

#### **RESOLUTION NO. 17-05**

#### RELATIVE TO APPROVING THE FY2018 AUXILIARY BUDGETS

WHEREAS, the University of Guam (UOG) is the primary U.S. Land Grant institution accredited by the Western Association of Schools and Colleges Senior College and University Commission (WSCUC) serving the post-secondary needs of the people of Guam and the region;

WHEREAS, the UOG Board of Regents (BOR) is responsible for annually approving and adopting budgets and strategic plans for auxiliary units that derive their revenues from self-generating funds and fees; and

WHEREAS, UOG received recommendations on areas of resource needs and opportunities of auxiliary units from the University Planning and Budget Advisory Committee (UPBAC), with representation from the Faculty Senate, Deans' Council, Administrative Council, Faculty Union, Staff Council, and Student Government Association; and

WHEREAS, the UPBAC provided recommendations on the goals articulated in the strategic plans of the auxiliary units, with auxiliary unit revenues and spending focused on the highest priorities within the unit's business plan objectives; and

WHEREAS, UOG continues to demonstrate a commitment to deficit elimination and the seizing of opportunities in an atmosphere of declining resources related to the problems facing the economies of the island and the region; and

WHEREAS, UOG has implemented initiatives that enhance, realign and reshape the institution, strengthening its commitment to institutional efficiency and effectiveness, revenue growth, and cost savings; and

WHEREAS, the Budget, Finance, Investments and Audit Committee has reviewed and, together with the President, recommend to the BOR for approval the following FY2018 Auxiliary Fund Budgets attached hereto:

Bookstore

Student Government Association

Cafeteria

Student Health

Calvo Fieldhouse

Student Housing

Intercollegiate Athletics Council

Professional and International Programs

WHEREAS, the BFIA and the Student Affairs, Scholarship, Alumni Relations and Honorary Degree (SASARHD) Committees have reviewed draft proposals for changes to student institutional and course/lab fees that will impact future Auxiliary budgets; and

WHEREAS, the BFIA and SASARHD Committees intend to jointly sponsor a public hearing to address the proposed changes to the student institutional and course/lab fees, which are intended to become effective in AY 2017-2018.

**NOW, THEREFORE, BE IT RESOLVED,** that the UOG FY2018 Auxiliary Budgets named above and attached hereto are hereby approved and will become effective October 1, 2017.

**BE IT FURTHER RESOLVED**, that the provisions of UOG BOR Resolution No. 01-32 Relative to Authorizing the President to Approve Quarterly Budget Re-forecasts and Requiring Annual Business Plans for Auxiliary Budgets, adopted the 4<sup>th</sup> of October, 2001, remain in effect and are unchanged by this resolution.

**BE IT FURTHER RESOLVED,** that the President take the appropriate steps to facilitate community feedback regarding the proposed changes to the student institutional and course/lab fees, and submit a final proposal of fee changes to the BFIA and SASARHD Committees to consider for recommendation to the BOR for implementation in AY 2017-2018.

Adopted this 16<sup>th</sup> day of February, 2017.

Antoinette D. Sanford Chairperson

ATTESTED:

Dr. Robert A. Underwood, Executive Secretary



leso <sup>T</sup>	4,065,021	1,772,722	112,000	733,323	217,130	52,817	141,074	89,760	393,240	530,000	22,955
EAP	430,600	9	62,000	116,600	9,000	20,000	110,000			113,000	,
17 <u>3</u>	211,100	170,464	5,000	10,500	4,200	1			13,000	7,000	936
dld	1,187,400	442,379	35,000	448,500	1	3,000	t		17,000	240,000	1,521
lleH <sup>əɔuəpisəy</sup>	670,751	265,241		30,883	14,626	5,217	14,574	89,760	200,450	20,000	
AtleaH tnabut?	107,120	57,436		26,780	9,304	3,600				10,000	
495	201,960			20,460	157,000	5,000	2,000		7,500	10,000	1
Calvo Fieldhouse	484,290	350,140		14,100	13,500	10,000	10,500		59,000	25,000	2,050
Ŋ <b>A</b> I	282,800	157,510		49,000	7,500	4,000	1,000		38,790	25,000	1
Cafeteria	39,000			,	1	1			24,000		15,000
Triton Bookstore	450,000	329,552	10,000	16,500	2,000	2,000	3,000	1	33,500	50,000	3,448
	Revenue	Salaries & Benefits	Off-Island Travel	Contractual Services	Supplies	Equipment	Miscellaneous	Capital Outlay	Utitlities	Transfer to F&A	Annual Surplus (Deficit)

#### **UNIVERSITY OF GUAM FY2018 AUXILIARY BUDGET** Department/Unit: Triton Bookstore/Administration & Finance Signature-Dept Head: Ann S.A. Leon Guerrero **Quarterly Breakdown** Account No.: Revenue (Please list sources) Oct-Dec Jan-Mar Apr-June Jul-Sept 450,000 Sales Textbooks Sales Non-Textbooks 475,000 Purchase Textbooks (225,000) Purchase Non-Textbooks (250,000 450,000 112,500 112,500 112,500 112,500 A. SALARIES AND BENEFITS Please attach staffing pattern 329,552 82,388 82,388 82,388 82,388 **B. OFF-ISLAND TRAVEL** Name & Position of Traveler Total Ann S.A. Leon Guerrero Auxiliary Services Director 5,000 Buyer 5,000 Justification / Notes: Total FY18 \$ 10,000 2,500 2,500 2,500 2,500 C. CONTRACTUAL SERVICES Item Qty Cost Total Postage, Long Distance 10.000 Vechicle/equipment 5,000 Subscriptions, dues, books 1,000 Other services 500 Total FY18 \$ 16,500 4,125 Justification / Notes: 4,125 4,125 4,125 D. SUPPLIES Item Qty Cost Total Supplies & Materials 1,000 Other Supplies & Materials 1,000 Total FY18 2,000 500 500 Justification / Notes: E. EQUIPMENT: below \$5,000 Qty Cost Item Total 2,000 Equipment Total FY18 2,000 500 500 Justification / Notes: F. MISCELLANEOUS Expense Qty Cost Total 3,000 Bank Charges Total FY18 \$ 750 750 750 750 G. CAPITAL OUTLAY: Cost over \$5,000 - Equipment and Vehicles, All Library Acquisitions, All Building Repairs & Renovations Item Cost Total Total FY18 Justification / Notes: H. UTILITIES: Power, Water, Telephone Item Total 30,000 Power Telephone 3,500 Total FY18 \$ 33,500 8,375 8,375 8,375 8,375 I. Transfer for F & A Fees (see guidelines for more information) 50,000 12,500 12,500 12,500 12,500

Annual Surplus (Deficit) \$

3,448

862

862

862

862

# Bookstore Staffing Pattern FY 2018

			Salary	Salary
Christyelyn Ochoco	Sales Associate	E-GPP	21,095	21,095
Christine Concepsion	Inventory Associate	E-GPP	21,095	21,728
Vacant Frozen	Admin. Assistant	J-GPP		
David Quintanilla	Buyer II	I-GPP	35,744	36,816
Tony Villanueva	Buyer I	H-GPP	29,650	30,540
Ann Leon Guerrero	Aux Serv Director		78,070	78,070
Paulita Reyes	Acct Tech II(BO Staff)*	I-GPP	41,786	43,040
Total			227,440	231,288
Overtime			10,000	15,000
Benefits (36%)			81,878	83,264
Total Colony			310 318	329,552
Total Salary			313,310	323,332
* Bookstore temporari	ly funding BO Staff for over 5 y	ears		
			<u> </u>	
			<del></del>	
	Christine Concepsion Vacant Frozen David Quintanilla Fony Villanueva Ann Leon Guerrero Paulita Reyes  Fotal Dvertime Benefits (36%)	Christine Concepsion Inventory Associate Vacant Frozen Admin. Assistant David Quintanilla Buyer II Fony Villanueva Buyer I Ann Leon Guerrero Aux Serv Director Paulita Reyes Acct Tech II(BO Staff)*  Fotal Divertime Benefits (36%)  Fotal Salary	Christine Concepsion Inventory Associate E-GPP Vacant Frozen Admin. Assistant J-GPP David Quintanilla Buyer II I-GPP Fony Villanueva Buyer I H-GPP Ann Leon Guerrero Aux Serv Director Paulita Reyes Acct Tech II(BO Staff)* I-GPP  Fotal Dvertime Benefits (36%)	Christine Concepsion Inventory Associate E-GPP 21,095 Vacant Frozen Admin. Assistant J-GPP David Quintanilla Buyer II I-GPP 35,744 Fony Villanueva Buyer I H-GPP 29,650 Ann Leon Guerrero Aux Serv Director 78,070 Paulita Reyes Acct Tech II(BO Staff)* I-GPP 41,786  Fotal 227,440 Divertime 10,000 Benefits (36%) 81,878  Fotal Salary 319,318

#### **UNIVERSITY OF GUAM FY2018 AUXILIARY BUDGET** Department/Unit: Cafeteria/Food Court Signature-Dept Head: Ann S.A. Leon Guerrero **Quarterly Breakdown** Account No.: Revenue (Please list sources) Oct-Dec Jan-Mar Apr-June Jul-Sept Rental & Power 25,000 Vending Machine 39,000 9,750 9,750 9,750 A. SALARIES AND BENEFITS Please attach staffing pattern **B. OFF-ISLAND TRAVEL** Name & Position of Traveler Total FY18 \$ Justification / Notes: C. CONTRACTUAL SERVICES Cost Total Total FY18 Justification / Notes: D. SUPPLIES Item Qty Cost Total Justification / Notes: Total FY18 E. EQUIPMENT: below \$5,000 Qty Cost Item Total Total FY18 \$ Justification / Notes: F. MISCELLANEOUS Expense Cost Item Total FY18 \$ G. CAPITAL OUTLAY: Cost over \$5,000 - Equipment and Vehicles, All Library Acquisitions, All Building Repairs & Renovations Item Cost Qty Total Total FY18 Justification / Notes: H. UTILITIES: Power, Water, Telephone Item Total Power 24,000 Telephone Total FY18 \$ 24,000 6,000 6,000 6,000 6,000 I. Transfer for F & A Fees (see guidelines for more information) Annual Surplus (Deficit) \$ 15,000 3,750 3,750 3,750

U	NIVERSITY OF G	UAM FY2018 AUXILIARY BUD	OGET								
	Department/Unit:	IAC	Signature-Dept Head:_	D	ouglas W. Palr	ner			Quarterly Br	eakdown	
	Account No.:	41-2X-810014-X-520XXXX									
Re	venue (Please list so	urces)						Oct-Dec	Jan-Mar	Apr-June	Jul-Sept
	Athletics Fees						242,800				
	Athletic Tournaments		= 122				10,000 15,000				
	Sports League Fund Raising						15,000				
	T dild T dilding							T			
٨	SALARIES AND BEN	IEEITS				\$	282,800	70,700	70,700	70,700	70,700
Α.	Please attach staffing par	- 10 - 10 - 10 - 10 - 10 - 10 - 10 - 10				\$	157,510	39,378	39,378	39,378	39,378
_											
В.	Name & Position						Total				
			-		. P. 4511						
	Justification / Notes:	4			Total FY18	\$	-				
C.	CONTRACTUAL SEI	RVICES									
٠.		Item		Qty	Cost		Total				
	Vehicle/equipment lease					_					
	Ads, printing & copy						500				
	Other Services						2,500				
	Class Instructors					_	6,000				
	Coaches					_	40,000				The second
	Justification / Notes:	N=			Total FY18	\$	49,000	12,250	12,250	12,250	12,250
D.	SUPPLIES										
		Item		Qty	Cost		Total				
	Supplies & Materials						1,000				
	Instructional Materials					_	500				
	Fuel						1,000				
	Other Supplies & Materia	als				_	5,000				
	Justification / Notes:				Total FY18	\$	7,500	1,875	1,875	1,875	1,875
E.	EQUIPMENT: below			-			T-4-1				
		<u>Item</u>		Qty	Cost		Total 2,000				
	Equipment						2,000				
	Recreation						2,000				
	Justification / Notes:				Total FY18	\$	4,000	1,000	1,000	1,000	1,000
_	MISCELLANEOUS E	Evnonco								•	
Γ,	MISCELLANEOUSE	Item		Qty	Cost		Total				
	Miscellaneous						1,000				
						_					
						-	4 000	050	050	050	250
	Justification / Notes:			9001	Total FY18	\$	1,000	250	250	250	250
G.	CAPITAL OUTLAY: C	ost over \$5,000 - Equipment and Vehicle	es, All Library Acquisition			airs &					
		Item		Qty	Cost	+-	Total				
	-										
			***				0 0000				
	Justification / Notes:				Total FY18	\$					
Н	UTILITIES: Power, V	Nater. Telephone									
		Item					Total 38,790				
	Power Telephone					+	30,130				
	. diopriorito				Total FY18	\$	38,790	9,698	9,698	9,698	9,698
l.	Transfer for F & A	Fees (see guidelines for more information)	-,			\$	25,000	6,250	6,250	6,250	6,250
				Annual S	urplus (Deficit	) \$		0	0	0	0
			,			/ L T	The state of the s	10000			

#### **UNIVERSITY OF GUAM FY2018 AUXILIARY BUDGET** Department/Unit: \_\_\_ Field House Signature-Dept Head: Douglas W. Palmer **Quarterly Breakdown** 42-2X-810015-S-520XXXX Account No.: Revenue (Please list sources) Oct-Dec Jan-Mar Apr-June Jul-Sept Transfer Fieldhouse Fees (90%) 161,400 Rental (General Use) 125,000 Users Fees 1,500 Concession Sales 10,000 Adventures Sports Camp 155,000 Transfer General OPS Salaries (60%) 31,390 484,290 121,073 121,072 121,073 121,073 A. SALARIES AND BENEFITS Please attach staffing pattern 350,140 87,535 87,535 87,535 87,535 **B. OFF-ISLAND TRAVEL** Name & Position of Traveler Total Total FY18 Justification / Notes: C. CONTRACTUAL SERVICES Item Qty Cost Total Postage, Long Distance, Pagers 100 Equipment Maintenance 1,000 Vehicle/Equipment Lease 10,000 Other Services 3,000 Justification / Notes: Total FY18 14,100 3,525 3,525 3,525 3,525 D. SUPPLIES Item Qty Cost Total Office Supplies 500 Custodial Supplies 8,000 Other Supplies & Materials 5,000 13,500 Justification / Notes: Total FY18 3,375 3,375 3,375 3,375 E. EQUIPMENT: below \$5,000 Item Qty Cost Total Equipment 5,000 Summer Camp equipment 5,000 Total FY18 Justification / Notes: 10,000 2,500 2,500 2,500 2,500 F. MISCELLANEOUS Expense Item Qty Cost Total Summer Camp - CPR, 1st Aid, AED 3,000 Summer Camp - T-Shirts 7,500 Total FY18 \$ Justification / Notes: 10,500 2,625 2,625 2,625 2,625 G. CAPITAL OUTLAY: Cost over \$5,000 - Equipment and Vehicles, All Library Acquisitions, All Building Repairs & Renovations Item Qty Cost Justification / Notes: Total FY18 H. UTILITIES: Power, Water, Telephone Item Total Power 55,000 Telephone 4.000 Total FY18 \$ 59,000 14,750 14,750 14,750 14,750 I. Transfer for F & A Fees (see guidelines for more information) \$ 25,000

Annual Surplus (Deficit) \$

2,050

6,763

6,762

6,763

6,763

## IAC FV 2018 Staffing Pattern

FY 20	18 Starting Patte	ern			
ID#	Name	Position	Grade	Current	Increment Date
	101500005			Salary	
32445	Dismas, Swingly	Recreation Supervisor	1	33,182	3/12/2018
	Sakisat, Julian	Recreation Leader 1	Н	19,040	
	Taguacta, Cera	Recreation Leader 1	Н	19,040	
146794	Douglas Palmer	Athletics Director		37,830	
	3				
	Total			109,092	
	Overtime			5,000	
	Benefits (35%)			43,418	
	Total Salary			157,510	
	,				

# UNIVERSITY OF GUAM FY2018 AUXILIARY BUDGET

Fall   97,920   88,128   Summer   15,912	Apr-June Jul-Sep 44,064 15,
Spring   88,128   Summer   15,912	
Summer	
\$ 201,960 48,960 93,024  A. SALARIES AND BENEFITS  Please attach staffing pattem  B. OFF-ISLAND TRAVEL  Name & Position of Traveler  Justification / Noles:  Total FY18 \$ -  C. CONTRACTUAL SERVICES  Item Qty Cost Total  Ads, printing, Copying 5,000  Leadership Development-Misc 15,460  Justification / Noles: Total FY18 \$ 20,460 8,500 8,960  D. SUPPLIES  Item Qty Cost Total  Other Supplies & Materials  Other Supplies & Materials  Admin Operation Support (EMSS)  Business Office Support  Support Support (EMSS)  Business Office Support	
A. SALARIES AND BENEFITS    Please attach staffing pattern	
A. SALARIES AND BENEFITS    Please attach staffing pattern	
Please attach staffing pattern	2,000 1,0
B. OFF-ISLAND TRAVEL    Name & Position of Traveler	2,000 1,0
Name & Position of Traveler	2,000 1,0
Name & Position of Traveler	2,000 1,0
Justification / Notes:   Total FY18   \$ -	2,000 1,0
C. CONTRACTUAL SERVICES    Item	2,000 1,0
C. CONTRACTUAL SERVICES    Item	2,000 1,0
Item   Qty   Cost   Total	2,000 1,0
Ads, printing, Copying       5,000         Leadership Development-Misc       15,460         Justification / Notes:       Total FY18       \$ 20,460       8,500       8,960         D. SUPPLIES         Item       Qty       Cost       Total         Other Supplies & Materials       5,000         Admin Operation Support (EMSS)       35,000         Business Office Support       5,000	2,000 1,0
Leadership Development-Misc	2,000 1,0
D. SUPPLIES   Total FY18   \$ 20,460   8,500   8,960	2,000 1,0
Item         Qty         Cost         Total           Other Supplies & Materials         5,000           Admin Operation Support (EMSS)         35,000           Business Office Support         5,000	2,000 1,0
Item         Qty         Cost         Total           Other Supplies & Materials         5,000           Admin Operation Support (EMSS)         35,000           Business Office Support         5,000	
Item         Qty         Cost         Total           Other Supplies & Materials         5,000           Admin Operation Support (EMSS)         35,000           Business Office Support         5,000	
Other Supplies & Materials         5,000           Admin Operation Support (EMSS)         35,000           Business Office Support         5,000	
Admin Operation Support (EMSS) 35,000 Business Office Support 5,000	
Business Office Support 5,000	
ISDODSOFED ACTIVITIES	
Charter Day/Blue Night 20,000	
Computer Supplies 2,000	
Stipends 20,000	
Clubs/Theater/HR Transfers 20,000	
Justification / Notes: Total FY18 \$ 157,000 81,500 32,500	20,000
Justification / Notes:   Total FY18   \$ 157,000   81,500   32,500	32,000 21,0
E. EQUIPMENT: below \$5,000	
Hem Qty Cost Total	
Furniture & Equipment 5,000	
Juelification / Notes: Total FY18 \$ 5,000 1,500 2,500	500 50
F. MISCELLANEOUS Expense	
Item Qty Cost Total	
Uniforms 2,000	
Justification / Notes:         Total FY18         \$ 2,000         2,000	
CARITAL CUIT AV. Cost over \$5,000. Equipment and Vehicles All Library Associations All Delition Devices Co.	
G. CAPITAL OUTLAY: Cost over \$5,000 - Equipment and Vehicles, All Library Acquisitions, All Building Repairs & Renovations	
Item Qty Cost Total	
Justification / Notes: Total FY18 \$ -	
Industrial 4	
H. UTILITIES: Power, Water, Telephone	
ltem Total	
Power 6,500	
Telephone 1,000	
Total FY18 \$ 7,500 2,250 1,750	1,750 1,75
Transfer for F & A Fees (see guidelines for more information) \$ 10,000 2,500 2,500	2,500 2,50
Total Expenditures \$ 201,960	2000 CO
Annual Surplus (Deficit)	Territoria de la composición della composición d

### Fieldhouse

## FY 2018 Staffing Pattern

1 1 201	o otalling i attern				
ID#	Name	Position	Grade	Current	Increment Date
				Salary	
37284	Calceta, Virgilio	Maintenance Worker	Н	35,287	11/15/2018
3153	Camemo Jude	Maintenance Worker	Н	34,202	11/14/2018
27310	Guilas, Antonio (fund 10 60%)	Maintenance Worker	Н	38,753	6/27/2019
122378		Administrative Assistant	J	33,476	1/13/2018
146794		Athletics Director 50%		37,830	
	Sports Camp Employees			75,000	
	Total			254,548	
	Overtime			10,000	
	Benefits (35%)			85,592	
	Total Salary			350,140	]

UNIVERSITY OF GUAM FY2018 AUXILIAR								
	ot Head: Dr. Michae	I C. Gunn, Dean	of EMS	S		Quarterly B		
Revenue (Please list sources) Student Health Fees				107.100	Oct-Dec	Jan-Mar	Apr-June	Jul-Sept
Student Health Fees			+	107,120				
			+					
			+					
Total FY15		1,00	\$	107,120	26,780	26,780	26,780	26,78
A. SALARIES AND BENEFITS								
Admin. Assistant + Benefits+increments/50% Nurse Salary (50%)	6)		\$	57,436	14,359	14,359	14,359	14,35
B. OFF-ISLAND TRAVEL								
Name & Position of Traveler			T	Total				
Justification / Notes:		Total FY18	\$	- )				
C. CONTRACTUAL SERVICES								
Item	Qty	Cost	Т	Total				
physician				23,690				
subcriptions				3090				
Justification / Notes:		Total FY18	\$	26,780	6,695	6,695	6,695	6,69
D. SUPPLIES								
Item	Qty	Cost	T	Total				
medical supplies			$\vdash$	9,304				
Justification / Notes: supplies for the operations of student health office for stu	idents	Total FY18	\$	9,304	2,326	2,326	2,326	2,326
E. EQUIPMENT: below \$5,000								
Item	Qty	Cost	Г	Total				
Computer	1	2500	-	2,500				
Scanner	1	600	<u> </u>	600				
Printer	1	500		500				
Justification / Notes:		Total FY18	\$	3,600		600	500	2,500
MICCELL ANEQUIC F						198		
MISCELLANEOUS Expense	Qty	Cost		Total				
Kelli	-   40	0030	-	7 Otal				
Justification / Notes:		Total FY18	\$					
6. CAPITAL OUTLAY: Cost over \$5,000 - Equipment and \	Vahicles All Libr	anı Acquisition	ne All	Building Popaire	9 Panavation			
Item	Qty	Cost	is, All	Total	o Renovation	S		
No.		0000	_	Total				
Justification / Notes:		Total FY18	\$	-				
LITH ITIES. Davis Wester Talankan								
. UTILITIES: Power, Water, Telephone	1500			Total				
Item				Total				
	<del>(100-10-10-10-10-10-10-10-10-10-10-10-10-</del>							
		Total FY18	\$					
Transfer for E 9 A Eggs (	-1			02 202	-			
Transfer for F & A Fees (see guidelines for more information	n)	- METERS	\$	10,000	2,500	2,500	2,500	2,500
	Annual Sur	plus (Deficit)	\$		900	300	400	(1,600)
		(			***	000	400	(1,000)

# **STUDENT HEALTH FY 2018 STAFFING PATTERN**

Student Health FY 2018 Staffing Pattern	Local	Auxiliary
Fernabel De La Pena, AO		40,841
Community Nurse Vacant (50/50)	43,560	44,866
Benefits (34%)	15,682	30,855
Increments (3%)	1,307	2,571
Total	60,548	119,133

### UNIVERSITY OF GUAM FY2018 AUXILIARY BUDGET

Revenue (Please list sources)	nce Halls Office Signature-Dept Hea					Oct-Dec	Jan-Mar	Breakdown Apr-June	Jul-Se
Dorm Rental - Fall		_		T	243,413				243,
Spring					231,039		231,039		,
Summer			****		71,188			71,188	
Intersession					21,452	21,452		,	
Guest					12,020	3,005	3,005	3,005	3,
Washer/Dryer Rev					12,020	3,005	3,005	3,005	3,
Aux Miscellaneous				+	5,459	1,365	1,365	1,365	1,
Transfer to/from: PF-RENREP				+	74,160	18,540	The second second		
Transfer to Transfer Transfer				\$	670,751		18,540	18,540	18
. SALARIES AND BENEFITS				Ŷ	070,731	47,367	256,954	97,103	269
Please see attach staffing pattern				\$	005.044	00.040	20.040		
Flease see attach stanning pattern				*	265,241	66,310	66,310	66,310	66
. OFF-ISLAND TRAVEL									
	T			1					
Name & Position of Traveler					Total				
				_					
				_					
	<u> </u>								
Justification / Notes:	30000		Total FY18	\$	-				
CONTRACTUAL SERVICES									
	ltem .	Qty	Cost		Total				
Fuel					16,884				
Copier		T			896				
Cable Service		+			2,110				
Equipment Maintenance		$\top$		<b>—</b>	2,251				
Other Services		<del>                                     </del>			8,742				
Justification / Notes: 24/7 Operation (Dormite	on/\		Total FY18	\$	30,883	7,721	7,721	7.704	-
ousundation rotes. 247 Operation (Dominio	olyj		TotalFile	*	30,003	1,121	1,121	7,721	7
SUPPLIES									
				1					
****	tem	Qty	Cost	<u> </u>	Total				
Office Supplies		_			1,030				
Custodial Supplies					10,300				
Hardware					3,296				
Justification / Notes: 24/7 Operation (Dormito	ory)		Total FY18	\$	14,626	3,500	3,500	3,500	3,
EQUIPMENT: below \$5,000									
lt lt	tem	Qty	Cost		Total				
computers and printers					5,217				
Justification / Notes:		_	Total FY18	\$	5,217				
<del> </del>	***************************************		1.0	<u> </u>	0,211				
MISCELLANEOUS Expense									
	-	04.	0		7.1				
	tem	Qty	Cost		Total				
Stipends		$\vdash$			10,000				
Dorm Activities and Events		ш		_	4,574				
Justification / Notes:	10.00		Total FY18	\$	14,574	3,750	3,750	3,750	3,
									-
APITAL OUTLAY: Cost over \$5,000 - Equ	ipment and Vehicles, All Library Acquisition	ons, All	<b>Building Repa</b>	irs & Re	enovations				
lt.	em	Qty	Cost		Total				
Furnishings/Appliances			3001		20,000				
Repairs/Renovations		$\vdash$		-	69,760				
		$\vdash$	Total EV40	•		22.440	20.440	00.440	20
	tions Purchase commercial fractions & MILL		Total FY18	\$	89,760	22,440	22,440	22,440	22,
Justification / Notes: Continue repairs/renovat	tions, Purchase commercial freezers & W-Heaters	ł							
Justification / Notes: Continue repairs/renovat	tions. Purchase commercial freezers & W-Heaters sed number of residents; required for dormitories								
Justification / Notes: Continue repairs/renovat									
Justification / Notes: Continue repairs/renovat									
Justification / Notes Continue repairs/renovat to accommodate increas	ed number of residents, required for dormitories								
Justification / Notes: Continue repairs/renovat	ed number of residents, required for dormitories								
Justification / Notes Continue repairs/renovat to accommodate increas	ed number of residents, required for dormitories				Total				
Justification / Notes Continue repairs/renovat to accommodate increas	ed number of residents, required for dormitories				Total 200,000				
Justification / Notes Continue repairs/renovat to accommodate increas  UTILITIES: Power, Water, Telep	ed number of residents, required for dormitories								
Justification / Notes  Continue repairs/renovat to accommodate increas  UTILITIES: Power, Water, Telep Power	ed number of residents, required for dormitories		Total FY18	\$	200,000 450	50.112	50.112	50 115	50.
Justification / Notes  Continue repairs/renovat to accommodate increas  UTILITIES: Power, Water, Telep Power	ed number of residents, required for dormitories		Total FY18	\$	200,000	50,112	50,112	50,115	50,
Justification / Notes: Confinue repairs/renovat to accommodate increas  UTILITIES: Power, Water, Telep  Power Telephone	red number of residents, required for dormitories  whone  Item		Total FY18		200,000 450 200,450	50,112	50,112	50,115	50,1
Justification / Notes  Continue repairs/renovat to accommodate increas  UTILITIES: Power, Water, Telep Power	whone Item Item			\$	200,000 450 200,450 50,000	50,112	50,112	50,115	50,1
Justification / Notes: Confinue repairs/renovat to accommodate increas  UTILITIES: Power, Water, Telep  Power Telephone	whone Item	[:	Total FY18  xpenditures s (Deficit)	\$	200,000 450 200,450	50,112	50,112	50,115	50,

	UOG Residence Halls Office FY 2018 Staffing Pattern	s Office FY 2018 St	affing Pattern	
			0	
Employee	Position	Est. Annual Salary Est. Benefits.	Est. Benefits.	Estimated Total Cost
Jonathan Triplet	Housing Director	\$77,250.00	\$29.042.32	\$106.292.32
Vacant	Administrative Assistant	\$42,661.00	\$15,571.27	\$58,232,27
	Building Custodian	\$19,141.00	\$6.986.47	\$26,225,2
	Building Custodian	\$19,141.00	\$6.986.47	\$26,127.47
	Building Custodian	\$19,141.00	\$6.986.47	\$26,127.47
	Building Custodian	\$19,141.00	\$6,986.47	\$26,127,47
Totals		\$196,475.00	\$72,559.45	\$269,034.45

#### **UNIVERSITY OF GUAM FY2018 AUXILIARY BUDGET** Department/Unit: Professional and International Programs (PDLLC) Signature-Dept Head: \_\_\_Carlos Taitano, Acting Director **Quarterly Breakdown** Revenue (Please list sources) Jan-Mar Oct-Dec Apr-June Jul-Sept 303,900.00 Tuition Admin Cost/Workshops 170,000.00 Examinations 169,500.00 Other Contracts 300,000.00 Miscellaneous Fees 115,000.00 Summer Camps 129,000.00 \$ 1,187,400 296,850 296,850 296,850 296,850 A. SALARIES AND BENEFITS Please attach staffing pattern \$ 442,379 110,595 110,595 110,595 110,595 B. OFF-ISLAND TRAVEL Name & Position of Traveler Total Dr. Anitga Enriquez Off Island Travel 20,000 Carlos Taitano 15,000 Total 8,750 8,750 Justification / Notes: 35,000 8,750 8,750 C. CONTRACTUAL SERVICES Item Qty Cost Total Postage, Long Distance, Pagers 1,500.00 Contractual Services 180,000.00 Vehicle/Equipment Lease 10,000.00 Ads, printing, copying 10,000.00 Subscriptions, dues, books 1,000.00 Other Services 130,000.00 \$ Supplies & Materials 13,000.00 Instructional Supplies 95,000.00 \$ Fuel/Lubrication 2,000.00 Other Supplies and Materials \$ 6,000.00 112,125 Justification / Notes: \$ 448,500 112,125 Total 112,125 112,125 D. SUPPLIES Cost Item Qty Total Total Justification / Notes; E. EQUIPMENT: below \$5,000 Item Qty Cost Total Equipment 3,000 Justification / Notes: Total 3,000 750 750 750 750 F. MISCELLANEOUS Expense Item Qty Cost Total Total 0 Justification / Notes: G. CAPITAL OUTLAY: Cost over \$5,000 - Equipment and Vehicles, All Library Acquisitions, All Building Repairs & Renovations Qty Cost Total Justification / Notes: H. UTILITIES: Power, Water, Telephone Item Total Power 10,000 Telephone 7,000 Total 17,000 4,250 4,250 4,250 4,250 I. Transfer for F & A Fees (see guidelines for more information) 60,000 240,000 60,000 60,000 60,000

Annual Surplus (Deficit) \$

1,521

380

380

380

#### UNIVERSITY OF GUAM FY2018 AUXILIARY BUDGET **Quarterly Breakdown** Signature-Dept Head: Carlos R. Taitano, Acting Director Department/Unit: PIP English Language Institute Jul-Sept Oct-Dec Jan-Mar Apr-June Revenue (Please list sources) 201,600 Tuition 9,500 Application/Registration Fees 83,375 83,375 83,375 83,375 211,100 A. SALARIES AND BENEFITS 42,616 42,616 42,616 42,616 170,464 \$ Please attach staffing pattern B. OFF-ISLAND TRAVEL Total Name & Position of Traveler 5,000 Instructors Total FY18 5,000 Justification / Notes: C. CONTRACTUAL SERVICES Qty Cost Total Item 4 500 Postage, long distance 7000 7,000 Contractual Services 1 2000 2,000 Ads, Printing, Copying, web 2 1,000 500 Subscriptions, Dues, Books 2,625 2,625 2,625 2,625 10,500 Total FY18 Justification / Notes: D. SUPPLIES Total Qty Cost Item 1,500 3 500 Office Supplies 3 500 1,500 Instructional Supplies 2 100 200 Custodial supplies 1,500 1500 Computer 1,000 500 Other supplies and materials Total FY18 4,200 1,400 1,400 1,400 Justification / Notes: E. EQUIPMENT: below \$5,000 Qty Cost Total Item Total FY18 Justification / Notes: F. MISCELLANEOUS Expense Qty Cost Total Item NONE Total FY18 G. CAPITAL OUTLAY: Cost over \$5,000 - Equipment and Vehicles, All Library Acquisitions, All Building Repairs & Renovations Qty Cost Total Item Total FY18 Justification / Notes: H. UTILITIES: Power, Water, Telephone Total Item 12,500 Power 500 Telephone 3,250 3,250 3,250 3,250 Total FY18 \$ 13,000 7,000 1,750 1,750 1,750 I. Transfer for F & A Fees (see guidelines for more information) 1,750 31,734 33,134 31,734 31,734 Annual Surplus (Deficit) \$ 936

PIP FY 2018 Staffing Pattern

aga ya a a a a a a a a a a a a a a a a a	Department	Emp ID	Name	Title	Annual Salary	Annual Salary Total Renefits	Total Calony 9 Dangita
0013980         Taitano, Carlos         ACTING DIR, PIP PDLLC         77,632         27,238           0010581         Jualin, Raymond         EXT ASSOC III         39,374         15,137           0109486         Chan, Tarryn Pamela         EXT ASSOC II         32,053         12,969           0085784         Justin Andre         OUTREACH COORD         49,093         19,388           0100265         Flores, Ealani         OUTREARCH COORD         42,307         15,828           VACANT         DIR, PROF INTL PROGS         -         -           VACANT         ADMIN ASST         22,942         16,603           VACANT         EXT. ASST         -         -           S15,948         126,431         -	Prof.devlpmnt&life-long Learn	0002269	Calvo, Mary	ADMIN OFFCR	52.547	19,269	71,816
0010581         Jualin, Raymond         EXT ASSOC III         39,374         15,137           0109486         Chan, Tarryn Pamela         EXT ASSOC II         32,053         12,969           0085784         Justin Andre         OUTREACH COORD         49,093         19,388           0100265         Flores, Ealani         OUTREARCH COORD         42,307         15,828           VACANT         DIR, PROF INTL PROGS         -         -           VACANT         ADMIN ASST         22,942         16,603           VACANT         EXT. ASST         -         -           315,948         126,431         4	Prof.devlpmnt&life-long Learn	0013980	Taitano, Carlos	ACTING DIR, PIP PDLLC	77.632	27,238	104,870
0109486         Chan, Tarryn Pamela         EXT ASSOC II         32,053         12,969           0085784         Justin Andre         OUTREACH COORD         49,093         19,388           0100265         Flores, Ealani         OUTREARCH COORD         42,307         15,828           VACANT         DIR, PROF INTL PROGS         -         -           VACANT         ADMIN ASST         22,942         16,603           VACANT         EXT. ASST         -         -           315,948         126,431         4	Prof.dev pmnt&life-long Learn		Jualin, Raymond	EXT ASSOC III	39,374	15,137	54,511
0085784         Justin Andre         OUTREACH COORD         49,093         19,388           0100265         Flores, Ealani         OUTREARCH COORD         42,307         15,828           VACANT         DIR, PROF INTL PROGS         -         -           VACANT         ADMIN ASST         22,942         16,603           VACANT         EXT. ASST         -         -           315,948         126,431         4	Prof.devlpmnt&life-long Learn	0109486	Chan, Tarryn Pamela	EXT ASSOC II	32,053	12,969	45,022
0100265         Flores, Ealani         OUTREARCH COORD         42,307         15,828           VACANT         DIR, PROF INTL PROGS         -         -         -           VACANT         ADMIN ASST         22,942         16,603           VACANT         EXT. ASST         -         -           315,948         126,431         4	Prof.devlpmnt&life-long Learn		Justin Andre	OUTREACH COORD	49.093	19,388	68,481
VACANT         DIR, PROF INTL PROGS         - <td>Prof.devlpmnt&amp;life-long Learn</td> <td>0100265</td> <td>Flores, Ealani</td> <td>OUTREARCH COORD</td> <td>42,307</td> <td>15,828</td> <td>58,135</td>	Prof.devlpmnt&life-long Learn	0100265	Flores, Ealani	OUTREARCH COORD	42,307	15,828	58,135
VACANT         ADMIN ASST         22,942         16,603           VACANT         EXT. ASST         -         -           315,948         126,431         4	Prof.devlpmnt&life-long Learn		VACANT	DIR, PROF INTL PROGS	1	ī	
VACANT EXT. ASST 315,948 126,431	Prof.devlpmnt&life-long Learn		VACANT	ADMIN ASST	22,942	16,603	39,545
126,431	Prof.devlpmnt&life-long Learn		VACANT	EXT. ASST		r	1
					315,948	126,431	442,379

# **English Learning Institute**

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Prof.devlpmnt&life-long Learn	00000770	Cruz, Eduardo	ESL INST	44,942	16,290	61,232
Prof.devlpmnt&life-long Learn	0003489	Flores, Edna	ESL INST	37,814	13,001	50,816
Prof.devlpmnt&life-long Learn	0134426	VACANT	ESL INST	į	ı	
Prof.devlpmnt&life-long Learn	0097667	Reda, Michael	ESL INST	40.706	17,711	58,417

123,462 47,003

170,464