflict with the Board Union Contract, Civil Service Rules & Regulations or existing law. The approval of such recommended actions shall be pursuant to the Bylaws of the Faculty Senate.

The Faculty Senate shall be responsible for direction of all Committees within its purview.

**SECTION FOUR**

**Voting.** Majority of members present be defined as 50 + 1.

**Voting Membership.** Pursuant to Article III of the Constitution, the voting membership of the Faculty Senate shall consist of:

1. Two (2) representatives, elected by the faculty at-large,



2. The Faculty Senate President, elected at large from the general faculty,
3. The Faculty Senate President-Elect, elected at large from the general faculty, and
4. The Past Faculty Senate President

Voting Members may also be referred to as "senators"

**Non-Voting Membership.** All Faculty of the Guam Community College shall be Non-Voting Members of the Faculty Senate. "Faculty" is defined as full-time instructional or non-instructional personnel employed by the College and covered by the Board of Trustees-Union Agreement.

## SECTION FIVE

**Election of Officers.** All officers shall be elected pursuant to the Article I, Section Five of the Constitution or, in the absence of any provision in the Constitution, by members of the Faculty Senate by a majority vote of all the voting members of the Faculty Senate. After the first year, all elections of officers of the Faculty Senate shall occur at the last organizational meeting of the faculty in the month of April. Officers shall assume their duties the next academic year. The Faculty Senate past-President shall be in charge of coordinating the election process. The Union will oversee the tallying and certifying of results.

**President, President-Elect and Past-President.** Upon election of the President-Elect, The former President-Elect shall become, by default, the President during the following year. After the term of President has been completed, the outgoing President shall become the Past-President.

**At-Large Members.** The At-Large Members shall be members of the Faculty Union Bargaining Unit. The At-Large Members shall assist in maintaining order when the Faculty Senate is in session and shall serve as the Sergeant-At-Arms.

**Vacancies.** If the office of the President of the Faculty Senate should become vacant, the President-Elect of the Faculty Senate shall assume the position. A special election for the position of President-Elect shall then be held within 14 faculty work days, tallied and certified by the Union, in which all faculty shall be allowed to vote. This same procedure will be followed if other offices become vacant.

**Secret Ballot.** Voting for all officers shall be by written, secret ballot.

## SECTION SIX

**Open Meetings.** Meetings of the Faculty Senate shall be open to the public. Any measure shall be deemed "passed" by a simple majority of the total number of College Faculty Senators.

**Yearly Organizational Meetings.** The first organizational meeting of the incoming Faculty Senate shall be held by September 1 of the current academic year. The Faculty Senate shall set the date, time, location and specifics at the last organizational meeting, which shall be held no earlier than April.

**Monthly Meetings.** The Faculty Senate shall meet at least once a month at a regularly scheduled time during the academic year.

**Special Meetings.** Special Meetings of the Faculty Senate shall be pursuant to Article VI of the Constitution.

**Notice.** Notice of Monthly Meetings shall be pursuant to Article VI of the Constitution. In addition, an agenda shall be included with such notice. Also, such notice and agenda shall be posted at a designated location.

**Minutes of Special Meetings.** Preparation and issuance of Minutes shall be pursuant to Article VI of the Constitution.

**Quorum.** Three college senators shall constitute a quorum pursuant to Article VII of the Constitution.

## SECTION SEVEN

**Privilege of College Presidential Address.** Upon request to the President of the Faculty Senate, the President of the College may call a special meeting of the Faculty Senate. Such meeting shall be in compliance with the provisions regarding Special Meetings of the Faculty Senate. The President of the College, or his/her designated ed representative, shall be invited to address the College Faculty Senate at that meeting.

## **ARTICLE II THE EXECUTIVE COMMITTEE**

### SECTION ONE

**The Executive Committee of the Senate.** The Executive Committee of the Faculty Senate shall consist of the Voting Members of the Faculty Senate (also referred to as "Senators" pursuant to Article I, Section Four above.)

**Duties & Powers.** The Executive Committee shall be responsible for the Faculty Senate's compliance with the Constitution, the Bylaws, the Board of Trustee's Agreement and all applicable law.

The Executive Committee of the Faculty Senate shall be responsible for inviting appropriate persons to appear before the Faculty Senate to make

presentations and/or answer questions. Anyone wishing to address the College Faculty Senate may apply to the President of the Faculty Senate in advance of the meeting, and may be invited to appear before the Faculty Senate at the President's discretion.

During the summer, the Executive Committee shall act for the Faculty Senate, subject to review by the full Faculty Senate during the first two regularly scheduled meetings of the fall semester. The Executive Committee, when acting as the Faculty Senate during summer, shall comply with all provisions of the Constitution, Bylaws, Board of Trustees' Agreement and applicable law.

### **ARTICLE III COMMITTEES**

**Committees.** After the first year, Committees shall be created or deleted by a majority vote of the Senators, at a properly noticed regular or special meeting of the Faculty Senate.

**Committees Reporting Requirements.** All committees are responsible to and must report to the Faculty Senate. Copies of all agendas shall be posted to MyGCC three faculty work days prior to scheduled meetings. Minutes and other documents shall be posted to MyGCC within seven faculty work days after Committee meetings.

**Rules Governing Committees.** The Faculty Senate shall create rules governing Committees, not inconsistent with the Constitution, Bylaws, Board of Trustees' Agreement and applicable Law.

**Committee Meeting Requirements.** Committees shall meet at least once a month and before September 15 of each academic year. In the spirit of participatory governance, committees are encouraged to meet more frequently as needed to conduct business and to address College concerns.

**Committee Submission of Yearly Agenda and other Requirements.** Committees shall submit to the Faculty Senate and post on MyGCC the goals of the committee and a tentative plan of action to achieve such listed goals, membership list, approved bylaws, and regular meeting dates no later than September 30.

**Committee Submissions of Yearly Closing Report.** Committees shall submit to the Faculty Senate and post to MyGCC a closing report listing whether the goals, enunciated in the Yearly Agenda (listed above), were met and the manner in which they were accomplished. The Closing Report shall also contain attendance of all meetings, and recommendations for the following academic year. The Yearly Closing Report shall be submitted to the Faculty Senate by April 30 and will also be forwarded to the Academic Vice-President and the Deans.

#### **ARTICLE IV PARLIAMENTARY AUTHORITY**

The rules contained in the current edition of Robert's Rules of Order newly Revised shall govern the Faculty Senate in all cases to which they are applicable and in which they are not inconsistent with these By-Laws and any special rules or order the Faculty Senate may adopt.

#### **ARTICLE V AMENDMENTS**

During the first years of operation, the Executive Committee shall have the authority to review and revise the Bylaws as is necessary. There shall be a mandatory review of the Constitution and Bylaws of the Faculty Senate. This review shall become a part of the assessment process.



**FACULTY SENATE**  
**Violations of Faculty Ethics**  
**Adopted by the Faculty Senate on January 2011**

The Committee on Faculty Ethics (CFE) is convened by the Faculty Senate (FS) when it receives and considers charges of violations of faculty ethics that involve the abuse of professional responsibilities as outlined in Code of Ethics (Board Policy 470). The FS also acts to promote knowledge of and adherence to the ethical principles of the faculty.

The CFE is not intended to be used to seek remedies such as monetary damages. The CFE will not act when legal, mediational, or other proceedings have been initiated or are ongoing by complainants that render the CFE's pursuit of an investigation redundant or disruptive. The CFE will not act on matters that have been or should be referred for investigation and action to an administrative officer, supervisor, or another appropriately charged committee in accordance with the College's policies and procedures. Complaints concerning personnel actions taken by a supervisor are to be handled by the applicable grievance procedure. If ethical issues arise from, or remain unresolved following such proceedings, the CFE will be available to receive or consider charges of violations of the principles.

The Committee on Faculty Ethics is composed of five members, four faculty members and a fifth person to be chosen by the committee, which could be student, staff or outside member. Committee members are appointed by the president of the Faculty Senate with the advice of the senate. All faculty committee members must be full-time faculty members. The CFE shall select their chairperson when they first convene. A quorum of the CFE consists of three members.

**OPERATING PROCEDURES**

The following steps constitute the planned procedure to be followed in all cases that are presented to the CFE for investigation of an alleged ethics violation by a Guam Community College faculty member.

**Filing of Complaint**

A written complaint report form (see attached) about the faculty member's alleged ethics violation can be submitted by anyone to the FS President. This form must be submitted within ten working days of the alleged incident. The exception to this timeline is if the incident occurs within 20 working days of the end of the postsecondary semester. For this exception, the complaint report form must be turned in within ten working days of the beginning of the next semester, with the exclusion of the summer semester.

The FS will examine the charges in the complaint report and determine if the issue is under the purview of the Faculty Senate. The FS will establish if legal, administrative,

meditational, or

other procedures are currently underway that render the CFE's possible pursuit of an investigation redundant or disruptive. If any such procedures are in progress or are known to have been initiated, the FS will decline to investigate the charges. If the FS determines that the complaint is under the purview of the FS, then the FS will convene the Committee on Faculty Ethics. If the FS determines that it is not within their purview, then guidance and direction will be given to the complainant. The FS has five working days from receipt of the complaint form to inform the complainant on the status of their decision.

If an investigation is to be initiated, the CFE chair will secure permission from the accuser(s) to reveal their name(s) to the accused (and others involved in the investigation) before any further steps can be taken. If permission is not obtained, the CFE will have to reconsider its decision in light of the need to conceal the accuser's identity. If the investigation is initiated, then the remaining steps will be followed unless the charge is withdrawn.

The CFE can determine at any time to stop the investigation if any legal, administrative, meditational, or other procedures are initiated that render the CFE's pursuit of an investigation redundant or disruptive.

The CFE has 20 working days to render a decision. The final decision must be agreed upon by at least three members. The CFE decision is final and cannot be appealed. The accuser can withdraw their charge at any time.

Charges of the CFE:

#### **Preparation**

1. Outline the scope of the investigation: the scope includes a determination of the time frame, issues and parties involved, and the possible range of recommendations to be reached. Responsibilities of committee members will be determined, including the appointment of an evidence officer, if appropriate.
2. Itemize the ethical issues in question: each issue will be clarified as it pertains to the case.
3. Identify all witnesses to be contacted: the accuser(s) and accused will be asked to provide a list of relevant witnesses.
4. Identify all materials to be studied: the CFE will consider any material presented to it that will substantiate or refute the charges, or other evidence from any other pertinent source.
5. Prepare interview questions: a list of questions will be prepared for each person to be interviewed.
6. Contact all witnesses to arrange their interviews within the time deadlines specified by the CFE and explain the interview process and the rights of the individuals involved.

#### **Investigation and Action**

1. The CFE will conduct interviews.

2. The CFE will collect and analyze evidence and materials.
3. The CFE will deliberate on their finding and reach a conclusion.
4. If the CFE determines that a violation did not occur, then the report is prepared and the case is closed.
5. If the CFE determines that an ethics violation occurred, then the following consequences may be considered. The committee will determine the extent to which the consequences are implemented, such as the length of time, and the forum.
  - a) Public announcement
  - b) Public apology
  - c) Cannot serve on any standing committee
  - d) Cannot apply for PDRC
  - e) Cannot apply for Promotions
  - f) Submission of letter to their employee file
  - g) Submission of letter to the appropriate Dean for consideration in the evaluation process
  - h) Completion of appropriate counseling, training or course
6. The CFE will send a signed copy of the final report with the decision to the accuser(s) and accused, and the Faculty Senate. The FS may send the report, if necessary, to other individuals such as the President, deans, and department heads.

The FS President will retain the official record of the case in the FS filing system. The case will then be closed.





# GUAM COMMUNITY COLLEGE

## Faculty Senate

### Agenda

Wednesday, 04/05/16 @ 1:30pm

I. Call to Order:

II. Attendance:

Name:	Email:	Present:
Anthony Roberto	<a href="mailto:anthony.roberto@guamcc.edu">anthony.roberto@guamcc.edu</a>	
Sarah Leon Guerrero	<a href="mailto:sarah.leonguerrero@guamcc.edu">sarah.leonguerrero@guamcc.edu</a>	
Patricia Terlaje	<a href="mailto:patricia.terlaje@guamcc.edu">patricia.terlaje@guamcc.edu</a>	
Carl Torres II	<a href="mailto:carl.torresii@guamcc.edu">carl.torresii@guamcc.edu</a>	
Donna Cruz	<a href="mailto:donna.cruz@guamcc.edu">donna.cruz@guamcc.edu</a>	
Barbara Blas	<a href="mailto:barbara.blas4@guamcc.edu">barbara.blas4@guamcc.edu</a>	

III. Approval of Prior Minutes: 03/16/2016

IV. Old Business:

- A. Committee Elections
- B. FS By-Laws
- C. FS Code of Ethics
- D. Faculty Survey
- E. School of Career and College Readiness
- F. Faculty Senate Budget
- G. LOC
- H. GenEd
- I. End of the Year Faculty Gathering (Incentives/Award)
- J. FS Status in Negotiations
- K. End of Year Report

V. New Business:

VI. Open Discussion:

VII. Next Meeting: Wednesday, April 13, 2016 @ 1:30pm, Faculty Senate Office C2

VIII. Adjournment:

**GUAM COMMUNITY COLLEGE**  
**Faculty Senate**

**GCC's 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.

**Minutes**

**Wednesday, April 05, 2016**

**Faculty Senate Office – C2**

**@ 1:30 p.m.**

I. Meeting called to order @ 1:50 p.m.

II. Attendance:

Name	E-mail	Present
Sarah Leon Guerrero, President	<a href="mailto:sarah.leonguerrero@guamcc.edu">sarah.leonguerrero@guamcc.edu</a>	✓
Patricia Terlaje, President-Elect	<a href="mailto:patricia.terlaje@guamcc.edu">patricia.terlaje@guamcc.edu</a>	✓
Anthony Roberto, Past President	<a href="mailto:anthony.roberto@guamcc.edu">anthony.roberto@guamcc.edu</a>	✓
Carl Torres II, Member-At-Large	<a href="mailto:carl.torresii@guamcc.edu">carl.torresii@guamcc.edu</a>	✓
Donna Cruz	<a href="mailto:donna.cruz@guamcc.edu">donna.cruz@guamcc.edu</a>	✓
Barbara Blas	<a href="mailto:barbara.blas4@guamcc.edu">barbara.blas4@guamcc.edu</a>	✓

III. Review of Minutes: 03/16/2016

**D. Cruz moved to approve the minutes of March 16, 2016, motion was seconded by P. Terlaje. No further discussion, motion passed unanimously.**

IV. Old Business:

- A. Committee Elections – will be held after negotiations. A. Roberto will speak to all committee chairs to request for a listing of committee vacancies for AY2016-2017 committee membership. Call for nominations will begin on April 11, 2016 and closed on April 27, 2016. The following committees with vacancies: Faculty Senate – 2, PDRC – 3, and Promotions – 3.
- B. FS By-Laws – Approved and posted on MyGCC website. (See Attachment)
- C. FS Code of Ethics – Approved and posted on MyGCC website. (See Attachment)
- D. Faculty Survey – tabled
- E. School of Career and College Readiness – S. Leon Guerrero will schedule a meeting with C. Santos regarding formalization of budget.
- F. Faculty Senate Budget – \$5,000 yearly budget.
- G. LOC – S. Leon Guerrero will follow up with P. Clymer as recommended by Faculty Senate, regarding publication of GCC Catalog, hard copy needed for Department Chairs/LOC/Counselors. Request for status of Dr. Somera and F. Tupaz's memo.
- H. GenEd – S. Leon Guerrero will follow up with the committee's checklist. Request for status of Dr. Somera and F. Tupaz's memo. Curriculum Manual needs to reflect GenEd checklist/criteria/SOPs.
- I. Chachalani Contributions – J. Flores requested for the next issue to recommend a faculty member who will be featured for the good work that he or she has done. P. Terlaje reported Mike Setzer will be featured on the upcoming issue. S. Leon Guerrero suggested that retired faculty members be featured as well.

- J. End of the Year Faculty Gathering (Incentives/Award) – S. Leon Guerrero will post an announcement on MyGCC. B. Blas is in the process of preparing requisitions for the event. Faculty Senate members are still soliciting for prizes and request for F. Tupaz to assist with solicitation of prizes. S. Leon Guerrero will request for Culinary to bake the cake.
  - K. Faculty Evaluations – all have been completed.
  - L. FS Status in Negotiations – tabled
  - M. End of Year Report – P. Terlaje suggested to prepare a report of all the issues Faculty Senate encountered during AY2015-2016. Also to send a copy to each Standard Committee.
- V. New Business:
- A. Service Learning – Instructors should be required to create activities relating to the course study.
  - B. 4 Year Degree – presentations will be in room 5108 on Tuesday, April 19, 2016 and Wednesday, April 20, 2016 at 2:30pm for Culinary and Education.
- VI. Open Discussion/Announcements:
- A. Complaint Form – posted online on Faculty Senate web page.
- VII. Next Meeting: Wednesday, April 20, 2016 @ 1:00 p.m. at CSI Conference Room.
- VIII. **D. Cruz moved to adjourn, A. Roberto seconded the motion. Motion passed. Meeting adjourned at 2:46 p.m.**

**Submitted By:**

  
\_\_\_\_\_  
**Barbara S. Blas**

**Approved By:**

  
\_\_\_\_\_  
**Sarah Leon Guerrero**

# GUAM COMMUNITY COLLEGE

## Faculty Senate

### Agenda

Wednesday, 04/13/16 @ 1:30pm

Special Meeting

I. Call to Order:

II. Attendance:

Name:	Email:	Present:
Anthony Roberto	<a href="mailto:anthony.roberto@guamcc.edu">anthony.roberto@guamcc.edu</a>	
Sarah Leon Guerrero	<a href="mailto:sarah.leonguerrero@guamcc.edu">sarah.leonguerrero@guamcc.edu</a>	
Patricia Terlaje	<a href="mailto:patricia.terlaje@guamcc.edu">patricia.terlaje@guamcc.edu</a>	
Carl Torres II	<a href="mailto:carl.torresii@guamcc.edu">carl.torresii@guamcc.edu</a>	
Donna Cruz	<a href="mailto:donna.cruz@guamcc.edu">donna.cruz@guamcc.edu</a>	
Barbara Blas	<a href="mailto:barbara.blas4@guamcc.edu">barbara.blas4@guamcc.edu</a>	

III. Old Business:

A. Faculty Complaint

B. Faculty Gathering End of the Year-April 23, 2016

IV. New Business:

V. Open Discussion:

VI. Next Meeting: Wednesday, April 20, 2016 @ 1:00pm, CSI Conference Room.

VII. Adjournment:

**GUAM COMMUNITY COLLEGE**  
**Faculty Senate**

**GCC's 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.

**Minutes**

**Tuesday, April 13, 2016**  
**Faculty Senate Office – C2**  
**@ 1:30 p.m.**

**Special Meeting**

I. Meeting called to order @ 1:40 p.m.

II. Attendance:

Name	E-mail	Present
Sarah Leon Guerrero, President	<a href="mailto:sarah.leonguerrero@guamcc.edu">sarah.leonguerrero@guamcc.edu</a>	✓
Patricia Terlaje, President-Elect	<a href="mailto:patricia.terlaje@guamcc.edu">patricia.terlaje@guamcc.edu</a>	absent
Anthony Roberto, Past President	<a href="mailto:anthony.roberto@guamcc.edu">anthony.roberto@guamcc.edu</a>	absent
Carl Torres II, Member-At-Large	<a href="mailto:carl.torresii@guamcc.edu">carl.torresii@guamcc.edu</a>	✓
Donna Cruz	<a href="mailto:donna.cruz@guamcc.edu">donna.cruz@guamcc.edu</a>	✓
Barbara Blas	<a href="mailto:barbara.blas4@guamcc.edu">barbara.blas4@guamcc.edu</a>	✓

III. New Business:

A. Faculty Complaint – Discussion was held and no recording was taken. S. Leon Guerrero will meet with J. Muna (HR Administrator) and Associate Dean Dr. E. Diego regarding the complaint. Faculty Senate agreed to reconvene to discuss further actions to be taken.

IV. Open Discussion/Announcements:  
None

V. Next Meeting: Wednesday, April 20, 2016 @ 1:00 p.m. in CSI Conference Room.

VI. C. Torres II moved to adjourn, D. Cruz seconded the motion. Meeting adjourned at 2:20 p.m.

**Submitted By:**

  
\_\_\_\_\_  
**Barbara S. Blas**

**Approved By:**

  
\_\_\_\_\_  
**Sarah Leon Guerrero**

# GUAM COMMUNITY COLLEGE

## Faculty Senate

### Agenda

Wednesday, 04/20/16 @ 1:00pm

I. Call to Order:

II. Attendance:

Name:	Email:	Present:
Anthony Roberto	<a href="mailto:anthony.roberto@guamcc.edu">anthony.roberto@guamcc.edu</a>	
Sarah Leon Guerrero	<a href="mailto:sarah.leonguerrero@guamcc.edu">sarah.leonguerrero@guamcc.edu</a>	
Patricia Terlaje	<a href="mailto:patricia.terlaje@guamcc.edu">patricia.terlaje@guamcc.edu</a>	
Carl Torres II	<a href="mailto:carl.torresii@guamcc.edu">carl.torresii@guamcc.edu</a>	
Donna Cruz	<a href="mailto:donna.cruz@guamcc.edu">donna.cruz@guamcc.edu</a>	
Barbara Blas	<a href="mailto:barbara.blas4@guamcc.edu">barbara.blas4@guamcc.edu</a>	

III. Approval of Prior Minutes: 04/05/2016 & 04/13/2016 Special Meeting

IV. Old Business:

- A. Committee Elections
- B. Faculty Survey
- C. School of Career and College Readiness
- D. LOC
- E. GenEd
- F. End of the Year Faculty Gathering (Incentives/Award)
  - 1. Assistance at beach
  - 2. Prizes
  - 3. List of retirees
  - 4. Names of awardees
  - 5. Department?
- G. FS Status in Negotiations
- H. End of Year Report
- I. Service Learning
- J. 4 Year Degree
- K. Complain

V. New Business:

- A. Graduation

VI. Open Discussion:

VII. Next Meeting:

VIII. Adjournment:

**GUAM COMMUNITY COLLEGE**  
**Faculty Senate**

**GCC's 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.

**Minutes**

**Wednesday, April 20, 2016**

**CSI Conference Room**

**@ 1:00 p.m.**

I. Meeting called to order @ 1:05 p.m.

II. Attendance:

Name	E-mail	Present
Sarah Leon Guerrero, President	<a href="mailto:sarah.leonguerrero@guamcc.edu">sarah.leonguerrero@guamcc.edu</a>	✓
Patricia Terlaje, President-Elect	<a href="mailto:patricia.terlaje@guamcc.edu">patricia.terlaje@guamcc.edu</a>	✓
Anthony Roberto, Past President	<a href="mailto:anthony.roberto@guamcc.edu">anthony.roberto@guamcc.edu</a>	absent
Carl Torres II, Member-At-Large	<a href="mailto:carl.torresii@guamcc.edu">carl.torresii@guamcc.edu</a>	✓
Donna Cruz	<a href="mailto:donna.cruz@guamcc.edu">donna.cruz@guamcc.edu</a>	✓
Barbara Blas	<a href="mailto:barbara.blas4@guamcc.edu">barbara.blas4@guamcc.edu</a>	✓

III. Review of Minutes: 04/05/2016 & 04/13/2016 Special Meeting - tabled

IV. Old Business:

- A. Committee Elections – will be held on Tuesday, April 26, 2016 from 9:00 a.m. – 5:00 p.m. in Faculty Senate Office/C2. A. Roberto will follow up with committee chairs to request for a listing of committee vacancies for AY2016-2017 committee membership. A. Roberto will prepare ballot sheets and Standard Committees sign-up sheets.
- B. Faculty Survey – tabled
- C. School of Career and College Readiness – S. Leon Guerrero reported C. Santos confirmed that there is a budget of \$5000.00 for School of Career and College Readiness.
- D. LOC – tabled
- E. GenEd – tabled
- F. End of the Year Faculty Gathering (Incentives/Award) – S. Leon Guerrero will post an announcement on MyGCC. B. Blas will verify if a port a potty can be rented (petty cash).
- G. FS Status in Negotiations – tabled
- H. End of Year Report – tabled
- I. Service Learning – tabled
- J. 4 Year Degree – tabled
- K. Complaint – tabled

V. New Business:

- A. Graduation – B. Blas prepared faculty sign in for each department. Cap and gowns are being lent out by Apprenticeship Office.
- B. Back to School Merienda – Friday, August 12, 2016.



**C. Torres II moved to appropriate no more than \$400.00 for back to school merienda on Friday, August 12, 2016, seconded by D. Cruz. Motion passed unanimously.**

- C. Convocation – in the event that there will be no food served, Faculty Senate will request for Faculty Union to share the cost of light merienda. B. Blas will verify if food will be served.
- C. Torres II moved to appropriate no more than \$400.00 for light merienda in the event refreshments is not provided at Convocation, seconded by D. Cruz. Motion passed unanimously.**

**VI. Open Discussion/Announcements:**

- A. Joint Leadership Meeting – scheduled for Friday, April 29, 2016. Only Faculty Senators were invited not Faculty Union members.
- B. Agenda items for RPF meeting:
1. Groundbreaking for Building 100.
  2. Status of Safety Issues –
    - i. Accessibility Ramp
    - ii. Awning at Tech Building
    - iii. Fire Alarm System
    - iv. Active Shooter On Campus – Faculty Senate will request for Faculty Senate, Accommodative Services, and Criminal Justice take charge of training.
  3. Sexual Harassment for Students – When the training can be conducted? Who will be conducting the training? Is there a formal training scheduled?
  4. Catalog – S. Leon Guerrero reported P. Clymer response to request of catalog preparation, “publication of catalog before end of this semester is not possible because there is no funding.” S. Leon Guerrero suggested to request that each department donate money for catalog printing.
  5. Elevators – elevators in Foundation Building and E Building need to be repaired.
  6. Restrooms – Where are the gender friendly restrooms located?
  7. Workplace Violence Process


**VII. Next Meeting: Wednesday, April 27, 2016 @ 1:30 p.m. at CSI Conference Room.**

**VIII. P. Terlaje moved to adjourn, C. Torres II seconded the motion. Motion passed. Meeting adjourned at 2:26 p.m.**

**Submitted By:**

  
\_\_\_\_\_  
**Barbara S. Blas**

**Approved By:**

  
\_\_\_\_\_  
**Sarah Leon Guerrero**

**GUAM COMMUNITY COLLEGE**  
**Faculty Senate**

**GCC's 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.

**Agenda**  
**Wednesday, April 27, 2016**  
**CSI Conference Room**  
**@ 1:30 p.m.**

I. Meeting called to order

II. Attendance:

Name	E-mail	Present
Sarah Leon Guerrero, President	<a href="mailto:sarah.leonguerrero@guamcc.edu">sarah.leonguerrero@guamcc.edu</a>	
Patricia Terlaje, President-Elect	<a href="mailto:patricia.terlaje@guamcc.edu">patricia.terlaje@guamcc.edu</a>	
Anthony Roberto, Past President	<a href="mailto:anthony.roberto@guamcc.edu">anthony.roberto@guamcc.edu</a>	
Carl Torres II, Member-At-Large	<a href="mailto:carl.torresii@guamcc.edu">carl.torresii@guamcc.edu</a>	
Donna Cruz	<a href="mailto:donna.cruz@guamcc.edu">donna.cruz@guamcc.edu</a>	
Barbara Blas	<a href="mailto:barbara.blas4@guamcc.edu">barbara.blas4@guamcc.edu</a>	

III. Review of Minutes: 04/20/2016

IV. Old Business:

- A. Committee Elections
- B. Faculty Survey
- C. School of Career and College Readiness
- D. LOC
- E. GenEd
- F. End of the Year Faculty Gathering
- G. FS Status in Negotiations
- H. End of Year Report
- I. Service Learning
- J. 4 Year Degree
- K. Complaint
- L. Graduation
- M. Welcome Back Merienda

V. New Business:

VI. Open Discussion/Announcements:

VII. Next Meeting

VIII. Adjournment:

**GUAM COMMUNITY COLLEGE**  
**Faculty Senate**

**GCC's 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.

**Minutes**

**Wednesday, April 27, 2016**

**CSI Conference Room**

**@ 1:30 p.m.**

I. Meeting called to order @ 1:40 p.m.

II. Attendance:

Name	E-mail	Present
Sarah Leon Guerrero, President	<a href="mailto:sarah.leonguerrero@guamcc.edu">sarah.leonguerrero@guamcc.edu</a>	✓
Patricia Terlaje, President-Elect	<a href="mailto:patricia.terlaje@guamcc.edu">patricia.terlaje@guamcc.edu</a>	✓
Anthony Roberto, Past President	<a href="mailto:anthony.roberto@guamcc.edu">anthony.roberto@guamcc.edu</a>	✓
Carl Torres II, Member-At-Large	<a href="mailto:carl.torresii@guamcc.edu">carl.torresii@guamcc.edu</a>	✓
Donna Cruz	<a href="mailto:donna.cruz@guamcc.edu">donna.cruz@guamcc.edu</a>	✓
Barbara Blas	<a href="mailto:barbara.blas4@guamcc.edu">barbara.blas4@guamcc.edu</a>	✓

III. Review of Minutes: 04/05/2016, 04/13/2016 Special Meeting, and 04/20/2016 - tabled

IV. Old Business:

- A. Committee Elections – was held on Tuesday, April 26, 2016 from 9:00 a.m. – 5:00 p.m. in Faculty Senate Office/C2. Election results were reported by P. Terlaje. CCA is requesting for more committee members. GenEd has only one vacancy. LOC has no vacancies. C. Torres II will verify with CTC if faculty members have served more than three years. B. Blas will send the committee membership template to S. Leon Guerrero via email. A. Roberto and C. Torres II will post an announcement of the election results.
- D. Cruz moved to ratify the election results, seconded by P. Terlaje. Motion passed unanimously.**
- B. School of Career and College Readiness – meeting scheduled for Friday, May 6, 2016 at 9:00 a.m. in Building E. S. Leon Guerrero will request for B. Blas to attend this meeting to take minutes. P. Terlaje suggested every time there is a meeting with Dr. Somera the Faculty Senate secretary should be present to record the meeting. S. Leon Guerrero will prepare a listing of all CCR faculty issues and concerns then send via email to all Faculty Senate members and CCR faculty.
- C. LOC – S. Leon Guerrero will follow up with committee checklist.
- D. GenEd – Held their last meeting for the semester. S. Leon Guerrero will follow up with committee checklist and curriculum manual. The committee turned in their SOPs and end year report. Committee still having issues, S. Leon Guerrero recommended to wait until next academic year to address.
- E. End of the Year Faculty Gathering (Incentives/Award) – everyone enjoyed themselves. Faculty recommended the next event be held in the evening for Spring 2017.

- F. FS Status in Negotiations – deadline for response from Administration is Tuesday, April 26, 2016.
- G. End of Year Report – Due to Academic Vice President by May 09, 2016. S. Leon Guerrero will collect all committee reports to include AY2016-2017 committee membership draft and submit to Academic Vice President. Faculty Senate goals for AY2016-2017 was discussed S. Leon Guerrero will finalize the report and send it to Academic Vice President. (See Attachment)
- H. Service Learning – tabled
- I. 4 Year Degree – A. Roberto will send a report to Faculty Senate members.
- J. Complaint – S. Leon Guerrero met with Dr. E. Diego on Tuesday, April 26, 2016. Dr. E. Diego stated she will schedule a meeting with the two individuals for mediation. HR requested for a meeting with Dr. E. Diego, Greg, Deans and Faculty Senate on Thursday, April 28, 2016 at 9:00 a.m.
- K. Graduation – Apprenticeship Office has agreed to loan graduation gowns to faculty members for this year's graduation. Construction Trades Department have been informed to see Terry Barnhart for request. S. Leon Guerrero reported Administrators are requesting for Faculty Senators to lead the faculty members for graduation.
- L. Welcome Back Merienda – scheduled for Friday, August 12, 2016 in Student Center Training Room (5108). B. Blas will prepare requisitions for this event.
- M. Convocation – Monday, August 15, 2016 from 5:00 p.m. – 7:00 p.m. in the MPA. Faculty Senate voted, if food is not provided by administrators for this event. Faculty Senate will provide light refreshment for faculty members only. B. Blas will make room reservation with CSI for Training Room. The following items will be provided: Sandwiches (Subway), pizzas, cookies, coffee, tea, and water.

V. New Business:  
None

VI. Open Discussion/Announcements:  
A. Joint Leadership Meeting – Friday, April 29, 2016 at 10:00 a.m. in LRC.

VII. Next Meeting: Tuesday, May 03, 2016 @ 11:45 a.m. at Mangilao Golf Course.

VIII. **P. Terlaje moved to adjourn, C. Torres II seconded the motion. Motion passed. Meeting adjourned at 3:09 p.m.**

**Submitted By:**

  
\_\_\_\_\_  
**Barbara S. Blas**

**Approved By:**

  
\_\_\_\_\_  
**Sarah Leon Guerrero**

**GUAM COMMUNITY COLLEGE**  
**Faculty Senate**

**GCC's 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.

**Agenda**  
**Tuesday, May 03, 2016**  
**Mangilao Golf Course**  
**@ 11:45 a.m.**

I. Meeting called to order

II. Attendance:

Name	E-mail	Present
Sarah Leon Guerrero, President	<a href="mailto:sarah.leonguerrero@guamcc.edu">sarah.leonguerrero@guamcc.edu</a>	
Patricia Terlaje, President-Elect	<a href="mailto:patricia.terlaje@guamcc.edu">patricia.terlaje@guamcc.edu</a>	
Anthony Roberto, Past President	<a href="mailto:anthony.roberto@guamcc.edu">anthony.roberto@guamcc.edu</a>	
Carl Torres II, Member-At-Large	<a href="mailto:carl.torresii@guamcc.edu">carl.torresii@guamcc.edu</a>	
Donna Cruz	<a href="mailto:donna.cruz@guamcc.edu">donna.cruz@guamcc.edu</a>	
Barbara Blas	<a href="mailto:barbara.blas4@guamcc.edu">barbara.blas4@guamcc.edu</a>	

III. Review of Minutes: 04/05/2016, 04/13/2016 Special Meeting, 04/20/2016, and 04/27/2016.

IV. Old Business:

- A. Committee Elections
- B. School of Career and College Readiness
- C. LOC
- D. GenEd
- E. FS Status in Negotiations
- F. End of Year Report
- G. Service Learning
- H. 4 Year Degree
- I. Complaint
- J. Graduation
- K. Welcome Back Merienda

V. New Business:

VI. Open Discussion/Announcements:

VII. Next Meeting

VIII. Adjournment:

**GUAM COMMUNITY COLLEGE**  
**Faculty Senate**

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**Minutes**

**Tuesday, May 03, 2016**

**Mangilao Golf Course**

**@ 11:00 a.m.**

I. Meeting called to order @ 12:30 p.m.

II. Attendance:

Name	E-mail	Present
Sarah Leon Guerrero, President	<a href="mailto:sarah.lconguerrero@guamcc.edu">sarah.lconguerrero@guamcc.edu</a>	✓
Patricia Terlaje, President-Elect	<a href="mailto:patricia.terlaje@guamcc.edu">patricia.terlaje@guamcc.edu</a>	✓
Anthony Roberto, Past President	<a href="mailto:anthony.roberto@guamcc.edu">anthony.roberto@guamcc.edu</a>	✓
Carl Torres II, Member-At-Large	<a href="mailto:carl.torresii@guamcc.edu">carl.torresii@guamcc.edu</a>	✓
Donna Cruz	<a href="mailto:donna.cruz@guamcc.edu">donna.cruz@guamcc.edu</a>	✓
Barbara Blas	<a href="mailto:barbara.blas4@guamcc.edu">barbara.blas4@guamcc.edu</a>	✓

III. Review of Minutes: 04/05/2016, 04/13/2016 Special Meeting, 04/20/2016, and 04/27/2016

**P. Terlaje moved to approve the minutes of April 05, 2016, motion was seconded by C. Torres**

**II. No further discussion, motion passed unanimously.**

**D. Cruz moved to approve the special meeting minutes of April 13, 2016, motion was seconded by A. Roberto. No further discussion, motion passed unanimously.**

**D. Cruz moved to approve the minutes of April 20, 2016 with corrections, motion was seconded by C. Torres II. No further discussion, motion passed unanimously.**

**P. Terlaje moved to approve the minutes of April 27, 2016 with corrections, motion was seconded by C. Torres II. No further discussion, motion passed unanimously.**

IV. Old Business:

A. Committee Elections – Results were announced and posted. Faculty Senate will send a letter of recommendation to Fred Tupaz and the Academic Vice President requesting for an increase in faculty members of CTC. Faculty Senate recommended that J. Concepcion be a member of CTC to represent DE faculty. Calendar Committee – P. Terlaje recommended that a secondary faculty be included as a member, Faculty Senate recommended Norma Guerrero (Marketing Instructor). LOC – Kristianna Santos, Marivic Schrage, and Vera De Oro are new members. C. Torres II will follow up with T. Datuin if she will remain in Standard I and who is the chair-elect for Standard III. T. Concepcion is no longer a member of Standard II. S. Leon Guerrero will request for release time for the chairs and chair-elects for all Standard Committees.

- B. School of Career and College Readiness – Meeting scheduled for Friday, May 6, 2016 at 9:00 a.m. in C4. S. Leon Guerrero will request for B. Blas to attend this meeting for recording purposes.
- C. LOC – Committee emailed Faculty Senate requesting for the status of the GenEd checklist.
- D. GenEd – S. Leon Guerrero will follow up with committee checklist and send a copy to LOC when received. Faculty Senate recommended that GenEd revise their committee by-laws to reflect a committee chair, chair-elect, and a past chair.
- E. FS Status in Negotiations – Recommendation is to settle between the two Presidents.
- F. End of Year Report – Due to Academic Vice President by May 09, 2016. S. Leon Guerrero reported most committees have submitted their reports, except for CDC and CTC.
- G. Service Learning – Faculty members do not want to go through CSI office to do service learning for their students. Faculty are looking into other options before Fall 2016 semester.
- H. 4 Year Degree – A. Roberto will send the report to S. Leon Guerrero. S. Leon Guerrero will then submit to Academic Vice President along with the End of Year report. Members requested to be cc when sending documents to AAVP.
- I. Complaint – S. Leon Guerrero provided a copy of the complainant's timeline. Faculty Senate agreed to convene an ethics committee at the beginning of Fall 2016 semester.
- J. Graduation – Apprenticeship Office has agreed to lend graduation gowns to faculty members for this year's graduation. S. Leon Guerrero will pick up the gowns from T. Barnhart and give B. Blas to distribute. Faculty would need to sign out for items.
- K. Welcome Back Merienda – scheduled for Friday, August 12, 2016 at 2:00 p.m. in Student Center Training Room (5108). B. Blas will meet with P. Terlaje to discuss menu items.
- L. Convocation – scheduled for Monday, August 15, 2016 from 5:00 p.m. – 7:00 p.m. in the MPA. Faculty Senate will provide light refreshment for faculty members, in Student Center Training Room (5108). P. Terlaje will prepare a flyer for both events and post before end of semester.

V. New Business:  
None

VI. Open Discussion/Announcements:

- A. Certificates – B. Blas will prepare certificate of appreciation for the following faculty: William Korenko, Valenzuelas', Ines Bukikosa, and AY2015-2016 committee chairs. A certificate of recognition for Simone Bollinger (Teacher of the Year).


VII. Next Meeting: Tuesday, May 10, 2016 @ 1:30 p.m. at Faculty Senate Office C2.

VIII. **P. Terlaje moved to adjourn, C. Torres II seconded the motion. Motion passed. Meeting adjourned at 1:30 p.m.**

**Submitted By:**

  
Barbara S. Blas

**Approved By:**

  
Sarah Leon Guerrero

## Timeline: Faculty Senate Letter of Concern: TD/YT)

April 2015-present

Thursday, 4/7	Complainant met with Carl Torres to deliver Letter of Complaint
Friday, 4/8	<p>Carl Torres delivered letter to SLG, FS President.</p> <p>SLG delivered letters to Tony Roberto and Donna Cruz. Patty Terlaje was not in her office.</p>
Tuesday, 4/12	SLG attempted to deliver letter to PT. She was not in office so letter was delivered to Sally Sablan yesterday.
Wednesday, 4/13	<p>Faculty Senate meeting: After reviewing the bylaws, it was determined that if another party is conducting an investigation, FS will not conduct their own investigation. SLG to meet with HR and the dean.</p> <p>3:30 pm- SLG meeting with JM. She informed SLG that she and GM met with the complainant. GM will be conducting an investigation into the Violence in the Workplace allegation. Therefore, FS will inform the complainant that they will not be investigating her complaint. JM also recommended that FS meet with the other party to get her side of the story.</p> <p>4 pm – SLG met with Associate Dean Liz Diego. Findings: 1. She met with YT on and Dean Gina on 4/5. 2. She did attend the NADE conference with CLG and TD in March. 3. She is the evaluator for TD so she is familiar with the all that is happening.</p>
Friday, 4/15	SLG and PT interviewed YT this morning at Southern High School. ( see notes), SLG attempted to deliver letter from FS to complainant. TD returned her phone call and agreed to receive letter on Monday, 4/11 (see email).
Monday, 4/18	Hand delivered FS response to TD in D8.
Tuesday, 4/26	SLG met with Associate Dean Diego. She has not met with either party since our last meeting but reiterated that she is still willing to mediate for both parties.
Wednesday, 4/27	FS meeting. FS agreed to meet with HR and proceed from there with our recommendation.



Thursday, 4/28

Meeting with HR in respond to email from complainant. JM explained the dual issues: Work place violence and Unprofessionalism. GM conducted his investigation and reported that both parties agreed that this incident was not a workplace violence and will accept his findings. However, the complainant still wishes to pursue her "Unporfessionalism" complaint.

FS will meet with the complainant and present two options to her:

Option A: Mediation from the associate dean for both parties.

Option B: If mediation is not accepted, then FS will convene the Faculty Ethics Committee(FEC). However, complainant should be aware that according to the contract, the FEC will be convened but this issue will have to be addressed at the beginning AY 2016-2017.

Friday, 4/19

HR informs FS that the complainant does not wish to pursue mediation. To settle this matter, the complainant wants a letter of apology from YT.

FS met and has requested HR to meet with YT.

Monday, 5/2

YT would agrees to meet with HR, but will bring along B. Mead.

Both arrived at 4 pm. HR attempted to contact YT all day to inform her that it was unnecessary to bring B. Mead because this was not a grievance, complaint or mediation. For clarification , it is meeting at the request from FS. Both parties agreed. Scheduled meeting is on Wednesday, 5/4.



*Kulehon Kumunldát Gudhan*

Guam Community College  
P.O. Box 23069, Barrigada, Guam 96921  
www.guamcc.edu

## MEMORANDUM

TO: Dr. R. Ray Somera, Academic Vice President  
Wendall Roden, Chairperson, Standard II Student Learning Programs & Services  
Vera De Oro, Chairperson, Standard III Resources  
Juanita Tenorio, Chairperson, Standard IV Leadership & Governance

FROM: Sarah Leon Guerrero, Faculty Senate President

DATE: May 24, 2016

SUBJECT: Faculty Senate Year End Report for AY 2015-2016

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- **Name:** Faculty Senate
- **Committee Members:**  
Sarah Leon Guerrero (President)  
Patricia Terlaje (President-Elect)  
Anthony Roberto (Past President)  
Donna Cruz (Senator at Large)  
Carl Torres (Senator at Large)

Initiatives		Completed	Carried Forward	Will Not Pursue	Status Description
1.	Identify committee members for AY 2015-2016	X			All governance committees filled.
2.	Begin discussion on 4 year degree	X	X		Proposals from four programs submitted.
3.	Foster communication among faculty	X	X		Communication through MyGCC announcements faculty email, faculty gatherings (start of every semester), faculty picnic and Chachalani reports.
4.	Foster communication with governance committees	X	X		Faculty Senate attend committee meetings and oversight responsibility. Chairs invited to FS meetings.
5.	Review Faculty Senate Constitution		X		FS Constitution outdated and will need further review.

6.	Review Faculty Senate Ethics Procedure	X	X		FS reviewed and approved
7	Developed FS IOP	X	X		FS reviewed and approved
8	Review and provide input for Faculty Senate role and responsibilities as outlined in the BOT agreement	X	X		
9	Mediate and serve as an advocate with committee issues and/or concerns	X	X		

### Self Assessment

- To what degree has Faculty Senate met its roles and responsibilities?  
Faculty Senate met the majority of its initiatives. In addition to these initiatives, FS engaged in the following activities:
  - Discussion of faculty increments.
  - Conducted one unplanned Faculty Elections for Promotions Committee
  - Assisted in the preparation for contract negotiations.
  - Facilitated interpretation of GED roles and responsibilities.
  - Facilitated talks between faculty and AVP regarding School of CCR.
  - Reviewed one formal complaint submitted by faculty.
  - Facilitated 4-year proposal presentations by individual departments.
  - Ensure leadership positions are identified in IOPs of the governance committees
  - Regularly scheduled FS meetings and several non-scheduled
  - Participation in all College Governing Council meetings
  - Participation in all Resource, Planning, and Facilities meetings
  - Participation in Faculty Union meetings
  - Convened Faculty Assembly
  - Reviewed and provided feedback to various drafts of the Institutional Professional Comprehensive Development Plan
- How could the Faculty Senate improve its effectiveness in regard to meeting its roles and responsibilities?
  - Be knowledgeable of the processes and procedures of the participatory governance structure.
  - Improve communication to truly practice Participatory Governance
  - Improve relationship with Administration thereby fostering communication which will create a conducive setting that considers and addresses faculty recommendations

- Encourage and advocate for the BOT agreement negotiations as the document defines the existence of Faculty Senate and overall participatory governance
- How effective was Faculty Senate in completing its initiatives?
  - Faculty Senate was very effective in accomplishing its initiatives.
- How might Faculty Senate improve its effectiveness in regard to accomplishing its initiatives?
  - By having defined roles and responsibilities. The Faculty Senate constitution had roles defined for its members. The constitution has not been updated since 2011. Continue to support the initiative to begin the BOT negotiations
- What resources are needed to assist Faculty Senate in achieving its initiatives?
  - BOT agreement negotiations as it defines the roles and responsibilities of participatory governance
  - Curriculum repository inadequate (TracDat & MyGCC Master Schedule)
  - Catalog (inaccuracies, hard copies needed for LOC members/advisors/DCs/all Post Secondary/Secondary Counselors) late publications not in time for advisement may cause misadvisement concerns)
  - Continued Administrative assistance
  - Continued budget to support activities
  - Safe and clean office space
  - Additional committee membership to conduct numerous activities

## **Recommendations**

- What topics should be addressed by this committee next year?
  - Institutional Professional Comprehensive Development Plan
  - School of Career and College Readiness
  - LOC and Gen. Ed. Committee
  - 4 Year Degree
  - Review Faculty Senate IOP
  - Review Faculty Senate Constitution
  - Review Ethics Procedure
- Are there any additional roles or responsibilities Faculty Senate should be addressing?
  - Ensure that leaders of the governance committees are knowledgeable of the processes for reporting of committee activities.
  - DC for every faculty
- What issues, initiatives or work has Faculty Senate identified that other committee(s) and/or departments should address next year?

- Representation and communication college wide
- 4 Year Degree
- Contract Action Teams
- Institutional Comprehensive Professional Development Plan
- School of Career and College Readiness
- Clarify and define roles of entities formed by Administration (i.e. Governance Check group, Joint Leadership” group, Management DC group, etc.) created outside of governance process but have decision-making capabilities for all stakeholders.

Please upload this document to the appropriate GCC site page, and submit an electronic copy to the Office of Assessment, Institutional Effectiveness and Research (AIER) at [aier@guamcc.edu](mailto:aier@guamcc.edu)

**GUAM COMMUNITY COLLEGE**  
**Faculty Senate**

**GCC's Mission Statement:**

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**Agenda**

**Tuesday, May 10, 2016**

**Faculty Senate Office C2**

**@ 10:00 a.m.**

I. Meeting called to order

II. Attendance:

Name	E-mail	Present
Sarah Leon Guerrero, President	<a href="mailto:sarah.leonguerrero@guamcc.edu">sarah.leonguerrero@guamcc.edu</a>	
Patricia Terlaje, President-Elect	<a href="mailto:patricia.terlaje@guamcc.edu">patricia.terlaje@guamcc.edu</a>	
Anthony Roberto, Past President	<a href="mailto:anthony.roberto@guamcc.edu">anthony.roberto@guamcc.edu</a>	
Carl Torres II, Member-At-Large	<a href="mailto:carl.torresii@guamcc.edu">carl.torresii@guamcc.edu</a>	
Donna Cruz	<a href="mailto:donna.cruz@guamcc.edu">donna.cruz@guamcc.edu</a>	
Barbara Blas	<a href="mailto:barbara.blas4@guamcc.edu">barbara.blas4@guamcc.edu</a>	

III. Review of Minutes: 05/03/2016.

IV. Old Business:

- A. Committee Elections
- B. School of Career and College Readiness
- C. LOC
- D. GenEd
- E. End of Year Report
- F. 4 Year Degree
- G. Complaint
- H. Graduation
- I. Welcome Back Merienda

V. New Business:

VI. Open Discussion/Announcements:

VII. Next Meeting

VIII. Adjournment:

**GUAM COMMUNITY COLLEGE**  
**Faculty Senate**

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**Minutes**

**Tuesday, May 10, 2016**  
**Faculty Senate Office C2**  
**@ 10:00 a.m.**

I. Meeting called to order @ 10:10 a.m.

II. Attendance:

Name	E-mail	Present
Sarah Leon Guerrero, President	<a href="mailto:sarah.leonguerrero@guamcc.edu">sarah.leonguerrero@guamcc.edu</a>	✓
Patricia Terlaje, President-Elect	<a href="mailto:patricia.terlaje@guamcc.edu">patricia.terlaje@guamcc.edu</a>	✓
Anthony Roberto, Past President	<a href="mailto:anthony.roberto@guamcc.edu">anthony.roberto@guamcc.edu</a>	✓
Carl Torres II, Member-At-Large	<a href="mailto:carl.torresii@guamcc.edu">carl.torresii@guamcc.edu</a>	✓
Donna Cruz	<a href="mailto:donna.cruz@guamcc.edu">donna.cruz@guamcc.edu</a>	absent
Barbara Blas	<a href="mailto:barbara.blas4@guamcc.edu">barbara.blas4@guamcc.edu</a>	✓

III. Recital of Guam Community College Mission Statement: all members recited the mission statement.

IV. Review of Minutes: 05/03/2016

**P. Terlaje moved to approve the minutes of May 03, 2016 with corrections, motion was seconded by C. Torres II. No further discussion, motion passed unanimously.**

V. Old Business:

- A. Committee Elections – Results were announced and posted. Faculty Senate is still working on finalizing the AY2016-2017 Committee Membership listing. C. Torres II will verify with R. Paulino and K. Maloney if they would like to join one of the Standard Committees. P. Terlaje will verify with V. Calvo Jr. which committee he would like to join. S. Leon Guerrero will follow up with T. Datuin whether she will remain a member of Standard I.
- B. School of Career and College Readiness – A. Roberto reported the 8 faculty members met with Administrators (Pilar Williams, Dr. Elizabeth Diego, and Dr. Michael Chan) to discuss issues and concerns. A. Roberto brought up the following issues: how were faculty members selected, faculty members signing of GG1's, and Department Chair. A. Roberto questioned, "Were the forms that CCR faculty members signed GG1's? Dr. Michael Chan responded that they were not GG1's they were forms of acknowledgement.
- C. LOC – According to T. Unten the committee does have a checklist. However, the committee will not reconvene until Fall 2016. S. Leon Guerrero requested that T. Unten work with Rosemarie Nanpei (LOC Chair) to include GenEd checklist in Curriculum Manual. T. Unten responded that the committee will have to work on it on Fall 2016.
- D. GenEd – Faculty Senate recommended that GenEd revise their committee by-laws to reflect a committee chair, chair-elect, and a past chair. S. Leon Guerrero will follow up.

- E. End of Year Report – Due to Academic Vice President by May 09, 2016. S. Leon Guerrero reported most committees have submitted their reports, except for CCA. She will follow up with M. Montague if the report was submitted. She will also send all FS members a copy of all reports that were submitted.
- F. 4 Year Degree – A. Roberto will send the finalized report to S. Leon Guerrero. S. Leon Guerrero will then submit to Academic Vice President. Members would like to be cc'd.
- G. Complaint – P. Terlaje reported if the complainants request for resolution is not accommodated the complainant will rescind the complaint. P. Terlaje will follow up with J. Muna via email for documentation purposes.
- H. Graduation – Apprenticeship Office, Terry Barnhart gave the gowns to Faculty Senate. S. Leon Guerrero requested for B. Blas to prepare a sign out sheet for borrowed gowns. B. Blas will prepare requisitions for storage containers to store gowns.
- I. Welcome Back Merienda – scheduled for Friday, August 12, 2016 at 2:00 p.m. in Student Center Training Room (5108). P. Terlaje prepare an agenda for this event. B. Blas will prepare requisitions for the following menu items: Titiyas, Chicken Wingettes, Lumpia, Beef Kelaguen, Chicken Kelaguen, Empanada, Buchichi, Pastit and Water.
- J. Convocation – scheduled for Monday, August 15, 2016 from 5:00 p.m. – 7:00 p.m. in the MPA. P. Terlaje will request that Faculty Union provide light refreshment (Subway sandwiches and pizza) for faculty members. P. Terlaje will prepare a flyer for both events and post before end of semester.

VI. New Business:  
None

VII. Open Discussion/Announcements:

- A. Committee Release Time – Non Instructional Faculty is very difficult to have release time. Service hours cannot be compromised. S. Leon Guerrero suggested to make this issue a contractual issue.

VIII. Next Meeting: Wednesday, May 11, 2016 @ 3:00 p.m. in Student Center Training Room 5108.

IX. A. Roberto moved to adjourn, P. Terlaje seconded the motion. Motion passed. Meeting adjourned at 11:29 a.m.

**Submitted By:**

  
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**Barbara S. Blas**

**Approved By:**

  
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**Sarah Leon Guerrero**



**GUAM COMMUNITY COLLEGE**  
**Faculty Senate**

**GCC's 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.

**Minutes**

**Wednesday, May 11, 2016**  
**Student Center Training Room 5108**  
**@ 3:00 p.m.**

- I. Meeting called to order @ 3:10 p.m.
- II. Attendance: (See Attachment)
- III. Open Discussion/Announcements:
  - A. Committee Membership Listing – P. Terlaje announced if any faculty would like to sign up for a committee to do so at the end of the meeting. Committee listing is not finalized but must be submitted in August 2016 for AVP's final approval.
  - B. Graduation – Dr. V. Tudela and Dr. M. Chan are seeking volunteers to assist with clean up after graduation. Chant will begin at 5:45 p.m. and commencement will begin at 6:00 p.m. B. Blas will have sign in sheets for faculty. Apprenticeship donated graduation gowns to Faculty Senate. B. Blas will distribute to faculty who need to borrow.
  - C. Faculty Welcome Back Gathering – Friday, August 12, 2016 at 2:00 p.m. in Student Center Training Room 5108. The following food will be available: spicy wingettes, chicken kelaguen, beef kelaguen, lumpia, empanada, buchibuchi, pastit, and water.
  - D. Convocation – Monday, August 15, 2016 from 5:00 p.m. – 7:00 p.m. (No food and refreshments will be provided). However, food and refreshments will be provided by Faculty Union in Student Center Training Room 5108.
  - E. RPF Committee Reports – P. Terlaje reported the following:
    - 1. Room Revitalization – Maintenance will be conducted a clean sweep of all classrooms. D. Perez requested for faculty members to secure all personal items and student work. All unsecured items and belongings will be shredded and thrown if not secured. Announcement has been posted on MyGCC.
    - 2. She recommended that faculty review RPF minutes and announcements when posted for more information. Many CIP projects and issues were announced at last meeting such as: There will be a delay of the groundbreaking of Building 100 due to protest.
  - F. AY2016-2017 Faculty Senate – S. Leon Guerrero introduced the AY2016-2017 Faculty Senate: Patty Terlaje (President), Sarah Leon Guerrero (Past President), Robin Roberson (President Elect), Carl Torres II (Member At Large), and Donna Cruz (Member At Large).
  - G. Fred Tupaz (Faculty Union President) – F. Tupaz expressed that there were many challenges during the contract negotiations. Initially Faculty Union was prepared to take a hard stance in

terms of what the team had to do to get back to the bargaining table. Everything would have negatively had an impact on the institution as a whole. In order to prevent that from happening President Okada and F. Tupaz are committed to working together. President to President they are committed to getting the contract renegotiated, committed to doing it in good faith, and giving faculty the best contract that they can possibly have. The current contract is good, but just a few things need to be strengthened and linked together.

**H. President Okada –**

1. After technicalities are resolved contract negotiation will continue.
2. “Hoping to have more frequent conversations together, if you have a specific issue she would prefer you meet with her directly to discuss the issue.”
3. “There are many good faculty leaders and a strong faculty support system here at GCC.”
4. “Upon reviewing the Board’s policy and the public law that established the Board, the Board is responsible for appointing Advisory Committees to review and build curriculum.” The next academic year, if you are listed as an Advisory Committee you will come to the Board for approval. The Board may add additional advisory members because they are from the community. They may be adding advisory members to your departments. Still working on fixing this issue to make sure it is in alignment.

**I. Faculty Concerns:**

1. Trash Containers and Restrooms in Allied Health Building – Rosemarie Loveridge reported that the trash containers and restrooms are not being cleaned properly.
2. Protest for Groundbreaking of Building 100 and GCC’s Website– due to a protest the groundbreaking will be postponed until protest is resolved.
3. Bid for Forensic Lab - will be posted next week.

**IV. G. Yanger moved to adjourn, P. Terlaje seconded the motion. Motion passed. Meeting adjourned at 11:29 a.m.**

**Submitted By:**

  
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**Barbara S. Blas**

**Approved By:**

  
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**Sarah Leon Guerrero**