



RESEARCH CORPORATION
of the **UNIVERSITY OF GUAM**

BOARD OF DIRECTORS
REGULAR MEETING

Tuesday, September 23, 2014, 2:00 p.m., Graduate Studies Classroom
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 the Chairperson Robert Underwood on September 23, 2014 at 2:11 p.m. Notice of the meeting having been duly and regularly provided by the Board.

Quorum:

Robert A. Underwood, Chairperson
Anita B. Enriquez, Vice Chairperson
Kate A. Moots, Secretary
David O'Brien, Treasurer
Joseph F. Ada, Member
Marcos Fong, Member
Artemio Hernandez, Member
William D. Leon Guerrero, Member
Ray S. Topasña, Member

Also Present:

Cathleen Moore-Linn, Executive Director
Gloria Travis
Kristina C. Sayama
John A. Peterson

2.0 MEETING MINUTES

2.1 Regular Meeting Minutes of August 8, 2014. Motion to adopt, and duly seconded by A.B. Enriquez. Motion carried.

3.0 CHAIRPERSON'S REMARKS

Chairperson Underwood thanked all the members for their continued participation. He expects to encounter some obstacles as RCUOG gets underway, but noted the outcomes will be worth the work. He also noted that there are high expectations of RCUOG both on campus and externally.

4.0 NEW BUSINESS

4.1 Resolution No. 14-04, Relative to the Adoption of RCUOG Student Hiring Policy and Procedures.

C. Moore-Linn briefed the Board on the documents. Motion to adopt with the changes to be made by D. O'Brien, and duly seconded by J.F. Ada. The motion carried.

4.2 Resolution No. 14-05, Relative to the Adoption of the RCUOG Travel Policy

C. Moore-Linn provided the background on the document. Motion to adopt made by W.D. Leon Guerrero, and duly seconded by R.S. Topasna. The motion carried.

4.3 Resolution No. 14-06, Relative to the Adoption of the RCUOG Administrator Salary Scale and Position Descriptions.

The Board discussed the documents. Motion made by K.A. Moots, and duly seconded by W.D. Leon Guerrero to amend the resolution to reflect that the Board will review the salary scale and position descriptions annually.

Motion to adopt, with amendments, by D. O'Brien, and duly seconded by K.A. Moots. The motion carried.

4.4 Resolution No. 14-07, Relative to the Adoption of the RCUOG Delegation of Authority

The Board discussed the document. Motion made by D. O'Brien, and duly seconded by K.A. Moots to amend the delegation of authority to reflect the following: 1) for purchases up to \$3,000 require the signatures of the PI, the Department Head and the Chief Business Officer; 2) eliminate the Treasurer from the Delegation of Authority; and 3) eliminate the Supply Management Administrator from the Delegation of Authority.

Motion to adopt, with amendments, by D. O'Brien, and duly seconded by K.A. Moots. The motion carried.

4.5 Implementation Update

C. Moore-Linn briefed the Board on the status of the implementation process with regards to the procurement policy and the employee handbook and policy manual.

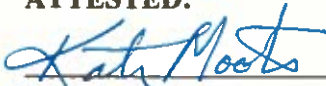
4.0 ADJOURNMENT

Chairman Underwood adjourned the meeting at 3:00 p.m.



Dr. Robert A. Underwood, Chairperson

ATTESTED:



Dr. Kate A. Moots, Secretary