



# RESEARCH CORPORATION OF THE UNIVERSITY OF GUAM

## REGULAR MEETING MINUTES

March 16, 2018

### 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 March 16, 2018 at 2:33 p.m. in the President's Conference Room, School of Business and Public Administration, Jesus S. and Eugenia A. Leon Guerrero Building. 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  
Jillette Leon Guerrero, Member  
Joseph F. Ada, Member  
Artemio Hernandez, Member  
Raymond Topasna, Member

#### **Also Present:**

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

### 2.0 MEETING MINUTES

#### 2.1 Regular Meeting Minutes of December 15, 2017

Motion to adopt by J. Leon Guerrero and duly seconded by K. Moots. The motion carried.

### 3.0 CHAIRPERSON'S REMARKS

Chairperson Dr. Robert Underwood noted that RCUOG is on track to become self-sufficient and that it is important to have plan to present to leadership. The University must proactively seek new revenue generating activities and a package has been submitted to the Legislature to help the institution achieve this goal.



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## 4.0 NEW BUSINESS

### 4.1 Interim Executive Director's Report to the Board

C. Moore-Linn reported that the Research Corporation currently manages 73 active grants equating to \$11,437,711 in annual funding. Five grants were closed out since the last quarterly meeting in December 2017. RCUOG has 72 part-time employees and 23 full-time employees who are assigned to the various units across campus to work on research projects. The accounting specialist is moving from part-time to full-time. Two students in the School of Business and Public Administration received RCUOG Travel Awards to attend the 12<sup>th</sup> International Conference on Business, Economics, and Information Technology in March. Projects in development include research projects with the Department of Labor and with the School of Health Sciences and Professional and International Programs.

### 4.2 Resolution No. 18-01 Relative to Approving an Incentive for RCUOG Employees Who Earn an Accounting Certification

C. Moore-Linn briefed the Board on the resolution and the need to recruit and retain accounting professionals within the organization. Language stating the resolution will take effect upon RCUOG achieving self-sufficiency was added to the document. Motion to adopt, with amendments, by K. Moots and duly seconded by A. Hernandez. The motion carried.

### 4.3 Resolution No. 18-02 Relative to Approving a Maximum 3% Employer Match for Full-Time Employees Who Contribute to a 403(b) Pre-tax or Roth Account

C. Moore-Linn briefed the board on the employer match. Discussion ensued regarding specific language for 403(b) accounts. Motion to adopt, with amendments, by A. Borja-Enriquez and duly seconded by K. Moots. The motion carried.

## 5.0 EXECUTIVE SESSION

### 5.1 One Year Bridge Appointment for RCUOG Executive Director

Discussion followed.



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## 6.0 VOTING FILE

### 6.1 Resolution 18-03 Relative to Approving a Short-Term Contract to Fill the Director Position for the Research Corporation

Motion to adopt, by A. Borja Enriquez and duly seconded by J. Leon Guerrero. The motion carried and unanimously approved by the Board.

## 7.0 ADJOURNMENT

Chairperson Robert A. Underwood adjourned the meeting at 3:10 p.m.

  
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Dr. Thomas W. Krise, Chairperson

### ATTESTED:

  
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Dr. Cheryl Sanguenza, Secretary

10-3-18