

GUAM COMMUNITY COLLEGE
Resources, Planning and Facilities
Committee
Agenda

December 23, 2008

3:00 pm

Faculty Senate Office / C2

1) Call to Order:

Attendance:

Name:	Position:	Email:	Present:
Jose Munoz	Faculty	jose.munoz@guamcc.edu	
Clare Camacho	Faculty	clare.camacho@guamcc.edu	
Barry Mead	Faculty	barry.mead@guamcce.edu	
John Armstrong	Faculty	john.armstrong@guamcc.edu	
Mark Concepcion	Student	mark.concepcion1@guamcc.edu	
Tara Pascual	Student	Tararose.pascua@guamcc.edu	
John Camacho	Administration	john.camacho@guamcc.edu	
Carmen Santos	Administration	carmen.kweksantos@guamcc.edu	
Reilly Ridgell	Administration	reilly.ridgell@guamcc.edu	
Michelle Santos	Administration	michelle.santos@guamcc.edu	
Elizabeth Duenas	Staff	Elizabeth.duenas@guamcc.edu	
Cheryl San Nicholas	Staff	Cheryl.sannicholas@guamcc.edu	

Others present:

2) Approval of December 17, 2008 Minutes:

3) Old Business:

a. Review and update bylaws

b. RPF committee goals

4) New Business:

5) Open Discussion:

6) Next Meeting:

7) Adjournment:

GUAM COMMUNITY COLLEGE

Resources, Planning and Facilities Committee

Minutes

December 17, 2008

10:00 am

Faculty Senate Office / C2

1) Call to Order: 10:02 by John Armstrong

Attendance:

Name:	Position:	Email:	Present:
Jose Munoz	Faculty	jose.munoz@guamcc.edu	
Clare Camacho	Faculty	clare.camacho@guamcc.edu	x
Barry Mead	Faculty	barry.mead@guamcc.edu	x
John Armstrong	Faculty	john.armstrong@guamcc.edu	x
Mark Concepcion	Student	mark.concepcion1@guamcc.edu	x
Tara Pascual	Student	tararose.pascua@guamcc.edu	
John Camacho	Administration	john.camacho@guamcc.edu	x
Carmen Santos	Administration	carmen.kweksantos@guamcc.edu	x
Reilly Ridgell	Administration	reilly.ridgell@guamcc.edu	x
Michelle Santos	Administration	michelle.santos@guamcc.edu	x
Elizabeth Duenas	Staff	Elizabeth.duenas@guamcc.edu	x
Cheryl San Nicolas	Staff	Cheryl.sannicolas@guamcc.edu	x

Others present:

Joe Quitugua

Frank Duenas

New Business

Energy Efficiency Plan for the College

John Camacho discussed the outline for a plan for energy efficiency. Joe Quitugua reported on some of the plans from an old report, some of which is still relevant. Joe did research on the Internet as well on a similar plan at other schools. Briefly went over some areas. Nothing formalized as of yet. Joe will submit a draft plan by March 1, 2009 to John Camacho. Barry discussed having others submit ideas for energy efficiency. There are things that can be done immediately to bring the power cost down. Ideas include: turning off lights, sealing doors. A web announcement will go out requesting for ideas for energy conservation along with suggestions on what the College can do now to save energy. Suggestions for energy conservation deadline will be January 15, 2009. Part of the

announcement will be toward encouraging personal responsibility and the cost for the power bill.

Facilities Report

J. Camacho went over the status of the major construction projects. J. Camacho distributed handout on the status of construction and capital projects. See handout for details. Parking is also being discussed, as projects will impact current parking.

- 2) Approval of Prior Minutes: Meeting is being resumed from last meeting, no minutes.
- 3) Old Business:
 - a. Review of Bylaws – need language for the by-laws at this meeting. Review charge by the negotiating team. Motion made by Mead, second by Ridgell, to table discussion on bylaws for next week. Bylaws need to reflect the new contract. Meeting on bylaws only will be on Tuesday, December 23, at 3 pm.
 - b. Annual Committee Goals – Motion made by Santos, second by Mead, to table until bylaws are complete. Goals will be on next week's meeting.
 - c. Financial Report – FY08 still working on about \$400,000 still owed by DOA. As of yesterday, we have received approximately \$700,000 - \$220,000 from MDF and \$500,000 from General Fund. We are still short for payroll next week. Announcement will be made by this Friday if we are having problems with payroll. GCC is working to confirm with Governor's Office on the status of the release of funds. By Friday we will get word on payroll next Friday. \$600,000 needed for payroll, including deductions. The critical aspect of this has not been relayed to the College personnel.
Carmen dispersed the FY2010 budget for review. The Committee will review the budget and vote on it at our next meeting.
 - d. Facilities Report – see above.
- 4) New Business: \$91,000 available for classroom improvements
 - M. Santos made a motion to utilize the \$91,000 unused FY08 Capital Improvement Projects funds for classroom improvements in FY09 (i.e. multimedia projectors, whiteboards, chairs, tables for buildings A, C, D).
 - R. Ridgell seconded the motion. M. Santos will prepare a list of improvements to be included with this motion to be forwarded to CGC for their next meeting. Motion passed unanimously.Building Cultural Awareness- tabled until the next regular meeting
- 5) Open Discussion:
- 6) Next Meeting: Tuesday, December 23, 2008 at 3pm in room C2.
- 7) Adjournment: B. Mead made motion to adjourn at 11:38am. E. Duenas seconded.

GUAM COMMUNITY COLLEGE

Resources, Planning and Facilities Committee

Minutes

December 23, 2008

3:00 pm

Faculty Senate Office / C2

- 1) Call to Order: Armstrong called the meeting to order at 3:07 pm.

Attendance:

Name:	Position:	Email:	Present:
Jose Munoz	Faculty	jose.munoz@guamcc.edu	
Clare Camacho	Faculty	clare.camacho@guamcc.edu	X
Barry Mead	Faculty	barry.mead@guamcce.edu	X
John Armstrong	Faculty	john.armstrong@guamcc.edu	X
Mark Concepcion	Student	mark.concepcion1@guamcc.edu	X
Tara Pascual	Student	tararose.pascua@guamcc.edu	
John Camacho	Administration	john.camacho@guamcc.edu	X
Carmen Santos	Administration	carmen.kweksantos@guamcc.edu	X
Reilly Ridgell	Administration	reilly.ridgell@guamcc.edu	X
Michelle Santos	Administration	michelle.santos@guamcc.edu	X
Elizabeth Duenas	Staff	elizabeth.duenas@guamcc.edu	X
Cheryl San Nicholas	Staff	cheryl.sannicholas@guamcc.edu	X

Others present: None

- 2) Approval of December 17, 2008 Minutes: Motion by J. Camacho/Concepcion to approve minutes. Motion passed unanimously.
- 3) Old Business:
- Review and update bylaws – Committee reviewed bylaws and made changes. They will be forwarded to all members and voted at the next meeting.
 - RPF committee goal. Keep record and create a timeline of issues and actions or resolutions during the year. This will create a baseline for assessment of committee effectiveness. Faculty President –Elect will ensure that a draft of the timeline is compiled.
 - Classroom improvement (\$91,000) – Motion (M. Santos/San Nicolas) to not forward the approved appropriation of \$91,000 to the CGC since it is not required. Motion passed. M. Santos discussed the equipment that is being looked at – the price of the projector, installation, wiring, etc. needs to be done, so the price may look steeper. In addition, porcelain whiteboards are

being purchased which are approximately \$600 compared to \$200 whiteboards.

- d. FY2010 Budget Submission – Discussion was held in looking at department budgets and the percentage of budget received. Suggestion was made on a summary or data sheet next year. Motion (M. Santos/C. Camacho) to approve FY2010 budget (portion presented). Discussion was held on the budget and the process of approval, requests, and submission of changes. The process of budgeting needs to be tied to assessment more strongly. Start discussions on budget earlier to look at the process and all issues. Motion passed.
- 4) New Business: None
- 5) Open Discussion: The chair wishes everyone a Merry Christmas and a Happy Year!
- 6) Next Meeting: Will be announced in January.
- 7) Adjournment: Meeting adjourned at 4:22.