

**Guam Community College  
Staff Senate Executive Council Meeting  
Thursday, February 02, 2017  
CSI Conference Room**

**Staff Senate Mission Statement**

The Staff Senate is committed to student success and shall serve as the official voice of the Members of the College Staff in the process of Participatory Governance and support the vision and mission of Guam Community College.

**AGENDA**

- I. Call Meeting To Order**
- II. Roll Call**
- III. Recital of the Guam Community College Mission Statement**
- IV. Approval of Minutes—November 17, 2016**
- V. Old Business**
  - A. Merit Bonus (1995-2009) – no movement has been made due to legal issues. There is no legislative law stating the GCC has to pay out. All members were asked to encourage their senators to push for pay out.
  - B. Merit Bonus (2014-current) – freeze began in 2014 until today. No movement, due to no funding.
  - C. Staff Survey
  - D. Staff Senate Constitution & Bylaws
  - E. Staff Senate Goals
  - F. Committee Representation
    - 1. Resource, Planning & Facility – SSEC Officers
    - 2. College Governance Committee – SSEC Officers
    - 3. Committee on College Assessment – Vangie Aguon, Doris Manibusan, and Johanna Camacho
    - 4. College Technology Committee – Rose Aquinde and Josephine Arceo. Joyce Rosario
    - 5. Joint Leadership Committee – SSEC Officers
    - 6. Board of Trustees – Ken Bautista
    - 7. Staff/Administrator Development Committee – Marilyn Concepcion, Tishawnna Smith, and Debbie Duenas.
    - 8. OSH/ADA Task Force – Kimberly Bautista and John Diaz.
    - 9. PLA Task Force – Toni Chamberlain
- VI. New Business**
  - A. Budget
  - B. Staff Senate General Membership Meeting – March 20, 2017
- VII. Committee Reports**
  - A. Resource Planning & Facility (RPF)
  - B. College Governance Committee (CGC)
  - C. Committee on College Assessment (CCA)
  - D. College Technology Committee (CTC)
  - E. Joint Leadership Committee
  - F. Board of Trustees (BOT)
  - G. GCC Logo Group
  - H. OSH/ADA Task Force
  - I. PLA Task Force
  - J. Staff/Administrator Development Committee
- VIII. Staff Concerns**
- IX. Announcements**
- X. Next Meeting – Thursday, February 23, 2017, CSI Conference Room**
- XI. Adjournment**

**Guam Community College  
Staff Senate Executive Council  
Thursday, February 02, 2017  
CSI Conference Room**

**Staff Senate Mission Statement**

The Staff Senate is committed to student success and shall serve as the official voice of the Members of the College Staff in the process of Participatory Governance and support the vision and mission of Guam Community College.

**MINUTES**

**I. Call Meeting to Order**

Latisha Leon Guerrero called meeting to order at 3:07 p.m.

**II. Roll Call**

**Present:** Latisha Leon Guerrero, Carol Guerrero, Joanne Blas, Kimberly Bautista, Debbie Duenas, Vivian Guerrero, Donnie Lizama, Apolline San Nicolas and Barbara Blas.

**Absent:** Marilyn Concepcion (on leave) and Tishawanna Smith

**III. Recital of the Guam Community College Mission Statement**

Everyone present recited the mission.

**IV. Approval of Minutes of November 17, 2016.**

**Donnie Lizama moved to approve the minutes of November 17, 2016, seconded by Kimberly Bautista; after further discussion, all in favor, motion carried unanimously.**

**V. Old Business**

- A. Merit Bonus (1995-2009) – no movement has been made due to legal issues. There is no legislative law stating the GCC has to pay out. All members were asked to encourage their senators to push for pay out.
- B. Merit Bonus (2014-current) – freeze began in 2014 until today. No movement, due to no funding.
- C. Staff Senate Constitution & Bylaws – Latisha Leon Guerrero requested for all Staff Senate Executive Council members to review the Constitution and Bylaws. Deadline for feedback and comments, February 23, 2017. In preparation for the Staff Senate General Membership meeting scheduled for Monday, March 20, 2017 (GCC College Assembly).
- D. Committee Representation – Latisha Leon Guerrero will prepare memos to President Okada regarding the following staff representatives:
  1. Resource, Planning & Facilities – SSEC Officers
  2. College Governing Council – SSEC Officers
  3. Committee on College Assessment – Vangie Aguon, Doris Manibusan, and Johanna Camacho. Latisha Leon Guerrero will follow up with Johanna Camacho if she is still willing to represent staff for this committee.
  4. College Technology Committee – Ana Mari Atoigue, Tara Pascua, and Chris Camacho. Rose Aquinde and Josephine Arceo will replace Ana Mari Atoigue and Tara Pascua. However, Rose Aquinde is very hesitant to be a staff representative.
  5. Joint Leadership Committee – SSEC Officers
  6. Board of Trustees – Ken Bautista
  7. Staff/Administrator Development Committee – Theda Rios
  8. OSH/ADA Task Force – Kimberly Bautista and John Diaz.
  9. PLA Task Force – Toni Chamberlain

**VI. New Business**

- A. Budget – Latisha Leon Guerrero reported her and Joanne Blas met with President Okada to discuss Staff Senate budget. Latisha Leon Guerrero explained the breakdown of Staff Senate Executive Council budget which was approved by President Okada. (See Attachment)

- B. College Assembly – scheduled for Monday, March 20, 2017 (no requests for leave will be approved)
  - 1. Active Shooter Training Phase II – Faculty Senate requested for staff assistance during training. Volunteers: Cheryl San Nicolas, Darlyn Sablan, and Marilyn Concepcion. The following individuals were recommended to assist with training: Tasi Mafnas, Stephanie Fernandez, Morris Eblacas, and Benedict De Leon. List of volunteers will be submitted by Friday.
  - 2. AIER Presentation – Latisha Leon Guerrero will forward the presentation to Staff Senate Executive Council members to review.
  - 3. Staff Senate General Membership Meeting – scheduled for 4:00pm – 5:00pm.

## **VII. Committee Reports**

- A. Resource Planning & Facility (RPF) – Latisha Leon Guerrero reported the following:
  - 1. FY16 budget still owed 3.7M. Allotments have stopped however, they will verify with DOA to ask when willed.
  - 2. FY17 GCC received \$900,000.
  - 3. FY18 Budget Request was approved. RPF and CGC committee chair and co-chairs signed memo of approval which will be forwarded to President Okada.
  - 4. Building 300 is in its final design.
  - 5. Wellness Center and GCC Annex have been placed on hold.
- B. College Governance Committee (CGC) – same as RPF.
- C. Committee on College Assessment (CCA) – retreat scheduled for Friday, February 10, 2017.
- D. College Technology Committee (CTC) – next meeting scheduled for Thursday, February 09, 2017.
- E. Joint Leadership – none
- F. Board of Trustee (BOT) – same as RPF and CGC.
- G. GCC Logo Group – logo launch is scheduled for Thursday, February 16, 2017 from 3:30pm – 6:30pm. The first 200 employees will receive a free polo shirt with the new logo.
- H. OSHA/ADA Task Force – none
- I. PLA Task Force – none
- J. Staff/Administrator Development Committee – Friday, January 27, 2017 was the final deadline to submit applications.

## **VIII. Staff Concerns**

- A. Assessment – Carol Guerrero questioned, “How is SSEC going to do the assessment?” and “What are they looking for as far as Staff Senates assessment?” Latisha Leon Guerrero responded, “President Okada said she will get back to me regarding the assessment of Staff Senate funding. President Okada will formulate a template and get back to Staff Senate.”

## **IX. Announcements**

- A. GCC Employee Association – Raffle Ticket Fundraiser, \$2 for 1 ticket and \$5 for 3 tickets. Prizes: \$50 Movie gift certificate, \$50 Kmart gift certificate, and \$50 Home Depot gift certificate.
- B. The Edge Conference, Westin Hotel from 8:30am – 4:00pm. All students are welcome to attend. Pre-registration opens, Thursday, February 02, 2017.
- C. Transformation Leadership Academy – recommendations for staff members to attend Session III.

## **X. Next Meeting – Thursday, February 23, 2017, CSI Conference Room**

## **XI. Adjournment**

**Carol Guerrero moved to adjourn the meeting at 3:39 p.m.; seconded by Vivian Guerrero. No discussion, all in favor, motion carried unanimously.**

**SUBMITTED BY:**



**BARBARA J. BLAS**  
Recording Secretary

**ATTESTED BY:**



**CAROL GUERRERO**  
Vice President, Staff Senate




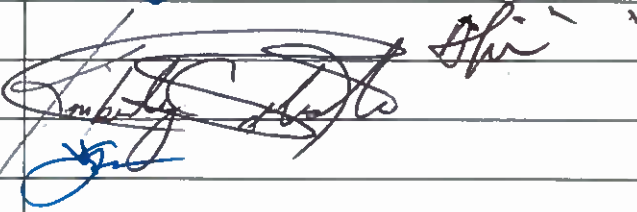

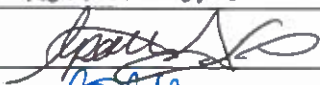

**APPROVED BY:**



**LATISHA ANN LEON GUERRERO**  
President, Staff Senate

**Staff Senate Executive Council Meeting**  
**CSI Conference Room**  
**3:00 p.m.**  
**February 2, 2017**  
**Thursday**

**ATTENDANCE SHEET**

| Name |   | Signature   |
|------|---|---|
| 1.   | Latisha Leon Guerrero, President        |           |
| 2.   | Carol Guerrero, Vice President          |            |
| 3.   | Joanne Blas, Secretary/Treasurer        |           |
| 4.   | Donnie Lizama, Member-At-Large          |           |
| 5.   | Kimberly Bautista, Member-At-Large      |   |
| 6.   | Vivian Guerrero, Member-At-Large        |   |
| 7.   | Marilyn Concepcion, Member-At-Large     |   |
| 8.   | Tishawanna Smith, Member-At-Large       |   |
| 9.   | Debbie Duenas, Member-At-Large          |  2/2/17 |
| 10.  | Apolline San Nicolas, HR Representative |         |
| 11.  | Barbara Blas, Recording Secretary       |         |
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Property transfer  
to Staff Senate  
President - Lataoka  
Dean Guerrero

\* College Assembly  
- Staff Senate  
General Meeting  
On Agenda.

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**Guam Community College  
Staff Senate Executive Council Meeting  
Thursday, February 23, 2017  
CSI Conference Room**

**Staff Senate Mission Statement**

**The Staff Senate is committed to student success and shall serve as the official voice of the Members of the College Staff in the process of Participatory Governance and support the vision and mission of Guam Community College.**

**AGENDA**

- I. Call Meeting To Order**
- II. Roll Call**
- III. Recital of the Guam Community College Mission Statement**
- IV. Approval of Minutes—February 02, 2017**
- V. Old Business**
  - A. Merit Bonus (1995-2009) – no movement has been made due to legal issues. There is no legislative law stating the GCC has to pay out. All members were asked to encourage their senators to push for pay out.
  - B. Merit Bonus (2014-current) – freeze began in 2014 until today. No movement, due to no funding.
  - C. Staff Survey
  - D. Staff Senate Constitution & Bylaws
  - E. Staff Senate Goals
  - F. Committee Representation
    - 1. College Technology Committee
  - G. College Assembly – March 20, 2017
- VI. New Business**
  - A. Supplies
- VII. Committee Reports**
  - A. Resource Planning & Facility (RPF)
  - B. College Governance Committee (CGC)
  - C. Committee on College Assessment (CCA)
  - D. College Technology Committee (CTC)
  - E. Joint Leadership Committee
  - F. Board of Trustees (BOT)
  - G. GCC Logo Group
  - H. OSH/ADA Task Force
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**Guam Community College  
Staff Senate Executive Council  
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**Staff Senate Mission Statement**

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**MINUTES**

**I. Call Meeting to Order**

Latisha Leon Guerrero called meeting to order at 3:08 p.m.

**II. Roll Call**

**Present:** Latisha Leon Guerrero, Carol Guerrero, Joanne Blas, Kimberly Bautista, Marilyn Concepcion, Debbie Duenas, Donnie Lizama and Barbara Blas.

**Absent:** Vivian Guerrero, Tishawanna Smith, and Apolline San Nicolas.

**III. Recital of the Guam Community College Mission Statement**

Everyone present recited the mission.

**IV. Approval of Minutes of February 2, 2017**

**Donnie Lizama moved to approve the minutes of February 2, 2017, seconded by Kimberly Bautista; after further discussion, all in favor, motion carried unanimously.**

**V. Old Business**

- A. Merit Bonus (1995-2009) – no movement has been made due to legal issues. There is no legislative law stating the GCC has to pay out. All members were asked to encourage their senators to push for pay out.
- B. Merit Bonus (2014-current) – freeze began in 2014 until today. No movement, due to no funding.
- C. Staff Senate Constitution & Bylaws – Latisha Leon Guerrero requested for all Staff Senate Executive Council members to review the Constitution and Bylaws. Extended deadline for feedback and comments, Friday, March 03, 2017.
- D. Staff Senate Goals – will be provided to SSGM
- E. Committee Representation – College Technology Committee – Ana Mari Atoigue, Tara Pascua, and Chris Camacho. Rose Aquinde and Josephine Arceo have not confirmed for staff representative for committee. Nominations for staff representative are being accepted, please send requests to Latisha Leon Guerrero.
- F. College Assembly – scheduled for Monday, March 20, 2017. Active Shooter Training Phase II has been postponed until Fall 2017 College Assembly. Latisha Leon Guerrero will inform volunteers of the changes.

**VI. New Business**

- A. Supplies – need to order supplies before money runs out. Note Pads and Pens for staff representatives in committees.
- B. Call Out for CIP 18 – announcement was posted on MyGCC. If anyone has any recommendations, please send to Latisha Leon Guerrero.

**VII. Committee Reports**

- A. Resource Planning & Facility (RPF) – Latisha Leon Guerrero reported the following:
  - 1. FY16 budget still owed 3.7M.
  - 2. FY17 GCC received 13%.
  - 3. All resources being requested will be monitored closely.
- B. College Governance Committee (CGC) – Next meeting scheduled for Thursday, May 04, 2017.
- C. Committee on College Assessment (CCA) – Reviewing assessment plans and reports that were resubmitted, deadline on March 13, 2017. Next scheduled meeting is Friday, February 24, 2017.



D. College Technology Committee (CTC) – The following was reported:

1. Implementing paying services for printing in an open lab. Reason: although students are paying for technology fees, the amount that they print out exceeds the technology fee.
2. PC Bid was protested and still awaiting outcome. However, the current PC bid is still being honored.

E. Joint Leadership – none

F. Board of Trustee (BOT) – FY18 Budget Request was approved.

G. GCC Logo Group – Logo launched on Thursday, February 16, 2017. Many complaints regarding t-shirts and raffles. Latisha Leon Guerrero will share the complaints with the committee when they meet for close out.

H. OSHA/ADA Task Force – No new updates reported.

I. PLA Task Force – none

J. Staff/Administrator Development Committee – Thursday, March 02, 2017 application deadline.

**VIII. Staff Concerns**

None

**IX. Announcements**

A. Veterans Forum – Friday, February 24, 2017, MPA

B. Job Announcement – A/C Refrigeration Mechanic II.

C. GCC Bowling League – Please support our GCC Team: Century Plaza on Monday nights at 6:30pm.

D. Spring Festival on March 30, 2017.

E. SSGM meeting scheduled for March 20, 2017.

**X. Next Meeting – Thursday, March 23, 2017, CSI Conference Room**

**XI. Adjournment**

Debbie Duenas moved to adjourn the meeting at 3:52 p.m.; seconded by Donnie Lizama. No discussion, all in favor, motion carried unanimously.

**SUBMITTED BY:**



**BARBARA J. BLAS**  
Recording Secretary

**ATTESTED BY:**



**CAROL A. GUERRERO**  
Vice President




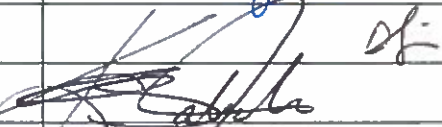





**APPROVED BY:**



**LATISHA ANN N. LEON GUERRERO**  
President

**Staff Senate Executive Council Meeting**  
**CSI Conference Room**  
**3:00 p.m.**  
**February 23, 2017**  
**Thursday**

**ATTENDANCE SHEET**

| Name |   | Signature  |
|------|---|--|
| 1.   | Latisha Leon Guerrero, President        |    |
| 2.   | Carol Guerrero, Vice President          |     |
| 3.   | Joanne Blas, Secretary/Treasurer        |   |
| 4.   | Donnie Lizama, Member-At-Large          |    |
| 5.   | Kimberly Bautista, Member-At-Large      |    |
| 6.   | Vivian Guerrero, Member-At-Large        |    |
| 7.   | Marilyn Concepcion, Member-At-Large     |    |
| 8.   | Tishawanna Smith, Member-At-Large       |  |
| 9.   | Debbie Duenas, Member-At-Large          |  |
| 10.  | Apolline San Nicolas, HR Representative |  |
| 11.  | Barbara Blas, Recording Secretary       |  |
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**Staff Senate Mission Statement**

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**AGENDA**

- I. Call Meeting To Order**
- II. Roll Call**
- III. Recital of the Guam Community College Mission Statement**
- IV. Approval of Minutes—February 23, 2017**
- V. Old Business**
  - A. Merit Bonus (1995-2009) – no movement has been made due to legal issues. There is no legislative law stating the GCC has to pay out. All members were asked to encourage their senators to push for pay out.
  - B. Merit Bonus (2014-current) – freeze began in 2014 until today. No movement, due to no funding.
  - C. Staff Senate Constitution & Bylaws
  - D. Staff Senate Goals
  - E. Committee Representation
  - F. College Assembly – March 20, 2017
- VI. New Business**
  - A. Supplies
  - B. End of Year Report
- VII. Committee Reports**
  - A. Resource Planning & Facility (RPF)
  - B. College Governance Committee (CGC)
  - C. Committee on College Assessment (CCA)
  - D. College Technology Committee (CTC)
  - E. Joint Leadership Committee
  - F. Board of Trustees (BOT)
  - G. GCC Logo Group
  - H. OSHA/ADA Task Force
  - I. PLA Task Force
  - J. Staff/Administrator Development Committee
- VIII. Staff Concerns**
- IX. Announcements**
- X. Next Meeting – Thursday, April 20, 2017, CSI Conference Room**
- XI. Adjournment**

**Guam Community College  
Staff Senate Executive Council  
Thursday, March 23, 2017  
CSI Conference Room**

**Staff Senate Mission Statement**

The Staff Senate is committed to student success and shall serve as the official voice of the Members of the College Staff in the process of Participatory Governance and support the vision and mission of Guam Community College.

**MINUTES**

- I. Call Meeting to Order**  
Latisha Leon Guerrero called meeting to order at 3:05 p.m.
- II. Roll Call**  
**Present:** Latisha Leon Guerrero, Carol Guerrero, Joanne Blas, Kimberly Bautista, Marilyn Concepcion, Debbie Duenas, Vivian Guerrero, Donnie Lizama, Tishawanna Smith, Apolline San Nicolas and Barbara Blas.
- III. Recital of the Guam Community College Mission Statement**  
Everyone present recited the mission.
- IV. Approval of Minutes of February 23, 2017**  
**Donnie Lizama moved to approve the minutes of February 23, 2017, seconded by Kimberly Bautista with changes; after further discussion, all in favor, motion carried unanimously.**
- V. Old Business**
- A. Merit Bonus (1995-2009) – no movement has been made due to legal issues. There is no legislative law stating that GCC has to pay out. All members were asked to encourage their senators to push for pay out.
  - B. Merit Bonus (2014-current) – freeze began in 2014 until today. No movement, due to no funding.
  - C. Staff Senate Constitution & Bylaws – Latisha Leon Guerrero requested for all Staff Senate Executive Council members to review the Constitution and Bylaws. Extended deadline for feedback and comments, end of March 2017.
  - D. Staff Senate Goals – Latisha Leon Guerrero will provide SSEC before end of March 2017.
  - E. Committee Representation – College Technology Committee – Ana Mari Atoigue, Tara Pascua, and Chris Camacho. Nominations for staff representative are being accepted, please send requests to Latisha Leon Guerrero.
  - F. College Assembly – scheduled for Monday, March 20, 2017.
    - 1. Active Shooter Workshop – postponed until Fall 2017 College Assembly. Latisha Leon Guerrero will inform volunteers of the changes.
    - 2. Staff Senate General Membership Meeting - D. Lizama suggested to introduce each committee representative at the next Staff Senate General Membership meeting.
- VI. New Business**
- A. Supplies – need to order supplies such as: note pads and pens for staff representatives in committees.
  - B. End of Year Report – Latisha Ann Leon Guerrero will prepare a draft and present it to Staff Senate Executive Council members at next meeting. Deadline for report is Thursday, May 11, 2017.
- VII. Committee Reports**
- A. Resource Planning & Facility (RPF) – Latisha Leon Guerrero reported the following:
    - 1. Received \$2M for FY16, deficit of \$1.5M.
    - 2. Received allotment for FY17 GCC received 18%.
    - 3. Port-A-Mocha currently pending business permits. Department of Public Works is behind schedule of inspections.
    - 4. All resources being requested will be monitored closely.
  - B. College Governance Committee (CGC) – Next meeting scheduled for Thursday, April 20, 2017.
  - C. Committee on College Assessment (CCA) – Reviewing assessment reports. People have requested for extensions.

- D. College Technology Committee (CTC) – no quorum
- E. Joint Leadership – No new updates reported.
- F. Board of Trustee (BOT) – No new updates reported.
- G. GCC Logo Group – Logo Video Contest (open to students only).
- H. OSHA/ADA Task Force – No new updates reported.
- I. PLA Task Force – No new updates reported
- J. Staff/Administrator Development Committee – still accepting applications, deadline on Thursday, April 14, 2017.

**VIII. Staff Concerns**

No concerns reported.

**IX. Announcements**

- A. Job Announcements
  - 1. JA003-17 Buyer II (GCC Full-Time Permanent Employees only)
  - 2. JA004-17 Supply Expediter (open to the public)
- B. Staff/Administrator Development Committee Accepting Applications, deadline is April 14, 2017.
- C. Spring Festival – Thursday, March 30, 2017, from 4:00pm to 8:00pm, Student Center Courtyard.
- D. Mes Chamorro Events
  - 1. Friday, March 24, 2017, 10:00am to 11:30am Light Merienda, Building 2000 Rotunda
  - 2. Friday, March 31, 2017, 11:00am to 1:00pm Luncheon, Student Center Lounge
- E. Relay for Life Events – Friday, May 26, 2017 from 6:00pm to 12:00am. \*Please email Ely Damian or Marina Aguilar for your donations, questions, and concerns.
- F. Google Suite Training
  - 1. Monday, April 10, 2017 – Google Docs (2 sessions: 9:30am – 10:00am & 3:30pm – 5:00pm)
  - 2. Tuesday, April 11, 2017 – Google Sheets (2 sessions: 9:30am – 10:00am & 3:30pm – 5:00pm)
  - 3. Wednesday, April 12, 2017 – Google Forms (2 sessions: 9:30am – 10:00am & 3:30pm – 5:00pm)

**X. Next Meeting – Thursday, April 20, 2017, CSI Conference Room**

**XI. Adjournment**

Joanne Blas moved to adjourn the meeting at 3:39 p.m.; seconded by Vivian Guerrero. No discussion, all in favor, motion carried unanimously.

**SUBMITTED BY:**



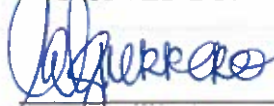
**BARBARA J. BLAS**  
Recording Secretary

**ATTESTED BY:**



**CAROL A. GUERRERO**  
Vice President












**APPROVED BY:**



**LATISHA ANN N. LEON GUERRERO**  
President

**Staff Senate Executive Council Meeting**  
**CSI Conference Room**  
**3:00 p.m.**  
**March 23, 2017**  
**Thursday**

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| 8.   | Tishawnna Smith, Member-At-Large        |  |
| 9.   | Debbie Duenas, Member-At-Large          |  |
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Staff Senate Executive Council  
Thursday, April 27, 2017  
CSI Conference Room**

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**AGENDA**

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- II. Roll Call**
- III. Recital of Guam Community College Mission Statement**
- IV. Approval of Minutes of March 23, 2017, Meeting**
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  - I. PLA Task Force
  - J. Staff/Administrator Development Committee
- VIII. Staff Concerns**
- IX. Announcements**
  - A. Job Announcements
    - i. JA009-17 Planner III with Selective Factor
    - ii. JA017-17 Program Coordinator I with Selective Factor
    - iii. JA001-17 FT Faculty Practical Nursing Program
    - iv. JA003-17 FT Faculty Allied Health Program
    - v. May 5 Retirement Training, highly recommended for GCC employees to attend; 9am or 3pm at the MPA
- X. Next Meeting – Thursday, May 18, 2017, CSI Conference Room**
- XI. Adjournment**

**Guam Community College  
Staff Senate Executive Council  
Thursday, April 27, 2017  
CSI Conference Room**

**Staff Senate Mission Statement**

**The Staff Senate is committed to student success and shall serve as the official voice of the Members of the College Staff in the process of Participatory Governance and support the vision and mission of Guam Community College.**

**MINUTES**

**I. Call Meeting To Order**

Latisha Leon Guerrero called meeting to order at 3:11 p.m.

**II. Roll Call**

**Present:** Latisha Leon Guerrero, Carol Guerrero, Donnie Lizama, Tishawanna Smith, Debbie Duenas, and Apolline San Nicolas

**III. Recital of Guam Community College Mission Statement**

Everyone recited the mission statement.

**IV. Approval of Minutes of March 23, 2017, Meeting**

**D. Lizama moved to approve the minutes of March 23, 2017, seconded by D. Duenas. No discussion, all in favor, motion carried.**

**V. Old Business**

- A. Merit Bonus (1995-2009) – no movement has been made due to legal issues. There is no legislative law stating the GCC has to pay out. All members were asked to encourage their senators to push for pay out.
- B. Merit Bonus (2014-current) – freeze began in 2014 until today. No movement, due to no funding.
- C. Staff Senate Constitution & Bylaws – deadline extended until the end of May.
- D. Staff Senate Goals – review of goals and how to use on the end of year report due
- E. Committee Representation – awaiting meeting with Dr. Ray and deans to further discuss; SSEC Executive Council was advised that membership to certain committees may change due to the BOT/Faculty Agreement.
- F. Supplies – L. Leon Guerrero is getting quotes for shirts for SSEC members; also, will be responsible for order supplies for SSEC/SSGM members sitting on institutional committee.
- G. End of Year Report – L. Leon Guerrero will send out draft to SSEC members for their review before submitting

**VI. New Business**

No new business discussed.

**VII. Committee Reports**

- A. Resource Planning & Facility (RPF) – no new updates reported; committee will not meet until sometime in August 2017
- B. College Governance Committee (CGC) – no new updates reported; committee will not meet until sometime in August 2017



**Guam Community College  
Staff Senate Executive Council  
Thursday, April 27, 2017  
CSI Conference Room**

- C. Committee on College Assessment (CCA) – no new updates reported; committee will not meet until sometime in August 2017
- D. College Technology Committee (CTC) – no new updates reported; committee will not meet until sometime in August 2017
- E. Joint Leadership – no new updates reported
- F. Board of Trustee (BOT) – no new updates reported
- G. OSHA/ADA Task Force – no new updates reported
- H. PLA Task Force – no new updates reported
- I. Staff/Administrator Development Committee – no new updates reported

**VIII. Staff Concerns**

No concerns reported.

**IX. Announcements**

**A. Job Announcements**

- i. JA009-17 Planner III with Selective Factor
  - ii. JA017-17 Program Coordinator I with Selective Factor
  - iii. JA001-17 FT Faculty Practical Nursing Program
  - iv. JA003-17 FT Faculty Allied Health Program
- B. May 5 Retirement Training, highly recommended for GCC employees to attend; 9am or 3pm at the MPA
- C. Graduation rehearsal is on May 11, 2017, and 1pm; luncheon for graduates, sponsored by COPSA, is at 12pm.
- D. Graduation is on May 12, 2017, at 4pm

**X. Next Meeting – Thursday, May 18, 2017, CSI Conference Room**

**XI. Adjournment**

**C. Guerrero moved to adjourn the meeting at 3:40 p.m.; seconded by T. Smith. No discussion, all in favor, motion carried.**

**SUBMITTED BY:**



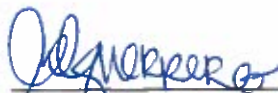
**BARBARA J. BLAS**  
Recording Secretary

**ATTESTED BY:**



**CAROL A. GUERRERO**  
Vice President

**APPROVED BY:**

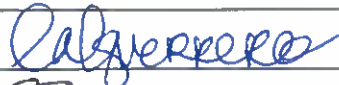



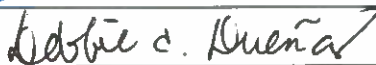



**LATISHA ANN N. LEON GUERRERO**  
President



Staff Senate Executive Council Meeting  
CSI Conference Room  
3:00 p.m.  
April 27, 2017  
Thursday

.ATTENDANCE SHEET

| Name |   | Signature  |
|------|---|--|
| 1.   | Latisha Leon Guerrero, President        |    |
| 2.   | Carol Guerrero, Vice President          |     |
| 3.   | Joanne Blas, Secretary/Treasurer        |  |
| 4.   | Donnie Lizama, Member-At-Large          |    |
| 5.   | Kimberly Bautista, Member-At-Large      |  |
| 6.   | Vivian Guerrero, Member-At-Large        |  |
| 7.   | Marilyn Concepcion, Member-At-Large     |  |
| 8.   | Tishawanna Smith, Member-At-Large       |    |
| 9.   | Debbie Duenas, Member-At-Large          |  |
| 10.  | Apolline San Nicolas, HR Representative |  |
| 11.  | Barbara Blas, Recording Secretary       |  |
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**Guam Community College  
Staff Senate Executive Council Meeting  
Thursday, June 22, 2017  
CSI Conference Room**

**Staff Senate Mission Statement**

The Staff Senate is committed to student success and shall serve as the official voice of the Members of the College Staff in the process of Participatory Governance and support the vision and mission of Guam Community College.

**AGENDA**

- I. Call Meeting To Order**
- II. Roll Call**
- III. Recital of the Guam Community College Mission Statement**
- IV. Approval of Minutes—April 27, 2017, Meeting**
- V. Old Business**
  - A. Merit Bonus (1995-2009) – no movement has been made due to legal issues. There is no legislative law stating the GCC has to pay out. All members were asked to encourage their senators to push for pay out.
  - B. Merit Bonus (2014-current) – freeze began in 2014 until today. No movement, due to no funding.
  - C. Staff Senate Constitution & Bylaws
  - D. Committee Representation
  - E. Supplies
  - F. End of Year Report
- VI. New Business**
  - A. Staff Senate Goals for AY2017-2018
  - B. SSGM Meeting date
- VII. Committee Reports**
  - A. Resource Planning & Facility (RPF)
  - B. College Governance Committee (CGC)
  - C. Committee on College Assessment (CCA)
  - D. College Technology Committee (CTC)
  - E. Joint Leadership Committee
  - F. Board of Trustees (BOT)
  - G. GCC Logo Group
  - H. OSHA/ADA Task Force
  - I. PLA Task Force
  - J. Staff/Administrator Development Committee
- VIII. Staff Concerns**
- IX. Announcements**
  - A. GCCEA Family Yard Sale – Saturday, June 24, 2017 from 6am – 10am
- X. Next Meeting – Thursday, July 20, 2017, CSI Conference Room**
- XI. Adjournment**

**Guam Community College  
Staff Senate Executive Council  
Thursday, June 22, 2017  
CSI Conference Room**

**Staff Senate Mission Statement**  
The Staff Senate is committed to student success and shall serve as the official voice of the Members of the College Staff in the process of Participatory Governance and support the vision and mission of Guam Community College.

**MINUTES**

- I. Call Meeting to Order**  
Latisha Leon Guerrero called meeting to order at 3:02 p.m.
- II. Roll Call**  
**Present:** Latisha Leon Guerrero, Joanne Blas, Marilyn Concepcion, Debbie Duenas, Vivian Guerrero, Donnie Lizama, Tishawanna Smith, Apolline San Nicolas and Barbara Blas.  
**Absent:** Carol Guerrero and Kimberly Bautista
- III. Recital of the Guam Community College Mission Statement**  
Everyone present recited the mission.
- IV. Approval of Minutes of April 27, 2017**  
**Donnie Lizama moved to approve the minutes of April 27, 2017, seconded by Debbie Duenas; after further discussion, all in favor, motion carried unanimously.**
- V. Old Business**
  - A. Merit Bonus (1995-2009) – no movement has been made due to legal issues. There is no legislative law stating that GCC has to pay out. All members were asked to encourage their senators to push for pay out.
  - B. Merit Bonus (2014-current) – freeze began in 2014 until today. No movement, due to no funding.
  - C. Staff Senate Constitution & Bylaws – L. Leon Guerrero requested for all Staff Senate Executive Council members to review the Constitution and Bylaws. She will send out to the Staff Senate General members for their review and feedback. Will be discussed at the next Staff Senate General Membership meeting; hopefully during Summer 2017.
  - D. Committee Representation – L. Leon Guerrero mentioned that a meeting was to take place with VPAA and Deans with the Staff Senate Executive Council Officers but because they could not find a date that was great for everyone to meet, Dr. Somera will send an email in regards to the committee representation changes made due to the Faculty Union and BOT contract.
  - E. Supplies – L. Leon Guerrero will prepare the requisitions for t-shirts for all Staff Senate Executive Council members and supplies for committee members in institutional committees.
  - F. End of Year Report – L. Leon Guerrero submitted the report to VPAA on Wednesday, June 21, 2017.
- VI. New Business**
  - A. Staff Senate Goals for AY2017-2018 – SSEC was tasked to decide what goals they would like to continue or add on for the next academic year; at the next meeting, we will discuss and finalize.
  - B. Staff Senate General Membership meeting date – will ask President Okada for approval to have meeting on July 28, 2017.
- VII. Committee Reports**
  - A. Resource Planning & Facility (RPF) - no new updates reported; committee will not meet until August 2017
  - B. College Governance Committee (CGC) - no new updates reported; committee will not meet until August 2017
  - C. Committee on College Assessment (CCA) - no new updates reported; committee will not meet until August 2017

- D. College Technology Committee (CTC) - no new updates reported; committee will not meet until August 2017
- E. Joint Leadership – no new updates reported
- F. Board of Trustee (BOT) – no new updates reported
- G. OSHA/ADA Task Force - no new updates reported; committee will not meet until August 2017
- H. PLA Task Force – no new updates reported
- I. Staff/Administrator Development Committee – no scheduled trainings.

**VIII. Staff Concerns**  
No new concerns.

**IX. Announcements**

A. GCCEA:

- 1. Family Yard Sale – Saturday, June 24, 2017 from 6am – 10am.
- 2. Movies – Despicable Me or Transformers

B. New Student Orientation – July 19, 2017 in MPA. Session I: A – L @ 9am and Session II: M – Z @ 1pm.

**X. Next Meeting – Thursday, July 20, 2017, CSI Conference Room @ 3:00pm**

**XI. Adjournment**

T. Smith moved to adjourn the meeting at 3:43 p.m.; seconded by M. Concepcion. No discussion, all in favor, motion carried unanimously.

**SUBMITTED BY:**



**BARBARA J. BLAS**  
Recording Secretary

**ATTESTED BY:**



**CAROL A. GUERRERO**  
Vice President

**APPROVED BY:**



**LATISHA ANN N. LEON GUERRERO**  
President



Staff Senate Executive Council Meeting  
 CSI Conference Room  
 3:00 p.m.  
 June 22, 2017  
 Thursday

ATTENDANCE SHEET

| Name |   | Signature                    |
|------|---|------------------------------|
| 1.   | Latisha Leon Guerrero, President        | <i>Latisha Leon Guerrero</i> |
| 2.   | Carol Guerrero, Vice President          |                              |
| 3.   | Joanne Blas, Secretary/Treasurer        | <i>Joanne Blas</i>           |
| 4.   | Donnie Lizama, Member-At-Large          | <i>Donnie Lizama</i>         |
| 5.   | Kimberly Bautista, Member-At-Large      |                              |
| 6.   | Vivian Guerrero, Member-At-Large        | <i>Vivian Guerrero</i>       |
| 7.   | Marilyn Concepcion, Member-At-Large     | <i>Marilyn Concepcion</i>    |
| 8.   | Tishawnna Smith, Member-At-Large        | <i>Tishawnna Smith</i>       |
| 9.   | Debbie Duenas, Member-At-Large          | <i>Debbie Duenas</i>         |
| 10.  | Apolline San Nicolas, HR Representative | <i>Apolline San Nicolas</i>  |
| 11.  | Barbara Blas, Recording Secretary       | <i>Barbara Blas</i>          |
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**Guam Community College  
Staff Senate Executive Council Meeting  
Thursday, July 27, 2017  
CSI Conference Room**

**Staff Senate Mission Statement**

The Staff Senate is committed to student success and shall serve as the official voice of the Members of the College Staff in the process of Participatory Governance and support the vision and mission of Guam Community College.

**AGENDA**

- I. Call Meeting To Order**
- II. Roll Call**
- III. Recital of the Guam Community College Mission Statement**
- IV. Approval of Minutes—June 22, 2017, Meeting**
- V. Old Business**
  - A. Merit Bonus (1995-2009) – no movement has been made due to legal issues. There is no legislative law stating the GCC has to pay out. All members were asked to encourage their senators to push for pay out.
  - B. Merit Bonus (2014-current) – freeze began in 2014 until today. No movement, due to no funding.
  - C. Staff Senate Constitution & Bylaws
  - D. Committee Representation
  - E. Staff Senate Goals for AY2017-2018
  - F. SSGM Meeting Date
- VI. New Business**
  - A. GCC Fall Convocation
- VII. Committee Reports**
  - A. Resource Planning & Facility (RPF)
  - B. College Governance Committee (CGC)
  - C. Committee on College Assessment (CCA)
  - D. College Technology Committee (CTC)
  - E. Joint Leadership Committee
  - F. Board of Trustees (BOT)
  - G. OSHA/ADA Task Force
  - H. PLA Task Force
  - I. Staff/Administrator Development Committee
- VIII. Staff Concerns**
- IX. Announcements**
  - A. GCCEA Family Yard Sale – Saturday, June 28, 2017 from 6am – 10am
  - B. 2017 GCC Fall Convocation – Monday, August 14, 2017 4pm
  - C. New Employee Orientation – Friday, August 11, 2017, 8:30am – 12:30pm
- X. Next Meeting – Thursday, August 24, 2017, CSI Conference Room**
- XI. Adjournment**

**Guam Community College  
Staff Senate Executive Council  
Thursday, July 27, 2017  
CSI Conference Room**

**Staff Senate Mission Statement**

**The Staff Senate is committed to student success and shall serve as the official voice of the Members of the College Staff in the process of Participatory Governance and support the vision and mission of Guam Community College.**

**MINUTES**

**I. Call Meeting To Order**

L. Leon Guerrero called meeting to order at 3:07 p.m.

**II. Roll Call**

**Present:** Latisha Leon Guerrero, Carol Guerrero, Joanne Blas, Donnie Lizama, Kimberly Bautista, Marilyn Concepcion, Tishawanna Smith, Debbie Duenas, Apoline San Nicolas

**Absent:** Vivian Guerrero and Barbara Blas

**III. Recital of Guam Community College Mission Statement**

Everyone present recited the mission.

**IV. Approval of Minutes of June 22, 2017, Meeting**

**D. Lizama moved to approve the minutes of June 22, 2017, seconded by D. Duenas. No discussion, all in favor, motion carried unanimously.**

**V. Old Business**

- A. Merit Bonus (1995-2009) – no movement has been made due to legal issues. There is no legislative law stating the GCC has to pay out. All members were asked to encourage their senators to push for pay out.
- B. Merit Bonus (2014-current) – freeze began in 2014 until today. No movement, due to no funding.
- C. Staff Senate Constitution & Bylaws - will be sent out Staff Senate General Membership for updates
- D. Committee Representation – L. Leon Guerrero will email Dr. Ray for clarification
- E. Staff Senate Goals for AY2017-2018 – C. Guerrero moved to approve the Staff Senate Goals for AY2017-2018, seconded by K. Bautista. No discussion, all in favor, motion carried unanimously.
- F. SSGM Meeting date – L. Leon Guerrero will meet with Dr. Okada and request a meeting date.

**VI. New Business**

- A. GCC Fall Convocation – L. Leon Guerrero will introduce the Staff Senate Executive Council and welcome all attendees back to a new academic year.

**VII. Committee Reports**

- A. Resource Planning & Facility (RPF) – no new updates reported; committee will not meet until August
- B. College Governance Committee (CGC) - no new updates reported; committee will not meet until August
- C. Committee on College Assessment (CCA) - no new updates reported; committee will not meet until August
- D. College Technology Committee (CTC) - no new updates reported; committee will not meet until August
- E. Joint Leadership - no new updates reported
- F. Board of Trustee (BOT) – no new updates reported
- G. OSHA/ADA Task Force - no new updates reported; committee will not meet until August
- H. PLA Task Force – no new updates reported



**Guam Community College  
Staff Senate Executive Council  
Thursday, July 27, 2017  
CSI Conference Room**

I. Staff/Administrator Development Committee – currently accepting applications

**VIII. Staff Concerns**

No new concerns.

**IX. Announcements**

A. GCCEA Family Yard Sale

- i. Saturday, June 28, 2017
- ii. 6am – 10am

B. 2017 GCC Fall Convocation

- i. Monday, August 14, 2017
- ii. 4pm

C. New Employee Orientation

- i. Friday, August 11, 2017
- ii. 8:30am – 12:30pm

**X. Next Meeting – Thursday, August 24, 2017, CSI Conference Room**

**XI. Adjournment**

C. Guerrero moved to adjourn the meeting at 3:58pm; seconded by K. Bautista. No discussion, all in favor, motion carried unanimously.

**SUBMITTED BY:**



**BARBARA J. BLAS**  
Recording Secretary

**ATTESTED BY:**



**CAROL A. GUERRERO**  
Vice President

**APPROVED BY:**



**LATISHA ANN N. LEON GUERRERO**  
President



Staff Senate Executive Council Meeting

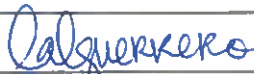









CSI Conference Room

3:00 p.m.

July 27, 2017

Thursday

.ATTENDANCE SHEET

| Name |   | Signature  |
|------|---|--|
| 1.   | Latisha Leon Guerrero, President        |    |
| 2.   | Carol Guerrero, Vice President          |    |
| 3.   | Joanne Blas, Secretary/Treasurer        |    |
| 4.   | Donnie Lizama, Member-At-Large          |     |
| 5.   | Kimberly Bautista, Member-At-Large      |    |
| 6.   | Vivian Guerrero, Member-At-Large        |    |
| 7.   | Marilyn Concepcion, Member-At-Large     |   |
| 8.   | Tishawanna Smith, Member-At-Large       |  |
| 9.   | Debbie Duenas, Member-At-Large          |  |
| 10.  | Apolline San Nicolas, HR Representative |  |
| 11.  | Barbara Blas, Recording Secretary       |  |
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**Guam Community College  
Staff Senate Executive Council  
Wednesday, August 30, 2017  
CSI Conference Room**

**Staff Senate Mission Statement**

**The Staff Senate is committed to student success and shall serve as the official voice of the Members of the College Staff in the process of Participatory Governance and support the vision and mission of Guam Community College.**

**AGENDA**

- I. Call Meeting To Order**
- II. Roll Call**
- III. Recital of Guam Community College Mission Statement**
- IV. Approval of Minutes of July 27, 2017, Meeting**
- V. Old Business**
  - A. Merit Bonus (1995-2009) – no movement has been made due to legal issues. There is no legislative law stating the GCC has to pay out. All members were asked to encourage their senators to push for pay out.
  - B. Merit Bonus (2014-current) – freeze began in 2014 until today. No movement, due to no funding.
  - C. Staff Senate Constitution & Bylaws
  - D. Committee Representation
  - E. SSGM Meeting date
  - F. GCC Fall Convocation
- VI. New Business**
  - A. Labor Day
- VII. Committee Reports**
  - A. Resource Planning & Facility (RPF)
  - B. College Governance Committee (CGC)
  - C. Committee on College Assessment (CCA)
  - D. College Technology Committee (CTC)
  - E. Board of Trustee (BOT)
  - F. OSHA/ADA Task Force
  - G. PLA Task Force
  - H. Staff/Administrator Development Committee
- VIII. Staff Concerns**
  
- IX. Announcements**
  - A. Labor Day Picnic, Sunday, September 3, 2017
- X. Next Meeting – Thursday, September 28, 2017, CSI Conference Room**
- XI. Adjournment**

**Guam Community College  
Staff Senate Executive Council  
Wednesday, August 30, 2017  
CSI Conference Room**

**Staff Senate Mission Statement**  
The Staff Senate is committed to student success and shall serve as the official voice of the Members of the College Staff in the process of Participatory Governance and support the vision and mission of Guam Community College.

**MINUTES**

**I. Call Meeting to Order**

Latisha Leon Guerrero called meeting to order at 3:08 p.m.

**II. Roll Call**

**Present:** Latisha Leon Guerrero, Carol Guerrero, Joanne Blas, Kimberly Bautista, Marilyn Concepcion, Debbie Duenas, Donnie Lizama, Apolline San Nicolas and Barbara Blas.

**Absent:** Vivian Guerrero and Tishawanna Smith

**III. Recital of the Guam Community College Mission Statement**

Everyone present recited the mission.

**IV. Approval of Minutes of July 27, 2017 – Tabled**

**V. Old Business**

- A. Merit Bonus (1995-2009) – no movement has been made due to legal issues. There is no legislative law stating that GCC has to pay out. All members were asked to encourage their senators to push for pay out.
- B. Merit Bonus (2014-current) – freeze began in 2014 until today. No movement, due to no funding.
- C. Staff Senate Constitution & Bylaws – tabled
- D. Committee Representation – status quo
- E. SSGM meeting date – Latisha Leon Guerrero will meet with President Okada to schedule date and time.
- F. GCC Fall Convocation – Latisha Leon Guerrero thanked all staff members who attended convocation.

**VI. New Business**

- A. Labor Day – scheduled for September 03, 2017 from 10:00am – 3:00pm at Ypao Beach Park.

**VII. Committee Reports**

- A. Resource Planning & Facility (RPF) - no new updates reported; committee will not meet until August 2017
- B. College Governance Committee (CGC) - no new updates reported; committee will not meet until August 2017
- C. Committee on College Assessment (CCA) - no new updates reported; committee will not meet until August 2017
- D. College Technology Committee (CTC) - no new updates reported; committee will not meet until August 2017
- E. Board of Trustee (BOT) – no new updates reported
- F. OSHA/ADA Task Force - no new updates reported; committee will not meet until August 2017
- G. PLA Task Force – no new updates reported
- H. Staff/Administrator Development Committee – Several applications were approved. Applications will be accepted in Spring 2018.

**VIII. Staff Concerns**

No new concerns.

**IX. Announcements**

- A. Labor Day Picnic, Sunday, September 03, 2017
- B. Meet the President – September 06 & 07 at 6:00pm in the MPA.
- C. Health Insurance Open Enrollment – no presentation at GovGuam agencies.
- D. Retirement – Deadline to change retirement plan is September 30, 2017.
- E. Accreditation Basics – deadline for completion is September 15, 2017.

**X. Next Meeting – Thursday, September 28, 2017, CSI Conference Room @ 3:00pm**

**XI. Adjournment**

**J. Blas moved to adjourn the meeting at 3:53 p.m.; seconded by K. Bautista. No discussion, all in favor, motion carried unanimously.**

**SUBMITTED BY:**



**BARBARA J. BLAS**  
**Recording Secretary**

**ATTESTED BY:**










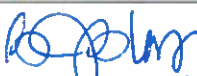

**CAROL A. GUERRERO**  
**Vice President**

**APPROVED BY:**



**LATISHA ANN N. LEON GUERRERO**  
**President**

**Guam Community College  
Staff Senate Meeting  
August 30, 2017**

|     |   |   |
|-----|---|---|
| 1.  | Latisha Leon Guerrero - President <sup>is bigger</sup>                |    |
| 2.  | Carol Guerrero - Vice-President :                                     |    |
| 3.  | Joanne Blas - Secretary / Treasurer :                                 |    |
| 4.  | Donnie Lizama - Member At-Large :                                     |    |
| 5.  | Debbie Duenas - Member At-Large :                                     |    |
| 6.  | Marilyn Concepcion - Member <sup>is</sup> At-Large :                  |    |
| 7.  | Kimberly Bautista - Member At-Large :                                 |    |
| 8.  | Tishwanna Smith - Member At-Large :                                   |   |
| 9.  | Vivian <sup>Guerrero</sup> <del>San Nicolas</del> - Member At-Large : |   |
| 10. |   |   |
| 11. | Barbara Blas - Recording Secretary :                                  |  |
| 12. | Apolline San Nicolas - HR Representative :                            |   |

**Guam Community College  
Staff Senate Executive Council Meeting  
Thursday, October 05, 2017  
CSI Conference Room**

**Staff Senate Mission Statement**

**The Staff Senate is committed to student success and shall serve as the official voice of the Members of the College Staff in the process of Participatory Governance and support the vision and mission of Guam Community College.**

**AGENDA**

- I. Call Meeting To Order**
- II. Roll Call**
- III. Recital of the Guam Community College Mission Statement**
- IV. Approval of Minutes – July 27, 2017 & August 30, 2017 Meeting**
- V. Old Business**
  - A. Merit Bonus (1995-2009) – no movement has been made due to legal issues. There is no legislative law stating the GCC has to pay out. All members were asked to encourage their senators to push for pay out.
  - B. Merit Bonus (2014-current) – freeze began in 2014 until today. No movement, due to no funding.
  - C. Staff Senate Constitution & Bylaws
  - D. Committee Representation
  - E. SSGM Meeting date
  - F. Labor Day
- VI. New Business**
  - A. Staff Senate Logo
- VII. Committee Reports**
  - A. Resource Planning & Facility (RPF)
  - B. College Governance Committee (CGC)
  - C. Committee on College Assessment (CCA)
  - D. Technology Work Group (TWG)
  - E. Board of Trustees (BOT)
  - F. Task Force
  - G. PLA Task Force
  - H. Staff/Administrator Development Committee
- VIII. Staff Concerns**
- IX. Announcements**
  - A. College Assembly – Monday, October 23, 2017
  - B. F&A Bar Fundraiser – Friday, October 13, 2017, \$10 tickets, 6:00pm
  - C. AAD Fundraiser – Acai Bowl, Friday, October 6, 2017, \$10
- X. Next Meeting – Thursday, October 19, 2017, CSI Conference Room**
- XI. Adjournment**

**Guam Community College  
Staff Senate Executive Council  
Thursday, October 5, 2017  
CSI Conference Room**

**Staff Senate Mission Statement**

**The Staff Senate is committed to student success and shall serve as the official voice of the Members of the College Staff in the process of Participatory Governance and support the vision and mission of Guam Community College.**

**MINUTES**

**I. Call Meeting To Order**

L. Guerrero called the meeting to order at 3:06 p.m.

**II. Roll Call**

**Present:** Latisha Leon Guerrero, Carol Guerrero, Joanne Blas, Donnie Lizama, Kimberly Bautista, Vivian Guerrero, Marilyn Concepcion, Debbie Duenas, Apolline San Nicolas

**Absent:** Tishawnna Smith and Barbara Blas

**III. Recital of Guam Community College Mission Statement**

Everyone present recited the mission statement.

**IV. Approval of Minutes of July 27, 2017, Meeting & August 30, 2017**

**C. Guerrero moved to approve the minutes of July 27, 2017, seconded by D. Duenas. No discussion, all in favor, motion carried unanimously.**

**D. Lizama moved to approve the minutes of August 30, 2017, seconded by K. Bautista. No discussion, all in favor, motion carried unanimously.**

**V. Old Business**

- A. Merit Bonus (1995-2009) – no movement has been made due to legal issues. There is no legislative law stating the GCC has to pay out. All members were asked to encourage their senators to push for pay out.
- B. Merit Bonus (2014-current) – freeze began in 2014 until today. No movement, due to no funding.
- C. Staff Senate Constitution & Bylaws - will be presented at the Staff Senate General Membership meeting at College Assembly for review for changes
- D. Committee Representation – L. Leon Guerrero will meet with Dr. Ray for clarification
- E. SSGM Meeting date – October 23, 2017, at 4pm in Training Room #5108
- F. Labor Day – L. Leon Guerrero thanked everyone for participating in the Labor Day festivities and congratulated the decorating committee on winning 1<sup>st</sup> place.

**VI. New Business**

- A. Staff Senate Logo – SSEC members gave logo ideas/suggestions. L. Leon Guerrero tasked everyone to bring more ideas so we can put together and send to Angela for assistance.

**VII. Committee Reports**

- A. Resource Planning & Facility (RPF) – L. Leon Guerrero reported that the CIP for FY 18 will be presented for approval at the next meeting on October 19, 2017, at 8:15am.
- B. College Governance Committee (CGC) – no new updates reported
- C. Committee on College Assessment (CCA) – no new updates reported
- D. Technology Work Group (TWG) – no new updates reported
- E. Board of Trustee (BOT) – no new updates reported
- F. Task Force – Campus Safety & Security – no new updates reported



**Guam Community College  
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G. PLA Task Force – no new updates reported

H. Staff/Administrator Development Committee – will soon be accepting applications soon

**VIII. Staff Concerns**

No new concerns.

**IX. Announcements**

A. College Assembly

i. Monday, October 23, 2017

B. F&A Bar Fundraiser

i. Friday, October 13, 2017

ii. \$10/ticket

iii. 6:00 p.m.

C. AAD Fundraiser – Acai Bowl

i. Friday, October 6, 2017

ii. \$10

**X. Next Meeting – Thursday, October 19, 2017, CSI Conference Room**

**XI. Adjournment**

C. Guerrero moved to adjourn the meeting at 3:41 p.m.; seconded by Vivian Guerrero. No discussion, all in favor, motion carried unanimously.

**SUBMITTED BY:**

  
\_\_\_\_\_  
**BARBARA J. BLAS**  
Recording Secretary

**ATTESTED BY:**

  
\_\_\_\_\_  
**CAROL A. GUERRERO**  
Vice President








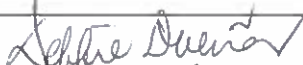

**APPROVED BY:**

  
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**LATISHA ANN N. LEON GUERRERO**  
President



**Staff Senate Executive Council Meeting**  
**CSI Conference Room**  
**3:00 p.m.**  
**October 5, 2017**  
**Thursday**

**ATTENDANCE SHEET**

| Name |   | Signature  |
|------|---|--|
| 1.   | Latisha Leon Guerrero, President        |    |
| 2.   | Carol Guerrero, Vice President          |     |
| 3.   | Joanne Blas, Secretary/Treasurer        |    |
| 4.   | Donnie Lizama, Member-At-Large          |    |
| 5.   | Kimberly Bautista, Member-At-Large      |    |
| 6.   | Vivian Guerrero, Member-At-Large        |    |
| 7.   | Marilyn Concepcion, Member-At-Large     |    |
| 8.   | Tishawnna Smith, Member-At-Large        |  |
| 9.   | Debbie Duenas, Member-At-Large          |  |
| 10.  | Apolline San Nicolas, HR Representative |  |
| 11.  | Barbara Blas, Recording Secretary       |  |
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**Guam Community College  
Staff Senate Executive Council Meeting  
Thursday, October 19, 2017  
CSI Conference Room**

**Staff Senate Mission Statement**

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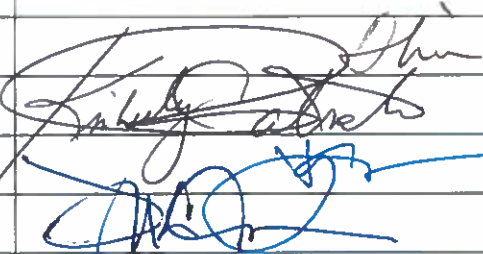


**AGENDA**

- I. Call Meeting To Order**
- II. Roll Call**
- III. Recital of the Guam Community College Mission Statement**
- IV. Approval of Minutes – October 5, 2017**
- V. Old Business**
  - A. Merit Bonus (1995-2009) – no movement has been made due to legal issues. There is no legislative law stating the GCC has to pay out. All members were asked to encourage their senators to push for pay out.
  - B. Merit Bonus (2014-current) – freeze began in 2014 until today. No movement, due to no funding.
  - C. Staff Senate Logo
- VI. New Business**
  - A. Staff Senate General Membership Meeting @ College Assembly
- VII. Committee Reports**
  - A. Resource Planning & Facility (RPF)
  - B. College Governance Committee (CGC)
  - C. Committee on College Assessment (CCA)
  - D. Technology Work Group (TWG)
  - E. Board of Trustees (BOT)
  - F. Task Force – Campus Safety & Security
  - G. PLA Task Force
  - H. Staff/Administrator Development Committee
- VIII. Staff Concerns**
- IX. Announcements**
  - A. College Assembly – Monday, October 3, 2017
- X. Next Meeting – Thursday, November 16, 2017, CSI Conference Room**
- XI. Adjournment**



Staff Senate Executive Council Meeting  
CSI Conference Room  
3:00 p.m.  
October 19, 2017  
Thursday

.ATTENDANCE SHEET

| Name |   | Signature  |
|------|---|--|
| 1.   | Latisha Leon Guerrero, President        |  |
| 2.   | Carol Guerrero, Vice President          |     |
| 3.   | Joanne Blas, Secretary/Treasurer        |  |
| 4.   | Donnie Lizama, Member-At-Large          |    |
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| 7.   | Marilyn Concepcion, Member-At-Large     |  |
| 8.   | Tishawanna Smith, Member-At-Large       |  |
| 9.   | Debbie Duenas, Member-At-Large          |  |
| 10.  | Apolline San Nicolas, HR Representative |  |
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