



RESEARCH CORPORATION OF THE UNIVERSITY OF GUAM

REGULAR MEETING MINUTES

September 24, 2021

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 Thomas Krise on September 24, 2021, at 2:32 p.m. via Zoom conference. Notice of the meeting having been duly and regularly provided by the Board.

Quorum:

Thomas Krise, Chairperson
Anita Borja-Enriquez, Vice Chairperson
Randall Wiegand, Treasurer
Cheryl Sanguenza, Secretary
John Jenson, Member
Artemio Hernandez, Member
Agapito Diaz, Member

Also Present:

Anthony R. Camacho, UOG Legal Counsel
Rachael Leon Guerrero, UOG Vice President ORSP
Cathleen Moore-Linn, Executive Director
Michael Conner, Chief Business Officer
Barbara Molarte, Accounting Specialist
Raeanne Concepcion, Human Resources Specialist II
Precious Nagallo, Grant Assistant I

2.0 MEETING MINUTES

2.1 Regular Meeting Minutes of June 25, 2021

Motion to approve by A. Borja-Enriquez and Seconded by C. Sanguenza. The motion carried.

3.0 CHAIRMAN'S REMARKS

T. Krise expressed gratitude to the Board of Directors for their work and service as members of the Board. T. Krise thanked RCUOG core team members for their work and noted C. Moore-Linn's employee performance review. T. Krise shared information on UOG/RCUOG's low rate of COVID



RESEARCH CORPORATION OF THE UNIVERSITY OF GUAM

infection and the COVID dashboard on the UOG website. UOG is monitoring CARES Act and HERF spending to ensure it is spent carefully and wisely.

4.0 NEW BUSINESS

4.1 Executive Director's Report to the Board

C. Moore-Linn reported that, as of September 24, the Research Corporation provided support to 131 different grants and contracts. The list of projects provided to the Board included \$20.9M worth of projects on an annual basis. As of June 23, RCUOG counted 179 employees of which 96 are full-time, 54 are part-time, and 29 are student employees. As of September 15, RCUOG is tracking a 34% increase in grant-related business activity compared to the same month last year. Total expenditures as of mid-September were \$12,789,364, a \$3.3M increase compared to September of the prior year. RCUOG expects to end the year with a small surplus but increases in insurance costs and expenses associated with moving RCUOG payroll activities out of UOG will absorb the surplus. The A&E RFP for the WERI and Nursing buildings project was posted September 3. A grant application for \$650K to purchase furnishings, networking, and laboratory equipment for the Nursing Annex was submitted to EDA and is currently under review. A grant application for \$1M for SENG building equipment, furnishings, and networking to be submitted by September 27. The grant application for the WERI contents for approximately \$1.2M awaits approval from the Endowment Foundation for the 20% match. RCUOG is supporting the University as it seeks to secure funding for additional projects. Discussion of grant related work added to UG-1s as advocated by the Union President. RCUOG does not support this effort. Vice Provost Dr. R. Leon Guerrero stated that she does not endorse this action. Introduction of M. Conner as Chief Business Officer in training. He is learning the federal side of grants management. C. Moore-Linn noted that P. Nagallo was moved to full-time status to oversee the Water Quality Lab financial transactions under the mentorship of Bobbie Molarte.

4.2 Payroll Services and UOG's Request for RCUOG to separate from UOG Payroll

The UOG Business Office requested RCUOG to seek payroll services from an external vendor. RCUOG has obtained quotes and expects to move to an external vendor in January of 2022.



RESEARCH CORPORATION OF THE UNIVERSITY OF GUAM

4.3 Resolution No. 21-03 Relative to Amending the Employee Handbook and Policy Manual

A. Camacho noted there were a few corrections to the document. A. Diaz moved to approve subject to corrections made by General Counsel. J. Jenson seconded the motion. The motion carried.

5.0 ADJOURNMENT

Chairperson Krise adjourned the meeting at 3:04 p.m.


[Thomas Krise \(Jan 11, 2022 12:02 GMT+10\)](#)

Dr. Thomas Krise, Chairperson

ATTESTED:


[Cheryl R Sangueza \(Jan 11, 2022 16:41 GMT+10\)](#)

Dr. Cheryl Sangueza, Secretary