

**Guam Community College
Promotions Committee
Agenda**

Meeting Date: August 27, 2008
Time: 12:00 p.m.

- I. Call to Order
- II. Attendance/Sign in
- III. New Business
 - A. Meeting dates and times
 - B. Last year's End of the Year Report
 - C. SOP – due Sept. 15
 - D. Designee
 - E. GFT/BOT agreement
 - F. Workshop dates/times/presenters
 - G. Permission from former applicants to bring their portfolios to workshop
 - H. Group studio
 - I. Q&A (discussion board on website)
 - J. FAQs for applicants
 - K. Portfolio template
 - L. Electronic portfolios
- VI. Open discussion
- IV. Agenda Items for Next meeting
 - A. Interview dates/times
 - B. Interview questions
 - C. Portfolio review checklist
- V. Next meeting
- VI. Adjournment

**Guam Community College
Promotions Committee
Agenda**

Meeting Date: September 3, 2008
Time: 12:00 p.m.

- I. Call to Order
- II. Attendance/Sign in
- III. Old Business
 - A. SOP – due Sept. 15
 - B. GFT/BOT agreement
 - C. Workshop dates/times/presenters
 - D. Permission from former applicants to bring their portfolios to workshop
 - E. Group studio
 - F. Q&A (discussion board on website)
 - G. FAQs for applicants
 - H. Portfolio template
 - I. Electronic portfolios
- IV. New Business
 - A. Interview dates/times
 - B. Interview questions
 - C. Portfolio review checklist
- V. Open discussion
- VI. Agenda Items for Next meeting
- VII. Next meeting
- VIII. Adjournment

**Guam Community College
Promotions Committee
Minutes**

Meeting Date: August 27, 2008
Time: 12:00 p.m.

- I. Call to Order - 12:05pm
- II. Present: Anthony Roberto, Donna Cruz, Juanita Tenorio, Frank Blas, Doreen Blas, Sally Sablan
- III. New Business
 - A. Meeting dates and times – committee agreed to Wednesdays, 12noon
 - B. Last year’s End of the Year Report – committee was asked to review
 - C. SOP – due Sept. 15 – committee was asked to review
 - D. Designee – committee agreed that the “designee” needs to be a Promotions committee member
 - E. GFT/BOT agreement – committee was asked to review
 - F. Workshop dates/times/presenters – committee agreed to hold on Friday, September 26, 2008 at 10am and 2pm
 - G. Permission from former applicants to bring their portfolios to workshop – Sally will request
 - H. Group studio – tabled until next meeting
 - I. Q&A (discussion board on website) – committee was asked to consider for next mtg
 - J. FAQs for applicants – committee was asked to consider for next mtg
 - K. Portfolio template – committee was asked to review
 - L. Electronic portfolios – committee was asked to consider for next mtg
 - M. Chair-Elect – Anthony Roberto was unanimously voted in as Chair-Elect
- IV. Open discussion
- V. Agenda Items for Next meeting
 - A. Interview dates/times
 - B. Interview questions
 - C. Portfolio review checklist
- VI. Next meeting
Wednesday, 12noon at Leo Palace
- VII. Adjournment – 12:50pm

**Guam Community College
Promotions Committee
Minutes**

Meeting Date: September 3, 2008
Time: 12:00 p.m.

- I. Call to Order - 12:09 p.m.
- II. Present: Anthony Roberto, Donna Cruz, Juanita Tenorio, Frank Blas, Doreen Blas, Sally Sablan
- III. Approval of Minutes – Tony moved to approve minutes from 08.27.08 meeting, Donna seconded. No discussion. Motion carried.
- IV. Old Business
 - A. SOP – due Sept. 15 – committee discussed revisions
 - B. GFT/BOT agreement – committee discussed Article XII and XVII
 - C. Workshop dates/times/presenters – committee agreed to hold on Friday, September 26, 2008 at 10am and 3:30pm (changed from 2pm)
 - D. Permission from former applicants to bring their portfolios to workshop – Sally will request
 - E. Group studio – tabled
 - F. Q&A (discussion board on website) – tabled
 - G. FAQs for applicants – tabled
 - H. Portfolio template – tabled
 - I. Electronic portfolios – tabled
- V. New Business
 - A. Interview dates/times - tabled
 - B. Interview questions - tabled
 - C. Portfolio review checklist - tabled
- VI. Open discussion - none
- VII. Agenda Items for Next meeting
- VIII. Next meeting
To be announced via email
- IX. Adjournment – 1:40 p.m.