



# RESEARCH CORPORATION OF THE UNIVERSITY OF GUAM

## BOARD OF DIRECTORS REGULAR MEETING MINUTES

Friday, December 15, 2017 at 2:35 p.m., President's Conference Room,  
School of Business & Public Administration,  
Jesus and Eugenia Leon Guerrero Building, UOG Campus, Mangilao, Guam

### 1.0 CALL TO ORDER

The Regular Meeting of the Research Corporation of the University of Guam Board of Directors was called to order by Chairperson Robert A. Underwood on December 15, 2017 at 2:35 p.m. Notice of the meeting having been duly and regularly provided by the Board.

#### Quorum:

Robert A. Underwood, Chairperson  
Anita Borja-Enriquez, Vice Chairperson  
Randy Wiegand, Treasurer  
Kate A. Moots, Secretary  
Elizabeth Gayle, Member  
Jillette Leon Guerrero, Member  
Joseph F. Ada, Member

#### Also Present:

Cathleen Moore-Linn, Interim Executive Director  
Gloria Travis, Interim Chief Business Officer  
Bobbie Molarte, Senior Accountant  
Vicki Renacia, UOG Legal Counsel

### 2.0 MEETING MINUTES

2.1 Regular Meeting Minutes of September 22, 2017. Motion to adopt by E. Gayle and duly seconded by J.F. Ada. Motion carried.

### 3.0 CHAIRPERSON'S REMARKS

Chairperson Dr. Robert Underwood wished all in attendance a Merry Christmas and happy holidays.

### 4.0 NEW BUSINESS

#### 4.1 FY 2017 Annual Report

C. Moore-Linn distributed the FY 2017 annual report and noted that the



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Research Corporation is nearly self-sufficient having realized \$396,672 in indirect costs and the RCUOG 10% administrative fee. Revenues covered 96% of RCUOG's FY 2017 budget. There was a 32% increase in the number of grants managed by RCUOG in FY2017 over the prior year. The report featured the 11 RCUOG travel grant recipients who received their awards in FY 2017.

#### **4.2 Resolution No. 17-08 Relative to Approving the RCUOG FY 2019 Budget**

C. Moore-Linn briefed the Board on the FY 2019 budget. Motion to adopt by J.F. Ada and duly seconded by K. Moots. Motion carried.

#### **4.3 Resolution No. 17-09 Relative to Amending the RCUOG Salary Scale and Position Descriptions**

C. Moore-Linn briefed the board on the salary scale which was developed in conjunction with the UOG Human Resources Office and benchmarked using the 2013 College and University Professional Association (CUPA) salary data. Motion to adopt by A. Borja-Enriquez and duly seconded by K. Moots. Motion Carried.

#### **5.0 EXECUTIVE SESSION**

Discussion.

#### **6.0 ADJOURNMENT**

Chairperson Robert A. Underwood adjourned the meeting at 3:03 p.m.

A handwritten signature in blue ink, reading "Robert A. Underwood".

Dr. Robert A. Underwood, Chairperson

#### **ATTESTED:**

A handwritten signature in blue ink, reading "Kate Moots".

Dr. Kate A. Moots, Secretary

16 March 2018