

# GUAM COMMUNITY COLLEGE

## Faculty Senate

The mission of the Faculty Senate of Guam Community College is to serve as an inclusive forum for all College stakeholders to participate in the process of developing and recommending effective policies to the administration for the College to the benefit of our students and the community we serve.

### *Agenda*

Monday, August 25, 2008

08:30 AM

Faculty Senate Office/ C2

- a. Call to Order: 08:30 AM

Attendance:

Name	E-mail	Present
Jose Munoz, President	<a href="mailto:jose.munoz@guamcc.edu">jose.munoz@guamcc.edu</a>	
John Armstrong, Past President	<a href="mailto:john.armstrong@guamcc.edu">john.armstrong@guamcc.edu</a>	
Clare Camacho, President Elect	<a href="mailto:clare.camacho@guamcc.edu">clare.camacho@guamcc.edu</a>	
Gary Hartz, Member-at-Large	<a href="mailto:ronald.hartz@guamcc.edu">ronald.hartz@guamcc.edu</a>	
Gil Yanger Faculty Excellence	<a href="mailto:gil.yanger@guamcc.edu">gil.yanger@guamcc.edu</a>	
Pilar Pangelinan Inst. Excellence	<a href="mailto:pilar.pangelinan@guamcc.edu">pilar.pangelinan@guamcc.edu</a>	
Mike Setzer II Stu. Learning Ex.	<a href="mailto:michael.setzerii@guamcc.edu">michael.setzerii@guamcc.edu</a>	
Rose U. Hormillosa, WPII	<a href="mailto:rosemarie.hormillosa@guamcc.edu">rosemarie.hormillosa@guamcc.edu</a>	

Others present:

- b. Review of Minutes:

- c. Old Business:
  - a) Change of Bylaws:
  - b) FS Electronic Meetings:
  - c) NAF 2009 Budget:
- d. New Business:
- e. CGC Report
  - a) Letter to President Okada
- f. Oversight Committee Chairs Communication
- g. Announcements:
- h. Agenda Items for Next Meeting:
- i. Next Meeting:
- j. Adjournment:

# GUAM COMMUNITY COLLEGE

## Faculty Senate

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### *Agenda*

Wednesday, September 03, 2008

08:30 AM

Faculty Senate Office/ C2

- a. Call to Order: 08:30 AM

Attendance:

Name	E-mail	Present
Jose Munoz, President	<a href="mailto:jose.munoz@guamcc.edu">jose.munoz@guamcc.edu</a>	
John Armstrong, Past President	<a href="mailto:john.armstrong@guamcc.edu">john.armstrong@guamcc.edu</a>	
Clare Camacho, President Elect	<a href="mailto:clare.camacho@guamcc.edu">clare.camacho@guamcc.edu</a>	
Gary Hartz, Member-at-Large	<a href="mailto:ronald.hartz@guamcc.edu">ronald.hartz@guamcc.edu</a>	
Gil Yanger Faculty Excellence	<a href="mailto:gil.yanger@guamcc.edu">gil.yanger@guamcc.edu</a>	
Pilar Pangelinan Inst. Excellence	<a href="mailto:pilar.pangelinan@guamcc.edu">pilar.pangelinan@guamcc.edu</a>	
Mike Setzer II Stu. Learning Ex.	<a href="mailto:michael.setzerii@guamcc.edu">michael.setzerii@guamcc.edu</a>	
Rose U. Hormillosa, WPII	<a href="mailto:rosemarie.hormillosa@guamcc.edu">rosemarie.hormillosa@guamcc.edu</a>	

Others present:

- b. Review of Minutes:

- c. Old Business:
  - a) Change of Bylaws:
  - b) FS Electronic Meetings:
- d. New Business:
- e. CGC Report
- f. Oversight Committee Chairs Communication:
  - a) Committee Vacancies
  - b) Committee Matrix Forms Online
- g. Announcements:
- h. Agenda Items for Next Meeting:
- i. Next Meeting:
- j. Adjournment:

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### *Agenda*

Monday, September 15, 2008

08:30 AM

Faculty Senate Office/ C2

- a. Call to Order: 08:30 AM

Attendance:

Name	E-mail	Present
Jose Munoz, President	<a href="mailto:jose.munoz@guamcc.edu">jose.munoz@guamcc.edu</a>	
John Armstrong, Past President	<a href="mailto:john.armstrong@guamcc.edu">john.armstrong@guamcc.edu</a>	
Clare Camacho, President Elect	<a href="mailto:clare.camacho@guamcc.edu">clare.camacho@guamcc.edu</a>	
Gary Hartz, Member-at-Large	<a href="mailto:ronald.hartz@guamcc.edu">ronald.hartz@guamcc.edu</a>	
Gil Yanger Faculty Excellence	<a href="mailto:gil.yanger@guamcc.edu">gil.yanger@guamcc.edu</a>	
Pilar Pangelinan Inst. Excellence	<a href="mailto:pilar.pangelinan@guamcc.edu">pilar.pangelinan@guamcc.edu</a>	
Mike Setzer II Stu. Learning Ex.	<a href="mailto:michael.setzerii@guamcc.edu">michael.setzerii@guamcc.edu</a>	
Rose U. Hormillosa, WPII	<a href="mailto:rosemarie.hormillosa@guamcc.edu">rosemarie.hormillosa@guamcc.edu</a>	

Others present:

- b. Review of Minutes:

- c. Old Business:
  - a) ISMP Review:
- d. New Business:
  - a) PDRC concerns re: CLI
- e. CGC Report
- f. Oversight Committee Chairs Communication:
- g. Announcements:
  - a) Contract Negotiations: Article 12
- h. Agenda Items for Next Meeting:
- i. Next Meeting Date:
- j. Adjournment:

Faculty Senate  
February 24, 2009  
Agenda

1. Call to order
2. Review of Minutes
3. New Business
  - a. Communication from Union Rep
4. Old Business
  - a. Standard 3 Membership
  - b. GenEd Update
  - c. GCC Vision/Mission Statement
  - d. Energy Plan
  - e. Professor Emeritus Recommendations
5. CGC Report
6. Senators Communication
7. Announcements
9. Agenda Items for Next Meeting
10. Next Meeting Date

Adjournment

**Faculty Senate  
Agenda  
March 17, 2009**

- I. Call to Order
- II. Review of Minutes
- III. Old Business
- IV. New Business  
Community College Leadership Development Institute (2  
nominations)
- V. CGC Report
- VI. Senators' Report
- VII. Announcements
- VIII. Adjournment



**FACULTY SENATE**  
**January 19, 2010**  
**Agenda**  
**9:00 AM**

1. Call to Order
2. Review of Minutes - none
3. Old Business
  - A. General Education Policy
    - a. Recommendation #2: at GenEd Committee - requested that they move forward and reply by January
5. New Business
  - A. Distance Ed Policy – feedback
  - B. Technical Needs of the College – memo from CGC
  - C. Professor Emeriti – changes for Board approval
  - D. Institutional Priorities – memo from the President/AVP
6. Senators' Report on Committees
  - A. PDRC/Promotions
  - B. GenEd/Council of DCs
  - C. Ethics
  - D. Curriculum
6. Announcements
7. Next Meeting - January 26

# GUAM COMMUNITY COLLEGE

## Faculty Senate

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### *Agenda*

Monday, August 18, 2008

08:30 AM

Faculty Senate Office/ C2

- a. Call to Order: 08:30 AM

Attendance:

Name	E-mail	Present
Jose Munoz, President	<a href="mailto:jose.munoz@guamcc.edu">jose.munoz@guamcc.edu</a>	
John Armstrong, Past President	<a href="mailto:john.armstrong@guamcc.edu">john.armstrong@guamcc.edu</a>	
Clare Camacho, President Elect	<a href="mailto:clare.camacho@guamcc.edu">clare.camacho@guamcc.edu</a>	
Gary Hartz, Member-at-Large	<a href="mailto:ronald.hartz@guamcc.edu">ronald.hartz@guamcc.edu</a>	
Gil Yanger Faculty Excellence	<a href="mailto:gil.yanger@guamcc.edu">gil.yanger@guamcc.edu</a>	
Pilar Pangelinan Inst. Excellence	<a href="mailto:pilar.pangelinan@guamcc.edu">pilar.pangelinan@guamcc.edu</a>	
Mike Setzer II Stu. Learning Ex.	<a href="mailto:michael.setzerii@guamcc.edu">michael.setzerii@guamcc.edu</a>	
Rose U. Hormillosa, WPII	<a href="mailto:rosemarie.hormillosa@guamcc.edu">rosemarie.hormillosa@guamcc.edu</a>	

Others present:

- b. Review of Minutes:

- c. Establish meeting time:
- d. Electronic meeting proposal:
- e. Bylaws:
- f. Oversight Committee Chairs Communication:
- g. Goals:
- h. Announcements:
- i. Agenda Items for Next Meeting:
- j. Next Meeting Date:
- k. Adjournment:

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### *Agenda*

Monday, September 08, 2008

08:30 AM

Faculty Senate Office/ C2

- a. Call to Order: 08:30 AM

Attendance:

Name	E-mail	Present
Jose Munoz, President	<a href="mailto:jose.munoz@guamcc.edu">jose.munoz@guamcc.edu</a>	
John Armstrong, Past President	<a href="mailto:john.armstrong@guamcc.edu">john.armstrong@guamcc.edu</a>	
Clare Camacho, President Elect	<a href="mailto:clare.camacho@guamcc.edu">clare.camacho@guamcc.edu</a>	
Gary Hartz, Member-at-Large	<a href="mailto:ronald.hartz@guamcc.edu">ronald.hartz@guamcc.edu</a>	
Gil Yanger Faculty Excellence	<a href="mailto:gil.yanger@guamcc.edu">gil.yanger@guamcc.edu</a>	
Pilar Pangelinan Inst. Excellence	<a href="mailto:pilar.pangelinan@guamcc.edu">pilar.pangelinan@guamcc.edu</a>	
Mike Setzer II Stu. Learning Ex.	<a href="mailto:michael.setzerii@guamcc.edu">michael.setzerii@guamcc.edu</a>	
Rose U. Hormillosa, WPII	<a href="mailto:rosemarie.hormillosa@guamcc.edu">rosemarie.hormillosa@guamcc.edu</a>	

Others present:

- b. Review of Minutes:

- c. Old Business:
  - a) ISMP Review:
- d. New Business:
  - a) Faculty Senate by-laws – for review/approval
- e. CGC Report
- f. Oversight Committee Chairs Communication:
  - a) Committee Vacancies
  - b) Committee Matrix Forms Online (suggest due date for Comm. Goals)
  - c) Reminder that Bylaws are due September 15.
- g. Announcements:
- h. Agenda Items for Next Meeting:
- i. Next Meeting:
- j. Adjournment:

**FACULTY SENATE**  
**January 25, 2010**  
**Agenda**  
**9:25 AM**

1. Call to Order
2. Review of Minutes
3. Old Business
  - A. General Education Policy
    - a. Recommendation #2: at GenEd Committee - requested that they move forward and reply by January
    - b. Technical Needs of the College – memo from CGC
    - c. PDRC Concerns
5. New Business
6. Senators' Report on Committees
  - A. PDRC/Promotions
  - B. Gened/Council of DCs
  - C. Ethics
  - D. Curriculum
6. Announcements
7. Next Meeting – February 1, 2010

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### *Minutes*

Monday, August 18, 2008

08:30 AM

Faculty Senate Office/ C2

- a. Call to Order: 08:32 AM

Attendance:

Name	E-mail	Present
Jose Munoz, President	<a href="mailto:jose.munoz@guamcc.edu">jose.munoz@guamcc.edu</a>	X
John Armstrong, Past President	<a href="mailto:john.armstrong@guamcc.edu">john.armstrong@guamcc.edu</a>	X
Clare Camacho, President Elect	<a href="mailto:clare.camacho@guamcc.edu">clare.camacho@guamcc.edu</a>	X
Gary Hartz, Member-at-Large	<a href="mailto:ronald.hartz@guamcc.edu">ronald.hartz@guamcc.edu</a>	X
Gil Yanger Faculty Excellence	<a href="mailto:gil.yanger@guamcc.edu">gil.yanger@guamcc.edu</a>	
Pilar Pangelinan Inst. Excellence	<a href="mailto:pilar.pangelinan@guamcc.edu">pilar.pangelinan@guamcc.edu</a>	
Mike Setzer II Stu. Learning Ex.	<a href="mailto:michael.setzerii@guamcc.edu">michael.setzerii@guamcc.edu</a>	X
Rose U. Hormillosa, WPII	<a href="mailto:rosemarie.hormillosa@guamcc.edu">rosemarie.hormillosa@guamcc.edu</a>	X

Others present:

- b. Review of Minutes:  
No minutes present;

- c. New Business:
- Establish meeting time:
    - Mondays at 8:30am.
  - Bylaws:
    - Committee Bylaws are due on September 15, 2008;
    - J. Munoz discussed that he will communicate with the committee chairs and will be post an announcement on MyGCC website.
  - Goals:
    - Senate goal of having a committee design for student services.
    - Senate expressed the concern with the issue ISMP process.
  - Other discussions:
    - G. Hartz – K. Bautista has not responded back – staff representation on CGC – G. Hartz will draft a letter.
    - The AIE GenEd report did not reflect the conclusions or process of the Faculty Senate and Shared Governance process.
  - Announcements:
    - J. Armstrong discussed the issue with the Union Rep. to be present at the Faculty Senate meetings.
- d. Agenda Items for Next Meeting:
- Bylaws updated electronic meeting structure, CGC – staff representation; If you have any topics for the agenda please email [jose.munoz@guamcc.edu](mailto:jose.munoz@guamcc.edu)
- e. Next Meeting: Monday August 25, 2008 at 8:30am
- f. Adjournment: **9:31am**



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### *Minutes*

Wednesday, September 03, 2008

08:30 AM

Faculty Senate Office/ C2

- a. Call to Order: 08:35 AM

Attendance:

Name	E-mail	Present
Jose Munoz, President	<a href="mailto:jose.munoz@guamcc.edu">jose.munoz@guamcc.edu</a>	X
John Armstrong, Past President	<a href="mailto:john.armstrong@guamcc.edu">john.armstrong@guamcc.edu</a>	
Clare Camacho, President Elect	<a href="mailto:clare.camacho@guamcc.edu">clare.camacho@guamcc.edu</a>	X
Gary Hartz, Member-at-Large	<a href="mailto:ronald.hartz@guamcc.edu">ronald.hartz@guamcc.edu</a>	X
Gil Yanger Faculty Excellence	<a href="mailto:gil.yanger@guamcc.edu">gil.yanger@guamcc.edu</a>	X
Pilar Pangelinan Inst. Excellence	<a href="mailto:pilar.pangelinan@guamcc.edu">pilar.pangelinan@guamcc.edu</a>	
Mike Setzer II Stu. Learning Ex.	<a href="mailto:michael.setzerii@guamcc.edu">michael.setzerii@guamcc.edu</a>	X
Rose U. Hormillosa, WPII	<a href="mailto:rosemarie.hormillosa@guamcc.edu">rosemarie.hormillosa@guamcc.edu</a>	X

Others present: None

- b. Review of Minutes:

**G. Hartz made a motion to approve the minutes 08.25.08 as amended, seconded by M. Setzer II. Motion passed unanimously.**

- c. Old Business:
  - a) Change of Bylaws:
    - i) Senate discussed the changes of bylaw on section Six – Electronic Meetings.
    - ii) There was positive feedback from the Union Chair regarding electronic meetings.
    - iii) **C. Camacho made a motion to approve the addition of Section Six- Electronic Meetings as amended in the Faculty Senate bylaws, seconded by M. Setzer II. Motion passed unanimously.**
  - b) FS Electronic Meetings: M. Setzer II has setup password protection for Faculty Senate members in case privacy is needed on the electronic discussion board.
- d. New Business:
  - Senate discussed TAC and the need for the President to call the meeting. In addition, membership of TAC was discussed.
  - Senate discussed PDRC two vacancies (B. Sgambelluri and J. Stein). Since F. Blas is on the Promotions committee, he resigned from PDRC.
- e. CGC Report
  - Senate discussed the passing of the 2009 NAF budget by CGC by electronic voting results. There are still concerns of the student member who is also a full-time employee. Discussion was also held on the difficulties in scheduling meetings because of time conflicts with members.
  - Senate discussed the letter to the President regarding CGC membership and staff participation. The letter was shared with the Union Representative and the Rep's opinions and concerns were also discussed.
- f. Oversight Committee Chairs Communication:
  - a) Committee Vacancies:
    - i) Senate discussed the vacancies in Professional Ethics Committee because of the sabbatical of Lisa Baza-Cruz and the resignation of Jonathan Quan.
  - b) Committee Matrix Forms Online:
    - i) Senate discussed where the matrix forms are located online, and the bylaws that are due on September 15, 2008.
- g. Announcements:
  - a) Senate passed out the ISMP booklet from J. Benavente. Deadline for feedback is Friday September 28, 2008. Discussion was held on how the ISMP was handled.
  - b) Senate discussed the issue of goal reporting matrix – concerns of the fourth and fifth columns of committee goals that were not present. Senate had asked the oversight chairs to look into their committee goals.
- h. Agenda Items for Next Meeting:
  - a) J. Munoz asked the members to send him any item for the agenda next meeting.
  - b) ISMP will be on the Agenda for 09/08/08.
- i. Next Meeting:
  - a) Monday, September 8, 2008 at 8:30am

j. Adjournment:

a) **G. Hartz made a motion adjourned the meeting at 9:40am.**

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### Minutes

Wednesday, February 10, 2009  
Faculty Senate Office/ C2

#### I. Call to Order at 1:45 PM

Attendance:

Name	E-mail	Present
Jose Munoz, President	<a href="mailto:jose.munoz@guamcc.edu">jose.munoz@guamcc.edu</a>	X
John Armstrong, Past President	<a href="mailto:john.armstrong@guamcc.edu">john.armstrong@guamcc.edu</a>	X
Clare Camacho, President Elect	<a href="mailto:clare.camacho@guamcc.edu">clare.camacho@guamcc.edu</a>	X
Gary Hartz, Member-at-Large	<a href="mailto:ronald.hartz@guamcc.edu">ronald.hartz@guamcc.edu</a>	X
Gil Yanger	<a href="mailto:gil.yanger@guamcc.edu">gil.yanger@guamcc.edu</a>	
Mike Setzer II	<a href="mailto:michael.setzerii@guamcc.edu">michael.setzerii@guamcc.edu</a>	X

II. **Review of minutes** - Motion by J. Armstrong, seconded by G. Harts to approve the minutes of XXXX

#### III. Old Business

- A. Standard 3 Membership: Joey will meet with Dr. Ray on faculty membership.
- B. Professor Emeritus recommendations - review and make changes and send to Clare
- C. Gened Update: J. Salas will gather information at Professional Development Day

#### III. New Business

- A. Vision/Mission statement - provide feedback to Norm Aguilar
- B. Energy Plan - review and make comments and give to Clare
- C. Faculty Marshall - Motion by C. Camacho, seconded by J. Armstrong, that the presiding Faculty Senate President be the Faculty Marshall for graduation.

#### IV. College Governing Council

The CGC will meet next Wednesday 2/18, at 2 pm.

#### V. Senator Reports

Gil needs to provide list of faculty committees and members.

Need support staff and resources to provide updated information. Mike sent out email to the Standards Committee asking for membership.

#### VI. Announcements

Use recycle bins.

VARO is still looking for volunteers.

#### VII. Adjournment -2:35 pm.

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### *Minutes*

### *draft*

Monday, October 20, 2008

08:30 AM

Faculty Senate Office/ C2

1. Call to Order: 08:34 AM

#### Attendance

Name	E-mail	Present
Jose Munoz, President	<a href="mailto:jose.munoz@guamcc.edu">jose.munoz@guamcc.edu</a>	X
John Armstrong, Past President	<a href="mailto:john.armstrong@guamcc.edu">john.armstrong@guamcc.edu</a>	X
Clare Camacho, President Elect	<a href="mailto:clare.camacho@guamcc.edu">clare.camacho@guamcc.edu</a>	X
Gary Hartz, Member-at-Large	<a href="mailto:ronald.hartz@guamcc.edu">ronald.hartz@guamcc.edu</a>	X
Gil Yanger Faculty Excellence	<a href="mailto:gil.yanger@guamcc.edu">gil.yanger@guamcc.edu</a>	X
Mike Setzer II Stu. Learning Ex.	<a href="mailto:michael.setzerii@guamcc.edu">michael.setzerii@guamcc.edu</a>	X

#### Others present

2. Review of Minutes:  
G. Hartz motioned to approve the minutes of September 20, 2008. Seconded by J. Armstrong  
Minutes approved.
3. Old Business:
  - A. Contract Article XII Revision

- J. Munoz reported that voting to approve the contract by the faculty was unanimous
- B. Office staff  
J. Munoz will talk to J. Camacho regarding the vacant staff position for the Faculty Senate Office.
4. New Business:
- A. New Meeting Time  
Regular meetings will now be held on Tuesdays at 2pm in C2.
- B. At Large Senators Responsibilities  
The suggestion was made to divide the two different areas (FS Committees and Institutional Committees) between the two senators for the purpose of communication on matters such as the assessment goal matrix, reports and other routine matters. It was agreed that G. Yanger will take FS Committees and M. Setzer will take Institutional Committees.
- C. Date in Spring for 2009 FS Transition  
G. Hartz has been tasked to review the secondary calendar to determine a day, in the Spring (April) to hold the FS elections. In the future, it is recommended that this day be included in the regular calendar. J. Munoz will make sure this is communicated with the Calendar Committee.
- D. Newsletter  
G. Hartz has been working with Paul Parvin on using his students to create a newsletter for the FS. Suggestions for inclusion: at-large senators need to submit a summary report and for the committees to report to the faculty. Due date for submissions to G. Hartz for the newsletter is November 7, 2008.
5. CGC Report:  
CGC met last week to learn how to use the group studio channel on MyGCC for the purpose of conducting electronic meetings. CGC also received an update for office staffing. Current opening are being left unfilled. Written feedback on the Constitution was requested. CGC will be further discussing electronic meetings.
6. Senators Communication:
- Senators will communicate any relevant news during this item of the agenda. This will be a standing item on future agendas of the FS.
  - M. Setzer reported that the CCA is seeking to input FS assessment data into TracDat.
  - J. Armstrong will provide the past goals to AIE.
  - C. Camacho will discuss with AIE the parameters of such reporting.
  - J. Armstrong communicated with Sam Mabini the feasibility of GCC participating on a forum with Prop A.
  - Goals were sent electronically to J. Munoz from Promotions and PDRC.
  - S. Balbin is taking the responsibilities for Ethics Committee.
7. Announcement:  
Please send all communicating regarding FS to Gary's gcc email address.

Communicate with faculty on any changes wanted to the contract.

8. Agenda Items for Next Meeting:  
Please forward to J. Munoz.
9. Next meeting date:  
Tuesday, October 28, 2008 at 2 pm in C2.
10. Motion to adjourn:  
Motion to adjourn was made at 9:18 a.m. by G. Hart. Seconded by J. Armstrong.

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### Minutes

**Tuesday, March 17, 2009**

**Faculty Senate Office/ C2**

#### **I. Call to Order at 1:45 PM**

Attendance:

<b>Name</b>	<b>E-mail</b>	<b>Present</b>
Jose Munoz, President	jose.munoz@guamcc.edu	
John Armstrong, Past President	john.armstrong@guamcc.edu	X
Clare Camacho, President Elect	clare.camacho@guamcc.edu	X
Gary Hartz, Member-at-Large	ronald.hartz@guamcc.edu	X
Gil Yanger	gil.yanger@guamcc.edu	
Mike Setzer II	michael.setzerii@guamcc.edu	X

Others present: None

#### **II. Review of minutes** - No minutes to review

#### **III. Old Business**

#### **III. New Business**

- A. President Okada requested 2 faculty nominations to attend the Community College Leadership Development Institute. M/S/A that the Faculty Senate President for SY09-10 and the President-Elect attend.
- B. Target date for elections for committees is 4/10.

#### **IV. College Governing Council**

G. Hartz attended the last meeting and reported:

1. There will be a meeting every Monday at 2 pm and the financial status of the College will be updated.
2. The idea of having proxy members was not supported by the CGC.
3. Financial status update was provided and will be provided on a weekly basis. A copy of the report was provided by G. Hartz.
4. The need for financial exigency was not noted at the time. However, if faculty feel a strong need to call it, they can contact a faculty member of the CGC: G. Hartz, J. Munoz and J. Armstrong.
5. If faculty want to call an RFP meeting, then they can do so.
6. A listing of shovel ready projects worth 9M was submitted to the Governor's Office. GCC received praise on the quality of their submissions.
7. CGC is in the process of planning leadership training on April 17. J. Camacho will take care of logistics. G. Tudela will issue the invitation.
8. Facilities report was given from J. Camacho. Progress is going well on construction projects.
9. GCC is attempting to obtain LEAD certification for the library.
10. Encourage all to attend Happy Labor Day.
11. An administrative assistant may be detailed to assist the FS part time.



After the above report, the FS commended the President on her work in preparing the paperwork for the \$9M in projects. Job well done!

The FS at this time feels there is no need to call a RPF committee meeting.

**V. Senators Communication**

None.

**VI. Announcements**

Need to update HR directory with new phone listing.

**VII. Adjournment -2:30 pm.**

# GUAM COMMUNITY COLLEGE

## Faculty Senate

The mission of the Faculty Senate of Guam Community College is to serve as an inclusive forum for all College stakeholders to participate in the process of developing and recommending effective policies to the administration for the College to the benefit of our students and the community we serve.

## Minutes

Tuesday, November 18, 2008

02:00 PM

Faculty Senate Office/ C2

1. Call to Order: 02:07 PM

### Attendance

Name	E-mail	Present
Jose Munoz, President	<a href="mailto:jose.munoz@guamcc.edu">jose.munoz@guamcc.edu</a>	X
John Armstrong, Past President	<a href="mailto:john.armstrong@guamcc.edu">john.armstrong@guamcc.edu</a>	X
Clare Camacho, President Elect	<a href="mailto:clare.camacho@guamcc.edu">clare.camacho@guamcc.edu</a>	X
Gary Hartz, Member-at-Large	<a href="mailto:ronald.hartz@guamcc.edu">ronald.hartz@guamcc.edu</a>	X
Gil Yanger Faculty Excellence	<a href="mailto:gil.yanger@guamcc.edu">gil.yanger@guamcc.edu</a>	X
Mike Setzer II Stu. Learning Ex.	<a href="mailto:michael.setzerii@guamcc.edu">michael.setzerii@guamcc.edu</a>	

Others present: UOG social work students observing for class.

2. Review of Minutes:  
J. Armstrong/G. Hartz to approve. Motion carried.
3. Old Business:
  - a. Assessment of Faculty Senate – Discussion took place. The FS will review last year's goals next week and formulate specific goals for 2008-2009. J. Armstrong will forward 2007-2008 FS goals.

- b. Brainstorm meeting with President – December 5 in the morning, time is tentative. Discussion will be held on budget and finances. J. Munoz will inform the FS on further details.
- c. Newsletter – deadline is this week. J. Armstrong and Dr. Somera provided some input. G. Hartz needs more input. Discussion was held to postpone the dissemination of the newsletter to show progress/update from committees. Target date is 1/9/09.
- d. Article XII Contract revision – approved last night by the Board.
- e. Date(s) in Spring 2009 for FS Transition – no clear days for secondary faculty that fits into our schedule. Friday, April 10, 2009 at 3:00 pm in the MPC is target day for Faculty Governance Day – for elections, final reports and other business. Friday, April 24, target day for Leadership Training – an all day activity. J. Armstrong/G. Yanger moved for CGC College Governing Council to organize, plan, and conduct Leadership Training on that day. Motion approved. Students, staff, administrators, and faculty should all be included.

4. New Business:

- a. Role of At Large Senator and Institutional Committees – Point of clarification on role of member-at-large for Institutional Committees – the role is of liaison between committees and Faculty Senate.
- b. Suggested Due Date for Committee Midterm Report Midterm report – target date is 12/5/08. G. Yanger will communicate with FS committees to follow format and to submit report. In the report, highlight 2-3 major accomplishments. J. Armstrong will forward midterm report template to G. Yanger today. This should be established as operating procedures – midterm report due at the end of the semester and first newsletter at the first day of Spring semester.
- c. R. Hormillosa volunteered to keep up our website. We will not accept at this time because of the work involved in communicating and supervising. This demonstrates the need for a full-time employee to handle everything for Faculty Senate.

5. CGC Report:

Procurement guide for computer equipment came to CGC. The previous TAC established minimum hardware requirements only. The CGC passed it unanimously.

CGC has developed a way of conducting meetings electronically. The meeting will be held face-to-face and electronically to attempt this on Thursday at 2 pm.

G. Hartz will take motion to CGC and will suggest an electronic meeting process that parallels the way FS communicates with its committees.

Meeting next week Wednesday, November 26, 2008 at 2 pm.

6. Senators Communication:  
No substantive information to report. Members from the committees that are dissolving will need to join the committee. Curriculum, assessment, standard, and gened committees have open membership.  
M. Setzer was tasked to contact committee members of dissolved committees to get them into other committees.  
General education committee: presentation by Dr. Gina, Dr. Marsha, and Dr. Michelle relative to the importance of establishing institutional outcomes, nothing particular, but more general. GenEd is meeting this week to determine how they will move forward with this.
7. Announcement:  
G. Yanger/J. Armstrong - motion that CGC ask CTC to address the concerns of secondary faculty regarding limitations of MyGCC. Motion passed.  
Discussion was held on memo from Dr. Ray. J. Munoz sent this to the Gened committee. J. Munoz will send this memo to Curriculum Committee. J. Munoz will send this to the Council of Department Chairs when they meet in January.
8. Agenda Items for Next Meeting: Send to J. Munoz for next week.
9. Next meeting date: Tuesday, November 25, 2008 at 2 pm.
10. Motion to adjourn: J. Armstrong/G. Hartz moved to adjourn at 3:15.

# **GUAM COMMUNITY COLLEGE**

## **Faculty Senate**

The mission of the Faculty Senate of Guam Community College is to serve as an inclusive forum for all College stakeholders to participate in the process of developing and recommending effective policies to the administration for the College to the benefit of our students and the community we serve.

### **Minutes**

**Tuesday, April 14, 2009**  
**Faculty Senate Office/ C2**

#### **I. Call to Order at 1:46 PM**

Attendance:

<b>Name</b>	<b>E-mail</b>	<b>Present</b>
Jose Munoz, President	jose.munoz@guamcc.edu	X
John Armstrong, Past President	john.armstrong@guamcc.edu	X
Clare Camacho, President Elect	clare.camacho@guamcc.edu	X
Gary Hartz, Member-at-Large	ronald.hartz@guamcc.edu	X
Gil Yanger	gil.yanger@guamcc.edu	
Mike Setzer II	michael.setzerii@guamcc.edu	X

Others present: None

#### **II. Review of Minutes – M/S/A minutes of 3/31/09.**

#### **III. Old Business**

- A. Graduation – encourage other faculty members to attend.
- B. Council of DCs- –Rick Skipper has been voted as the Chairperson for the Council
- C. Gened – R. Skipper is initiating conversation with J. Salas and A. San Nicolas on finalizing recommendations.

#### **IV. New Business**

Election - Union will be taking care of this. J. Munoz will communicating with J. Tenorio on the date and the ballots.

#### **V. CGC Report/RPF Report**

G. Hartz reported on the following:

- A. Meeting of last Monday, 4/6, CGC voted to recommend the convening of the Financial Exigency Committee due to financial situation of the College.
- B. This Monday's meeting, 4/13, President Okada attended the meeting and discussed her concerns about convening the Financial Exigency Committee.
- C. Leadership retreat has been moved to Friday, May 1, 12 pm to 4:45 pm in the MPA. Bring your own lunch.

#### **VI. Senators Communication – none**

#### **VII. Announcements**

- A. College Fair - over 100 participants - parents and students
- B. Community Forum on the military buildup - over 200 participants.

#### **VIII. Adjournment - 2:20 pm**

# GUAM COMMUNITY COLLEGE

## Faculty Senate

The mission of the Faculty Senate of Guam Community College is to serve as an inclusive forum for all College stakeholders to participate in the process of developing and recommending effective policies to the administration for the College to the benefit of our students and the community we serve.

### *Minutes*

Monday, August 25, 2008

08:30 AM

Faculty Senate Office/ C2

- a. Call to Order: 08:31 AM

Attendance:

Name	E-mail	Present
Jose Munoz, President	<a href="mailto:jose.munoz@guamcc.edu">jose.munoz@guamcc.edu</a>	X
John Armstrong, Past President	<a href="mailto:john.armstrong@guamcc.edu">john.armstrong@guamcc.edu</a>	X
Clare Camacho, President Elect	<a href="mailto:clare.camacho@guamcc.edu">clare.camacho@guamcc.edu</a>	X
Gary Hartz, Member-at-Large	<a href="mailto:ronald.hartz@guamcc.edu">ronald.hartz@guamcc.edu</a>	X
Gil Yanger Faculty Excellence	<a href="mailto:gil.yanger@guamcc.edu">gil.yanger@guamcc.edu</a>	X
Pilar Pangelinan Inst. Excellence	<a href="mailto:pilar.pangelinan@guamcc.edu">pilar.pangelinan@guamcc.edu</a>	X
Mike Setzer II Stu. Learning Ex.	<a href="mailto:michael.setzerii@guamcc.edu">michael.setzerii@guamcc.edu</a>	X
Rose U. Hormillosa, WPII	<a href="mailto:rosemarie.hormillosa@guamcc.edu">rosemarie.hormillosa@guamcc.edu</a>	X

Others present: None

- b. Review of Minutes:

**M. Setzer II made a motion to approve the minutes (08\_18\_08) as amended, seconded by C. Camacho. Motion passed unanimously.**

c. Old Business:

a) Change of Bylaws:

- I. G. Hartz discussed the issue of the proposed changes to allow for electronic meetings of the Faculty Senate document. His proposed changes were addressed to the contract. Therefore, the bylaws will be tabled until next meeting.

b) FS Electronic Meetings:

- I. M. Setzer II discussed the issue of the website (link) for the Faculty Senate public forum area. He will send the link to the Senate to start the electronic meeting. C. Camacho has been assigned to create the first topic to be discussed.

c) NAF 2009 Budget:

J. Armstrong discussed the concerns of the NAF budget and will draft the letter about the concerns.

**C. Camacho made a motion to approve the NAF budget with a letter attached that states the four concerns with the budget process, seconded by G. Hartz. Motion passed unanimously.**

**Four concerns:**

- I. Lack of training for faculty on the budget process.**
- II. Amount of the NAF budget does not reflect the value of the Governance process.**
- III. Issue of timing – not enough time to review and to submit the budget.**
- IV. The funding of the Faculty Senate should be a regular budget item – not part of the NAF.**

d. New Business:

- a) G. Hartz discussed the issue of the proposed changes to the contract to allow for electronic meetings of the Faculty Senate document. **C. Camacho made a motion to submit the “proposed changes to allow for electronic meetings of the Faculty Senate” document to the Union representative –to change the contract. Seconded by J. Armstrong. Motion carried unanimously.**

J. Munoz discussed the issue of changes to the contract as an addendum for the Union Representative.

- e. CGC Report
  - a) G. Hartz – no CGC report
    - I. Discussed the issue of expecting two student representatives from COPSA President. One student member is also an employee and there may be a conflict of interest.
    - II. Senate discussed the letter to President Okada stating two concerns.
      - (1) The difficulty in getting staff names from K. Bautista
      - (2) No training for staff.
    - III. Faculty Senate President may draft his own letter about the 2<sup>nd</sup> concern.
- f. Oversight Committee Chairs Communication
  - a) Senate discussed these issues:
    - I. The chair for GenEd- J. Salas was contacted by Setzer about a response to the AIE report on GenEd. J. Salas has not responded.
    - II. The Calendar committee needs a post-secondary professor or instructor to be completed.
    - III. The Technology Advisory committee has no chair.
    - IV. The Professional Ethics committee chair is on sabbatical leave. Unclear as to whether she will continue during sabbatical.
    - V. The Union has not yet certified the results from the August 18, 2008 election for TPS & TSS committee positions.
- g. Announcements:
  - a) Senate announced the GCC Labor Day picnic and encouraged participation.
  - b) Senate discussed the ISMP process.
  - c) J. Armstrong discussed the issue of the position classification/compensation and benefits study. He encouraged all to read it as it affects faculty.
- h. Agenda Items for Next Meeting:
  - a) J. Munoz asked the members to send him any item for the agenda next meeting.
  - b) Committee matrix will be developed to ensure that committees are the ones providing the documents (bylaws, goals).
- i. Next Meeting:
  - a) Wednesday, September 3, 2008.
- j. Adjournment: **Meeting was adjourned at 9:43am.**



# GUAM COMMUNITY COLLEGE

## Faculty Senate

The mission of the Faculty Senate of Guam Community College is to serve as an inclusive forum for all College stakeholders to participate in the process of developing and recommending effective policies to the administration for the College to the benefit of our students and the community we serve.

### *Minutes*

Monday Wednesday, September 08, 2008

08:30 AM

Faculty Senate Office/ C2

*Draft*

- a. Call to Order: 08:30 AM

Attendance:

Name	E-mail	Present
Jose Munoz, President	<a href="mailto:jose.munoz@guamcc.edu">jose.munoz@guamcc.edu</a>	
John Armstrong, Past President	<a href="mailto:john.armstrong@guamcc.edu">john.armstrong@guamcc.edu</a>	X
Clare Camacho, President Elect	<a href="mailto:clare.camacho@guamcc.edu">clare.camacho@guamcc.edu</a>	X
Gary Hartz, Member-at-Large	<a href="mailto:ronald.hartz@guamcc.edu">ronald.hartz@guamcc.edu</a>	X
Gil Yanger Faculty Excellence	<a href="mailto:gil.yanger@guamcc.edu">gil.yanger@guamcc.edu</a>	X
Pilar Pangelinan Inst. Excellence	<a href="mailto:pilar.pangelinan@guamcc.edu">pilar.pangelinan@guamcc.edu</a>	X
Mike Setzer II Stu. Learning Ex.	<a href="mailto:michael.setzerii@guamcc.edu">michael.setzerii@guamcc.edu</a>	X
Rose U. Hormillosa, WPII	<a href="mailto:rosemarie.hormillosa@guamcc.edu">rosemarie.hormillosa@guamcc.edu</a>	X

Others present:

- b. Review of Minutes:

**J. Armstrong made a motion to approve the minutes (09/03/08) as amended, seconded by G. Hartz. Motion passed unanimously.**

c. Old Business:

a) ISMP Review (thread established):

i) C. Camacho discussed ~~having half recess~~ reviewing half of the ISMP document in making adjustments on the ISMP, and to resume next Monday on the second half ~~recess on corrections and the~~ and then vote next Monday on the final approval of the ISMP. Senate proposed to make general comments on the ISMP first.

ii) Senate discussed the following concerns with the document:

a. difficult to get information from the different committees to be captured as part of the ISMP

b. very little faculty input on the ISMP, the process of how it was done was questioned.

c. meetings for the ISMP were not advertised

d. Many statements had no references as to where the information was obtained.

e. Document is vague and poorly written.

f. College governance is not included, especially under the leadership portion.

g. Because of all these concerns, the Senate expressed concerns about the outcomes that will be developed from this document.

~~ii) G. Hartz discussed the concerns on the feedback from last year's ISMP process.~~

~~iii) Senate discussed the concerns of what will happen after the ISMP report is approved and completed.~~

~~iv) Senate C. Camacho will request from J. Benavente's office the status of the ISMP process, and the dates and attendance of all the meeting dates, and the list of the planning team.~~

~~v) iii)~~

d. New Business:

a) Faculty Senate bylaws – for review/approval:

i) Senate had announced that the committee bylaws that are due on September 15, 2008.

ii) Senate postponed the review and approval of the Faculty Senate bylaws until next meeting (09.15.08). Members will present any concerns next Monday.

iii) Senate discussed the changes of Sec.5 page 3 in the bylaws to have the new Faculty Senate members start in the Fall of the Academic Year (transition period) and to add vacancies for senators. C. Camacho has agreed to write the recommendation to change (sect. 5 pg. 3) in the bylaws - the transition period for incoming Faculty Senate members (President, President-Elect, Past President, etc...) to start in the Fall, and J. Armstrong also agreed to write the recommendation on the vacancies for senators.

iv) Senate discussed the chairpersons for each committee, and that faculty should be chair or co-chair. Although the language for this is in the by-laws, it is not in the by-laws. C. Camacho will communicate with Union Rep on recommending that this be part of the contract.

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~~iv) P. Pangelinan discussed the issue of TAC on the new elected chair and co-chair.~~

e. CGC Report

- a) G. Hartz discussed the rewritten letter that will be sent out to the President today. He also ~~discussed~~ announced the new staff member in CGC – C. Guerrero.
- b) J. Armstrong has requested ~~to find out who will be~~ the name of the staff members for RBC when CGC meets on 09.18.08.

f. Oversight Committee Chairs Communication:

a) Committee Vacancies:

- i) Oversight Chair - P. Pangelinan has resigned from Faculty Senate. C. Camacho will be contacting the committee chairs under Institutional Excellence for another voting session for a new Oversight Chair.
- ii) G. Yanger announced there are vacancies for Professional Ethics committee from L. Baza-Cruz and J. Quan. and that L. Baza-Cruz will still partake in the committee. The meeting is on Thursday, 09.11.08. Senate discussed that the vacancies will be handled internally. If needed, they internal committee membership and to will advertise the vacancies for Professional Ethics committee on the FS website and on MyGCC.
- ~~ii) iii) P. Pangelinan also announced vacancies for the following committees - TAC and Standards (I, II, III, and IV).~~
- ~~iii) Senate discussed in getting nomination for the Oversight Chair.~~

b) Committee Matrix Forms Online (suggest due date for Comm. Goals)

- i) Senate has announced that October 3, 2008 is the due date for the committee ~~matrix~~ goals.

c) Reminder that Bylaws are due September 15.

- i) Senate just reminded that the committee bylaws are due September 15, 2008 and will be posted up on MyGCC.

g. Announcements:

- a) P. Pangelinan has resigned from Faculty Senate.
- b) J. Armstrong has announced that he will ~~no longer partake~~ not participate in the Center Learning Instructions meeting (CLI).
- c) J. Armstrong has requested G. Hartz to put on the agenda for CGC regarding a signature line in ~~the recommendations~~ any reports or documents.
- ~~d) C. Camacho asked the members to send J. Munoz any item for the agenda next meeting.~~

h. Agenda Items for Next Meeting:

- a) C. Camacho asked the members to send J. Munoz any item for the agenda next meeting.
- ~~a) b)~~ Faculty Senate bylaws – for review/approval

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i. Next Meeting:

08/15/08 at 8:30am

j. Adjournment: **J. Armstrong made a motion to adjourn the meeting at 9:35am, seconded by G. Yanger.**

# GUAM COMMUNITY COLLEGE

## Faculty Senate

The mission of the Faculty Senate of Guam Community College is to serve as an inclusive forum for all College stakeholders to participate in the process of developing and recommending effective policies to the administration for the College to the benefit of our students and the community we serve.

### *Minutes*

Monday, October 28, 2008

02:05 PM

Faculty Senate Office/ C2

1. Call to Order: 02:05 PM

#### Attendance

Name	E-mail	Present
Jose Munoz, President	<a href="mailto:jose.munoz@guamcc.edu">jose.munoz@guamcc.edu</a>	
John Armstrong, Past President	<a href="mailto:john.armstrong@guamcc.edu">john.armstrong@guamcc.edu</a>	X
Clare Camacho, President Elect	<a href="mailto:clare.camacho@guamcc.edu">clare.camacho@guamcc.edu</a>	X
Gary Hartz, Member-at-Large	<a href="mailto:ronald.hartz@guamcc.edu">ronald.hartz@guamcc.edu</a>	X
Gil Yanger Faculty Excellence	<a href="mailto:gil.yanger@guamcc.edu">gil.yanger@guamcc.edu</a>	
Mike Setzer II Stu. Learning Ex.	<a href="mailto:michael.setzerii@guamcc.edu">michael.setzerii@guamcc.edu</a>	X

#### Others present

2. Review of Minutes:  
J. Armstrong motioned to approve the minutes of September 20, 2008. Seconded by M. Setzer.  
Minutes approved.
3. Old Business:

Date for secondary to meeting. No clear date. So we need to either meet in the afternoon or ask for administrative support. We will explore this at the next FS meeting.

4. New Business:

A. Group Studio versus Moodle for Faculty Senate Committees

E. Fejerang discussed the options. She is recommending that the FS use group studio for collaboration, and so forth. Concerns were raised about outside people accessing the site on Mygcc. Elaine said she will work on this with MIS. The FS needs support staff to assist in moving from Moodle to group studio. Elaine said that the FS can identify areas of training that needs to be done. Discussion was held on making the website transparent and support staff.

G. Hartz moved that the FS strongly recommends to TAC to identify a mechanism to move all governance-related data and online functionality of the governance system from Moodle to group studio (Mygcc), contingent upon the following two actions being completed:

1. a minimum of two levels of access to be granted – one for formal participants within that function of governance (e.g., Curriculum Committee) and a second level for viewers in and outside of GCC (in order to ensure transparency)

(2) administrative support in order to migrate and continue to maintain relevant data from Moodle to Mygcc studio to be provided by the administration.

Deadline to reply from TAC to FS will be 11/14.

J. Armstrong seconded. Motion carried.

B. Committee Reports

Committee Reports: Institutional Marketing and Academic Advisements need to submit their final reports by December 1, 2008.

G. Yanger will be tasked to contact these committees.

5. CGC Report:

None

6. Senators Communication:

- Communication between committees (not necessarily FS committees, such as Graduation Committee or CLI). Senate discussed different ways that communication may occur.
- This role will be assumed by future senators-at-large.

7. Announcement:

None

8. Agenda Items for Next Meeting:

Please forward to J. Munoz.

9. Next meeting date:  
Tuesday, November 4, 2008 at 2 pm in C2.
10. Motion to adjourn:  
Motion to adjourn was made at 2:45 pm. by G. Hart.  
Seconded by J. Armstrong.

# **GUAM COMMUNITY COLLEGE**

## **Faculty Senate**

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### **Minutes**

**Wednesday, February 24, 2009**  
**Faculty Senate Office/ C2**

#### **I. Call to Order at 1:45 PM**

Attendance:

<b>Name</b>	<b>E-mail</b>	<b>Present</b>
Jose Munoz, President	jose.munoz@guamcc.edu	X
John Armstrong, Past President	john.armstrong@guamcc.edu	X
Clare Camacho, President Elect	clare.camacho@guamcc.edu	X
Gary Hartz, Member-at-Large	ronald.hartz@guamcc.edu	X
Gil Yanger	gil.yanger@guamcc.edu	X
Mike Setzer II	michael.setzerii@guamcc.edu	X

Others present: Barry Mead

#### **II. Review of minutes** - None available.

#### **III. Old Business**

- A. Standard 3 Membership is complete.
- B. GenEd Update: GenEd committee will meet at 3 pm Friday in C3.
- C. Vision/Mission statement - check with Norm Aguilar
- D. Energy Plan - review and make comments and give to Clare by 3/10
- E. Professor Emeritus recommendations - no one has given any additional recommendations to Clare. The FS questions the needs for emeritus status for administrators.

#### **III. New Business**

Communication from Union Rep - discussed the Financial Extigency Committee and the roles and responsibilities. May need to convene RPF meeting asap.

#### **IV. College Governing Council**

CGC met. Finalized by-laws for Article XII

#### **V. Senators Communication**

Gil will send out emails to committee chairs asking for members.  
Ethics committee met and drafted procedures.

#### **VI. Announcements**

Banner Core Committee - The committee is requesting faculty membership. Joey will discuss this with Carmen Santos.

#### **VII. Adjournment -2:45 pm.**



# GUAM COMMUNITY COLLEGE

## Faculty Senate

The mission of the Faculty Senate of Guam Community College is to serve as an inclusive forum for all College stakeholders to participate in the process of developing and recommending effective policies to the administration for the College to the benefit of our students and the community we serve.

### Minutes

#### *Draft*

Tuesday, November 25, 2008

02:08 PM

Faculty Senate Office/ C2

1. Call to Order: 02:00 PM

#### Attendance

Name	E-mail	Present
Jose Munoz, President	<a href="mailto:jose.munoz@guamcc.edu">jose.munoz@guamcc.edu</a>	X
John Armstrong, Past President	<a href="mailto:john.armstrong@guamcc.edu">john.armstrong@guamcc.edu</a>	X
Clare Camacho, President Elect	<a href="mailto:clare.camacho@guamcc.edu">clare.camacho@guamcc.edu</a>	
Gary Hartz, Member-at-Large	<a href="mailto:ronald.hartz@guamcc.edu">ronald.hartz@guamcc.edu</a>	X
Gil Yanger Faculty Excellence	<a href="mailto:gil.yanger@guamcc.edu">gil.yanger@guamcc.edu</a>	X
Mike Setzer II Stu. Learning Ex.	<a href="mailto:michael.setzerii@guamcc.edu">michael.setzerii@guamcc.edu</a>	

Others present:

2. Review of Minutes: Minute for Nov 18, 2008 approved. Motion by J. Armstrong  
Seconded by G. Hartz.
  - a. Time frame for Dec. 5 Brain Storm Meeting with President  
The meeting is tentatively set for 9am.
  - b. Newsletter  
The newsletter continues to collect Articles

- c. Date(s) in Spring 2009 for FS Transition  
April 10, 2009 at 3pm in the MPC

3. Old Business:

- a. Suggested Due Date for Committee Midterm Report  
Dec. 5<sup>th</sup>, 2008; G. Yanger will communicate this to the faculty.

4. New Business:  
None

5. CGC Report:  
G. Hartz reported that the CGC will meet tomorrow at 2pm.

6. Senators Communication:

7. Announcement:

8. Agenda Items for Next Meeting:  
Send any agenda items to J. Munoz

9. Next meeting date:  
Tuesday, January 13, 2009, at 2 pm in C2

10. Motion to adjourn:  
Meeting adjourned at 2:50pm. Motion made by G. Yanger seconded by G. Hartz.

# GUAM COMMUNITY COLLEGE

## Faculty Senate

The mission of the Faculty Senate of Guam Community College is to serve as an inclusive forum for all College stakeholders to participate in the process of developing and recommending effective policies to the administration for the College to the benefit of our students and the community we serve.

### Minutes

**Tuesday, March 24, 2009**

**Faculty Senate Office/ C2**

#### **I. Call to Order at 1:45 PM**

Attendance:

<b>Name</b>	<b>E-mail</b>	<b>Present</b>
Jose Munoz, President	jose.munoz@guamcc.edu	X
John Armstrong, Past President	john.armstrong@guamcc.edu	X
Clare Camacho, President Elect	clare.camacho@guamcc.edu	X
Gary Hartz, Member-at-Large	ronald.hartz@guamcc.edu	X
Gil Yanger	gil.yanger@guamcc.edu	X
Mike Setzer II	michael.setzerii@guamcc.edu	X

Others present: Dr. Ray Somera

#### **II. Review of Minutes – M/S/A minutes of 3/17.**

#### **III. New Business**

- A. AVP Dr. Ray Somera attended the Faculty Senate meeting to discuss several issues and provide information on events at the College:
1. FS activities will be a part of the Convocation agenda on 8/17/09. Events start at 5 pm.
  2. Institutional planning – need a calendar of events set for the entire year for better planning. An Institutional Planning Form has been developed by Johanna Camacho. FS will provide input.
  3. Agreements – many agreements between agencies, such as the Guam Contractor's Association and postsecondary institutions, such as Argossy, are being developed.
  4. Need for consistency in the number of credits and the number of hours.
  5. Program expansion – the College is often asked to expand the programs and offer other programs, such as diesel technology and surveying technology.
  6. Expectations from the accrediting commission. Need to be clear on what is expected from ACJC.
  7. Institutional priorities – need to set goals, such as articulation between secondary and postsecondary programs.
  8. Standards committee.
  9. AIE protocols for reports and simplifying reports to be disseminated.
- B. Mall registration is on August 8 at Micronesian Mall Center Court.
- C. Express registration is from Aug. 10-14, 8-5 pm.

#### **IV. Old Business**

- A. Newsletter – G. Hartz will check on this with P. Parvin. May turn into an end of the year newsletter.

- B. Graduation – encourage other faculty members to attend.
- C. Council of DCs- have not elected a chair yet.
- D. GenEd – waiting on the council to elect so that the chairs of GenEd, Council and Curriculum can meet and discuss the gened recommendations.
- E. Elections – call for nominations will go out for faculty elections on 4/17. Union will handle elections.

**V. CGC Report**

- A. Frenchy may be tasked to provide support.
- B. Planning is being done on the 4/24 transition training.
- C. No changes in budget or plans for action.
- D. Guidelines for Online Policy and Procedures are being reviewed by the CGC.

**VI. Senators Communication – none**

**VII. Announcements**

- A. College Fair on 4/2/09 for graduating seniors and their parents. Please encourage people to attend.
- B. Community Forum on the military buildup on 4/3/09 at the MPA from 10-12.

**VIII. Adjournment -2:30 pm.**

# GUAM COMMUNITY COLLEGE

## Faculty Senate

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### *Minutes*

Tuesday, November 4, 2008

02:16 PM

Faculty Senate Office/ C2

1. Call to Order: 02:05 PM

#### Attendance

Name	E-mail	Present
Jose Munoz, President	<a href="mailto:jose.munoz@guamcc.edu">jose.munoz@guamcc.edu</a>	X
John Armstrong, Past President	<a href="mailto:john.armstrong@guamcc.edu">john.armstrong@guamcc.edu</a>	X
Clare Camacho, President Elect	<a href="mailto:clare.camacho@guamcc.edu">clare.camacho@guamcc.edu</a>	
Gary Hartz, Member-at-Large	<a href="mailto:ronald.hartz@guamcc.edu">ronald.hartz@guamcc.edu</a>	X
Gil Yanger Faculty Excellence	<a href="mailto:gil.yanger@guamcc.edu">gil.yanger@guamcc.edu</a>	
Mike Setzer II Stu. Learning Ex.	<a href="mailto:michael.setzerii@guamcc.edu">michael.setzerii@guamcc.edu</a>	X

#### Others present

2. Review of Minutes:  
G. Hartz motioned to approve the minutes of September 28, 2008. Seconded by M. Setzer.  
Minutes approved.

3. Old Business:
  - a. Date(s) for FS transition day  
G. Hartz there are no GPS dates that work with governance transition day, and the current professional day February is a GPSS teaching day J. Munoz will consult with union representatives.
  - b. FS Office Staff  
J. Munoz reported that the College is not currently hiring.
4. New Business:
  - a. J. Munoz reported that the President has invited the FS to a meeting on Thursday, November 20, 2008 to discuss the projected budget shortages.
5. CGC Report:  
No report
6. Senators Communication:
  - M. Setzer reported that the FS website needs to be updated.
  - G. Yanger was absent.
7. Announcement:  
none
8. Agenda Items for Next Meeting:  
Please forward to J. Munoz.
9. Next meeting date:  
Tuesday, November 18, 2008 at 2 pm in C2.
10. Motion to adjourn:  
Motion to adjourn was made at 3:00 pm. by J. Armstrong.  
Seconded by G. Hartz.

# GUAM COMMUNITY COLLEGE

## Faculty Senate

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### *Minutes*

Monday, September 15, 2008

08:30 AM

Faculty Senate Office/ C2

- a. Call to Order: 08:30 AM

Attendance:

Name	E-mail	Present
Jose Munoz, President	<a href="mailto:jose.munoz@guamcc.edu">jose.munoz@guamcc.edu</a>	X
John Armstrong, Past President	<a href="mailto:john.armstrong@guamcc.edu">john.armstrong@guamcc.edu</a>	X
Clare Camacho, President Elect	<a href="mailto:clare.camacho@guamcc.edu">clare.camacho@guamcc.edu</a>	X
Gary Hartz, Member-at-Large	<a href="mailto:ronald.hartz@guamcc.edu">ronald.hartz@guamcc.edu</a>	X
Gil Yanger Faculty Excellence	<a href="mailto:gil.yanger@guamcc.edu">gil.yanger@guamcc.edu</a>	X
Mike Setzer II Stu. Learning Ex.	<a href="mailto:michael.setzerii@guamcc.edu">michael.setzerii@guamcc.edu</a>	X
Rose U. Hormillosa, WPPI	<a href="mailto:rosenmarie.hormillosai@guamcc.edu">rosenmarie.hormillosai@guamcc.edu</a>	X

Others present:

- b. Review of Minutes:

**J. Armstrong made a motion to approve the minutes of 09.08.08, seconded by G. Yanger. Motion passed unanimously.**

- c. Old Business:

- a) ISMP Review:

- i) Senate discussed the ISMP draft document. Comments focused on the document being top-down and not having enough faculty input. J. Munoz will take the comments and write a letter addressing the concerns to J. Benavente, the AVP, and the President.
- d. New Business:
  - a) PDRC concerns re: CLI
    - i) J. Munoz shared his discussion between him and PDRC Chair S. Leon Guerrero regarding that PDRC supports CLI but does not have enough manpower to run the program. Senate will wait for an official recommendation letter from PDRC regarding the support of CLI.
- e. CGC Report
  - a) G. Hartz discussed the scheduling issues with the CGC members and trying to establish quorum this month. Senate suggested establishing meetings dates in the Spring for the following academic year.
- f. Oversight Committee Chairs Communication:
  - a) M. Setzer II announced that J. Salas will be the chair for General Education Committee. Approved bylaws were turned in September 12, 2008.
  - b) Next meeting for General Education meeting – September 23, 2008 @ 12:30pm.
  - c) J. Munoz requested for copies of the committee bylaws that were turned in before the due date to be sent to him and to the oversight chairs. Faculty Senate will not approve bylaws. Instead, oversight chairs will bring any issues to the Senate if needed.
  - d) Senate discussed the OC process when there are issues in any committee.
  - e) G. Yanger reported that Professional Ethics Committee did not meet last week. He is in contact with PDRC chair on bylaws. No communication with B. Mead regarding the Jobs Specs committee bylaws. Evaluation and Job Specification bylaws will remain the same.
  - f) Committee goals will be due 10/3. Oversight chairs will inform their committees.
  - g) J. Munoz will take over the duties of the Chair for Institutional Excellence until arrangements are made.
- g. Announcements:
  - a) Contract Negotiations: Article 12
 

J. Munoz shared observations regarding the Contract Negotiations: Negotiations occurred because of a Board of Trustees request. In negotiations, the Governance process was respected and will continue to be one of participation by all stakeholders (faculty, administrators, staff, and students). The negotiating team will meet to discuss specific changes and the negotiating contract may be finalized the following week. Senate discussed the negotiating contract, which may have an impact on the oversight chairs and their responsibilities. The negotiating teams understood the need to revisit the governance structure periodically to continue its development. The faculty constitution will be an appendix to the contract.



**h. Agenda Items for Next Meeting:**

- a) J. Munoz asked the members to send him any item for the agenda next meeting.**

**i. Next Meeting Date:**

**September 22, 2008 at 8:30am**

**j. Adjournment:**

- a) J. Armstrong made a motion adjourn the meeting, seconded by G. Hartz.  
Adjourned at 9:48am.**

# **GUAM COMMUNITY COLLEGE**

## **Faculty Senate**

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### **Minutes**

**Wednesday, February 03, 2009**

**1:45 PM**

**Faculty Senate Office/ C2**

#### **I. Call to Order at 1:45 PM**

Attendance:

Name	E-mail	Present
Jose Munoz, President	<a href="mailto:jose.munoz@guamcc.edu">jose.munoz@guamcc.edu</a>	X
John Armstrong, Past President	<a href="mailto:john.armstrong@guamcc.edu">john.armstrong@guamcc.edu</a>	X
Clare Camacho, President Elect	<a href="mailto:clare.camacho@guamcc.edu">clare.camacho@guamcc.edu</a>	X
Gary Hartz, Member-at-Large	<a href="mailto:ronald.hartz@guamcc.edu">ronald.hartz@guamcc.edu</a>	X
Gil Yanger	<a href="mailto:gil.yanger@guamcc.edu">gil.yanger@guamcc.edu</a>	
Mike Setzer II	<a href="mailto:michael.setzerii@guamcc.edu">michael.setzerii@guamcc.edu</a>	X

Others present: Tony San Nicolas, Chair, Curriculum Committee

#### **II. Review of minutes - tabled**

#### **III. Old Business**

- A. Newsletter: Gary passed around a draft for members to review and make changes. He will forward the final to Paul Parvin so his class can put it in a newsletter format.
- B. Council of Dept Chair recommendations -Tony SN discussed the recommendations by the Curriculum Committee, and the need to work together with GenEd and the Council.

#### **III. New Business**

- A. Mission statement - provide feedback to Norm Aguilar
- B. Professor Emeriti - provide feedback to Clare Camacho. This proposal will go before the Board.
- C. Graduation Committee - Lani Gamble's name has been provided to the committee for faculty representation.
- D. Graduation Speakers - Dr. Ray is asking for faculty recommendations for graduation speakers. This request has been forwarded to the Council of Dept. Chairs.

#### **IV. College Governing Council**

The CGC will meet next Wednesday at 2 pm. Waiting to hear from members to confirm day and time. CGC will work on setting up a schedule. G. Hartz will add by-laws and leadership training to the next agenda. He will also encourage the CGC to set up a system for students to receive work-study hours, intern credit, or student stipend for their participation.

#### **V. Senator Reports**

Gil needs to provide list of faculty committees and members. Mike sent out email to the Standards Committee asking for membership.

#### **VI. Adjournment -2:05 pm.**

# GUAM COMMUNITY COLLEGE

## Faculty Senate

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### Minutes

Wednesday, March 3, 2009  
Faculty Senate Office/ C2

#### I. Call to Order at 1:45 PM

Attendance:

Name	E-mail	Present
Jose Munoz, President	jose.munoz@guamcc.edu	X
John Armstrong, Past President	john.armstrong@guamcc.edu	X
Clare Camacho, President Elect	clare.camacho@guamcc.edu	X
Gary Hartz, Member-at-Large	ronald.hartz@guamcc.edu	X
Gil Yanger	gil.yanger@guamcc.edu	X
Mike Setzer II	michael.setzerii@guamcc.edu	X

Others present: None

**II. Review of minutes** - Minutes of last three meetings were passed out to be voted on at the next meeting.

#### III. Old Business

- A. Committee membership: G. Yanger stated he has made progress and will forward committee membership to M. Setzer.
- B. Newsletter: G. Hartz sent this up to Paul Parvin and will also send it to C. Camacho.

#### III. New Business

Financial Exigency (FE) Committee - the last official word is that the committee would meet. However, no update has been obtained. J. Munoz met informally with President Okada, and she indicated that they were still undecided about the FE Committee. J. Armstrong discussed conversation with VP of Business and Finance and her refusal to call an RPF meeting. Motion by C. Camacho/second by M. Setzer to request an update from the Union Chair on whether the FE Committee will meet. If FE committee is not being convened, then J. Armstrong will call an RPF committee meeting by 3/13. Motion passed.

#### IV. College Governing Council

No meeting, no report. Motion by M. Setzer, second by G. Yanger for G. Hartz to call a CGC meeting on 3/11 at 2 pm in order to discuss financial status of the College - after consultation with Union Chair (via J. Armstrong) on status of convening of FE Committee.

#### V. Senators Communication

None.

#### VI. Announcements

VARO is still looking for students to be trained.

J Armstrong's class is initiating a petition for special parking for pregnant women and those with infants and young children.

Surveys, administered and compiled by students, will be going around GCC about the military buildup. Results will be disseminated at the JGPO conference on 4/3 at GCC.

**VII. Adjournment -2:20 pm.**

# GUAM COMMUNITY COLLEGE

## Faculty Senate

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### Minutes

**Tuesday, March 31, 2009**  
**Faculty Senate Office/ C2**

#### **I. Call to Order at 1:45 PM**

Attendance:

<b>Name</b>	<b>E-mail</b>	<b>Present</b>
Jose Munoz, President	jose.munoz@guamcc.edu	X
John Armstrong, Past President	john.armstrong@guamcc.edu	X
Clare Camacho, President Elect	clare.camacho@guamcc.edu	X
Gary Hartz, Member-at-Large	ronald.hartz@guamcc.edu	X
Gil Yanger	gil.yanger@guamcc.edu	X
Mike Setzer II	michael.setzerii@guamcc.edu	X

Others present: None

#### **II. Review of Minutes** – M/S/A minutes of 3/24/09.

#### **III. Old Business**

- A. Newsletter –will now be at the end of the year. G. Hartz has contacted P. Parvin on this. The due date for submissions is 4/24.
- B. Graduation – encourage other faculty members to attend.
- C. Council of DCs- – elections for chairperson is this week, nominees are Christine Matson and Rick Skipper
- D. Gened – draft of the ILOs have been sent out to committee chairs for feedback, and to Bobbie LG to solicit student feedback. These need the input of all the campus community. FS members are encouraged to provide feedback to improve the ILOs.
- E. Elections – Elections for next school year are coming up. The union will be in charge of this. T. Tenorio, the Union recorder, will send out an email soliciting nominations.

#### **IV. New Business**

None

#### **V. CGC Report/RPF Report**

- A. G. Hartz reported on the following:  
The CGC meeting was held yesterday and there will be a meeting next Monday during the Easter break. GCC's Online Policy and Procedure was passed. M. Setzer was at the meeting and provided feedback. These will be considered. The policies can be changed and updated at any time. Leadership retreat draft will be submitted on Monday.
- B. J. Armstrong reported on the following:  
An RPF meeting was held yesterday after the CGC. The financial status of the college is dire. Vendors are not being paid. Pay adjustment was discussed and how HR arrived at the figures.

**VI. Senators Communication – none**

**VII. Announcements**

- A. College Fair on 4/2/09 for graduating seniors and their parents. Please encourage people to attend.
- B. Community Forum on the military buildup on 4/3/09 at the MPA from 10-12.
- C. President's Leadership meeting for foundation to raise funds was this past Saturday.

**VIII. Adjournment -??? pm**