



**UNIVERSITY OF GUAM
UNIBETSEDAT GUAHAN
Board of Regents**

UOG Station, Mangilao, Guam 96923
Telephone: (671) 735-2995 • Fax: (671) 734-2296

REGULAR MEETING

**Thursday, November 19, 2009, 5:30 p.m., AV Room 1, RFK Library,
Tan Siu Lin Building, UOG Campus, Mangilao, Guam**

AGENDA

- 1.0 CALL TO ORDER**
- 2.0 MEETING MINUTES**
- Action 2.1 Regular Meeting Minutes of October 22, 2009**
- Information 3.0 CHAIRMAN’S REMARKS**
- Information 4.0 PRESIDENT’S REPORT**
- 5.0 REPORTS FROM STANDING COMMITTEES**
- 5.1 Academic, Personnel and Tenure Committee**
- 5.2 Student Affairs, Scholarship, Alumni Relations, and Honorary Degree Committee**
- Action 5.2.1 Resolution 09-23, Relative to Approving the Recommendation of the Student Affairs, Scholarship, Alumni Relations and Honorary Degree Committee during its meeting of November 12, 2009 on the Fall 2009 Graduate Listing**
- 5.3 Budget, Finance, Investments and Audit Committee**
- Information 5.3.1 Financial Update**
- Information 5.3.2 Collections Report**
- Information 5.3.3 Procurement Transactions and Contracts Report**
- Action 5.3.5 Resolution 09-24, Relative to Approving the FY2010 Professional and International Programs Budgets**
- 5.4 Physical Facilities Committee**
- Information 5.4.1 Plant and Facilities Update**
- 6.0 AD HOC REPORT: ENDOWMENT FOUNDATION UPDATE**

- 7.0 NEW BUSINESS**
- 8.0 OPEN PRESENTATION (3 Minute Limit Per Person)**
- 9.0 EXECUTIVE SESSION**
- 10.0 ADJOURNMENT**

Chairman Ada will call the meeting to order.



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**Regular Meeting Minutes
October 22, 2009**

1.0 CALL TO ORDER

The Regular Meeting of the Board of Regents (BOR) was called to order on October 22 2009, at 5:30 p.m., in AV Room #1, University of Guam RFK Library, Tan Siu Lin Building notice of such meeting having been duly and regularly provided by the Board. Chairman Perez noted that this meeting was originally scheduled for October 15th, but was rescheduled to insure that public notice was given as required. He further noted that this is the inaugural meeting utilizing the electronic board portal service which allows the board to review information in electronic formats, promoting paperless meetings.

QUORUM:

W. Chris Perez	Acting Chairman
Cynthia Henson	Treasurer
Bill Leon Guerrero	Member
John Arroyo	Member
Marcos Fong	Member

ALSO PRESENT:

Dr. Helen J.D. Whippy	Acting Executive Secretary
Louise M. Toves	Recording Secretary
Victorina M.Y. Renacia	Legal Counsel

2.0 MEETING MINUTES

2.1 Regular Meeting Minutes of September 17, 2009

Regent Henson moved for approval of the Regular Meeting Minutes of September 17, 2009, which was duly seconded. The motion carried.

3.0 CHAIRMAN'S REMARKS

Acting Chairman Perez noted that he is chairing the meeting tonight as Chairman Ada is absent due to a conflicting commitment. He commented on how fortunate Guam was to remain unscathed by the storms in the area over the past week. He expressed hope that members of the University community are able to provide assistance to the neighboring areas who have been impacted by storms that continue to threaten the region. He reported that the confirmation hearing for Regent Leon Guerrero's

Board of Regents Regular Meeting Minutes of October 22, 2009

reappointment to the BOR was held yesterday. He then asked to depart from the agenda to give special recognition to Mr. John Phillip, who retired as a faculty of the University earlier this year. Acting Chairman Perez presented Mr. Phillips with the BOR resolution which was passed in July to express gratitude to Mr. Phillips for his service to University. Mr. Phillips expressed his appreciation for the recognition. He noted that marrying his wife was his greatest accomplishment in life. Mr. Phillips received an ovation by those present.

4.0 PRESIDENT'S REPORT

Acting President Whippy welcomed back VPAF O'Brien, who had been absent due to medical reasons. She then gave the President's report, a summary of which is attached.

5.0 REPORTS FROM STANDING COMMITTEES

5.1 Academic, Personnel, and Tenure Committee

5.1.1 A Progress Report on Transfer Students to the University of Guam from Pacific Postsecondary Education Council (PPEC) Member Institutions – August 2009

Regent Fong referred the Regents to review the Progress Report which is included in the electronic packet. He noted that the committee will be updated as these numbers are monitored.

5.2 Student Affairs, Scholarship, Alumni Relations and Honorary Degree Committee

5.2.1 Resolution No. 09-18, Relative to Approving the Recommendation of the Student Affairs, Scholarship, Alumni Relations and Honorary Degree Committee During its Meeting of October 8, 2009 on the Reapportioned Student Financial Assistance Program FY2010 Budget, which provides Benefits for AY2009-2010 Merit Nominees/Alternates, New Applicants, and Continuing Recipients

Regent Fong introduced Resolution No. 09-18 and moved for its approval, which was duly seconded. The motion carried.

5.2.2 Resolution No. 09-19, Relative to Approving the Recommendation of the Student Affairs, Scholarship, Alumni Relations and Honorary Degree Committee During its Meeting of October 8, 2009 on the Reapportioned Yamashita Educator Corps Program FY2010 Budget

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Regent Fong introduced Resolution No. 09-19 and moved for its approval, which was duly seconded. The motion carried.

5.2.3 Career Priority Listing

Acting Chairman Perez noted the public hearing for the Career Priority Listing, which is required to be held annually, will be held in the upcoming month. He reported that this is the opportunity for the community to provide input regarding career fields and degree programs that should be priorities for financial assistance in the upcoming year. He noted that public notice will be provided as required regarding the time, date and location of the public hearing.

5.3 Budget, Finance, Investments and Audit Committee

5.3.1 Financial Update

Regent Henson provided the financial update. She noted that as of September 30, 2009, approximately 14% of the appropriation allotment remains outstanding and that Department of Administration continues to make good with their payment commitment of \$1.4m each pay period. She stated that cash sustainability is at about 15 days and most FY09 vendor payables are within 60 days past due. Regent Henson noted that the General Ledger on FY2009 financials is scheduled to close on November 14, which is a month earlier than last fiscal year and will pave the way for an earlier start of the annual audit. She closed by reporting that the investment update showed a positive period return of \$54k as of September 30, 2009 and that the next Investment committee meeting is scheduled for Wednesday, November 4th, at 1:00 p.m.

5.3.2 Collections Report

Regent Henson referred the Regents to view the report as provided in the electronic packet. She also gave an update on the TOPPS program as reported to the committee by Bursar Molarte.

5.3.3 Procurement Transactions and Contracts Report

Regent Henson reported that during the month of September, there were no purchase orders over \$100k. There were 2 contracts over \$100k; one contract is for the Family Caregiver Support Program at \$460,300 from the Department of Public Health and Social Services and the other contract is for the AmeriCorps UOG Success Center at \$476,430 from the Department of Labor.

5.3.4 Resolution No. 09-20, Relative to Approving the FY2010 Reapportioned General Operations Budget

Regent Henson introduced Resolution No. 09-20 and moved for its approval, which was duly seconded. The motion carried.

5.3.5 Resolution No. 09-21, Relative to Approving the FY2010 Auxiliary Fund Budgets

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Regent Henson introduced Resolution No. 09-21 and moved for its approval, which was duly seconded. She noted that 9 budgets are presented at this time and that the Professional and International Programs (PIP) budgets will be presented next month. The motion carried.

5.3.6 Resolution No. 09-22, Relative to Approving the FY2010 Non-Appropriated Fund Budgets

Regent Henson introduced Resolution No. 09-22 and moved for its approval, which was duly seconded. She noted that there are 23 budgets submitted at this time. The motion carried.

5.4 Physical Facilities Update

5.4.1 Plant and Facilities Update

Regent Leon Guerrero provided the Plant and Facilities update. He reported that the Health Science Annex is 70% completed and that the contractor is working on the concrete roof pour this week; the Computer Center Generator Housing project is ongoing, with testing and commissioning scheduled in a couple of weeks; Plant/Facilities is outsourcing A&E professional services for FY09 Department of Interior ADA Projects; and that the submitted proposals from a recent engineering service RFP is undergoing evaluation. He noted that Plant/Facilities will contract professional Electrical Engineering services to conduct a line voltage and system protection study at CLASS and Science building due to frequent air conditioning equipment issues at those buildings and has issued a Notice to Proceed to Sodexo Government Services for a Resident Technical Advisor to provide assistance to improve the maintenance system. Regent Leon Guerrero provided an update on the Student Services Center project, the Sports Complex, the Hatchery, the Guam Environmental Protection Agency Notice of Violation, and the submission for the 2009 ARRA State Fiscal Stabilization Fund (Education Stabilization Fund). He commented that Saipan has already received some of their ARRA funding. He reported as new business that while there were no storm related damage to report, that the storm threat served as a practice drill and that the maintenance team was very effective in securing the campus. He noted that concerns raised by dorm students were mitigated by providing the field house as an alternate site for those who felt their safety would be compromised if they remained at the dorms.

6.0 AD HOC REPORT: ENDOWMENT FOUNDATION UPDATE

Regent Arroyo reported that the Board met on Sept. 23rd and reviewed investment portfolio, which is approximately \$6m as of the end of August. He noted that discussion was held on moving funds in anticipation of the next installment payment due for the Jesus S. and Eugenia A. Leon Guerrero Building. He stated that approximately \$24k of the \$65k goal has been raised. Regent Arroyo indicated that a majority of the discussion was focused on efforts to identify private funders for the Guam Community and Economic Development Forum (GCEDF), which is to be held on November 12-13, 2009 at the Sheraton Resort.

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7.0 NEW BUSINESS

There was no new business presented.

8.0 OPEN PRESENTATION (3 Minute Limit per Person)

Acting Chairman Perez opened the floor for open presentations.

DIMC Moore-Linn reported that sponsors for the GCEDF are coming in, noting that so far, the sponsors include: Ernst & Young, Bank of Guam, the Office of the Governor, the U.S. Department of Interior, KUAM, the Guam Chamber of Commerce, GEDA, Pacific Medical Group, Continental Airlines, MCV, and Sheraton Laguna Guam Resort.

9.0 EXECUTIVE SESSION

There was no executive session held.

10.0 ADJOURNMENT

Acting Chairman Perez adjourned the meeting at 6:08 p.m.

P. Sonny Ada, Chairman

ATTESTED:

Dr. Robert A. Underwood, Executive Secretary

PRESIDENT'S REPORT

October 22, 2009

1. Travel

President Underwood is currently traveling to Okayama University with Acting Director for Institutional Effectiveness, Planning, and Research David Okada to attend the Okayama University 60th Anniversary Memorial Program: Asia-Oceania International Symposium in Okayama, Japan, at the invitation of Okayama University. He returns on Friday, October 23rd.

2. Cancer Grant

The University of Guam received an \$8,000,000 five-year U-54 grant from the National Institutes of Health to support a strong national cancer program aimed at understanding the reasons behind significant cancer disparities and the impact on minority populations. The grant encompasses several objectives including:

- Increase the cancer research capabilities at the University of Guam
- Increase the number of minority scientists of Pacific Islander ancestry engaged in cancer research
- Provide pertinent undergraduate, graduate and post-graduate education and training opportunities for Pacific Islander students
- Further strengthen the research focus on cancer health disparities with particular emphasis on aspects of particular relevance for the people of the Pacific.

3. UOG Guam Community and Economic Development Conference

The University of Guam and the UOG Endowment Foundation is hosting the Guam Community and Economic Development Forum, with the theme "Strategies for a Sustainable Future," on November 12 and 13, 2009 at the Sheraton Laguna Resort. The forum will result in a series of white papers that will serve as the foundation for strategic economic development for Guam. The Forum is supported by the U.S. Department of the Interior, the Office of the Governor of Guam, the Bank of Guam, the Stations of KUAM, and MCV. The Governor's Office, Speaker Judith Won Pat's Office, GEDA, and the Chamber of Commerce are represented on the organizing committee. The conference co-chairs are Former Governor Josph F. Ada, UOG Endowment Foundation Chairman Dr. Wilfred Leon Guerrero, and UOG President Robert A. Underwood.

4. Enrollment

The University of Guam welcomes 3,550 students to campus for the Fall 2009 semester, a 4.8% increase over the prior year and the highest enrollment since 1999. Of the 3550 students enrolled for Fall 2009, 61% are female and 39% are male, while 92% describe themselves as Asians or Pacific Islanders. Additionally, 134 students transferred to UOG from other institutions, an increase of 34% over

the Fall 2008 figure of 98. The highest enrollment in UOG history is 4343 students in 1977.

5. Recognition

The Proceedings of the National Academy of Science, one of the nation's preeminent science publications, recently published, "Functionally-diverse fish communities ameliorate coral disease," a research paper written by University of Guam Marine Lab faculty Laurie Raymundo, Andrew Halford, and Alex Kerr along with the University of Hawaii Department of Zoology's Aileen Maypa. In an effort to gain a wider understanding of coral diseases, the scientists examined the role that diverse, intact reef fish communities play in maintaining healthy corals by looking at fish abundance and diversity, as well as coral health and disease, both inside and outside Marine Protected Areas in the central Philippines.

Gloria Travis, University of Guam Administrative Services Officer, recently passed the Association of Government Accountants certification as a Government Financial Manager. She was recognized on September 23, 2009 by the Guam Chapter. Travis underwent a lengthy six-day review course in December 2008 and is at this writing the only person out of 35 participants to pass the three-part examination.

The September issue of Phytopathology, one of the top plant science publications in the world, contains an article by authors Robert Schlub of the Western Pacific Tropical Research Center, Linley Dixon formerly Linley Smith, a UOG research associate, and former University of Florida professors Kenneth Pernezny and Laurence Datnoff. The article, "Host Specialization and Phylogenetic Diversity of *Corynespora cassiicola*," is the culmination of eight years of research and over a half-million dollars of funding from various sources: T-STAR, Hatch, Florida Tomato Committee and IPM.

6. Grants

The Office of Naval Research awarded a \$715K grant to the University of Guam to develop sustainable alternative energy strategies that reduce dependence on the outside world, and are appropriate for island people and resources. UOG President Robert Underwood has coined the phrase "Indigenous Energies" to describe the optimal alternative energies for Guam and the Pacific Islands. Adopting indigenous energies requires a sea change of behavior as well as careful research and studies of adaptive technologies. The University of Guam is engaged in an environmental renaissance through its UOG Green initiative that fosters island research and self-study, behavioral responses to our environmental crisis and opportunities, and analysis of alternative energy strategies for Guam and the Pacific Islands.

The University of Guam's Robert F. Kennedy Memorial Library received \$401K in grant funding from the Institute of Museum and Library Services under a National Leadership Grant program. The project, "Information Literacy for Future Island Leaders" will create a comprehensive system of graduate student support through new bibliographic instruction classes, research services, and digital resources. Out of 101 proposals, the University of Guam is one of thirty institutions selected to receive the Institute of Museum and Library Services National Leadership Grant. Grant proposal recipients were identified as having a national impact on library and information services and serve as models to libraries across the nation.

7. Announcements

During his visit to the University of Guam campus on September 24, 2009, US Department of Interior Assistant Secretary for Insular Areas Anthony Babauta signed off on a Technical Assistance grant award providing \$25,000 of support for the Guam Community and Economic Development Forum which is scheduled for November 12 and 13 and organized by UOG in conjunction with the UOG Endowment Foundation and government and community partners.

TakeCare donated \$150,000 to the University of Guam's Nursing Program on September 22, 2009, during Family Night where students and their families share their experiences and encourage the development of a family support network so that nursing students can concentrate on their studies. This donation brings TakeCare's total contributions to the University of Guam's Nursing Program to \$1.7 million over an eight year period.

The UOG Guam Small Business Development Center will release copies of the 2009 Guam Business Resource Guide on Friday, Oct. 23 at 11:00 a.m. in the Jesus and Eugenia School of Business and Public Administration Building, room 129. The Guide contains useful, relevant information that entrepreneurs can use to start their own business.

The University of Guam Career Development Office is please to announce that the Career Guide 2009-2010 booklet is now available. The Career Guide is a valuable resource filled with many helpful tools, as well as hints and tips students and alumni can use to assist them in finding their desired job, internship, or career. As students read through this guide they will learn specific ways to connect with our office and how to become aware of the various opportunities present.

Chairman Ada will give his remarks.

Acting President O'Brien will give the President's report.

The AP&T Committee did not hold a meeting this month as there were no items on the agenda.



UNIVERSITY OF GUAM
UNIBETSEDAT GUAHAN
BOARD OF REGENTS

RESOLUTION NO. 09-23

**RELATIVE TO APPROVING THE FALL 2009
COMMENCEMENT GRADUATE LISTING**

WHEREAS, the Registrar is responsible to certify completion of courses for degree requirement; and

WHEREAS, according to policy, degree requirements means all courses and credits needed to graduate, including general education requirements, college requirements, university-wide requirements, and major course requirements; and

WHEREAS, according to policy, students must apply early in the semester previous to the semester in which the student plans to complete their degree requirements; and

WHEREAS, if a student fails to file this request for graduation, the actual awarding of the diploma may be delayed; and

WHEREAS, if the student fails to complete degree requirements after having filed the necessary application, the student must then submit a new application and pay the graduate reapplication fee.

NOW, THEREFORE, BE IT RESOLVED, that the Board of Regents hereby approves that all students who have submitted an application for completion, whose names are on the attached list or subsequent revised list, and have been certified to have met all degree requirements shall have conferred upon them a diploma signed by the Dean/Executive Director, the Senior Vice President for Academic and Student Affairs, the President and the Chairman of the Board of Regents at Commencement on December 20, 2009.

Adopted this 19th day of November, 2009.

P. Sonny Ada, Chairman

ATTESTED:

Dr. Robert A. Underwood, Executive Secretary

UOG BOR regular meeting - Reports from Standing Committees

Full Name	Acad Level	Active Majors Description	Minors	COLLEGE
AGUON, ROBYN CHRISTINE	GR	COUNSELING		SOE
AYUNGAC, JONAH MARI SIMON	GR	SPECIAL ED (GRAD)		SOE
CABALLES, CIEMON FRANK VILLAHERMOSA	GR	BIOLOGY (GRADUATE)		CNAS
CALVO, JONIREE BEA M	GR	SPECIAL ED (GRAD)		SOE
CHIWI, RICHARDSON	GR	LANGUAGE & LITERACY		SOE
CRUZ, HELENE SABLAN AGUON	GR	SPECIAL ED (GRAD)		SOE
CRUZ, MICHELLE B	GR	SPECIAL ED (GRAD)		SOE
DATUIN, THERESA ANN	GR	ENVIRON SCI (GRAD)		CNAS
FENWICK, JOSHUA W	GR	COUNSELING		SOE
FLORES, JOSEPH J.	GR	PUB ADMIN (GRADUATE)		SBPA
GAMETT, HEATHER LYNN	GR	SPECIAL ED (GRAD)		SOE
GARCES, GRACE O	GR	ENVIRON SCI (GRAD)		CNAS
GONZALES, ANGELA MAE TAMAYO	GR	SPECIAL ED (GRAD)		SOE
GUERRERO, GLORIANA MARIE P.	GR	SPECIAL ED (GRAD)		SOE
GUERRERO, LEILANI P	GR	COUNSELING		SOE
GUMATAOTAO, CARLOS I	GR	SPECIAL ED (GRAD)		SOE
GUMATAOTAO, LOIS TAITANO	GR	SPECIAL ED (GRAD)		SOE
GUZMAN, ERIN A	GR	SPECIAL ED (GRAD)		SOE
KANTO, KIND KANEMOTO	GR	ENVIRON SCI (GRAD)ýENVIRON SCI (GRAD)		CNAS
MENDIOLA, MAE M.C.	GR	SPECIAL ED (GRAD)		SOE
MENDIOLA, ROWENA P	GR	SPECIAL ED (GRAD)		SOE
MESA-CRUZ, JOSEPHINE T Q	GR	TCHNG ENG SPEAKER OTHER LANG		SOE
MYERS, ROXANNA L	GR	BIOLOGY (GRADUATE)		CNAS
ORBONG, MARITESA CASILAN	GR	SPECIAL ED (GRAD)		SOE
PAJELA, BOBBY E	GR	ADMIN & SUPERVISION (GRAD)		SOE
PEREZ, LYNN PAREL	GR	SPECIAL ED (GRAD)		SOE
ROGERS, SARAH C	GR	BIOLOGY (GRADUATE)		CNAS
SANTIAGO, LISA COREEN	GR	COUNSELING		SOE
SANTOS, SANDRA F	GR	COUNSELING		SOE
SAYAMA, PAUL VINCENT	GR	PUB ADMIN (GRADUATE)		SBPA
SIGUENZA, LOLITA SHACKELFORD	GR	SPECIAL ED (GRAD)		SOE
TAITANO, LALANEA T.	GR	SPECIAL ED (GRAD)		SOE
WHEATLEY, JEFFREY CARMAN	GR	SPECIAL ED (GRAD)		SOE
AGUILAR, CLAYTON LATAYAN	UG	BUSINESS ADMINISTRATION (UG)ýINTERNATN'L TOURISM	JAPN	SBPA
AGUON, MARIA TERESA P	UG	PSYCHOLOGY	MISC	CLASS

UOG BOR regular meeting - Reports from Standing Committees

AKIGAMI, SARAH RITSU	UG	BUSINESS ADMINISTRATION (UG)		SBPA
ALEGRE, RANDY SISON	UG	PUBLIC ADMIN		SBPA
ALMONTE, PHILIP XANDER	UG	SPECIAL EDUCATION		SOE
AMADO, CHARLENE A	UG	BUSINESS ADMINISTRATION (UG)ýHUMAN RESOURCE MANAGEMENT		SBPA
ANCIANO, ROCK J.B	UG	CRIMINAL JUSTICE	PUAD	SBPA
ARCIAGA, BRIAN TAYAO	UG	BUSINESS ADMINISTRATION (UG)		SBPA
AREVALO, BOBBIE JIN S.	UG	EARLY CHLDHD, ELEM		SOE
AREVALO, MATHEW VICTOR	UG	BUSINESS ADMINISTRATION (UG)	PSYC	SBPA
BAISA, VAUGHN B	UG	EARLY CHLDHD, ELEM		SOE
BALETO, JOSEPH SIGUENZA	UG	MANAGEMENT		SBPA
BAMBA-ADA, MEAGAN O'BRIEN	UG	NURSING		SNHS
BANSIL, DANIELLE MARIE C.	UG	EARLY CHLDHD, ELEM		SOE
BARTONICO, MARY ANN R	UG	NURSING		SNHS
BLAS, Y'BUENA A.T.	UG	BUSINESS ADMINISTRATION (UG)		SBPA
BORJA, JANEL MANLEY	UG	ELEMENTARY EDUCATION	MISC	SOE
BORJA, MELISSA ARLENE AREVALO	UG	SECONDARY EDUCATIONýENGLISH (UNDERGRAD)		SOE
BULATAO, JOY V	UG	ACCOUNTING		SBPA
CAASI, JOANNA S	UG	PSYCHOLOGY		CLASS
CABRERA, SEE LEUNG	UG	ACCOUNTING		SBPA
CALVO, DOMINIC JEROME	UG	BUSINESS ADMINISTRATION (UG)		SBPA
CANLAS, ANALYN E	UG	CRIMINAL JUSTICE	MISCýPUADýHSAD	SBPA
CASEM, JHOANA M.V.	UG	BUSINESS ADMINISTRATION (UG)		SBPA
CASTRO, CATHLENE CALVO	UG	BUSINESS ADMINISTRATION (UG)		SBPA
CASTRO, KIMBERLIE C.	UG	EARLY CHLDHD, ELEM		SOE
CATIENZA, LORRAINE RAQUENO	UG	ENGLISH (UNDERGRAD)ýSECONDARY EDUCATION		CLASS
CHANG, LEANNE LI-HUI	UG	NURSING		SNHS
CHEN, CHIH HAN	UG	BUSINESS ADMINISTRATION (UG)		SBPA
CIOCHETTO, DAVID BENJAMIN	UG	BUSINESS ADMINISTRATION (UG)	JAPN	SBPA
CRUZ, CHERESSA MARIE ASANO	UG	BIOLOGY		CNAS
CRUZ, JONA ANDREA A.	UG	EARLY CHLDHD, ELEM		SOE
CRUZ, JOSE SALAS	UG	CRIMINAL JUSTICEýPUBLIC ADMIN		SBPA
CRUZ, MATTHEW PRESTO	UG	HEALTH, PE, RECR DAN		SNHS
DANE, JUDILYN B	UG	ACCOUNTING		SBPA
DAYTON, PATRICIA MARIE	UG	ENGLISH (UNDERGRAD)	PHIL	CLASS
DEL ROSARIO, EDFEL S	UG	CRIMINAL JUSTICE	PUAD	SBPA
DELA CRUZ, J.FERNAN RESPICIO	UG	CRIMINAL JUSTICE	PUADýHSAD	SBPA
DIAZ, MANUEL A.C.	UG	HEALTH, PE, RECR DAN		SNHS

UOG BOR regular meeting - Reports from Standing Committees

ESCRUPULO, EWALANI M F	UG	EARLY CHLDHD, ELEM		SOE
FEJARANG, LEALANI AFLAGUE	UG	SPECIAL EDUCATION		SOE
FLORES, BARRY K	UG	CRIMINAL JUSTICE	PUAD	SBPA
GALINDO, KRISTY ESTRADA	UG	EARLY CHLDHD, ELEM		SOE
GIAMPAOLI, AGUSTIN EDUARDO	UG	NURSING		SNHS
GUEVARA, KAYLA T	UG	BUSINESS ADMINISTRATION (UG)		SBPA
GUMATAOTAO, PACIANO FELIX NAPUTI	UG	BUSINESS ADMINISTRATION (UG)		SBPA
HOWELL, DANIEL T	UG	NURSING		SNHS
IGNACIO, LEE O'TOOL	UG	POLITICAL SCIENCE	PALE	CLASS
JACKSON, SHERI M	UG	ENGLISH (UNDERGRAD)		CLASS
JARQUIN, OMAR OVIDIO	UG	SOCIAL STUDIES SECONDARY		SOE
JAVIER, HARRIET P	UG	COMMUNICATION STUD		CLASS
LAFAURIE, CECILIA B	UG	CHAM LANG & CUL TCH SPEC ELED		SOE
LEDESMA, MAE LOUISE REMO	UG	BUSINESS ADMINISTRATION (UG)		SBPA
LEON GUERRERO, ANGELA ROSE	UG	COMMUNICATION STUD		CLASS
LEON GUERRERO, RACHEL ANN	UG	BUSINESS ADMINISTRATION (UG)		SBPA
LETEWASIYAL, BEAUTY	UG	EARLY CHLDHD, ELEM		SOE
LI, HAO MING	UG	BUSINESS ADMINISTRATION (UG)		SBPA
LIM, JONATHAN AGUON	UG	AGRICULTURE		CNAS
LUJAN, SASHALYNN	UG	ELEMENTARY EDUCATION		SOE
LUNA, JOHN JOSEPH	UG	NURSING		SNHS
MADRELINO, DOVANA GRADE	UG	FINE ARTS/ART		CLASS
MAPA-HEILAND, ANGELINA F.	UG	BUSINESS ADMINISTRATION (UG)		SBPA
MENDIOLA, DENNIS JAMES C	UG	PUBLIC ADMIN	MISC	SBPA
MENDIOLA, JOCELYN A	UG	ENGLISH (UNDERGRAD)	COST	CLASS
MENO, STEPHEN FRANCIS	UG	SPECIAL EDUCATION		SOE
MERCADO, MARIE ROSE S. R	UG	PUBLIC ADMIN		SBPA
MILLER, JACOB P.	UG	MATHEMATICS		CNAS
MYERS, MADISON JANELL M	UG	BIOLOGY		CNAS
OCHAVILLO, LEIZL B.	UG	EARLY CHLDHD, ELEM		SOE
OKADA, ANJELICA KULANI I.	UG	ANTHROPOLOGY		CLASS
PABLO, GERALYN DYDASCO	UG	BUSINESS ADMINISTRATION (UG)		SBPA
PAJARO, MELODY NINO	UG	ACCOUNTING		SBPA
PAK, HELEN H.	UG	PSYCHOLOGY		CLASS
PALOMO, JESSICA GUERRERO	UG	BUSINESS ADMINISTRATION (UG)	JAPN	SBPA
PAREJA, MARITA CARLOS	UG	EARLY CHLDHD, ELEM		SOE
PEGARIDO, DON-JUSTIN BARTOLOME	UG	COMPUTER INFO SYSTEM	COSC	CNAS

UOG BOR regular meeting - Reports from Standing Committees

PEREZ, AUDREY JAYNEEN	UG	ENGLISH (UNDERGRAD)ýSECONDARY EDUCATION		CLASS
PEREZ, JOSHUA JAMES QUINATA	UG	BUSINESS ADMINISTRATION (UG)		SBPA
PEREZ, TIARA ELIZABETH S.	UG	BUSINESS ADMINISTRATION (UG)		SBPA
PEREZ, VINCENT BAUTISTA	UG	BUSINESS ADMINISTRATION (UG)		SBPA
PERNIA, MARK ANTHONY NISPEROS	UG	COMPUTER SCIENCE		CNAS
PERU, STARKY RAMOS	UG	BIOLOGY		CNAS
QUIDACHAY, JANE DACANAY	UG	NURSING		SNHS
QUINTANILLA, ALICIA TORRES	UG	EARLY CHLDHD, ELEM		SOE
QUINTANILLA, JOJEAN S N	UG	COMMUNICATION STUD		CLASS
QUINTANILLA, SHARON K	UG	CHAM LANG & CUL TCH SPEC ELEDýCHAM LANG & CUL TCH SPEC ELED		SOE
REYES, JOSHUA J C	UG	COMPUTER INFO SYSTEM		CNAS
RISING, STEVEN B.	UG	CONSUMER & FAM SCI	NUTR	CNAS
RIVERA, VIVIANN JOY BURLAZA	UG	EARLY CHLDHD, ELEM		SOE
RODRIGUEZ, ADAN	UG	SOCIOLOGY		CLASS
RODRIGUEZ, PATRICIA T	UG	SOCIAL STUDIES SECONDARY		SOE
SABLAN, JOSEPH ROBERT TUDELA	UG	PSYCHOLOGY	MISC	CLASS
SALANATIN, EDUARDO ESTREMADURA	UG	BUSINESS ADMINISTRATION (UG)		SBPA
SAN NICOLAS, GWENDOLYN CLAIRE ESPINOSA	UG	BUSINESS ADMINISTRATION (UG)		SBPA
SANTA MARIA, ROWENA M.	UG	BUSINESS ADMINISTRATION (UG)		SBPA
SANTOS, MARIANA ROSE MUNA	UG	EARLY CHLDHD, ELEM		SOE
SANTOS, MELANIE CAYABYAB	UG	BUSINESS ADMINISTRATION (UG)		SBPA
SHIMIZU, SAMANTHA	UG	CRIMINAL JUSTICE	PUAD	SBPA
SIGAOAT, MILDRED SANTOS	UG	ACCOUNTING	HRMA	SBPA
SILVERIO, ELOISA ALMEDA	UG	BUSINESS ADMINISTRATION (UG)		SBPA
SONG, KI MYONG	UG	CONSUMER & FAM SCI	NUTR	CNAS
SUDO, ANGELA MARIE	UG	BUSINESS ADMINISTRATION (UG)		SBPA
SUMANG, NATALIE C	UG	CRIMINAL JUSTICE	PUAD	SBPA
SURLA, CHRISTOPHER JON B.	UG	HEALTH SCIENCE	NUTR	SNHS
SUSUICO, SANGI MENDIOLA	UG	SPECIAL EDUCATION		SOE
TAAL, ALICIA	UG	NURSING		SNHS
TAIMANGLO, NATHAN T J	UG	BUSINESS ADMINISTRATION (UG)ýHUMAN RESOURCE MANAGEMENT		SBPA
TAMANGIDED, MARVIN SLONE	UG	POLITICAL SCIENCE	COST	CLASS
TENORIO, JIMMY RAY JAMANILA	UG	CRIMINAL JUSTICE	PUAD	SBPA
TEVID, JOICE E	UG	CONSUMER & FAM SCI		CNAS
TOVES, BERNADETTE THERESE	UG	MATHEMATICS		CNAS
TOVES, JESSAMINE LYNN	UG	CRIMINAL JUSTICE	PUAD	SBPA
TRELISKY, REBECCA EMILIA	UG	COMMUNICATION STUD	FIAR	CLASS

UOG BOR regular meeting - Reports from Standing Committees

TRELTAS, RYAN M	UG	BUSINESS ADMINISTRATION (UG)		SBPA
UY, KITT BARON CHUA	UG	COMPUTER SCIENCE		CNAS
VEGA, JOHN VINCENT LAMPA	UG	CRIMINAL JUSTICE	PUAD	SBPA
VENTURA, ELENOELLE E	UG	COMMUNICATION STUD	ENGU	CLASS
VILLAVERDE, VANESALYN PEREZ	UG	BUSINESS ADMINISTRATION (UG)		SBPA
VILLERO, VETI G	UG	BUSINESS ADMINISTRATION (UG)		SBPA
WEITAL, JULINIDA D.	UG	ACCOUNTING		SBPA
YAMASHITA, JANET JOY	UG	CRIMINAL JUSTICE	PUAD	SBPA
YOUNG, ROBERT JOSEPH	UG	SECONDARY EDUCATION/FINE ARTS/ART		SOE

UOG BOR regular meeting - Reports from Standing Committees

Summer 2009 Graduates

NAME	ACAD LEVEL	DEGREE	MAJOR
LEON GUERRERO II, BENJAMIN FRANKLIN AGUON	UG	BACHELOR OF ARTS	COMMUNICATION STUD
UY, GLADYS G	GR	MASTER OF EDUCATION	SPECIAL ED (GRAD)

UOG BOR regular meeting - Reports from Standing Committees

FY 2010 APPROPRIATIONS STATUS REPORT (PUBLIC LAW 29-113)
AS OF 10/30/09

Program	A Appropriation	D Allotment Requested	F=E/D Amount Paid	% Paid/ Request	G=E/C % Paid/ Appn	H=D-E Unpaid fr Request	I=C-E Unpaid fr Appn PL 29-19
UOG OPERATIONS - General Fund (Acct#5100A109973CT001290)	27,730,166	2,310,848.00	1,155,423.59	50%	4.17%	1,155,424.41	26,574,742
UOG GROWTH INITIATIVES	1,200,000	100,000	-	0%	0.00%	100,000.00	1,200,000
UOG CAPITAL IMPROVEMENT (LG BLDG)-Account#5297A099973CT297290	500,000	0.00	-	0.00%	0.00%	0.00	500,000
COLLEGE OF NATURAL AND APPLIED SCIENCES-Acct#5100A109973CT033290	157,720	13,144.00	13,143.37	100%	8.33%	0.63	144,577
WERI - GUAM HYDROLOGIC SURVEY-Acct#5100A109973CT006290	192,307	16,026.00	16,025.62	100%	8.33%	0.38	176,281
WERI - COMPREHENSIVE WATER MONITORING-Acct#5100A109973CT011290	163,817	13,652.00	13,651.42	100%	8.33%	0.58	150,166
GUAM AQUACULTURE & DEVELOPMENT-Acct#5100A109973CT031290	131,846	10,988.00	10,987.17	100%	8.33%	0.83	120,859
STUDENT FINANCIAL ASSISTANCE PROGRAM-Acct#5100A109973CT005290	2,550,670	212,556.00	212,555.87	100%	8.33%	0.13	2,338,114
ANTONIO C. YAMASHITA EDUCATOR CORPS.-Acct#5100A109973CT002290	1,134,950	103,178.00	103,177.25	100%	9.09%	0.75	1,031,773
KPRG-Acct#5100A109973CT032290	94,176	7,848.00	7,848.00	100%	8.33%	0.00	86,328
GUAMPEDIA FOUNDATION	140,000	0.00	-	#DIV/0!	0.00%	0.00	140,000
	33,995,652.00	2,788,240.00	1,532,812.29	0.55	0.05	1,255,427.71	32,322,840
						1,410,516.18	
					VARIOUS	226,697.00	226,697
						-	-

UOG BOR regular meeting - Reports from Standing Committees

University of Guam
Collections Report
as of
OCTOBER 31, 2009

1. SFAP Receivables Data **Oct-31-09**

	Principal \$	Interest \$	Paid \$	Balance	
Service Credit	16.7M	N/A	10.11M	6.59M	
Deferred	1.55M	N/A	N/A	1.55M	
In-School	3.70M	N/A	N/A	3.70M	
Paying	2.56M	321K	1.32M	1.56M	} \$ 6.89M
Non-Paying	6.22M	529K	1.42M	5.33M	
Collection Agency(upca)	967K	N/A	N/A	967K	

1.a. Monthly Aging Summary (Paying/Non-Paying)

	TOTAL	0-30	31-60	61-90	91-120	over 120
YEC	1,121,872	266,919	43,515	10,086	0	801,352
Merit	2,120,949	398,209	94,726	40,287	0	1,587,727
Nurses	163,570	16,141	15,796	1,366	0	130,267
DocFellow	588,067	283,837	0	0	0	304,230
Doc Sanchez	162,233	334	10,824	0	0	151,075
Pro-Tech	777,165	75,388	11,076	0	0	690,701
Student Loan	1,952,660	211,600	61,507	19,828	0	1,659,725
Total	\$6,886,516	\$1,252,428	\$237,444	\$71,567	\$0	\$5,325,077

3. Combined Total Outstanding

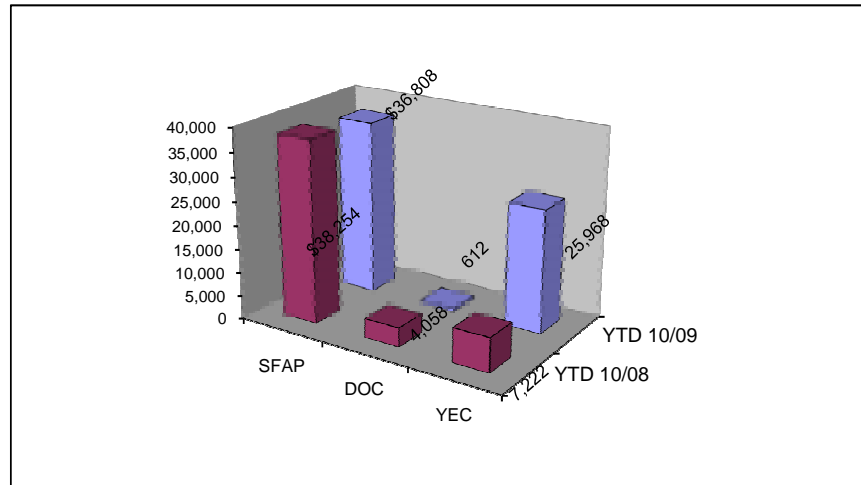
	Oct-09	Sep-09	Aug-09	Jul-09
YEC	1,121,872	1,065,351	1,050,390	1,037,917
Merit	2,120,949	2,111,146	2,154,639	2,125,421
Nurses	163,570	164,554	164,768	200,769
DocFellow	588,067	589,095	589,595	591,716
Doc Sanchez	162,233	164,379	164,488	167,114
Pro-Tech	777,165	735,077	736,780	800,640
Student Loan	1,952,660	1,950,952	1,968,995	1,940,410
Total	\$6,886,516	\$6,780,554	\$6,829,655	\$6,863,987

	Actual					
	FY2005	FY2006	FY2007	FY2008	FY2009	FY2010
SFAP	508,127	623,255	624,302	491,655	395,951	36,808
DOC	14,428	15,261	15,371	16,912	11,520	612
YEC	122,889	166,867	167,775	123,065	116,420	25,968
Total	\$ 645,444	\$ 805,383	\$ 807,448	\$ 631,632	\$ 523,891	\$ 63,387

Collections Comparison 2009 and 2010 YTD ending OCTOBER 31, 2009

2. Collections Data

	FY2009	FY2010	YTD 10/08	YTD 10/09
	Monthend OCT 2008	Monthend OCT 2009	YTD OCT 2008	YTD OCT 2009
1 SFAP	\$ 38,254	\$ 36,808	\$ 38,254	\$ 36,808
2 DOC	4,058	\$ 612	4,058	612
3 YEC	7,222	\$ 25,968	7,222	25,968
Total	\$ 49,534	\$ 63,387	\$ 49,534	\$ 63,387



Shaded area is under review



UNIVERSITY OF GUAM
UNIBETSEDĀT GUAHAN

Administration and Finance
Office of the Comptroller

**FY 2010 Procurement Report
October 2009**

Compliance with BOR Resolution 05-54 (Adopted 12/5/05): At each monthly Board meeting, the Board requires a listing of approved procurement transactions and contracts greater than \$100,000.

	Purchase Order > \$100k		Vendor	Description
	Count	\$ Value		
October 2009	1	\$168,048.00	G4S Security Services	Renewal/Extension for Security Guard Services FY2010 PO NO. B8010032
November 2009				
December 2009				
January 2010				
February 2010				
March 2010				
April 2010				
May 2010				
June 2010				
July 2010				
August 2010				
September 2010				
	Contracts > \$100k			
	Count	\$ Value	Vendor	Description
October 2009	1	\$173,145.00	DPHSS	Project Karinu early childhood system care Development of a comprehensive plan.
	2	\$100,647.00	DPHSS	Project Karinu early childhood system care Development of a Technical Assistance & Training plan.
November 2009				
December 2009				
January 2010				
February 2010				
March 2010				
April 2010				
May 2010				
June 2010				
July 2010				
August 2010				
September 2010				



**UNIVERSITY OF GUAM
UNIBETSEDAT GUÅHAN
Board of Regents**

Resolution No. 09-24

RELATIVE TO APPROVING THE FY2010 PROFESSIONAL AND INTERNATIONAL PROGRAM BUDGETS

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

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

WHEREAS, the University has agreed upon the goals articulated in its strategic plan, focused its revenues and spending upon the highest priorities within its missions, and demonstrated commitment to a balanced budget, financial stability and long-term viability to deliver its mission and sustain educational effectiveness; and

WHEREAS, the Board received recommendations on areas of resource needs and priorities of auxiliary units and general operations 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 University continues to demonstrate a commitment to balanced or surplus auxiliary fund budgets and seizing opportunities in an atmosphere of declining resources related to the problems facing the island economies; and

WHEREAS, the President and the Budget, Finance, Investment and Audit Committee have reviewed and recommend that the Board approve the following FY2010 Professional and International Program (PIP) Budgets attached hereto:

- Professional Development and Lifelong Learning Center (PDLLC)
 - English Language Institute (ELI)
 - English Adventure Program (EAP)
 - Planetarium
- Note: Telecommunications and Distance Education Outreach (TADEO) already approved

NOW, THEREFORE, BE IT RESOLVED, that the University of Guam FY10 Professional and International Program (PIP) Budgets named above and attached hereto are hereby approved and will be administered with an effective date of October 1, 2009.

Adopted this 19th of November, 2009.

P. Sonny Ada, Chairman

ATTESTED:

Dr. Robert A. Underwood, Executive Secretary

**Professional Development and Life Long Learning
FY 2010 Projection**

Account #	Fund 42	FY10	First Quarter	Second Quarter	Third Quarter	Fourth Quarter
	PDLLC	Projection	10/01/09-12/31/09	01/01/10-03/31/10	04/01/10-06/30/10	07/01/10-09/30/10
	Tuition	\$ 550,000	\$ 75,000	\$ 158,333	\$ 158,333	\$ 158,333
	Workshops	\$ 250,000	\$ 20,000	\$ 76,666	\$ 76,666	\$ 76,666
	Examinations - Drivers/RE/INS	\$ 155,000	\$ 38,750	\$ 38,750	\$ 38,750	\$ 38,750
	Contracts/Grants	\$ 525,000	\$ 60,000	\$ 100,000	\$ 182,500	\$ 182,500
	Online Courses	\$ 40,000	\$ 10,000	\$ 10,000	\$ 10,000	\$ 10,000
	CPA	\$ -	\$ -	\$ -	\$ -	\$ -
	Revenues	\$ 1,520,000	\$ 203,750	\$ 383,749	\$ 466,249	\$ 466,249
	Salaries & Benefits:	\$ (456,549)	\$ (60,888)	\$ (131,887)	\$ (131,887)	\$ (131,887)
220	Local Mileage	\$ (3,000)	\$ (750)	\$ (750)	\$ (750)	\$ (750)
221	Off-island Travel	\$ (25,000)	\$ (5,000)	\$ (5,000)	\$ (10,000)	\$ (10,000)
	Travel and Transportation:	\$ (28,000)	\$ (5,750)	\$ (5,750)	\$ (10,750)	\$ (10,750)
230	Data Communication	\$ (3,960)	\$ (990)	\$ (990)	\$ (990)	\$ (990)
231	Postage Long distance, pagers	\$ (1,200)	\$ (300)	\$ (300)	\$ (300)	\$ (300)
232	Equip. Maint	\$ -	\$ -	\$ -	\$ -	\$ -
233	Contractual Services	\$ (595,200)	\$ (148,800)	\$ (148,800)	\$ (148,800)	\$ (148,800)
235	Vehicle/equipment lease	\$ (13,000)	\$ (3,250)	\$ (3,250)	\$ (3,250)	\$ (3,250)
236	Ads, printing, copying	\$ (10,000)	\$ (2,500)	\$ (2,500)	\$ (2,500)	\$ (2,500)
237	Subscriptions, dues, books	\$ (4,000)	\$ (1,333)	\$ (1,333)	\$ (1,333)	\$ -
239	Other Services	\$ (3,000)	\$ (750)	\$ (750)	\$ (750)	\$ (750)
	Contractual Services:	\$ (630,360)	\$ (157,923)	\$ (157,923)	\$ (157,923)	\$ (156,590)
240	Office Supplies	\$ (5,500)	\$ (1,375)	\$ (1,375)	\$ (1,375)	\$ (1,375)
241	Instructional Supplies	\$ (35,000)	\$ (8,750)	\$ (8,750)	\$ (8,750)	\$ (8,750)
243	Custodial Supplies	\$ (1,000)	\$ (500)	\$ -	\$ (500)	\$ -
244	Computer	\$ (2,500)	\$ -	\$ (2,500)	\$ -	\$ -
299	Other Supplies & Materials	\$ (7,000)	\$ (1,750)	\$ (1,750)	\$ (1,750)	\$ (1,750)
	Supplies and Materials:	\$ (51,000)	\$ (12,375)	\$ (14,375)	\$ (12,375)	\$ (11,875)
250	Furniture & Equipment	\$ (10,000)	\$ (5,000)	\$ -	\$ (5,000)	\$ -
	Equipment:	\$ (10,000)	\$ (5,000)	\$ -	\$ (5,000)	\$ -
	Miscellaneous	\$ -	\$ -	\$ -	\$ -	\$ -
	Capital Outlay:	\$ -	\$ -	\$ -	\$ -	\$ -
301	Water	\$ -	\$ -	\$ -	\$ -	\$ -
300	Power	\$ (14,300)	\$ (3,575)	\$ (3,575)	\$ (3,575)	\$ (3,575)
302	Telephone	\$ (6,600)	\$ (1,650)	\$ (1,650)	\$ (1,650)	\$ (1,650)
	Miscellaneous Exp	\$ (3,000)	\$ (750)	\$ (750)	\$ (750)	\$ (750)
	Utility Expenses:	\$ (23,900)	\$ (5,975)	\$ (5,975)	\$ (5,975)	\$ (5,975)
	TOTAL Current Year Expenditures	\$ (1,199,809)	\$ (247,911)	\$ (315,910)	\$ (323,910)	\$ (317,077)
	Total Prior Year Expenditures	\$ -	\$ -	\$ -	\$ -	\$ -
	Total Expenditures	\$ (1,199,809)	\$ (247,911)	\$ (315,910)	\$ (323,910)	\$ (317,077)
	A & F Fee	\$ (200,000)	\$ -	\$ -	\$ -	\$ -
	ANNUAL SURPLUS (Deficit)	\$ 120,191	\$ 30,047	\$ 30,047	\$ 30,048	\$ 30,048

**Professional Development Life-Long Learning
Actual Summary**

Fund 42		2005	2006	2007	2008	2009
		Actual	Actual	Actual	Actual	Actual (not final)
		\$ -	\$ -	\$ -	\$ -	\$ -
	Tuition	\$ 390,450	\$ 395,404	\$ 343,766	\$ 443,330	\$ 551,120
	Real Estate/Insurance/Drivers	\$ 159,100	\$ 166,676	\$ 405,893	\$ 204,666	\$ 163,630
	Workshops/Admin cost	\$ 183,561	\$ 293,197	\$ 31,802	\$ 92,004	\$ 246,263
	Contracts	\$ 74,628	\$ 40,540	\$ 100,513	\$ 69,065	\$ 180,610
	CPA Exam	\$ 7,565	\$ 3,000	\$ 1,400	\$ -	\$ 1,800
	Miscellaneous	\$ 5,080	\$ 13,105	\$ 522	\$ 1,800	\$ 49,795
	Transfer to/from CF Unrest	\$ -				
Revenues		\$ 820,384	\$ 911,922	\$ 883,896	\$ 810,865	\$ 1,193,218
233	Contractual Services	\$ (211,247)	\$ (224,425)	\$ (265,919)	\$ (227,818)	\$ (231,069)
	Salaries & Benefits:	\$ (288,697)	\$ (398,284)	\$ (256,171)	\$ (336,301)	\$ (428,739)
Labor Cost:		\$ (499,944)	\$ (622,708)	\$ (522,091)	\$ (564,119)	\$ (659,808)
220	Local Milage	\$ -	\$ -	\$ -	\$ -	\$ (1,107)
221	On/Off-island Travel	\$ (3,967)	\$ (26,116)	\$ (10,474)	\$ (10,359)	\$ -
Travel and Transportation:		\$ (3,967)	\$ (26,116)	\$ (10,474)	\$ (10,359)	\$ (1,107)
230	Data Communication	\$ -		\$ -	\$ -	\$ -
231	Postage Long distance, pagers	\$ (1,050)	\$ (1,523)	\$ (601)	\$ (529)	\$ (925)
232	Equip. Maint	\$ -	\$ -	\$ -	\$ -	\$ -
235	Vehicle/equipment lease	\$ (6,105)	\$ (7,736)	\$ (7,381)	\$ (7,601)	\$ (8,305)
236	Ads, printing, copying	\$ (5,834)	\$ (13,851)	\$ (4,580)	\$ (1,643)	\$ (3,931)
237	Subscriptions, dues, books	\$ (1,665)	\$ (1,675)	\$ (1,739)	\$ (616)	\$ (2,855)
239	Other Services	\$ (2,745)	\$ (1,011)	\$ (770)	\$ (4,736)	\$ (540)
Contractual Services:		\$ (17,399)	\$ (25,797)	\$ (15,070)	\$ (15,125)	\$ (16,555)
240	Office Supplies	\$ (3,523)	\$ (3,264)	\$ (3,691)	\$ (4,896)	\$ (4,232)
241	Instructional Supplies	\$ (32,248)	\$ (18,383)	\$ (31,783)	\$ (29,830)	\$ (30,822)
242	Fuel	\$ (149)	\$ (81)	\$ (65)	\$ (118)	\$ (21)
244	Computer	\$ -	\$ -	\$ -	\$ (1,768)	\$ (1,540)
249	Other Supplies & Materials	\$ (100)	\$ -	\$ (1,319)	\$ (948)	\$ (315)
Supplies and Materials:		\$ (36,019)	\$ (21,728)	\$ (36,858)	\$ (37,560)	\$ (36,930)
250	Furniture & Equipment	\$ (3,897)	\$ -	\$ (635)	\$ (14,962)	\$ -
Equipment:		\$ (3,897)	\$ -	\$ (635)	\$ (14,962)	\$ -
	Equipment	\$ -	\$ -			
Capital Outlay:		\$ -	\$ -	\$ -	\$ -	\$ -
301	Water	\$ -		\$ -	\$ -	\$ -
300	Power	\$ (10,634)	\$ (5,959)	\$ (7,219)	\$ (8,520)	\$ (8,766)
302	Telephone	\$ (6,455)	\$ (6,355)	\$ (6,090)	\$ (7,122)	\$ (6,535)
299	Miscellaneous Exp	\$ (15,199)	\$ (20,684)	\$ (17,035)	\$ (13,500)	\$ (9,883)
	CPA Exam Exp	\$ (332)	\$ (187)		\$ -	\$ -
	PDLLC Contracts	\$ (74,628)		\$ (100,513)	\$ (69,065)	\$ (180,610)
	Bank Charges	\$ (2,157)	\$ (2,273)	\$ (2,101)	\$ (2,937)	\$ (2,548)
Utility Expenses/Miscellaneous Exp		\$ (109,405)	\$ (35,457)	\$ (132,958)	\$ (101,143)	\$ (208,342)
TOTAL Current Year Expenditures		\$ (670,630)	\$ (731,807)	\$ (718,085)	\$ (743,269)	\$ (922,743)
Total Prior Year Expenditures		\$ (8,964)	\$ (7,796)	\$ (36,088)	\$ (8,537)	\$ (5,327)
Total Expenditures		\$ (679,594)	\$ (739,603)	\$ (754,173)	\$ (751,805)	\$ (928,070)
Outstanding Encumbrances					\$ -	\$ (30,369)
Transfer to/from CF Unrest			\$ -	\$ -	\$ -	\$ -
ANNUAL SURPLUS (Deficit)		\$ 140,789	\$ 172,318	\$ 129,722	\$ 59,060	\$ 234,779

Beginning Fund Balance:	\$ (41,859)	\$ 98,931	\$ 271,249	\$ 400,971	\$ 460,031
Ending Fund Balance:	\$ 98,931	\$ 271,249	\$ 400,971	\$ 460,031	\$ 694,810

BUDGET NARRATIVE – PROJECTED FY2010
FUND 42
PIP – PROFESSIONAL DEVELOPMENT & LIFELONG LEARNING CENTER (PDLLC)

REVENUES:

Tuition

The Professional and International Program (PIP) generates revenue from Course by Conferences, Special Projects, and Credit by Examinations, in addition to academic courses that are facilitated through the unit. We anticipate this revenue stream to remain stable and estimate revenues at **\$550,000** for FY2010.

Workshops

PIP offers non-academic/non-credit courses as part of their professional development and personal enrichment offerings. For FY2010, revenue from this source is expected to slightly increase relative to FY2009 (thus far) at **\$250,000**.

Examinations

As in the past, the unit will continue to proctor the Guam Driver's License, insurance, and real estate exams. Revenue from this source is expected to remain level at **\$155,000**.

Contracts/Grants

In addition to current and ongoing grants/contracts the expected ARRA funds allotted to Guam will provide additional revenue from contracts and grants. The Guam Department of Education (GDOE) remains a major partner in the delivery of professional development, particularly for teacher certification/recertification. Contracts with the Guam Department of Labor and Agency for Human Resources Development (GDOL/AHRD) are expected to also increase. Approximately **\$525,000** in grants/contracts are anticipated for FY2010.

Online Courses

We have added ten (10) PD894 courses for teacher recertification from ed2go. We anticipate revenues to have the same level of activity, at **\$40,000**.

Total revenue projected for FY2009 is **\$1,520,000**.

EXPENDITURES:

200 – Salaries and Benefits – For FY2010, **\$456,549** is expected for salaries and benefits (see staffing pattern). For FY2010, staffing levels will increase due to the anticipated expansion in revenues from additional coordinators.

220 – Local Mileage – In the past, local mileage was never figured into the budget for PIP/PDLLC. However, with the rise in gas prices and the age of our only government vehicle, this line item budget is expected to see an increase. A budget of **\$2,500** is anticipated.

221 – Off-island Travel – A travel budget of **\$25,000** is expected this year and is primarily aligned with I.D.P. contracts through the regional community colleges. In the past, this line item has seen a high actual expenditure of \$26,116 (FY2006).

230 – Data Communication – **\$3,960** is budgeted for high-speed internet connectivity for our computer lab and office. This commitment is needed to ensure high-speed internet access during computerized examinations is continuous and reliable, and that mass email marketing can be done expeditiously.

231 – Postage and Long Distance – Our programs and services calls for a budget of **\$1,200** to cover the high cost of postage, primarily for our instructional materials (books through FedEx, Post Office) and an even higher cost for long distance telephone charges to ensure communication with colleagues from our neighboring islands (FSM, Palau, etc.).

233 – Contractual Services - Estimated at **\$595,200** or 48% of the revenues generated. This forecast covers part-time instructors whose main focus is to instruct the American Management Association (AMA) and other non-academic/non-credit courses.

235 – Vehicle/Equipment Lease – **\$13,000** is estimated under this category. Funds pay for the lease of new copier equipment and software to be used for grading exams and faculty evaluations summaries. The use of this equipment is expected to increase given the rise in services delivered.

236 - Ads, Printing, Copying – An amount of **\$10,000** is estimated for advertisements, printing, and photocopying. This appears to be a high figure, but given the increasing costs, primarily with one print medium with a large readership base, the mindset needs to be that of an investment vs. an expenditure. This year, we anticipate being more assertive in our promotional and marketing campaigns, including the development of marketing and promotional materials for the PIP unit and increasing presence in print and electronic media (e.g. PDN, Marianas Variety, TV8, etc.). As participation increases in our professional development and personal enrichment (non-academic/non-credit) courses increases, we anticipate costs for photocopying to also increase.

237 – Subscriptions – We forecast subscribing to current periodicals and becoming members of organizations to foster and nurture our work in growing our professional and personal enrichment programs and courses. An amount of **\$5,000** is budgeted.

238 – Other Services – Under this category, we are allocating \$3,000 aimed at paying for the use of facilities within the University of Guam. The PIP unit has minimal access to physical facilities and must rely on partnerships and collaborations with the academic units on campus who have budgetary oversight and charge for the use of physical facilities under their general direction. Approximately **\$3,000** is anticipated for this category.

240 – Office Supplies – Office supplies are anticipated to be approximately **\$5,500**. This amount is the average (\$5,500) spent in this category over the past eight years and appropriately reflects the expenditure in the category.

241 – Instructional Supplies – A budget of **\$35,000** is anticipated to cover materials in support of instruction. Over the past 4 years, expenditures in this category have amounted to an average of \$29,354. With an expected increase in participation in PIP American Management Association (AMA) programs, this budgeted amount is requested.

243 – Custodial Supplies – A request of **\$1,000** is made to appropriately reflect that purchases in the past have included cleaning and custodial supplies (e.g. trash bags, cleaning supplies, etc.). As a unit providing services to the business community, PIP often ensures the facilities are kept in a professional manner.

244 – Computer – A budget of **\$2,500** is anticipated to replace one or two desktop computers in the PIP office to ensure appropriate technology is in place to facilitate work.

250 – Furniture and Equipment – A budget of **\$10,000** is made to fund the replacement of old furniture and to equipment the lab with teleconferencing capability which ensures the appropriate learning environment to deliver services to clients and customers both on and off-island. The furniture and equipment was not part of the ARRA request.

299 – Other Supplies & Materials - A budget of **\$7,000** funds the cost of workshop refreshments and credit card merchant charges.

301 – Power/Electricity - The constant increase in energy costs (power/electricity) for the unit calls for us to budget accordingly. It is anticipated that **\$16,335** will be expended in this category.

302 – Telephone – A budget of **\$6,600** is requested to fund the costs of telephones.

Miscellaneous Expenditure – A budget of **\$3,000** is made primarily for services to enable PIP-PDLLC to be able to process online registration and payment for our workshops and conferences.

ANNUAL SUPLUS:

Revenues in FY2010 are expected to be **\$1,520,000**. Expenditures are expected to be **\$1,199,809**, resulting in an annual surplus of **\$120,191**.

GENERAL NOTES:

- The adjunct instructors for PIP/PDLLC professional development and personal enrichment activities are not paid on a salary/benefit basis, bur rather, on a seasonal and contractual basis. Consequently, the expenditures listed under the Salary/Benefit category are for the unit's administrators and staff and the adjunct instructors are listed under the "contractual services" category.
- Funds were allocated for marketing and promotions. As the unit responsible for delivering innovative programs, an investment is required in the front-end to promote and market our array of programs and services.
- Funds were allocated under category 299 – other supplies and materials to fund the use of workshop refreshments and credit card merchant charges.

**English Language Institute
Budget Projection
FY 2010**

Account #	Fund 37	FY10	First Quarter	Second Quarter	Third Quarter	Fourth Quarter
	English Language Institute	Projection	10/01/09-12/31/09	01/01/10-03/31/10	04/01/10-06/30/10	07/01/10-09/30/10
	ELI Tuition (F/T)	\$ 296,800		\$ 92,400	\$ 78,400	\$ 126,000
	ELI Tuition (P/T)	\$ 15,000		\$ 7,500		\$ 7,500
	Revenues	\$ 311,800	\$ -	\$ 99,900	\$ 78,400	\$ 133,500
	Salaries & Benefits:	\$ (219,343)	\$ (54,836)	\$ (54,836)	\$ (54,836)	\$ (54,836)
	221 Off-island Travel	\$ -	\$ -	\$ -	\$ -	\$ -
	Travel and Transportation:	\$ -	\$ -	\$ -	\$ -	\$ -
	230 Data Communication	\$ (1,200)	\$ (300)	\$ (300)	\$ (300)	\$ (300)
	231 Postage Long distance, pagers	\$ (1,250)	\$ (313)	\$ (313)	\$ (313)	\$ (313)
	232 Equip. Maint	\$ (500)	\$ (250)	\$ -	\$ (250)	\$ -
	233 Contractual Services	\$ (27,200)	\$ (6,800)	\$ (6,800)	\$ (6,800)	\$ (6,800)
	235 Vehicle/equipment lease	\$ -	\$ -	\$ -	\$ -	\$ -
	236 Ads, printing, copying	\$ (2,000)	\$ (1,000)	\$ -	\$ (1,000)	
	237 Subscriptions, dues, books	\$ (1,000)	\$ (500)	\$ (500)	\$ -	\$ -
	239 Other Services	\$ -	\$ -	\$ -	\$ -	\$ -
	Contractual Services:	\$ (33,150)	\$ (9,163)	\$ (7,913)	\$ (8,663)	\$ (7,413)
	240 Office Supplies	\$ (2,000)	\$ (500)	\$ (500)	\$ (500)	\$ (500)
	241 Instructional Supplies	\$ (2,250)	\$ (563)	\$ (563)	\$ (563)	\$ (563)
	243 Custodial Supplies	\$ (250)	\$ (75)	\$ (75)	\$ (50)	\$ (50)
	244 Computer	\$ (1,500)	\$ (1,500)	\$ -	\$ -	\$ -
	299 Other Supplies & Materials	\$ (750)	\$ (250)	\$ (250)	\$ -	\$ (250)
	Supplies and Materials:	\$ (6,750)	\$ (2,888)	\$ (1,388)	\$ (1,113)	\$ (1,363)
	250 Furniture & Equipment	\$ (2,500)	\$ (2,500)	\$ -	\$ -	\$ -
	Equipment:	\$ (2,500)	\$ (2,500)	\$ -	\$ -	\$ -
	Miscellaneous	\$ -	\$ -	\$ -	\$ -	\$ -
	Capital Outlay:	\$ -	\$ -	\$ -	\$ -	\$ -
	301 Water	\$ -	\$ -	\$ -	\$ -	\$ -
	300 Power	\$ (13,000)	\$ (3,250)	\$ (3,250)	\$ (3,250)	\$ (3,250)
	302 Telephone	\$ (1,000)	\$ (300)	\$ (300)	\$ (300)	\$ (300)
	Miscellaneous Exp	\$ (1,000)	\$ (250)	\$ (250)	\$ (250)	\$ (250)
	Utility Expenses:	\$ (15,000)	\$ (3,800)	\$ (3,800)	\$ (3,800)	\$ (3,800)
	TOTAL Current Year Expenditures	\$ (276,743)	\$ (73,186)	\$ (67,936)	\$ (68,411)	\$ (67,411)
	Total Prior Year Expenditures	\$ -	\$ -	\$ -	\$ -	\$ -
	Total Expenditures	\$ (276,743)	\$ (73,186)	\$ (67,936)	\$ (68,411)	\$ (67,411)
	Transfer to/from CF Unrest	\$ -	\$ -	\$ -	\$ -	\$ -
	ANNUAL SURPLUS (Deficit)	\$ 35,057	\$ (73,186)	\$ 31,964	\$ 9,989	\$ 66,089

**English Language Institute
Actual Summary**

Fund 37	2005	2006	2007	2008	2009
	Actual	Actual	Actual	Actual	Actual(not final)
Tuition	\$ 154,642	\$ 224,570	\$ 346,001	\$ 266,632	\$ 241,555
Miscellaneous (Short-Term)	\$ 12,351	\$ 5,864	\$ 8,430	\$ 21,879	\$ 16,335
STEP- Bus. English	\$ -	\$ -	\$ -	\$ -	\$ -
Transfer fr UOG-Meio Univ	\$ -	\$ -		\$ -	\$ -
Learn English	\$ -	\$ -			
Transfer to/from CF Unrest	\$ (30,000)	\$ -			
Revenues	\$ 136,993	\$ 230,434	\$ 354,430	\$ 288,510	\$ 257,890
Salaries & Benefits:	\$ (181,957)	\$ (162,253)	\$ (205,510)	\$ (220,842)	\$ (185,815)
221 Off-island Travel	\$ -	\$ -	\$ -	\$ -	\$ -
Travel and Transportation:	\$ -	\$ -			
230 Data Communication	\$ -	\$ -	\$ (579)	\$ -	\$ -
231 Postage Long distance, pagers	\$ (165)	\$ (268)	\$ -	\$ (143)	\$ -
232 Equip. Maint	\$ -	\$ -	\$ -	\$ -	\$ -
233 Contractual Services	\$ (26,254)	\$ (42,007)	\$ (30,677)	\$ (3,094)	\$ (13,700)
235 Vehicle/equipment lease	\$ -	\$ -	\$ -	\$ -	\$ -
236 Ads, printing, copying	\$ (475)	\$ -	\$ -	\$ -	\$ -
237 Subscriptions, dues, books	\$ -	\$ -	\$ (205)	\$ -	\$ -
239 Other Services	\$ (1,621)	\$ (535)	\$ (1,903)	\$ -	\$ -
Contractual Services:	\$ (28,515)	\$ (42,810)	\$ (33,363)	\$ (3,237)	\$ (13,700)
240 Office Supplies	\$ (2,297)	\$ (594)	\$ (2,265)	\$ (2,863)	\$ (1,799)
241 Instructional Supplies	\$ (1,770)	\$ (2,413)	\$ (658)	\$ (1,087)	\$ (72)
243 Custodial Supplies	\$ -	\$ -	\$ -	\$ (316)	\$ -
244 Computer Supplies	\$ -	\$ -	\$ -	\$ (110)	\$ -
249 Other Supplies & Materials	\$ (395)	\$ (279)	\$ (763)	\$ (829)	\$ (12)
Supplies and Materials:	\$ (4,462)	\$ (3,287)	\$ (3,685)	\$ (5,205)	\$ (1,883)
250 Furniture & Equipment	\$ (844)	\$ (697)	\$ (1,155)	\$ (87)	\$ (4,014)
Equipment:	\$ (844)	\$ (697)	\$ (1,155)	\$ (87)	\$ (4,014)
Miscellaneous	\$ -	\$ -	\$ -	\$ -	\$ -
Capital Outlay:	\$ -	\$ -	\$ -	\$ -	\$ -
301 Water	\$ -	\$ -	\$ -	\$ -	\$ -
300 Power	\$ (12,446)	\$ (15,000)	\$ (12,375)	\$ (16,500)	\$ (14,000)
302 Telephone	\$ (684)	\$ (625)	\$ (627)	\$ (630)	\$ (637)
299 Miscellaneous Exp	\$ (2,294)	\$ (3,255)	\$ (2,382)	\$ (3,612)	\$ (2,432)
Utility Expenses/Miscellaneous Exp	\$ (15,424)	\$ (18,879)	\$ (15,384)	\$ (20,742)	\$ (17,069)
TOTAL Current Year Expenditures	\$ (231,202)	\$ (227,926)	\$ (259,098)	\$ (250,113)	\$ (222,481)
Total Prior Year Expenditures	\$ (7,616)	\$ (4,971)		\$ (2,419)	\$ (4,680)
Total Expenditures	\$ (238,818)	\$ (232,897)	\$ (259,098)	\$ (252,533)	\$ (227,160)
Outstanding Encumbrances				\$ -	\$ (3,066)
Transfer to General Ops	\$ -	\$ -	\$ -	\$ -	\$ -
ANNUAL SURPLUS (Deficit)	\$ (101,825)	\$ (2,462)	\$ 95,332	\$ 35,978	\$ 27,664

Beginning Fund Balance	\$ (489,140)	\$ (590,965)	\$ (593,428)	\$ (498,095)	\$ (462,117)
Ending Fund balance	\$ (590,965)	\$ (593,428)	\$ (498,095)	\$ (462,117)	\$ (434,454)

BUDGET NARRATIVE – PROJECTED FY2010
FUND 37
PIP – ENGLISH LANGUAGE INSTITUTE (ELI)

REVENUES:

Tuition

The English Language Institute relies solely on the revenue generated from tuition. For FY2010, we anticipate an enrollment of 33 students for Spring, 28 students for Summer and 45 students for Fall 2010. Revenue is generated at the beginning of each of the terms. Towards the end the fiscal year (June and July), salaries and operational expenditures exceed all revenue generated from Spring and Summer, yet Fall revenues have yet to kick in. ELI instructors have recruited part-time students for additional revenues. For FY2010, 106 students are anticipated to enroll and at \$2,800 per student, revenues are estimated at **\$296,800**. Part-time ELI students will generate **\$15,000** in revenue (\$1500 x 10). Total revenue generated will be **\$311,800**.

EXPENDITURES:

200 – Salaries and Benefits – For FY2009, **\$219,343** is expected for salaries and benefits (see staffing pattern).

230 – Data Communication – The ELI facility is located in an area where high-speed access to the University's internet line is weak and unreliable. With high-speed access an expectation of our primarily Asian student-base, we expect to negotiate an agreement with a private vendor for needed accessibility with an anticipated cost of \$100 per month (**\$1,200**). This access increases ELI's competitiveness in the marketplace.

231 – Postage and Long Distance – ELI actively communicates with students and potential students through long-distance telephone calls to foreign countries (Japan and Korea) and mail. This requires a budget of **\$1,250** to cover the high cost of postage/courier service and long-distance telephone calls.

232 – Equipment Maintenance - Estimated at **\$500** for copier maintenance.

233 – Contractual Services – We anticipate hiring one part-time instructor for each term at our current rate of \$6,800/semester without benefits totaling **\$27,200**.

236 – Ads, Printing, Copying – An amount of **\$2,000** is estimated for advertisements, printing, and photocopying brochures. An assertive promotional and marketing campaign has started in the past 3 weeks, including

the development of marketing and promotional materials specifically for the ELI unit and increasing ELI's presence in print and electronic media. Further, as participation increases, we foresee costs for photocopying to also increase.

237 – Subscriptions – The ELI instructional strategy is skills based and thus, we must invest in the knowledge and skills base of our ELI instructors. We forecast subscribing to current periodicals and becoming members of organizations to foster and nurture our work in the area of English language training. An amount of **\$1,000** is budgeted.

240 – Office Supplies – Office supplies are anticipated to be approximately **\$1,500**. This amount is slightly higher than the average yearly cost, but as our marketing and promotions increase, so too will the cost of needed office supplies.

241 – Instructional Supplies – A budget of **\$2,250** is anticipated to cover materials to support the skill-based instruction program at ELI. To support the expected increase in participation at the Institute, this budgeted amount is requested.

243 – Custodial Supplies – A request of **\$250** is made to appropriately reflect that purchases in the past have included cleaning and custodial supplies to support the maintenance of the facility (e.g. trash bags, cleaning supplies, etc.). As a unit providing services to a student population with high expectations, we have a responsibility to maintain the facilities in a professional manner.

244 – Computer – A budget of **\$1,500** is anticipated for one desktop computer as part of inventory and resource management at the Institute. This ensures that obsolete technology is replaced so that work is facilitated more efficiently.

299 – Other Supplies and Materials – As part of the instructional strategy to expose students from all levels to different environments from which to practice their conversational English skills, supplies and materials are needed. A budget of **\$750** is requested for these activities.

250 – Furniture and Equipment – A budget of **\$2,500** is made to fund the replacement of old classroom and office furniture and equipment. Again, as a facility serving a market with high expectations, this amount is an investment that ensures the appropriate learning environment to deliver services to clients and customers.

301 – Power/Electricity - The constant increase in energy costs (power/electricity) for the unit calls for us to budget accordingly. It is anticipated that **\$13,000** will be expended in this category.

302 – Telephone – A budget of **\$1200** is requested to fund the costs of telephones.

Miscellaneous Expenditure – A budget of **\$1,000** is made primarily to replace aging air conditioners in the ELI building. This budgeted amount intends to provide the unit the leverage to ensure the life of the ELI structure is extended so that our English Language programs are continuously delivered.

ANNUAL SUPLUS:

Revenues in FY2009 are expected to be **\$311,800**. Expenditures are expected to be **\$276,743**, resulting in a small annual surplus of **\$35,057**.

GENERAL NOTES:

- We will review the potential to increase enrollment by partnering with an recruiting agency in Korea and Japan.
- There are opportunities for ELI to engage with other educational institutions in Asia.

Professional and International Programs
 English Adventure Program
 FY2010 Projection

Account #	Fund 24	FY10 Budget	First Quarter	Second Quarter	Third Quarter	Fourth Quarter
		Request	10/01/09-12/31/09	01/01/10-03/31/10	04/01/10-06/30/10	07/01/10-09/30/10
	Hankkuk Univ.	\$ 31,200		\$ 9,500		\$ 21,700
	Chikuchi Jogahuen Univ.	\$ 7,700				\$ 7,700
	Short-term (1 day) EAP	\$ 75,640	\$ 60,480	\$ 15,160		
			\$ -	\$ -	\$ -	\$ -
			\$ -	\$ -	\$ -	\$ -
Revenues		\$ 114,540	\$ 60,480	\$ 24,660	\$ -	\$ 29,400
Salaries & Benefits:		-	\$ -	\$ -	\$ -	\$ -
	Salaries & Benefits	\$ -	\$ -	\$ -	\$ -	\$ -
221	Off-island Travel	\$ (5,000)	\$ (1,250)	\$ (1,250)	\$ (1,250)	\$ (1,250)
Travel and Transportation:		\$ (5,000)	\$ (1,250)	\$ (1,250)	\$ (1,250)	\$ (1,250)
230	Data Communication		\$ -	\$ -	\$ -	\$ -
231	Postage Long distance, pagers	\$ (750)	\$ (188)	\$ (188)	\$ (188)	\$ (188)
232	Equip. Maint		\$ -	\$ -	\$ -	\$ -
233	Contractual Services	\$ (43,525)	\$ (23,587)	\$ (9,617)		\$ (11,466)
235	Vehicle/equipment lease		\$ -	\$ -	\$ -	\$ -
236	Ads, printing, copying	\$ (7,500)	\$ (1,875)	\$ (1,875)	\$ (1,875)	\$ (1,875)
237	Subscriptions, dues, books					
239	Other Services					
Contractual Services:		\$ (51,775)	\$ (25,650)	\$ (11,680)	\$ (2,063)	\$ (13,529)
240	Office Supplies	\$ (2,500)	\$ (625)	\$ (625)	\$ (625)	\$ (625)
241	Instructional Supplies	\$ (2,000)	\$ (500)	\$ (500)	\$ (500)	\$ (500)
243	Custodial Supplies					
244	Computer					
249	Other Supplies & Materials	\$ (1,250)	\$ (313)	\$ (313)	\$ (313)	\$ (313)
Supplies and Materials:		\$ (5,750)	\$ (1,438)	\$ (1,438)	\$ (1,438)	\$ (1,438)
250	Furniture & Equipment		\$ -	\$ -	\$ -	\$ -
Equipment:			\$ -	\$ -	\$ -	\$ -
299	Miscellaneous	-4800	\$ -	\$ -	\$ -	\$ -
Capital Outlay:		-4800	\$ -	\$ -	\$ -	\$ -
301	Water		\$ -	\$ -	\$ -	\$ -
300	Power	-	\$ -	\$ -	\$ -	\$ -
302	Telephone		\$ -	\$ -	\$ -	\$ -
299	Miscellaneous Exp	\$ (2,250)	\$ (563)	\$ (563)	\$ (563)	\$ (563)
Utility / Miscellaneous Expenses:		\$ (2,250)	\$ (563)	\$ (563)	\$ (563)	\$ (563)
TOTAL Current Year Expenditures		\$ (69,575)	\$ (28,900)	\$ (14,930)	\$ (5,313)	\$ (16,779)
Total Prior Year Expenditures			\$ -	\$ -	\$ -	\$ -
Total Expenditures		\$ (69,575)	\$ (28,900)	\$ (14,930)	\$ (5,313)	\$ (16,779)
A & F Fee			\$ -	\$ -	\$ -	\$ -
ANNUAL SURPLUS (Deficit)		\$ 44,965				\$44,965

Signature

Date

11/3/2009

BUDGET NARRATIVE – PROJECTED FY2010
FUND 24
PIP - ENGLISH ADVENTURE PROGRAM (EAP)

REVENUES:

Hankuk University

We anticipate a small group of 20 pre-teens who will be here for an EAP sport camp during the Fall Intersession and a larger group of 77 HUFs students in summer 2010. Revenues are estimated at **\$31,200**.

Chikushi Jogakuen University

This University will return for their second annual 2-week English Intensive program. Revenues are estimated at **\$7,700**.

Short-Term (1 day) EAP

There is an increasing demand for these one-day, short-term campus tours and engagements. This year, we anticipate 1100 students from the Asia-Pacific region, specifically Japan and Korea, to visit UOG and partake in these activities. Reservations and revenues anticipated from this source is **\$75,640**.

Total revenue from the various types of English Adventure Programs (EAP) for FY2010 is **\$114,540**.

EXPENDITURES:

221 – Off-island Travel - In the past, there has been no travel connected to these activities. This year, the intention is to be more assertive in our marketing and promotional efforts and thus, travel for two individuals to Japan is forecasted at **\$5,000**.

231 – Postage - These EAP program calls for continuous communication with the tour agents and coordinators, particularly for immigration documentation. Postage is estimated at **\$750** for the year.

233 – Contractual Services - Estimated at **\$43,525** or 38% of the revenues generated. This forecast covers part-time teachers whose main focus is to instruct in the 2/3 week English and 1-day EAP programs.

235 – Ads, Printing, Copying – An amount of **\$7,500** is estimated for advertisements, printing, and photocopying. This year, we anticipate developing new brochures. As the number of participants increase, we anticipate costs for photocopying to also increase.

240 – Office Supplies – Office supplies are anticipated to be approximately **\$2,500**. This category helps to replenish supplies which are utilized for the EAP.

241 – Instructional Supplies – A budget of **\$2,000** is anticipated to cover materials in support of instruction.

249 – Other Supplies and Materials – Participants of the Business English Language training are professionals or students who will eventually become Foreign Officers for their country. A budget of **\$1,250** is expected for promotional supplies and materials.

299 – Miscellaneous – We use this line item for fiesta lunches a UOG t-shirts which are part of our higher revenue generating EAP programs. budget of \$4,800 is anticipated to cover those costs.

ANNUAL SUPLUS:

Revenues in FY2010 are expected to be **\$114,540**. Expenditures are expected to be **\$69,575**, resulting in an annual surplus of **\$44,965**.

GENERAL NOTES:

- The short-term, 1-day campus tours and engagement activities associated with the EAP programs are often facilitated during “break” periods of our Asian neighbor high schools.
- English Language training take place during the second and fourth quarters of our fiscal year, based on the identified needs of the clients. Consequently, revenues are often not aligned with the fiscal year of our operations schedule.
- The instructors for the EAP activities are not paid on a salary/benefit basis, but rather, on a seasonal and contractual basis. Consequently, no expenditures are listed under the Salary/Benefit category as this service is listed under the “Contractual Services” category.
- The EAP (Fund 24) budget is based on future EAP reservations.
- Rates have been standardized and have been given to all travel agents (attached) along with a Reservation request form (attached).
- EAP is handled by the Associate Director.

UOG BOR regular meeting - Reports from Standing Committees

Planetarium						
FY 2010 Budget Projection						
Fund 46	Approved FY 2010	First Quarter	Second Quarter	Third Quarter	Fourth Quarter	
	Projection	10/01/09 - 12/31/08	10/01/09 - 03/31/09			
	Planetarium Show (EAP)	\$ 1,500.00	\$ 375.00	\$ 375.00	\$ 375.00	\$ 375.00
	Teaching-Astronomy & ED894	\$ 5,000.00		\$ 2,500.00	\$ 2,500.00	
	Grants/Contracts	\$ 61,500.00		\$ 18,333.00	\$ 18,333.00	\$ 18,333.00
Revenues:		\$ 68,000.00	\$ 375.00	\$ 21,208.00	\$ 21,208.00	\$ 18,708.00
200	Salary & Benefits	\$ (56,500.00)	\$ (14,125.00)	\$ (14,125.00)	\$ (14,125.00)	\$ (14,125.00)
221	Off-island Travel					
Travel & Transportation:						
230	Data Communication	\$ (500.00)	\$ (125.00)	\$ (125.00)	\$ (125.00)	\$ (125.00)
231	Postage Long Distance Pagers					
232	Equip Maintenance					
233	Contractual Services					
235	Vehicle/equipment lease					
236	Ad, printing, coping					
237	Subscriptions, dues, books	\$ (500.00)	\$ (125.00)	\$ (125.00)	\$ (125.00)	\$ (125.00)
239	Other Services					
	Contractual Services:	\$ (1,000.00)	\$ (250.00)	\$ (250.00)	\$ (250.00)	\$ (250.00)
Supplies & Materials:						
250	Furniture & Equipment					
Equipment:						
	Miscellaneous					
Capital Outlay:						
300	Power					
301	Water					
302	Telephone	\$ (500.00)	\$ (125.00)	\$ (125.00)	\$ (125.00)	\$ (125.00)
	Utility Expenses:	\$ (500.00)	\$ (125.00)	\$ (125.00)	\$ (125.00)	\$ (125.00)
TOTAL Current Year Expenditures:						
Total Prior Year Expenditures:						
	Total Expenditure:	\$ (58,000.00)	\$ (14,500.00)	\$ (14,500.00)	\$ (14,500.00)	\$ (14,500.00)
Encumbrance:						
	A&F Fee:	\$ (10,000.00)				\$ (10,000.00)
ANNUAL SURPLUS (Deficit):		\$ -				

**Planetarium
Actual Summary**

Fund 46	2005	2006	2007	2008	2009
	Actual	Actual	Actual	Actual	Actual
Fundraising	\$ -	\$ -	\$ -	\$ 1,580	\$ 5,847
	\$ -	\$ -	\$ -	\$ -	\$ -
	\$ -	\$ -	\$ -	\$ -	\$ -
	\$ -	\$ -	\$ -	\$ -	\$ -
	\$ -	\$ -	\$ -	\$ -	\$ -
Revenues	\$ -	\$ -	\$ -	\$ 1,580	\$ 5,847
Salaries & Benefits:	\$ (52,895)	\$ (53,146)	\$ (53,641)	\$ (54,552)	\$ (54,834)
221 Off-island Travel	\$ -	\$ -	\$ -	\$ -	\$ -
Travel and Transportation:	\$ -	\$ -	\$ -	\$ -	\$ -
230 Data Communication	\$ -	\$ -	\$ -	\$ -	\$ (420)
231 Postage Long distance, pagers	\$ -	\$ -	\$ -	\$ -	\$ -
232 Equip. Maint	\$ -	\$ -	\$ -	\$ -	\$ -
233 Contractual Services	\$ -	\$ -	\$ -	\$ -	\$ -
235 Vehicle/equipment lease	\$ -	\$ -	\$ -	\$ -	\$ -
236 Ads, printing, copying	\$ -	\$ -	\$ -	\$ -	\$ -
237 Subscriptions, dues, books	\$ (415)	\$ (525)	\$ -	\$ (700)	\$ -
239 Other Services	\$ -	\$ -	\$ -	\$ -	\$ -
Contractual Services:	\$ (415)	\$ (525)	\$ -	\$ (700)	\$ (420)
240 Office Supplies	\$ -	\$ -	\$ -	\$ -	\$ -
241 Instructional Supplies	\$ -	\$ -	\$ -	\$ -	\$ -
243 Custodial Supplies	\$ -	\$ -	\$ -	\$ -	\$ -
244 Computer	\$ -	\$ -	\$ -	\$ -	\$ -
299 Other Supplies & Materials	\$ -	\$ -	\$ -	\$ -	\$ -
Supplies and Materials:	\$ -	\$ -	\$ -	\$ -	\$ -
250 Furniture & Equipment	\$ (569)	\$ -	\$ -	\$ -	\$ (3,000)
Equipment:	\$ (569)	\$ -	\$ -	\$ -	\$ (3,000)
Miscellaneous	\$ -	\$ -	\$ -	\$ -	\$ -
Capital Outlay:	\$ -	\$ -	\$ -	\$ -	\$ -
301 Water	\$ -	\$ -	\$ -	\$ -	\$ -
300 Power	\$ -	\$ -	\$ -	\$ -	\$ -
302 Telephone	\$ -	\$ -	\$ -	\$ -	\$ -
Miscellaneous Exp	\$ -	\$ -	\$ -	\$ -	\$ -
Utility Expenses:	\$ -	\$ -	\$ -	\$ -	\$ -
TOTAL Current Year Expenditures	\$ (53,879)	\$ (53,671)	\$ (53,641)	\$ (55,252)	\$ (58,254)
Total Prior Year Expenditures	\$ -	\$ -	\$ -	\$ -	\$ -
Total Expenditures	\$ (53,879)	\$ (53,671)	\$ (53,641)	\$ (55,252)	\$ (58,254)
Transfer for F & A	\$ -	\$ -	\$ -	\$ -	\$ (10,000)
ANNUAL SURPLUS (Deficit)	\$ (53,879)	\$ (53,671)	\$ (53,641)	\$ (53,672)	\$ (62,407)

Beginning Fund Balance: \$ (105,925) \$ (159,804) \$ (213,475) \$ (267,115) \$ (320,788)

Ending Fund Balance: \$ (159,804) \$ (213,475) \$ (267,115) \$ (320,788) \$ (383,194)

BUDGET NARRATIVE – PROJECTED FY2010
FUND 46
PLANETARIUM

REVENUES:

Planetarium Show (English Adventure Program)

The Planetarium has shows in Japanese, Korean and Chinese and we anticipate continued revenue from the English Adventure Program to generate 300 students at \$5/person equating to revenues at **\$1,500** for FY2010.

Teaching Astronomy & ED/PD 894 courses

Pam Eastlick the Planetarium coordinator will teach a 3-credit astronomy course in the Spring and summer of 2010. In lieu of compensation at \$2,500 per course, \$5000 would go towards the Planetarium's income.

Grants / Contracts

With ARRA funding coming allotted to Guam as well as space and science grants, we anticipate revenue from these contracts to be approximately **\$61,500**.

Total revenue projected for FY2010 is **\$68,000**.

EXPENDITURES:

200 – Salary and Benefits – **\$56,500** is expected for salary and benefits for Pam Eastlick's position.

230 – Data Communication – **\$500** is budgeted for high-speed internet connectivity for monthly shows as well as events happening in our skies.

237 – Subscriptions – We forecast subscribing to current periodicals. An amount of **\$500** is budgeted.

Contractual Services – The Spitz equipment in the Planetarium is the most expensive piece of inventory at UOG. We anticipate equipment/part replacement at **\$1,000**.

302 – Telephone – Needed for reservation requests from GDOE and EAP.

ANNUAL SUPLUS (deficit):

Revenues in FY2010 are expected to be **\$68,000**. Expenditures are expected to be **\$68,000** including **\$10,000** to the A & F fee, resulting in a balanced budget.

GENERAL NOTES:

- The value of the Planetarium Endowment Fund is \$381,145 (as of Sept. 30, 2009) which was established geared only for replacement of equipment / parts. We would like to use approximately \$80,000 from the fund to upgrade to the "Sky System" which would include a video component.

Physical Facilities Member Regent Laguana will provide the Plant and Facilities update.

Regent John Arroyo, ex-officio member of the UOG Endowment Foundation Board of Directors, will provide an update on the Endowment Foundation.

New Business will be presented at this time, if any.

UOG BOR regular meeting - Open Presentations

Open presentations may be given at this time. There is a 3 minute limit per person.

Executive Session will be held at this time, if necessary.

Chairman Ada will adjourn the meeting.