

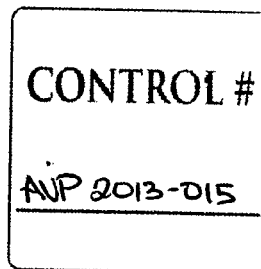
## MEMORANDUM

TO: Dr. Juan Flores, Dean  
School of Trades and Professional Services

FROM: Dr. R. Ray D. Somera, Vice President for Academic Affairs

SUBJECT: GCC-GDOE MOU Chairperson

DATE: October 1, 2013



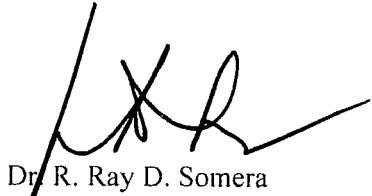
Dear Dr. Flores:

This is your official appointment as the Academic Vice President's designee to serve as Chairperson in the monthly GCC-GDOE MOU meetings.

Please ensure that the Faculty Union chair is invited to these monthly meetings, along with the career counselors and Department Chairs of respective departments under your school and TSS. Meeting minutes must also be taken carefully and filed systematically for documentation purposes.

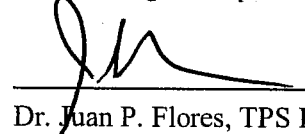
Thank you for your willingness to serve in this capacity.

Sincerely,



Dr. R. Ray D. Somera  
Vice President for Academic Affairs  
Guam Community College

Acknowledge receipt:



Dr. Juan P. Flores, TPS Dean

10/11/13  
Date