



UNIVERSITY OF GUAM  
UNIBETSEDĀT GUĀHAN  
Board of Regents

Resolution No. 23-26

**RELATIVE TO EXPRESSING APPRECIATION TO JAMES R. HOLLYER  
FOR HIS EXEMPLARY SERVICE IN MULTIPLE KEY ROLES AND AS THE SPECIAL ASSISTANT TO THE PRESIDENT  
AND ACTING CHIEF PLANNING OFFICER WITH THE UNIVERSITY OF GUAM FOR 8 YEARS AND 10 MONTHS**

**WHEREAS**, upon the conclusion of the tenure of James R. Hollyer on September 30, 2023, the University of Guam (UOG) community wishes to express its sincere gratitude for his dedication and exemplary service;

**WHEREAS**, James R. Hollyer earned a Bachelor of Science degree in Zoology: Fisheries from Western Michigan University in 1980, and a Master of Science degree in Agriculture and Resources Economics from University of Hawaii at Manoa in 1987;

**WHEREAS**, James R. Hollyer was hired as UOG's Interim Associate Director of Cooperative Extension and Outreach at the College of Natural and Applied Sciences (CNAS) in November 2014, where he co-authored ten extension publications; hosted a Sea Grant on-site review; was a co-creator of the highly successful Genius Program; created or co-created a new Comprehensive Faculty Evaluation System (CFES) template, new time sheet template, leave form template, and an improved abstract and receiving reports form for CNAS; co-created campus walking maps; co-decaled all sixty CNAS official vehicles; created the CNAS website and built out all the publications lists with scanned files; lead a large listening session for all of CNAS' stakeholders; aided the repairs to the CNAS kitchen; resetted the key controls for the CNAS building; aided in CNAS air-conditioning maintenance; and worked to update policies, to include but not limited to, Travel, Minors on Campus, and Waste-Fraud-Abuse-Whistle Blowers;

**WHEREAS**, James R. Hollyer was then hired as the Interim Special Assistant to the President in February 2018, and additionally served as the Acting Chief Planning Officer in February 2020, where he lead a comprehensive re-organization and redevelopment of the 2000 University's Rules, Regulations, and Procedures Manual (RRPM) into 12 new manuals replacing and updating the RRPM to the "UOG Policy Manual"; lead the 2019-2024 *Para Hulo'* strategic planning process for UOG, that built upon the previous Good-to-Great strategic plan initiatives, under UOG's 11<sup>th</sup> President Thomas W. Krise; facilitated the 2024-2029 *Tulos Mo'na* strategic planning process for UOG under UOG President Anita B. Enriquez; and facilitated other UOG organizational strategic planning sessions, to include but not limited to, Marine Lab and Office of Research and Sponsored Program;

**WHEREAS**, James R. Hollyer, while also serving as co-Acting Safety Administrator between May 2019 and October 2020, assisted with several typhoons mitigations which UOG received over \$149,857 back in reimbursements; assisted with the development and implementation of the UOG Continuity of Operations Plan for the COVID-19 Pandemic/Public Health Emergency in 2020-2023, to include assisting with procuring needed supplies for operations, fundraising for supplies and mask distribution, assisting with contact tracing training, assisting with implementing social distancing and sanitizing protocols, assisting with standing up the Call Center and its operations for pandemic support and training, personally ensuring the daily cleaning of the Call Center rest rooms for the nurses and workers' safety due to lack of custodian coverage on campus; and transitioning UOG back to a new normal of operations, post-COVID-19; assisted in addressing the illegal parking issues on campus, and identifying additional overflow parking areas; assisted in addressing the recurring issues of lighting on campus at night and signage on campus; and assisted with procuring a new Alertus System in 2022 for emergency notices to go out through multiple medium, when needed;

**WHEREAS**, James R. Hollyer assisted with updating the University Capital Campaign Priorities List to use for seeking funding sources to complete critical infrastructure needs; significantly upgraded and improved the technology functionality and look of the President's Conference Room; assisted with completing the annual budget for the President's Office; assisted with updating the resolution template for consistency in framework and format; assisted with updating the emeritus and honorary degree policies; and developed a Book of Appendices as a reference for the BOR with the Interim Chief of Staff and Board Liaison;

**WHEREAS**, James R. Hollyer, took the lead role as Project Manager for the contract to build the \$12M Guam Cultural Repository (GCR), working together with UOG's General Counsel and a core UOG Team, to successfully complete the construction of the GCR after several meetings and inspections in 2022; orchestrated the proposal and completion of the artwork contract to produce the exterior wall art display for the GCR in 2021; and assisted with the planning of the operations of the GCR in terms of organizational structure needed and an annual budget that should self-sustain its operations;

**WHEREAS**, James R. Hollyer took lead in amending the Vision 2025 Physical Master Plan (PMP) to reflect evolving changes and construction initiatives for the Student Services Center, Engineering School, School of Nursing Annex, and the Water and Environmental Research Institute facilities; and assisted with the selection of a new contractor who will be updating the overall physical master plan to complement the next strategic plan for 2024-2029, *Tulos Mo'na*;

**WHEREAS**, James R. Hollyer, while also serving as co-Acting Facilities, Management and Services (FMS) Director, updated the strategic plan for the FMS organization; updated key duty position descriptions and helped hire against four of six critical positions which he and the Interim FMS Director were concurrently absorbing – FMS Director, Capital Project Manager, Building Maintenance Superintendent, and Capital Improvement Project Officer; procured, implemented, and trained personnel on a new database/software management system, called FMX, designed to efficiently manage work orders, inventory management, work schedules, preventive maintenance schedules, and cycle replacement timelines, capable of generating management reports and status of jobs/tasks; assisted with completing the engineering school lab preparations, water filling stations for students and employees in five major facilities, including the dormitories; and assisted with the planning towards the construction of four new critical facilities mentioned above in the PMP;

**WHEREAS**, James R. Hollyer has been involved in several UOG committees and councils that serve to address academic, support, governance processes, or activities; aided nearly every organization within UOG in one way or another; documented the complexities of the commencement ceremony preparation, flow, security, and layout into one master reference; assisted with the past two presidential search processes and transitions; and remains forever grateful of those unique colleagues, employees, and friends who aided his cause of excelsior while at UOG;

**WHEREAS**, over his tenure at UOG, James R. Hollyer worked in many different positions simultaneously within the University filling multiple critical roles where needed and completing important tasks, served as an effective leader as an “agent of change” working with and guiding people to get things done, and facilitated efforts to changes in policies, procedures, decisions, and documents to improve efficiency and processes, which earned him the 2019 Innovation Award under the Triton’s Award Program; and

**WHEREAS**, the Academic, Personnel, and Tenure Committee has reviewed this recommendation and recommends approval of this resolution expressing appreciation to James R. Hollyer for his numerous accomplishments in multiple key roles over the past eight years and ten months to the BOR.

**NOW, THEREFORE, BE IT RESOLVED**, that the UOG BOR, the administration, faculty, staff, and students, convey to James R. Hollyer their heartfelt gratitude for his significant accomplishments in multiple roles he served, exemplary service as a valued member of the University community, and devotion to the progress and prosperity of our University and our island; and

**BE IT FURTHER RESOLVED**, that copies of the resolution be sent to James R. Hollyer and his family, to UOG, to the Governor of Guam, and to the members of the thirty-seventh (37<sup>th</sup>) Guam Legislature.

Adopted this 28<sup>th</sup> day of September, 2023.



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Sandra H. McKeever, Chairperson

**ATTESTED:**



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Anita Borja Enriquez, D.B.A., Executive Secretary