



**UNIVERSITY OF GUAM
UNIBETSEDÁT GUÁHAN
Board of Regents**

Resolution No. 20-30

RELATIVE TO APPROVING THE FY2021 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 serving the post-secondary needs of the people of Guam and the Western Pacific region;

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

WHEREAS, the BOR 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;

WHEREAS, the BOR received recommendations from the UPBAC on the goals articulated in the plans of the auxiliary units and on focusing auxiliary unit revenues and spending on the highest priorities within their business plan objectives;

WHEREAS, the University 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;

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

WHEREAS, the President has recommended, and the Budget, Finance, and Audit Committee has reviewed the budgets, and together recommend that the BOR approve the following FY2021 Auxiliary Fund Budgets attached hereto:

Triton Store
Food Services
Calvo Fieldhouse
Intercollegiate Athletics Council

Student Government Association
Student Health
Student Housing
Global Learning and Engagement (includes English Learning Institute and English Adventure Program)

NOW, THEREFORE BE IT RESOLVED, that the BOR approves the University's FY2021 Auxiliary Budgets as attached hereto and will become effective immediately.

Adopted this 17th day of September, 2020.

Elvin Y. Chiang, Chairperson

ATTESTED:

Thomas W. Krise, Ph.D., Executive Secretary



University of Guam
 Auxiliary Funds
 FY 2021 Budgets

	<i>Triton Bookstore</i>	<i>Food Services</i>	<i>Athletics</i>	<i>Calvo Fieldhouse</i>	<i>SGA</i>	<i>Student Health</i>	<i>Residence Hall</i>	<i>GLE</i>	<i>ELI</i>	<i>EAP</i>	<i>Total</i>
Revenue	435,000	31,000	375,000	335,500	201,960	94,814	521,875	1,230,000	71,682	500,000	3,796,831
Salaries & Benefits	321,277		206,496	237,729	-	72,178	140,092	508,017	62,688	92,500	1,640,977
Travel	-		-	-	-	-	5,000	35,000	-	31,000	71,000
Contractual Services	13,500	-	76,500	17,500	15,460	10,000	65,557	407,983	1,100	136,000	743,600
Supplies	6,000	-	13,500	12,500	162,000	2,636	16,500	-	-	10,500	223,636
Equipment	3,000	-	5,000	5,500	5,000	-	2,000	3,000	-	-	23,500
Miscellaneous	900		28,500	4,500	2,000	-	35,000	-		30,000	100,900
Capital Outlay	-		5,000	-	-	-	-	10,000		-	15,000
Utilities	33,500	30,000	40,000	30,000	7,500	-	175,000	26,000	7,500	-	349,500
Transfer to F&A	50,000		-	25,000	10,000	10,000	40,000	240,000		200,000	575,000
Annual Surplus (Deficit)	6,823	1,000	4	2,771	-	-	42,726	-	394	-	53,718

UNIVERSITY OF GUAM FY2021 AUXILIARY BUDGET

Department/Uni _____ Triton Store _____
 Account No.: _____

Signature-Dept Head: _____ Ann S.A. Leon Guerrero _____

Quarterly Breakdown

Revenue (Please list sources)

		Oct-Dec	Jan-Mar	Apr-June	Jul-Sept
Sales Textbooks	280,000				
Sales Non-Textbooks	675,000				
Purchase Textbooks	(160,000)				
Purchase Non-Textbooks	(360,000)				
	\$ 435,000	108,750	108,750	108,750	108,750

A. SALARIES AND BENEFITS

Please attach staffing pattern	\$ 321,277	80,319	80,319	80,319	80,319
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B. OFF-ISLAND TRAVEL

Name & Position of Traveler		Total				
Ann S.A. Leon Guerrero	Auxiliary Services Director	-				
Buyer	Staff	-				
Justification / Notes _____		Total FY20	\$ -			

C. CONTRACTUAL SERVICES

Item	Qty	Cost	Total				
Postage, Long Distance			2,500				
Vehicle/Equipment Lease			5,000				
Subscriptions, Dues, Books			1,000				
Other Services Software			5,000				
Justification / Notes _____		Total FY20	\$ 13,500	3,375	3,375	3,375	3,375

D. SUPPLIES

Item	Qty	Cost	Total				
Supplies & Materials			1,000				
Other Supplies & Materials							
Computer Equipment			5,000				
Justification / Notes _____		Total FY20	\$ 6,000	1,500	1,500	1,500	1,500

E. EQUIPMENT: below \$5,000

Item	Qty	Cost	Total				
Equipment/Store Fixtures			3,000				
Justification / Notes _____		Total FY20	\$ 3,000	750	750	750	750

F. MISCELLANEOUS Expense

Item	Qty	Cost	Total				
Bank Charges			500				
Miscellaneous Expense			400				
Justification / Notes _____		Total FY20	\$ 900	225	225	225	225

G. CAPITAL OUTLAY: Cost over \$5,000 - Equipment and Vehicles, All Library Acquisitions, All Building Repairs & Renovations

Item	Qty	Cost	Total				
Justification / Notes _____		Total FY20	\$ -				

H. UTILITIES: Power, Water, Telephone

Item	Total						
Power	30,000						
Telephone	3,500						
Justification / Notes _____		Total FY20	\$ 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
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Annual Surplus (Deficit) \$ 6,823 1,706 1,706 1,706 1,706

Bookstore Staffing Pattern
 FY2020 2021

ID#	Name	Position	Grade	Current Salary	New Salary
	Marcia Afaisen	Sales Associate (\$ 10.14)	E-GPP	21,095	21,095
	Christine Concepcion	Inventory Associate \$10.5264)	E/02	21,895	22,724
	Vacant Frozen	Admin. Assistant	J-GPP		
34459	David Quintanilla	Buyer II	I/08	36,878	38,048
110912	Tony Villanueva	Buyer I	H/07	33,150	34,202
27379	Ann Leon Guerrero	Aux Serv Director		78,070	78,070
121252	Vacant	Marketing Coordinator Associate		33,911	34,741
	Total			224,999	228,880
	Overtime			10,000	10,000
	Benefits (36%)			81,000	82,397
	Total Salary			315,999	321,277

UNIVERSITY OF GUAM FY2021 NON-APPROPRIATED FUND BUDGET

Department/Unit: UOG Athletic And Recreation Budget

Signature-Dept Head: Douglas W. Palmer

Account No: 1-1X-810017-X-540XXXX

Quarterly Breakdown			
Oct-Dec	Jan-Mar	Apr-June	Jul-Sept

Revenue (Please list sources)

		Oct-Dec	Jan-Mar	Apr-June	Jul-Sept
Athletic Fee	325,000				
High School Championships	20,000				
Athletic League Entry Fees	12,500				
Concessions	7,500				
Fundraising	10,000				
	\$ 375,000	0	0	0	0

A. SALARIES AND BENEFITS

Please attach staffing pattern	\$ 206,496				
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B. OFF-ISLAND TRAVEL

Name & Position of Traveler	Total				
N/A					
Justification / Notes:	Total FY21	\$ -			

C. CONTRACTUAL SERVICES

Item	Qty	Cost	Total				
Basketball Referees			10,000				
Volleyball Referees			2,500				
Photographer			4,000				
Coaches Contracts (Head and Assistant Coaches for 6 Sports)			60,000				
Justification / Notes:	Total FY21	\$ 76,500					

D. SUPPLIES

Item	Qty	Cost	Total				
Posters, Pictures, Promotional Items			2,500				
Athletic Uniforms and Coaches Shirts/Hats			6,000				
Trophies and Awards			3,000				
Athletic T-Shirts			2,000				
Justification / Notes:	Total FY21	\$ 13,500					

E. EQUIPMENT: below \$5,000

Item	Qty	Cost	Total				
Athletic Equipment - Balls, bats, nets (All sports)			5,000				
Justification / Notes:	Total FY21	\$ 5,000					

F. MISCELLANEOUS Expense

Item	Qty	Cost	Total				
Entry Fees to outside leagues (Basketball, Soccer, Baseball)			10,000				
Catering - Hall of Fame, Student Athlete Reception			3,000				
Concession Supplies			8,000				
PBS TV Production Costs			7,500				
Justification / Notes:	Total FY21	\$ 28,500					

G. CAPITAL OUTLAY: Cost over \$5,000 - Equipment and Vehicles, All Library Acquisitions, All Building Repairs & Renovations

Item	Qty	Cost	Total				
Miscellaneous			5,000				
Justification / Notes:	Total FY21	\$ 5,000.00					

H. UTILITIES: Power, Water, Telephone

Item	Total				
Power	40,000				
Telephone					
	Total FY21	\$ 40,000			

I. Transfer for F & A Fees (see guidelines for more information)

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Annual Surplus (Deficit) \$ 4 0 0 0 0

UNIVERSITY OF GUAM FY2021 AUXILIARY BUDGET

Department/Unit: UOG Calvo Field House Douglas W. Palmer _____
 Account No: 42-2X-810015-S520XXXX

Quarterly Breakdown

Oct-Dec Jan-Mar Apr-June Jul-Sept

Revenue (Please list sources)

Field House Fees	200,000				
Rental Funds	100,000				
Concessions	7,500				
Transfer General OPS Salaries (60%)	25,000				
Misc Funds	3,000				
	\$ 335,500				

A. SALARIES AND BENEFITS

Please attach staffing pattern	\$ 237,729				
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B. OFF-ISLAND TRAVEL

Name & Position of Traveler	Total				
N/A					
Justification / Notes:	Total FY21	\$ -			

C. CONTRACTUAL SERVICES

Item	Qty	Cost	Total				
Pest Control			2,500				
Carpet Clean ((Fitness Room #1)			1,250				
Fire Alarm System - Phoenix			5,750				
BQ Firepro			2,750				
Justification / Notes:	Total FY21	\$ 17,500					

D. SUPPLIES

Item	Qty	Cost	Total				
Janitorial Supplies			10,000				
Office Supplies			1,000				
Printing Services			1,500				
Justification / Notes:	Total FY21	\$ 12,500					

E. EQUIPMENT: below \$5,000

Item	Qty	Cost	Total				
Misc Equipment for Field House			3,000				
Copier Machine Lease			2,500				
Justification / Notes:	Total FY21	\$ 5,500					

F. MISCELLANEOUS Expense

Item	Qty	Cost	Total				
Upkeep and Gas for Field House Truck			500				
Event Workers			2,000				
Concession Supplies			2,000				
Justification / Notes:	Total FY21	\$ 4,500					

G. CAPITAL OUTLAY: Cost over \$5,000 - Equipment and Vehicles, All Library Acquisitions, All Building Repairs & Renovations

Item	Qty	Cost	Total				
Misc			0				
Justification / Notes:	Total FY21	\$ -					

H. UTILITIES: Power, Water, Telephone

Item	Total						
Power	30,000						
Telephone							
	Total FY21	\$ 30,000					

I. Transfer for F & A Fees (see guidelines for more information)

	\$ 25,000				
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Annual Surplus (Deficit) \$ 2,771

IAC**FY2021 Staffing Pattern**

Name	ID#	Position	Grade	Salary & Benefits
Palmer, Douglas	146794	Athletics Director (50%)		\$ 53,123.00
Estabillo, Martin	166702	Administrative Coordinator (50%)	I	\$ 22,527.00
Dismas, Singly	32445	Recreation Supervisor	I	\$ 52,032.00
Taguacta, Kayla		Recreation Sports Coordinator	H	\$ 38,157.00
Reyes-Fielder, Alonika		Athletics Coordinator	H	\$ 38,157.00
		Total		\$ 203,996.00
		Overtime		\$ 2,500.00
		Total Salary		\$ 206,496.00

FH**FY2021 Staffing Pattern**

Name	ID#	Position	Grade	Salary & Benefits
Palmer, Douglas	146794	Athletics Director (50%)		\$ 53,123.00
Estabillo, Martin	166702	Administrative Coordinator (50%)	I	\$ 22,527.00
Camemo, Jude	3153	Maintenance Worker	H	\$ 49,072.00
Guilas, Antonio	27310	Maintenance Worker	H	\$ 55,512.00
Calceta, Virgilio	37284	Maintenance Worker	H	\$ 49,995.00
		Total		\$ 230,229.00
		Overtime		\$ 7,500.00
		Total Salary		\$ 237,729.00

UNIVERSITY OF GUAM FY2021 AUXILIARY BUDGET-?

Department/Unit: Student Government Assoc Signature-Dept Head: Lawrence Camacho, Dean-EMSS



Revenue (Please list sources)

Fall	97,920
Spring	88,128
Summer	15,912
	\$ 201,960

Quarterly Breakdown

Oct-Dec	Jan-Mar	Apr-June	Jul-Sept
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A. SALARIES AND BENEFITS

Please attach staffing pattern										
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201,960

B. OFF-ISLAND TRAVEL

Name & Position of Traveler	Total
Justification / Notes:	Total FY2021 \$ -

0

C. CONTRACTUAL SERVICES

Item	Qty	Cost	Total
Ads, printing, Copying			5,000
Leadership Development-Misc			10,460
Justification / Notes:	Total FY2021	\$ 15,460	

15,460

D. SUPPLIES

Item	Qty	Cost	Total
Other Supplies & Materials			5,000
Admin Operation Support (EMSS)			40,000
Business Office Support			5,000
Sponsored Activities			50,000
Charter Day/Blue Night			20,000
Computer Supplies			2,000
Slipends			20,000
Clubs/Theater/HR Transfers			20,000
Justification / Notes:	Total FY2021	\$ 162,000	

162,000

E. EQUIPMENT: below \$5,000

Item	Qty	Cost	Total
Furniture & Equipment			5,000
Justification / Notes:	Total FY2021	\$ 5,000	

5,000

F. MISCELLANEOUS Expense

Item	Qty	Cost	Total
Uniforms			2,000
Justification / Notes:	Total FY2021	\$ 2,000	

2,000

G. CAPITAL OUTLAY: Cost over \$5,000 - Equipment and Vehicles, All Library Acquisitions, All Building Repairs & Renovations

Item	Qty	Cost	Total
Justification / Notes:	Total FY2021	\$ -	

0

H. UTILITIES: Power, Water, Telephone

Item	Total
Power	6,500
Telephone	1,000
Total FY2021	\$ 7,500

7,500

I. Transfer for F & A Fees (see guidelines for more information)

	\$ 10,000	2,500	2,500	2,500	2,500
Total Expenditures	\$ 201,960				
Annual Surplus (Deficit)					

10,000

0

UNIVERSITY OF GUAM FY2021 AUXILIARY BUDGET

Department/Unit: EMSS-Student Health Signature-Dept Head: Lawrence Camacho, Dean-EMSS

Revenue (Please list sources)		Quarterly Breakdown				
		Oct-Dec	Jan-Mar	Apr-June	Jul-Sept	
Student Health Fees						
Fall	44,363					
spring	41,283					
Summer	9,168					
Total FY2020	\$ 94,814	23,704	23,704	23,704	23,704	94,814
A. SALARIES AND BENEFITS						
Community Health Nurse Supervisor II	\$ 72,178	18,045	18,045	18,045	18,045	72,178
B. OFF-ISLAND TRAVEL						
Name & Position of Traveler		Total				
Justification / Notes:		Total FY2021	\$ -			0
C. CONTRACTUAL SERVICES						
Item	Qty	Cost	Total			
physician			10,000			
Justification / Notes:		Total FY2021	\$ 10,000		5,000	5,000
D. SUPPLIES						
Item	Qty	Cost	Total			
medical supplies			1,000			
office supplies			636			
SH Education Expense			1,000			
Justification / Notes: supplies for the operations of student health office for students, currently in planning stage of conducting more health awareness incentive		Total FY2021	\$ 2,636	250	1,000	693
E. EQUIPMENT: below \$5,000						
Item	Qty	Cost	Total			
Justification / Notes:		Total FY2021	\$ -			0
F. MISCELLANEOUS Expense						
Item	Qty	Cost	Total			
Justification / Notes:		Total FY2021	\$ -			0
G. CAPITAL OUTLAY: Cost over \$5,000 - Equipment and Vehicles, All Library Acquisitions, All Building Repairs & Renovations						
Item	Qty	Cost	Total			
Justification / Notes:		Total FY2021	\$ -			0
H. UTILITIES: Power, Water, Telephone						
Item	Total					
Justification / Notes:		Total FY2021	\$ -			0
I. Transfer for F & A Fees (see guidelines for more information)						
	\$ 10,000	2,500	2,500	2,500	2,500	10,000
Total Expenditures		\$ 94,814				
Annual Surplus (Deficit)		\$ -				0

Health SP

FY 2021 Staffing Pattern	Local	Auxiliary
Community Health Supervisor II		53,072
Benefits (36%)		19,105.86
Total	-	72,178
FY 2022 Staffing Pattern	Local	Auxiliary
Community Health Supervisor II		55,083
Benefits (36%)		19,829.88
Total	-	74,913

UNIVERSITY OF GUAM FY2021 AUXILIARY BUDGET

Department/Unit: EMSS/Residence Halls Office Signature-Dept Head: Lawrence Camacho, Dean-EMSS

Revenue (Please list sources)		Quarterly Breakdown				
		Oct-Dec	Jan-Mar	Apr-June	Jul-Sept	
Dorm Rental – Fall	191,841				191,841	
Spring	181,022		181,022			
Summer	36,981			36,981		
Intersession	16,832	16,832				
Meal Plan - Fall , Spring , Other , Meal charge	(10,381)	15,687	124,975	-287,843	136,800	
Washer/Dryer Rev/EQUIP RENTAL: Wash/Dry Equip Rental , Dorm Misc Charges	7,568				7,568	
Aux Miscellaneous- STORE RENTAL RHGC FEE , GUEST VENDING MACHINE	26,012				26,012	
Transfer to/from: PF-REPREP	72,000				74,160	
	\$ 521,875	130,468	130,468	130,468	130,468	521,872

A. SALARIES AND BENEFITS						
Please see attach staffing pattern	\$ 140,092	35,023	35,023	35,023	35,023	140,092

B. OFF-ISLAND TRAVEL

Name & Position of Traveler	Total					
Mark Mendiola, Interim Director	5,000					
Justification / Notes:	Total FY2021	\$ 5,000		5,000		5,000

C. CONTRACTUAL SERVICES

Item	Qty	Cost	Total					
Fuel			20,000					
Copier			3,500					
Cable Service			2,500					
Equipment Maintenance			10,000					
Other Services			29,557					
Justification / Notes: 24/7 Operation (Dormitory)	Total FY2021	\$ 65,557		16,389	16,389	16,389	16,390	65,557

D. SUPPLIES

Item	Qty	Cost	Total					
Office Supplies			1,500					
Custodial Supplies			12,000					
Hardware			3,000					
Justification / Notes: 24/7 Operation (Dormitory)	Total FY2021	\$ 16,500		4,125	4,125	4,125	4,125	16,500

E. EQUIPMENT: below \$5,000

Item	Qty	Cost	Total					
computers and printers			2,000					
Justification / Notes:	Total FY2021	\$ 2,000				2,000		2,000

F. MISCELLANEOUS Expense

Item	Qty	Cost	Total					
Stipends			30,000					
Dorm Activities and Events			5,000					
Justification / Notes:	Total FY2021	\$ 35,000		8,750	8,750	8,750	8,851	35,101

G. CAPITAL OUTLAY: Cost over \$5,000 - Equipment and Vehicles, All Library Acquisitions, All Building Repairs & Renovations

Item	Qty	Cost	Total					
	Total FY2021	\$ -		0				0

H. UTILITIES: Power, Water, Telephone

Item	Total					
Power	170,000					
Telephone	5,000					
Total FY2021	\$ 175,000	43,750	43,750	43,750	43,750	175,000

I. Transfer for F & A Fees (see guidelines for more information)

	\$ 40,000			40,000		40,000
Total Expenditures	\$ 479,149					
Annual Surplus (Deficit)	\$ 42,726					0

UOG Residence Halls Office FY 2021 Staffing Pattern

Employee	Position	Est. Annual Salary	Est. Benefits.	Estimated Total Cost
Mark Mendiola	Interim Housing Director	79,825	29,535	109,360
Stephanie Lodge (LTA)	Resident Life Assistant	24,729	8,902	33,631
Vacant	Building Custodian	17,769	6,397	24,166
Vacant	Building Custodian	17,769	6,397	24,166
Totals		140,092	51,231	191,323

UOG Residence Halls Office FY 2022 Staffing Pattern

Employee	Position	Est. Annual Salary	Est. Benefits.	Estimated Total Cost
Mark Mendiola	Interim Housing Director	82,219	30,421	112,640
Stephanie Lodge (LTA)	Resident Life Assistant	25,666	8,983	34,649
Vacant	Building Custodian	18,442	6,639	25,081
Vacant	Building Custodian	18,442	6,639	25,081
Totals		144,769	52,682	197,451

UNIVERSITY OF GUAM FY2021 AUXILIARY BUDGET

Department/Unit: Global Learning and Engagement (GLE) Signature-Dept Head: Carlos Taitano, Director

Quarterly Breakdown

	Oct-Dec	Jan-Mar	Apr-June	Jul-Sept
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Revenue (Please list sources)

		Oct-Dec	Jan-Mar	Apr-June	Jul-Sept
Tuition	\$ 150,000				
Admin Cost/Workshops	\$ 150,000				
Examinations	\$ 100,000				
Other Contracts	\$ 550,000				
Miscellaneous Fees	\$ 200,000				
Summer Camps	\$ 30,000				
International Accounting Institute	\$ 50,000.00				
	\$ 1,230,000	307,500	307,500	307,500	307,500

A. SALARIES AND BENEFITS

Please attach staffing pattern	\$ 508,017	127,004	127,004	127,004	127,004
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B. OFF-ISLAND TRAVEL

Name & Position of Traveler		Total					
Dr. Thomas Krise/Dr. Anita Enriquez	Off Island Travel	20,000					
Carlos Taitano		10,000					
Amanda Blas		5,000					
Justification / Notes:		Total	\$ 35,000	8,750	8,750	8,750	8,750

C. CONTRACTUAL SERVICES

Item	Qty	Cost	Total				
Postage, Long Distance, Pagery			\$ 2,100.00				
Contractual Services			\$ 175,000.00				
Vehicle/Equipment Lease			\$ 10,000.00				
Ads, printing, copying			\$ 15,000.00				
Subscriptions, dues, books			\$ 1,000.00				
Other Services			\$ 120,000.00				
Supplies & Materials			\$ 10,000.00				
Instructional Supplies			\$ 65,000.00				
Fuel/Lubrication			\$ 2,000.00				
Other Supplies and Materials			\$ 7,883.00				
Justification / Notes:		Total	\$ 407,983	101,996	101,996	101,996	101,996

D. SUPPLIES

Item	Qty	Cost	Total				
Justification / Notes:		Total	\$ -				

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				
Justification / Notes:		Total	\$ -	0	0	0	0

G. CAPITAL OUTLAY: Cost over \$5,000 - Equipment and Vehicles, All Library Acquisitions, All Building Repairs & Renovations

Item	Qty	Cost	Total				
Diskubre Building			\$ 10,000.00				
Justification / Notes:		Total	\$ 10,000.00				

H. UTILITIES: Power, Water, Telephone

Item	Total				
Power	19,000				
Telephone	7,000				
Total	\$ 26,000	6,500	6,500	6,500	6,500

I. Transfer for General Operations Support

	\$ 240,000	60,000	60,000	60,000	60,000
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Annual Surplus (Deficit) \$ - 2,500 2,500 2,500 2,500

GLE FY 2021 Staffing Pattern

Department	Emp ID	Name	Title	Annual Salary	Total Benefits	Total Salary & Benefits
Prof.devlpmnt&life-long Learn	0002269	VACANT	ADMIN OFFICER	-	-	-
Prof.devlpmnt&life-long Learn	0013980	Taitano, Carlos	DIR, PIP PDLLC	106,250	35,712	141,962
Prof.devlpmnt&life-long Learn	0010581	Raglimar, Daniel	Program Assistant	25,666	11,078	36,744
Prof.devlpmnt&life-long Learn	0109486	Blas, Amanda	Admin Supervisor	46,000	17,099	63,099
Prof.devlpmnt&life-long Learn	0085784	Bansil, Luigi	OUTREACH COORD	40,762	16,921	57,683
Prof.devlpmnt&life-long Learn	0100265	Santos, Gianna	OUTREARCH COORD	40,762	15,370	56,132
Prof.devlpmnt&life-long Learn		VACANT	Associate DIR, PROF INTL P	-	-	-
Prof.devlpmnt&life-long Learn		VACANT	ADMIN ASST	38,000	21,062	59,062
Prof.devlpmnt&life-long Learn		Nuque, Geena	Program Assistant	25,666	9,005	34,671
Prof.devlpmnt&life-long Learn		Pacheco, Michael	Program Assistant	25,666	9,005	34,671
Prof.devlpmnt&life-long Learn		Pineda, John	Program Assistant	38,000	9,005	47,005

English Learning Institute

Prof.devlpmnt&life-long Learn	0000770	Cruz, Eduardo	ESL INST	46,065	16,623	62,688
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	-	-	-
Prof.devlpmnt&life-long Learn	0097667	Reda, Michael	ESL INST	40,706	17,711	58,417

124,585 47,335 687,680

UNIVERSITY OF GUAM FY2021 AUXILIARY BUDGET

Department/Unit: GLE English Language Institute

Signature-Dept Head: Carlos R. Taitano, Director

Quarterly Breakdown

Revenue (Please list sources)

		Oct-Dec	Jan-Mar	Apr-June	Jul-Sept
Tuition	67,200				
Application/Registration Fees	4,482				
	\$ 71,682	83,375	83,375	83,375	83,375

A. SALARIES AND BENEFITS

Please attach staffing pattern	\$ 62,688	15,672	15,672	15,672	15,672
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B. OFF-ISLAND TRAVEL

Name & Position of Traveler	Total				
Instructors	-				
Justification / Notes:	Total FY18	\$ -		0	

C. CONTRACTUAL SERVICES

Item	Qty	Cost	Total				
Postage, long distance			1,100				
Contractual Services			-				
Ads, Printing, Copying, web							
Subscriptions, Dues, Books			-				
Justification / Notes:	Total FY18	\$ 1,100		275	275	275	275

D. SUPPLIES

Item	Qty	Cost	Total				
Office Supplies			-				
Instructional Supplies			-				
Custodial supplies			-				
Computer			-				
Other supplies and materials			-				
Justification / Notes:	Total FY18	\$ -			0	0	0

E. EQUIPMENT: below \$5,000

Item	Qty	Cost	Total				
			-				
Justification / Notes:	Total FY18	\$ -			0	0	0

F. MISCELLANEOUS Expense

Item	Qty	Cost	Total				
NONE							
Justification / Notes:	Total FY18	\$ -					

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	\$ -					

H. UTILITIES: Power, Water, Telephone

Item	Total				
Power	7,000				
Telephone	500				
Total FY18	\$ 7,500	1,875	1,875	3,250	3,250

I. Transfer for F & A Fees (see guidelines for more information)

	\$ -	0	1,750	1,750	1,750
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Annual Surplus (Deficit)	\$ 394	65,553	63,803	62,428	62,428
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UNIVERSITY OF GUAM FY2021 AUXILIARY BUDGET

Department/English Adventure Proce-Dept Head: Carlos R Taitano

Quarterly Breakdown

Revenue (Please list sources)

		Oct-Dec	Jan-Mar	Apr-June	Jul-Sept
Long term English language programs	150,000				
Short Term (less than five days) programs	150,000				
Other (Shanghai)	200,000				
	\$ 500,000	125,000	125,000	125,000	125,000

A. SALARIES AND BENEFITS

Outreach Coordinator/Program Assistant	\$ 92,500	23,125	23,125	23,125	23,125
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B. OFF-ISLAND TRAVEL

Name & Position of Traveler		Total					
Carlos R Taitano	Director	10,000					
Lugi Bansil	Outreach Coordinator	9,000					
Students	Travel scholarships	12,000					
Justification / No		Total	\$ 31,000	7,750	7,750	7,750	7,750

C. CONTRACTUAL SERVICES

Item	Qty	Cost	Total				
postage, long distance			1,000				
contractual services			30,000				
Ads, printing, copying			5,000				
Other services			100,000				
Justification / No		Total	\$ 136,000	34,000	34,000	34,000	34,000

D. SUPPLIES

Item	Qty	Cost	Total				
Office supplies			5,000				
Instructional supplies			2,500				
computer/projector			3,000				
Justification / No		Total	\$ 10,500	7,200	1,600	200	0

E. EQUIPMENT: below \$5,000

Item	Qty	Cost	Total				
Computers/Laptops			-				
projectors							
cameras/video							
Justification / No		Total	\$ -	0	0	0	0

F. MISCELLANEOUS Expense

Item	Qty	Cost	Total				
meal plan	4	7500	10,000				
transportation			10,000				
excursions			10,000				
Justification / No		Total	\$ 30,000	7,500	7,500	7,500	7,500

G. CAPITAL OUTLAY: Cost over \$5,000 - Equipment and Vehicles, All Library Acquisitions, All Building Repairs & Renovations

Item	Qty	Cost	Total				
Justification / No		Total	\$ -				

H. UTILITIES: Power, Water, Telephone

Item	Total				
Power					
Telephone					
Total	\$ -				

I. Transfer for F & A Fees (see guidelines for more information)	\$ 200,000	66,667	66,667	66,667	0
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Annual Surplus (Deficit) \$ -