

Messages & Communications Doc. No. 38GL-26-2896 through 2902.

From 38th Committee On Rules <committeeonrules@guamlegislature.gov>
 Date Fri 9/25/2026 12:41 PM
 To Guam Legislature Clerks <clerks@guamlegislature.gov>
 Cc Frank Blas Jr. <speakerblas@guamlegislature.gov>

7 attachments (17 MB)

92526COMM Doc. No. 38GL-26-2896.pdf; 92526COMM Doc. No. 38GL-26-2897.pdf; 92526COMM Doc. No. 38GL-26-2898.pdf; 92526COMM Doc. No. 38GL-26-2899.pdf; 92526COMM Doc. No. 38GL-26-2900.pdf; 92526COMM Doc. No. 38GL-26-2901.pdf; 92526COMM Doc. No. 38GL-26-2902.pdf;

Hafa Adai Clerks Office,

Please see attached, Messages & Communications Doc. No. 38GL-26-2896 through 2902 for processing:

✓	38GL-26-2896	Department of Integrated Services for Individuals with Disabilities	Acting Director Designation of Kathleen A.P. Aguon, for the Department of Integrated Services for Individuals with Disabilities (DISID) from September 24, 2026 to October 9, 2026*
✓	38GL-26-2897	Civil Service Commission	Board Meeting Packet for September 24, 2026*
✓	38GL-26-2898	Bureau of Statistics and Plans	Prior Year Obligation to pay Xerox Corporation in the total amount of \$2,852.34*
✓	38GL-26-2899	University of Guam	Unaudited Financial Reports for the month of August 2026*
✓	38GL-26-2900	Department of Administration	Guam Legislature Budget/Actual Expenditures Report as of August 31, 2026*
✓	38GL-26-2901	Department of Public Health and Social Services	Prior Year Obligation to pay Ran Care, Inc. DBA: Express Med Pharmacy in the total amount of \$300,000.00*
✓	38GL-26-2902	Guam Community College	Board of Trustees Meeting Packet for September 10, 2026*

Kindly reply to this email.



Si Yu'os ma'åse',

Marie Crisostomo

Committee on Rules Assistant

COMMITTEE ON RULES

Vice Speaker V. Anthony Ada, Chairperson

I Mina'trentai Ocho Na Liheslaturan Guåhan

38th Guam Legislature

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Messages and Communications 38GL-26-2902*

2 messages

Speaker Frank Blas Jr. <speakerblas@guamlegislature.gov>

Fri, Sep 25, 2026 at 9:33 AM

To: 38th Committee On Rules <committeeronrules@guamlegislature.gov>, Sabrina Salas Matanane <office.senatorbri@guamlegislature.gov>

Håfa adai,

Please see attached M&C Doc. No. 38GL-26-2902

38GL-26-2902	Guam Community College	Board of Trustees Meeting Packet for September 10, 2026*
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*Si Yu'os Ma'åse'**Bernice Rivera*

Administrative Assistant

**Office of Speaker Frank F. Blas, Jr.**I Mina'trentai Ocho na Liheslaturan Guåhan 38th Guam Legislature

Guam Congress Building, 163 Chalan Santo Papa, Hagatña

(671)969-6456

speakerblas@guamlegislature.gov

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----- Forwarded message -----

From: **Bertha Guerrero** <bertha.guerrero@guamcc.edu>

Date: Fri, Sep 25, 2026 at 12:36 AM

Subject: GCC Reporting Requirement, September 10, 2026

To: Speaker Frank Blas Jr. <speakerblas@guamlegislature.gov>**To: The Office of the Speaker****38th Guam Legislature***Hafa Adai,*

Transmitted herewith is the reporting requirement for the September 10, 2026 Guam Community College Board of Trustees meeting.

Kindly acknowledge receipt

*Si Yu'us Ma'åse,**~Bertha*

Bertha M. Guerrero, Administrative Secretary

Guam Community College

Board of Trustees / Foundation Board of Governors

Office: 671-735-5636

P.O. Box 23069; Barrigada, Guam 96921

Email: bertha.guerrero@guamcc.edu**Guam Community College Mission Statement**

Guam Community College is a leader in career and technical workforce development, providing the highest quality, student-centered education and job training for Micronesia.

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2 attachments

 **9.10.2026.BOT Minutes.signed.pdf**
1015K

 **38GL-26-2902.pdf**
1141K

38th Committee On Rules <committeeonrules@guamlegislature.gov>
To: "Speaker Frank Blas Jr." <speakerblas@guamlegislature.gov>

Fri, Sep 25, 2026 at 9:43 AM

Håfa Adai,

Received, and thank you.



Si Yu'os ma'åse',

Marie Crisostomo

Committee on Rules Assistant

COMMITTEE ON RULES

Vice Speaker V. Anthony Ada, Chairperson

I Mina'trentai Ocho Na Liheslaturan Guåhan

38th Guam Legislature

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[Quoted text hidden]



Speaker Frank Blas Jr. <speakerblas@guamlegislature.gov>

GCC Reporting Requirement, September 10, 2026

2 messages

Bertha Guerrero <bertha.guerrero@guamcc.edu>
To: "Speaker Frank Blas Jr." <speakerblas@guamlegislature.gov>

Fri, Sep 25, 2026 at 12:35 AM

To: The Office of the Speaker
38th Guam Legislature

Doc Type: 38GL-26-2902
OFFICE OF THE SPEAKER
FRANK F. BLAS, JR.
September 25, 2026
Time: 12:35 AM
Received:

Hafa Adai,

Transmitted herewith is the reporting requirement for the September 10, 2026 Guam Community College Board of Trustees meeting.

Kindly acknowledge receipt

Si Yu'us Må'ase,

~Bertha

Bertha M. Guerrero, Administrative Secretary
Guam Community College
Board of Trustees / Foundation Board of Governors
Office: 671-735-5636
P.O. Box 23069; Barrigada, Guam 96921
Email: bertha.guerrero@guamcc.edu

Guam Community College Mission Statement

Guam Community College is a leader in career and technical workforce development, providing the highest quality, student-centered education and job training for Micronesia.

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E-mail administered by Guam Community College



9.10.2026.BOT Minutes.signed.pdf
1015K

Speaker Frank Blas Jr. <speakerblas@guamlegislature.gov>
To: Bertha Guerrero <bertha.guerrero@guamcc.edu>

Fri, Sep 25, 2026 at 9:10 AM

Håfa Adai,

Confirming receipt of your email.

Si Yu'os Ma'åse'

Bernice Rivera

Administrative Assistant



Office of Speaker Frank F. Blas, Jr.

I Mina'trentai Ocho na Liheslaturan Guåhan 38th Guam Legislature

Guam Congress Building, 163 Chalan Santo Papa, Hagatña

(671)969-6456

speakerblas@guamlegislature.gov

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**GUAM COMMUNITY COLLEGE
BOARD OF TRUSTEES
Monthly Meeting – Thursday, September 10, 2026 12:00 p.m.
Guam Community College President’s Conference Room, Building 2000**

AGENDA

I. CALL TO ORDER

1. Roll Call
2. Recital of Mission Statement
Guam Community College is a leader in career and technical workforce development, providing the highest quality, student-centered education and job training for Micronesia.

II. APPROVAL OF MINUTES

1. Monthly Meeting of August 21, 2026

III. COMMUNICATIONS

IV. PUBLIC DISCUSSION

V. REPORTS

1. *President’s Report:*
 - Financial Status of the College
 - Capital Improvement Projects (CIP)
2. *Monthly Activities Reports:*
 - Student Trustee
 - Faculty Advisory Member
 - Support Staff Advisory Member
 - Board of Trustees Community Outreach Report

VI. UNFINISHED BUSINESS

1. Policy 455 (Updated)
2. VPAA Job Description (Updated)
3. Construction Projects Updates
 - Wellness Center
 - Solar Parking & Building D
 - Building 600
 - Nursing Program Annex



38GL-26-2902
Messages and Communications

RECEIVED
COMMITTEE ON RULES
September 25, 2026

9:33 a.m.
Marie Crisostomo

VII. NEW BUSINESS

VIII. EXECUTIVE SESSION

1. Personnel Matters
2. Labor Management Relations
3. Legal Matters

IX. ADJOURNMENT

**GUAM COMMUNITY COLLEGE
Board of Trustees
Monthly Meeting of August 21, 2026**

Minutes

I. CALL TO ORDER. The monthly meeting of the GCC Board of Trustees held on August 21, 2026, was called to order at 12:01 p.m., by Chairperson Carlo Leon Guerrero at the Guam Community College President's Conference Room (Building 2000) in Mangilao, Guam.

1. Roll Call. Trustees Present: Mr. Carlo Leon Guerrero, Chairman; Ms. Rose P. Grino, Vice Chairperson; Ms. Gina Y. Ramos, Treasurer; Ms. Yolanda Padrones, Secretary; Ms. Laineann Dacaldacal, Student Trustee.

2. Others in attendance: Dr. Virginia C. Tudela, Interim President; Ms. Clarissa Padua, Vice President, Finance & Administration; Ms. Mariesha Cruz-San Nicolas, Acting Dean, TPS; Dr. Michael Chan, Dean, TSS; Ms. Apolline San Nicolas, Chief Human Resources Officer; Ms. Tina Aquiningoc, Assistant Director, CEWD; Mr. Kenneth Bautista, Support Staff Advisory Representative; Ms. Francine Galao, Faculty Advisory Representative; Attorney Rawlen Mantonona.

3. Recital of Mission Statement. Board members recited the Mission Statement: Guam Community College is a leader in career and technical workforce development, providing the highest quality, student-centered education and job training for Micronesia.

II. APPROVAL OF MINUTES –May 11, 2026 monthly meeting; June 3, 2026 Special Meeting and reconvening on June 10, 2026; and August 3, 2026 Special Meeting

MOTION

IT WAS MOVED BY TRUSTEE ROSE P. GRINO, AND SECONDED BY TRUSTEE YOLANDA M. PADRONES, THAT THE BOARD HEREBY APPROVES THE MEETING MINUTES OF MAY 11, 2026, WITH CORRECTIONS. NONE OPPOSED, MOTION CARRIED. (Voting: 5 ayes, 0 nays)

MOTION

IT WAS MOVED BY TRUSTEE ROSE P. GRINO, AND SECONDED BY TRUSTEE YOLANDA M. PADRONES, THAT THE BOARD HEREBY APPROVES THE SPECIAL MEETING MINUTES OF JUNE 3, 2026 AND RECOVERING ON JUNE 10, 2026, WITH CORRECTIONS. NONE OPPOSED, MOTION CARRIED. (Voting: 5 ayes, 0 nays)

MOTION

IT WAS MOVED BY TRUSTEE YOLANDA M. PADRONES, AND SECONDED BY TRUSTEE ROSE P. GRINO, THAT THE BOARD HEREBY APPROVES THE SPECIAL MEETING MINUTES OF AUGUST 3, 2026, WITH CORRECTIONS. NONE OPPOSED, MOTION CARRIED. (Voting: 5 ayes, 0 nays)

III COMMUNICATIONS. Dr. Tudela informed the Board that she had a virtual meeting with Ms. Kristin Charles, who informed her that she is now the new ACCJC Liaison Officer for Guam Community College.

IV. PUBLIC DISCUSSION. No request.

V. REPORTS

1. President's Report: Interim President Tudela reported on the following:

Financial Status: The Interim President provided the Board with a current financial status of the College, as follows:

FY2026: The President reported that, to date, the College has received \$20,524,443 in support of operations. This includes approximately \$13.1 million from the general fund, \$7.1 million from the MDF, \$71,962 to support WICHE program, and \$275,000 to support the Guam POST Commission. This represents about 95% of the requested amount based on the allotment schedule. The College continues to receive regular appropriations from the Department of Administration; however, no Capital Improvement funding has yet been received due to the extension of the property tax deadline to December 31, 2026.

Capital Improvement Projects and other activities:

The President reported the following:

Other activities:

The President was pleased to report that the Fall 2026 enrollment is higher than it was at the same time last year. Current enrollment stands at 1,447 students, compared to 1,424 in the previous fall. The College expects that final fall enrollment will surpass last year's total, supported by additional classes to be offered throughout the semester.

To support enrollment growth, the College implemented a "stop-out" initiative aimed at declared students who have not attended two consecutive regular semesters, specifically

BOT - Meeting of August 21, 2026
Page 3 of 11

those who stopped out between Fall 2022 and Spring 2025. Students are contacted and encouraged to re-enroll and continue their education, thus increasing enrollment and completion. Forty-five of the stop-out students contacted registered for Fall 2026.

The President also reported a 20.41% increase in registered apprentices for Fall 2026, with 118 apprentices registered compared to 98 in Fall 2025. Ms. Tina Aquiningoc with CEWD responded to Trustee Padrones' question regarding whether any students were unable to register due to unavailable classes, explaining that the College made scheduling adjustments to two courses to accommodate employer needs and reopened at least one low-enrolled course to serve apprenticeship students. CEWD also made every effort to reach out to students and enroll as many as possible.

The President added that another initiative CEWD implemented is the use of DegreeWorks for apprenticeship students. Previously used only for postsecondary students, DegreeWorks now tracks apprentices' progress to program completion. Information from RTIs is entered into the system so the Apprenticeship Office can actively monitor each student. The College is working with CRC to ensure that required classes are available to meet employer needs.

The President highlighted the success of the first ADN-RN cohort. Nineteen out of twenty students who completed the program passed the NCLEX (95% pass rate). Eighteen of those graduates are already employed, and one has submitted applications to GRMC and GMH. The remaining student is scheduled to take the exam, and the College anticipates achieving a 100% pass rate. The second ADN cohort is currently in progress and is scheduled to complete at the end of Spring 2027.

The President reported that a completion ceremony for 10 participants of the YouthBuild program was held on June 24, 2026. The CTE Summer 2026 program was described as very successful, enrolling 146 secondary and postsecondary students who participated in introductory courses across eight different disciplines. Students were able to earn either high school elective credit or postsecondary credit, and participation represented an increase of more than 50 students compared to the previous summer.

The Spring 2026 semester marked the launch of the College's first Early Middle College program, with 15 students from George Washington High School participating in the Health Career and Sciences program. Fourteen students successfully completed the semester. Six students registered for the Fall 2026 semester; one senior will transition to post-secondary education after her high school graduation, and the remaining eight will continue taking courses as their schedules permits.

The Reach for College 2026 Summer Bridge Program was conducted to support incoming and prospective students in their transition to college. Participating students received

assistance with the admissions process, FAFSA, placement test preparation, study skills workshop, financial literacy workshop, and coping skills.

The College conducted two free work-ready boot camps during the summer. The Building Maintenance Boot Camp, ending today, provided participants with an opportunity to earn 13 college credits while gaining fundamental knowledge and skills related to electrical, plumbing, and carpentry. The Truck Driving Boot Camp 6, scheduled to conclude on October 17, 2026, prepares students to obtain a Class "C" driver's license and offers stackable credentials in HeartSaver First Aid, CPR & AED training, WorkKeys, Work Ethic, and OSHA 10.

The President announced that the College is moving forward with another paramedic training cohort in partnership with the School of EMS in Tyler, Texas. The cohort will be a 44-week program. GCC is also working to establish an accredited, locally delivered paramedic education program that will prepare Guam locals to sit for the NREMT exam and create a sustainable local pipeline of paramedics, eliminating the need for off-island training to get nationally certified. This initiative is funded by a U.S. Department of Interior grant in the amount of \$1,050,000.

Capital Improvement Projects:

For Building 300, the pump repair for the non-potable water system has been completed, reinstalled, and recommissioned. Testing and balancing work is approximately 80% complete. Some communication issues exist between PCU #3 and the DDC system and are being addressed by the contractor. Water storage tank repairs are tentatively scheduled for October 2026, and J&B continues to work through punch-list items.

For the Forensic DNA building, the latest testing and balancing report has been provided by BME to GCC's designer on record for review and comments. The designer on record has responded with guidance on adjusting specified mechanical components to correct deficiencies. Based on BME's latest schedule, completion and full occupancy of the building, including full laboratory equipment calibration and commissioning, are anticipated by December 2026.

The President reported that the Building 2000 emergency generator project is 100% complete. Project closeout documents and as-built drawings have been submitted by the contractor, and final payment was issued via ACH in late July 2026; For the Culinary Arts and Baking Center (Building 400), BME completed recoating the baking section floor, with curing finished on August 4, 2026. Reinstallation of kitchen equipment is complete, and the contractor is currently addressing corrections and enhancements to the mechanical system. Proposed enhancements to the generator and sewer system are under review by the contractor with support from the generator supplier, Hawthorne.

With Building B renovations, the contractor has received the latest testing and balancing report and is working to correct identified deficiencies to meet design requirements. The exterior eyebrow work is 100% complete, subject to a few minor corrections with sloping. The new upgraded elevator system for Building B is expected to be completed by late September 2026. Minor punch-list work, including touch-up painting, soundproofing of counselors' rooms, and minor repairs due to damages by Typhoon Bavi are ongoing.

The final inspection of the Workforce Development Center was conducted on July 30, 2026. A small number of mechanical and electrical punch-list items remain; however, the facility will be ready for use for the Fall semester. For the campus-wide AC replacement project, the remaining task is the completion and submission of the GPA energy rebate applications for all units installed under the bid.

The President concluded the report by inviting any questions from the Board.

2. Monthly Activities Report.

Student Trustee: Trustee Laineann Dacaldacal reported the following:

New student orientation was held on Monday, August 10, 2026, with approximately 170 students in attendance. About 50 students participated in the campus tour that followed the orientation. On the first day of classes, the Student Trustee, together with the Council on Postsecondary Affairs (COPSA) officers, walked around campus to greet students and provide directions and assistance as needed. The student organization induction and training is scheduled for Friday, September 4, 2026. During this event, officers and advisors of student organizations will be formally inducted and trained on required forms, processes, and procedures for conducting meetings. The first COPSA general membership meeting is also scheduled for September 4, 2026.

Faculty Advisory Member: Ms. Francine Galao reported the following:

Faculty members are excited to be back for the new academic year and are currently adjusting to their teaching schedules. Faculty are actively promoting their programs, connecting with students, and highlighting the academic and career opportunities available at the College.

Support Staff Advisory Member: Mr. Kenneth Bautista reported the following:

Staff have been very busy supporting the start of the Fall semester. The College recently transitioned to a new platform, and staff continue to work through minor issues in the system. Staff have been heavily involved in assisting students with registration and addressing various student needs as they arise.

Board of Trustees Community Outreach Report: The Board reported the following:

Trustee Grino reported attending the 2026 Annual State Primary Care Office Conference hosted by HRSA in Rockville, Maryland, where she met with the Director of the Division of

Nursing and Public Health and Health Workforce and a senior advisor to discuss Guam's healthcare context and nursing workforce needs. She identified several federal grant, scholarship, and loan repayment opportunities, including support for LPN-to-ADN pathways and Nurse Corps/NHSC programs, and will follow up by sharing materials and coordinating next steps with AVP Pilar Williams and the nursing leadership team. The Trustee also commended the ADN cohort for their participation in a Guam Nurses Association general membership meeting during a continuing education session with guest speaker, Ms. Lillian Posadas, on nursing resilience. Trustee Grino further mentioned that the students were engaged and asked questions. Trustee Grino acknowledged the support of Ms. Barbara Mafnas.

Trustees Padrones and Dacaldacal attended the YouthBuild Cohort II completion ceremony on June 24, 2026 at the MPA. Trustee Padrones also attended a SHRM Conference in August 2026 with the GCC Chief Human Resources Officer, Ms. Apolline San Nicolas.

Trustees Leon Guerrero, Grino, and Padrones attended the Fall Convocation on August 7, 2026 at the MPA.

Trustees Leon Guerrero and Ramos attended the Policy Review of Policy 455 on August 19, 2026 via Zoom.

VI. UNFINISHED BUSINESS

1. Construction Projects Updates. President Tudela reported on the following:

Wellness Center. GCC continues to work with TRMA on design for this project particularly on the integration of emergency shelter provisions required for FEMA and GHURA funding. The 60% design completion has been postponed to September 2026 due to several design considerations.

Solar Parking & Building D. For the solar parking projects at Building 1000 and Building D, TRMA submitted the 30% design for the Building 1000 1,140-kilowatt hybrid photovoltaic system on July 31, 2026. A 50% design will be prepared by October 2026 to include additional electrical and structural details for the hybrid PV system. For the Building D project, the solar panel installation is approximately 95% complete, the overall project is about 85% complete, and final completion is anticipated by late September 2026.

Building 600. TRMA continues to collaborate with GCC to enhance the overall design of the facility. An updated 60% design package is expected to be provided by the end of September 2026.

GCC Nursing Annex. The College has held several meetings with the Department of Public Health, the Department of Public Works, and TRMA to identify the needs of both GCC and Public Health for incorporation into the design. The Director of Public Health has designated a chief to serve as the primary point of contact to work with GCC in collecting information for TRMA. The current concept envisions Public Health's specialty on the ground floor for Public Health and simulation laboratories for nursing, paramedic, EMT, and other health-related programs on the second floor. Trustee Grino mentioned the possibility of exploring a simulation education and training grant (T48) to support the shared simulation facility. With this noted, Dr. Tudela will have a discussion with Ms. Zennia Pecina, Nursing and Allied Health Administrator for GCC.

VII. NEW BUSINESS.

1. **Policy 455 (Updated).** The Board was presented with Policy 455, Selection of the President, with two versions, an edited version with comments/strikeouts and a clean version with the proposed language. The Chair explained the following:

A policy review session was held two days earlier with faculty, trustees, and administrators, but not all Board members were able to attend. Trustees were then asked to review both versions and provide feedback before the policy is returned for further editing and eventual Board approval. It was noted that Faculty concerns regarding administrative vs. teaching experience were summarized.

During the review, there was a recommendation to remove the fixed minimum teaching requirement and allow any combination of administrative and teaching experience, with a minimum requirement of years (7 or 9 years, depending on degree level).

Faculty expressed concern that this could allow candidates with extensive administrative experience but little or no teaching experience, which they felt was inconsistent with GCC's role as a teaching institution and faculty requested that the policy retain a minimum of two years of postsecondary classroom teaching, with the remaining years satisfied through administrative roles. Trustees were asked to consider this request prior to the next review session.

Faculty also recommended adding an open forum component to the presidential search process. The current policy outlines seven steps, but an open forum with candidates was not implemented in the most recent search. Faculty and other stakeholders requested that, after the selection committee forwards its shortlist, the College hold an open forum for the GCC community (students, faculty, administrators, and trustees) to interact with the finalists. It was noted that participants would not have voting authority, but the forum would enhance

transparency and engagement. Trustees were asked to take this proposal under advisement for the next round of revisions.

The Board then discussed the degree requirements, a doctoral or master's degree in education administration or a closely related field, or in a discipline offered at the College. The Chair reported that, in the last presidential search, at least one strong candidate was disqualified because the doctoral degree did not clearly fit education administration or a closely related area and the candidate's degree was not in a discipline offered at GCC.

Some Trustees questioned whether the phrase "in a discipline offered at the College," originally requested by faculty/union leadership to benefit internal candidates, may now be unduly excluding qualified external applicants. Trustees acknowledged the need to clarify "closely related" fields and reconsider the link to disciplines offered at GCC.

It was noted that some GCC faculty might not qualify under the current language because their highest degrees are neither in their teaching discipline nor in education administration. Trustees agreed that this revision is an opportunity to refine degree requirements to remain fair to internal candidates while broadening the pool of qualified applicants. The Chair requested additional input, including a clearer description or example list of "closely related" areas, for consideration at the next review session.

The Chair emphasized that the goal of revising Policy 455 is to ensure that it reflects the President's role as chief executive officer of the College; establishes qualifications that balance academic, teaching, and leadership expectations without unnecessarily restricting the applicant pool. Another policy review meeting will be scheduled with more Trustee participation to finalize changes before final review and approval.

2. VPAA Job Description (Updated). The Board was presented with a draft of the proposed updates to the Vice President for Academic Affairs (VPAA) job description. The Chair explained that this review was requested to ensure alignment and progression among administrative positions, particularly between the qualifications for the VPAA and those for the President.

Ms. Apolline San Nicolas, Chief Human Resources Officer, reported that, under the current specifications, the VPAA position requires a doctoral degree, while the President's position allows for candidates with either a doctoral or a master's degree (with corresponding experience). This created a situation where it was, in effect, more difficult to qualify for the VPAA role than for the presidency.

To address this inconsistency, HR recommended revising the VPAA minimum education and experience requirements to permit either a master's or a doctoral degree, each paired

with appropriate levels of related experience. This change is intended to ensure a logical progression of qualifications across leadership roles and to broaden the pool of qualified applicants for the VPAA position.

During discussion, a Trustee noted that the President's selection policy requires a degree from an accredited college or university and asked why similar accreditation language was not consistently included in the VPAA job description. HR acknowledged this point, and it was agreed that accreditation language should be incorporated for clarity and consistency.

There were questions regarding teaching experience. The current VPAA job description references experience teaching but does not specify a minimum number of years. In reference to the ongoing discussion about the President's qualifications and the value of classroom experience at a teaching institution, Trustees suggested clarifying or defining expectations for teaching experience in the VPAA description as well.

The Board further discussed language in the draft that referenced "preferred experience after university or school" and agreed that this wording was unclear and should be removed or revised. It was recommended that HR revise the VPAA job description to align educational requirements with the President's qualifications, including reference to accredited institutions; clarify the expectations related to teaching experience; and remove or correct outdated or unclear preference language.

The updated VPAA job description will be finalized by HR and legal counsel and brought back to the Board at a subsequent meeting for review and approval.

3. President's Travel Request (October-November 2026). The following is the President's travel request:

2026 ACCT Leadership Congress, October 20-24, 2026, Chicago, IL, 100% funded by the promotional account. The President will accompany the Board on this travel.

2026 ACCJC Partners in Excellence Conference, November 17-18, 2026, Riverside Convention Center in Riverside, California, 100% funded by the promotional account. This travel is an annual event with sessions specifically designed for college presidents and executive leadership. The President explained that this conference will also include a student-focused poster session and requested approval to bring one GCC student to participate. The proposed poster session will highlight GCC's recent accreditation commendation related to student participation in governance, decision-making, and feedback processes. The President reported having already begun coordination with Dr. Michael Chan (Dr. Mike) and Associate Dean Gerald Cruz to identify a student leader to prepare and present the poster. A motion was made, as follow:

MOTION

IT WAS MOVED BY TRUSTEE GINA Y. RAMOS, AND SECONDED BY TRUSTEE YOLANDA M. PADRONES, THAT THE PRESIDENT'S TRAVEL REQUESTS FOR OCTOBER 2026 TO NOVEMBER 2026 HEREIN, TO INCLUDE ONE (1) GCC STUDENT TO ACCOMPANY THE PRESIDENT FOR THE ACCJC CONFERENCE ON NOVEMBER 17-18, 2026 IN RIVERSIDE, CALIFORNIA, ARE HEREBY APPROVED. NONE OPPOSED, MOTION CARRIED. (Voting: 5 ayes, 0 nays)

At this time, the following motion was made:

MOTION

IT WAS MOVED BY TRUSTEE ROSE P. GRINO, SECONDED BY TRUSTEE GINA Y. RAMOS, THAT THE MEETING CONVEKE INTO EXECUTIVE SESSION. NONE OPPOSED, MOTION CARRIED. (Voting: 5 ayes, 0 nays)

At 12:48 p.m., the meeting convened into Executive Session.

VIII. EXECUTIVE SESSION

- 1. Personnel Matters**
- 2. Labor Management Relations**
- 3. Legal Matters**

At this time a motion was made, as follow:

MOTION

IT WAS MOVED BY TRUSTEE GINA Y. RAMOS, SECONDED BY TRUSTEE LAINEANN DACALDACAL THAT THE MEETING RECONVENE INTO OPEN SESSION. NONE OPPOSED, MOTION CARRIED. (Voting: 5 ayes, 0 nays)

At 1:28 p.m., the meeting reconvened into Open Session.

IX. ADJOURNMENT. A motion was made to adjourn the meeting, as follows:

MOTION

IT WAS MOVED BY TRUSTEE YOLANDA M. PADRONES, AND SECONDED BY TRUSTEE GINA Y. RAMOS, THAT THE MEETING OF AUGUST 21, 2026, IS HEREBY ADJOURNED. NONE OPPOSED, MOTION CARRIED. (Voting: 5 ayes, 0 nays)

There being no further discussion, the meeting of August 21, 2026, adjourned at 1:28 p.m.

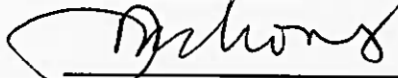
SUBMITTED BY:

/s/

SEP 10 2026

BERTHA M. GUERRERO
Recording Secretary

ATTESTED BY:

 SEP 10 2026
YOLANDA M. PADRONES
Secretary

APPROVED BY:

 SEP 10 2026
ROSE P. GRINO
Vice Chairperson

**GUAM COMMUNITY COLLEGE
Board of Trustees**

SELECTION OF PRESIDENT

WHEREAS, while the authority and responsibility of the Guam Community College Board of Trustees (BOT) is clear (17 GCA, Chapter 31, §31109 and §31110), participation in the review and selection process by a wide variety of constituents has been the practice of the Guam Community College ("College"); and

WHEREAS, the BOT is committed to maintaining the highest standards of quality and effective governance in fulfilling its responsibilities to the community; and

WHEREAS, the BOT is responsible for the selection of the President of the College whose performance is of vital importance to ensuring the highest standards which will enhance the educational opportunities provided to the residents of the community; and

WHEREAS, while the BOT views the selection of the President as one of its major responsibilities, it also recognizes that participation by others in the screening of candidates for the Presidency is both desirable and educationally sound.

NOW, THEREFORE, BE IT RESOLVED, that when a vacancy in the Presidency occurs, the BOT shall appoint a Screening Committee ("Committee") and/or a professional search firm, whose responsibility shall be to advertise the position; accept, screen, and interview applicants; and recommend to the BOT at least two, but preferably three applicants, who best meet the criteria; and

BE IT FURTHER RESOLVED, that the Committee shall consist of one member of the BOT who is not the Chairperson, the student member of the BOT, the two advisory members to the BOT or their designee, and three members of the general community chosen by the BOT, with five members constituting a quorum. Each shall have a vote within the Committee. The members shall elect the Chairperson. The Chief Human Resources Officer will provide support; and

BE IT FURTHER RESOLVED, that the Presidential searches are not hurried. It is a process that is transparent, inclusive, dignified, careful, and methodical. To protect the integrity of the search and the privacy of individuals who may be considering the position, **the identities of all applicants and candidates shall remain confidential throughout the initial screening and evaluation process.** The names of applicants shall not be publicly disclosed. Only the names of those candidates formally selected by the Board of Trustees as finalists shall be announced to the public.

SEP 10 2026

Page 2: GCC Board of Trustees Policy 455 – Selection of President

A minimum amount of time for accepting applications is three (3) months. The procedure and timeline for the Presidential Search shall be as follows:

Step 1

The Committee is notified and meets to review requirements stated in BOT Policy 455, including the search timeline and job description. The Committee and the BOT shall be guided in the presidential search by these minimum qualifications for applicants:

MINIMUM EDUCATION AND EXPERIENCE:

All new presidents shall reflect the education and experience that represent the highest levels of qualifications for such positions. A well-documented history of organizational leadership and proven success in meeting specific performance goals and objectives is required.

The minimum qualifications for a president shall therefore be as follows:

Education

An earned doctorate from an accredited college or university (including but not limited to a Ph.D., J.D., or Ed.D.), coupled with substantial experience relevant to the segmental mission and needs of the institution.

or

An earned master's degree from an accredited college or university, coupled with substantial experience relevant to the segmental mission and needs of the institution, may satisfy minimum educational requirements.

Experience

Substantial experience in a senior management position in higher education.

or

Substantial experience in a senior management position in a field outside higher education, where such experience is deemed relevant to, and provides a basis for judging, the candidate's capability to serve as a college or university president.

Preferred Experience: Experience at a Pacific Island community college or university.

MINIMUM PROFESSIONAL QUALIFICATIONS:

A strong commitment to the community college mission, values, and open-access philosophy, with a dedication to promoting high academic standards and student success.

Demonstrated leadership in key areas such as curriculum and instruction, financial management, educational partnerships, workforce development, strategic planning, accreditation, and organizational management.

SEP 10 2020

Page 3: GCC Board of Trustees Policy 455 – Selection of President

Proven ability to communicate and collaborate effectively with diverse constituencies, including but not limited to faculty, students, staff, the Board of Trustees, alumni, and community stakeholders.

A track record of successfully recruiting, developing, and supporting highly qualified individuals in leadership and administrative roles.

Enthusiasm, energy, and resilience to thrive in a dynamic student-centered environment, with the capacity to lead initiatives in fundraising, facility planning, and institutional advancement.

Personal and professional integrity, with the character and presence to earn the respect and confidence of internal and external stakeholders.

Step 2

The Committee will establish recruitment parameters (local and/or U.S. mainland, as needed). After the first public advertising of the job announcement, the Committee will prepare interview questions and submit them to the EEO representative for review. The EEO representative may be an individual within Guam Community College or an appropriately qualified EEO representative from outside the College, as determined and agreed upon by the Committee.

Step 3

The second public advertising of the job announcement will occur. The Chief Human Resources Officer will review applications upon submission and communication with applicants begin (acknowledgment of application, verification and follow-up of supporting documents, and response to inquiries) in accordance with the College's recruitment procedures. The Chief Human Resources Officer will review applicants and establish a list of qualified candidates in accordance with Policy 455, Job Announcement and Method of Evaluation, to be forwarded to the Committee.

Step 4

The Committee will review qualified applicants to be interviewed.

Step 5

The Committee will conduct the interviews as follows:

If the applicant is on-island, an in-person interview will be conducted.

If the applicant is off-island, an electronic conference interview will be conducted.

The Chief Human Resources Officer will coordinate all logistics for the interviews.

Off-island interviews may be arranged as directed by the Committee.

Step 6

The Committee will forward its recommendations, along with all application packets, to the BOT. The BOT shall review the Committee's recommendations and determine the presidential

SEP 10 2026

Page 4: GCC Board of Trustees Policy 455 – Selection of President

candidates to be interviewed using a standard set of questions prepared by the BOT. A campus community forum may occur with the BOT's finalists as directed by the Committee and approved by the BOT.

Step 7

The Chief Human Resources Officer will conduct a background and reference check for the applicant being considered after the conditional offer for employment (background and reference check takes a minimum of one week to complete).

BE IT FURTHER RESOLVED, that the Board of Trustees shall either appoint one of the candidates advanced by the Committee or reject all such candidates and ask the Committee to submit additional names meeting the qualifications. The BOT, upon receipt of any or all additional names, may interview the remaining applicants.

Steps to the Presidential Search Process

While somewhat open to interpretation, the steps are intended to be rigorous, and generally are as follows:

Acceptance of the current President's intent to vacate the position

1. Presidential Search timelines

(See below Presidential Search timeline)

- a. Collection, acknowledgment, and safeguarding of application materials
- b. Acknowledgment should be swift, cordial, and reinforce timelines
- c. Assessment of qualified candidates
- d. Notification to candidates who are no longer being considered
- e. Review of qualified candidate's application
- f. Scheduling of in-person or electronic interviews
- g. Review and discussion of each viable candidate attributes
- h. Conditional offer to selected candidate
- i. Background and reference checks
- j. Negotiation of salary and start-date
- k. Formal written offer to selected candidate (including contract)
- l. Notification to candidates not selected

2. Development/update of job description

Minimum Education and Experience
Minimum Professional Qualifications
Description of Duties
Methods of Evaluation
Range of compensation
Required documents

3. Development of a detailed ad for publication

Description of the Institution

SEP 10 2026

Page 5: GCC Board of Trustees Policy 455 – Selection of President

Institutional philosophy
Job description
Instructions for the application process
Closing date and anticipated decision date
Methods of notification

4. Where to advertise

GCC Website and other recruitment websites (i.e., Indeed, HigherEd Jobs, ACCT, and Chronicle for Higher Education)
Local or National/Social/ Print Media (i.e., PDN, the Guam Daily Post, LinkedIn)
Circulation of Job Announcement (referrals, nominations, etc.)

5. Development/update of rating instruments and criteria

6. Development of a transition plan

The Presidential Search Process is the beginning of the transition plan. The Board, the current President and the new President shall develop a transition plan to ensure the College is able to continue to operate successfully.

7. Designation of an Interim President

Needed until the new President is able to begin his/her tenure.

Amended & Adopted: September 10, 2026
Resolution 03-2026

Amended & Adopted: July 18, 2025
Resolution 20-2025

Amended & Adopted: February 16, 2018
Resolution 2-2018

Amended & Adopted: January 8, 2009
Resolution 8-2009

Revised/Adopted: September 5, 2006
Resolution 14-2006

Revised/Adopted: April 5, 2000
Resolution 6-2000

Adopted: December 6, 1995
Resolution 1-96

SEP. 10 2026

**GUAM COMMUNITY COLLEGE
Board of Trustees**

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WHEREAS, the BOT is committed to maintaining the highest standards of quality and effective governance in fulfilling its responsibilities to the community; and

WHEREAS, the BOT is responsible for the selection of the President of the College whose performance is of vital importance to ensuring the highest standards which will enhance the educational opportunities provided to the residents of the community; and

WHEREAS, while the BOT views the selection of the President as one of its major responsibilities, it also recognizes that participation by others in the screening of candidates for the Presidency is both desirable and educationally sound.

NOW, THEREFORE, BE IT RESOLVED, that when a vacancy in the Presidency occurs, the BOT shall appoint a Screening Committee ("Committee") and/or a professional search firm, whose responsibility shall be to advertise the position; accept, screen, and interview applicants; and recommend to the BOT at least two, but preferably three applicants, who best meet the criteria; and

BE IT FURTHER RESOLVED, that the ~~Screening~~ Committee shall consist of one member of the BOT who is not the Chairperson, the student member of the BOT, the two advisory members to the BOT or their designee, and three members of the general community chosen by the BOT, with five members constituting a quorum. Each shall have a vote within the Committee. ~~The Committee members shall elect the Chairperson for the Committee. The Screening Committee support is to be provided by the Chief Human Resources Officer will provide support;~~ and

BE IT FURTHER RESOLVED, that the Presidential searches are not ~~usually~~ hurried. It is a process that ~~should be~~ is open-transparent to public scrutiny, inclusive, dignified, careful, and methodical. To protect the integrity of the search and the privacy of individuals who may be considering the position, the identities of all applicants and candidates shall remain confidential throughout the initial screening and evaluation process. The names of applicants shall not be publicly disclosed. Only the names of those candidates formally selected by the Board of Trustees as finalists shall be announced to the public.

Page 2: GCC Board of Trustees Policy 455 – Selection of President

~~While the process is open to public scrutiny, names and applications of applicants will remain confidential until the final recommendation report is forwarded to the BOT. A minimum amount of time for accepting applications is three (3) months. The procedure and timeline for the Presidential Search shall be as follows:~~

Step 1

~~Screening~~ The Committee is notified and meets to review requirements stated in BOT Policy 455, including the search timeline and job description. The ~~Screening~~ Committee and the BOT shall be guided in the presidential search by these minimum qualifications for applicants:

MINIMUM EDUCATION AND EXPERIENCE:

~~a. Earned doctoral degree from an accredited college or university in education administration or closely related area or in a discipline offered at the College from an accredited college or university; and a combination equaling seven (7) years of progressively responsible administrative experience which includes fiscal oversight, supervisory and leadership assignments directly related to instruction at the postsecondary level and experience teaching in the postsecondary level; OR plus four (4) years of teaching and three (3) years of administrative experience at a post-secondary institution; or any combination thereof equaling seven (7) years of experience in an educational institution. (recommendation for minimum two (2) years of teaching at the postsecondary level)~~

MINIMUM EDUCATION AND EXPERIENCE:

All new presidents shall reflect the education and experience that represent the highest levels of qualifications for such positions. A well-documented history of organizational leadership and proven success in meeting specific performance goals and objectives is required.

The minimum qualifications for a president shall therefore be as follows:

Education

An earned doctorate from an accredited college or university (including but not limited to a Ph.D., J.D., or Ed.D.), coupled with substantial experience relevant to the segmental mission and needs of the institution.

or

An earned master's degree from an accredited college or university, coupled with substantial experience relevant to the segmental mission and needs of the institution, may satisfy minimum educational requirements.

Experience

Substantial experience in a senior management position in higher education.

or

Page 3: GCC Board of Trustees Policy 455 – Selection of President

Substantial experience in a senior management position in a field outside higher education, where such experience is deemed relevant to, and provides a basis for judging, the candidate's capability to serve as a college or university president.

~~b. Earned a Master's Degree from an accredited college or university in education administration or closely related area or in a discipline offered at the College and a combination equaling eleven (11) years of progressively responsible administrative experience which includes fiscal oversight, supervisory and leadership assignments directly related to instruction at the postsecondary level and experience teaching in the postsecondary level plus five (5) years teaching experience and four (4) years of administrative experience in an educational institution; or any combination thereof equaling nine (9) years of experience in an educational institution.~~

Preferred Experience: Experience at a Pacific Island community college or university.

MINIMUM PROFESSIONAL QUALIFICATIONS:

A strong commitment to the community college mission, values, and open-access philosophy, with a dedication to promoting high academic standards and student success.

~~Demonstrated, innovative leadership in key areas such as curriculum and instruction, budgeting, financial management, educational partnerships, workforce development, strategic planning, accreditation, and organizational management.~~

Proven ability to communicate and collaborate effectively with diverse constituencies, including but not limited to faculty, students, staff, the Board of Trustees, alumni, and community stakeholders.

A track record of successfully recruiting, developing, and supporting highly qualified individuals in leadership and administrative roles.

Enthusiasm, energy, and resilience to thrive in a dynamic student-centered environment, with the capacity to lead initiatives in fundraising, facility planning, and institutional advancement.

Personal and professional integrity, with the character and presence to earn the respect and confidence of internal and external stakeholders.

Step 2

The Committee will establish advertising recruitment parameters (local and/or U.S. mainland, as needed). After the first public advertising of the job announcement, the Committee will prepare interview questions and submit them to the EEO representative for review. The EEO representative may be an individual within Guam Community College or an appropriately qualified EEO representative from outside the College, as determined and agreed upon by the

Page 4: GCC Board of Trustees Policy 455 – Selection of President

Committee.

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~~are reviewed as they arrive, communication with applicants begin (acknowledgment of application, verification and follow-up of supporting documents, and response to inquiries).~~

~~The Chief Human Resources Officer and the Vice President for Academic Affairs (or their designee) will review all qualified applicants (in accordance with Policy 455, Job Announcement and Method of Evaluation). If there are ten (10) or fewer qualified applicants, all will be reviewed by the Screening Committee. If there are more than ten (10) qualified applicants, the Committee will determine if the list, as established by the Committee or the Chief Human Resources Officer and the Vice President for Academic Affairs, will be limited to ten (10) applicants.~~

Step 4

The Committee will review qualified applicants ~~tions and establish a list of qualified candidates~~ to be interviewed.

Step 5

~~The Screening Committee~~ will conduct the interviews as follows:

If the applicant is on-island, an in-person interview will be conducted.

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The Chief Human Resources Officer will coordinate all logistics for the interviews.

Off-island interviews may be arranged as directed by the Committee.

Step 6

~~The Screening Committee~~ will forward its recommendations, along with all application packets, to the BOT. The BOT, upon receipt of the recommendations of the Screening Committee, shall interview the candidates using a standard set of questions prepared by the BOT, in advance. The BOT shall review the Committee's recommendations and determine the presidential candidates to be interviewed using a standard set of questions prepared by the BOT. A campus community forum may occur with the BOT's finalists as directed by the Committee and approved by the BOT.

Step 7

Page 5: GCC Board of Trustees Policy 455 – Selection of President

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2. Development/update of job description

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Methods of Evaluation
Range of compensation
Required documents

3. Development of a detailed ad for publication

Description of the Institution
Institutional philosophy
Job description
Instructions for the application process
Closing date and anticipated decision date
Methods of notification

Page 6: GCC Board of Trustees Policy 455 – Selection of President

4. Where to advertise

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Local or National/Social/ Print Media (i.e., PDN, the Guam Daily Post, LinkedIn)
Circulation of Job Announcement (referrals, nominations, etc.)

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Needed until the new President is able to begin his/her tenure.

Amended & Adopted: September 10, 2026

Resolution -2026

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Resolution 14-2006

Revised/Adopted: April 5, 2000

Resolution 6-2000

Adopted: December 6, 1995

Resolution 1-96

~~**Revised/Adopted: April 5, 2000**~~

~~**Resolution 6-2000**~~

~~**Revised/Adopted: September 5, 2006**~~

~~**Resolution 14-2006**~~

VICE PRESIDENT FOR ACADEMIC AFFAIRS

NATURE OF WORK IN THIS CLASS:

This is a management position within the administrative structure of a career and technical education institution. It is a twelve-month service position reporting directly to the President of the College. The Vice President for Academic Affairs is a top-level manager who has the primary responsibility to provide leadership and direction in all matters relating to Academic Affairs, including Student Services and Support, Instruction, Community Programs and Continuing Education, Distance Education, Institutional Assessment, and Accreditation. The Vice President for Academic Affairs must possess outstanding organizational, communications, and management skills, with an in-depth understanding of higher education, accreditation, and the academic roles of the College. Reporting directly to the Vice President for Academic Affairs (VPAA) are the Deans, Coordinator for Admissions and Registration, Assistant Director for the Office of Assessment and Institutional Effectiveness, Assistant Director for Continuing Education & Workforce Development and other offices or personnel assigned by the President to assist with academic matters.

ILLUSTRATIVE EXAMPLES OF WORK: *(These examples do not list all the duties which may be assigned; any one position may not include all the duties listed.)*

Responsibilities of the Vice President for Academic Affairs include supervision of personnel and programs in cooperation with the Deans in such areas as:

- Admissions and Registration
- Curriculum Planning and Review
- Instructional Quality
- Continuing Education & Workforce Development
- Distance Education Courses and Programs
- Vetting of Instructors
- Grants Coordination
- In-Service Training of Instructors
- Course to course articulation with 4-year institutions
- Operation of Student Services
- Evaluation of Instructional Modality
- Assessment and Institutional Effectiveness
- Library Services
- Use of Advisory Committees
- Annual Accountability Reports
- Institutional Self Evaluation Report (ISER)Annual ACCJC Report

- College Catalog
- Contract Negotiation
- Faculty Governance
- Budget Development and Management
- Review of Legislative Matters
- Service on Boards and Commissions
- Legislative Appearance
- Program to program articulation with other regional and mainland higher education institutions
- Development of new baccalaureate programs
- Other duties as assigned by the President

MINIMUM KNOWLEDGE, ABILITIES AND SKILLS:

Dedication to the community college philosophy, mission, and to the promotion of high academic standards.

Demonstrates creative leadership in the budgeting process, educational partnership, strategic planning and organizational management.

Ability to work and communicate effectively with faculty, students, staff, board and alumni in addition to selecting, managing and supporting the most qualified persons in leadership positions.

Enthusiasm and stamina for an active student environment, challenging fundraising agenda and facility planning.

Personal qualities that demand respect from faculty, staff, students, community members and peers.

Ability to model strategic thinking and strategic planning among other administrators.

Ability to prioritize work to establish realistic time schedules and to meet deadlines.

Ability to comprehend and analyze detailed written matter.

Ability to present at national and regional conferences on behalf of the college.

Ability to write complex accreditation reports, such as the ISER.

Ability to interpret and apply complex rules and regulations.

Ability to work effectively with a wide variety of people, both individually and in groups.

Ability to develop meaningful relationships with other Chief Academic Officers of other regional institutions that are critical to forging articulation agreements.

HR/Atsue
9/15/2026

Ability to exercise independent judgment based on a thorough comprehension of pertinent rules and regulations.

Ability to comprehend the scope and inter-relationships between educational programs, program management, and the availability and use of financial and personnel resources.

Ability to conceptualize and develop programs with stackable credentials (such as boot camps) that address the needs of the new economy.

Ability to keep abreast of the rapid and evolving developments in distance education and other alternative platforms for remote learning.

Ability to make independent judgments on the relationship between programs and financial accounting.

Ability to organize conferences or symposia on critical topics that reflect the college's community engagement.

Ability to work effectively under pressure.

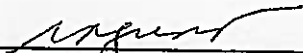
A good sense of humor.

MINIMUM EXPERIENCE AND TRAINING:

- A. Earned doctoral degree from an accredited college or university in education administration or closely related discipline or in a discipline offered at the College; three (3) years of progressively responsible administrative experience which includes supervisory and leadership assignments directly related to instruction at the postsecondary level; and experience teaching in the postsecondary level.
- B. Earned master's degree from an accredited college or university in education administration or closely related discipline or in a discipline offered at the College; seven (7) years of progressively responsible administrative experience which includes supervisory and leadership assignments directly related to instruction at the postsecondary level; and experience teaching in the postsecondary level.

Preferred Experience: Experience at a Pacific Island community college, university or school is preferred.

Ratified: SEP 10 2026



VICE CHAIRPERSON
BOARD OF TRUSTEES