



RESEARCH CORPORATION
of the **UNIVERSITY OF GUAM**

BOARD OF DIRECTORS
REGULAR MEETING

Tuesday, December 2, 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 December 2, 2014 at 2:04 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
David O'Brien, Treasurer
Kate A. Moots, Secretary
Terry Donaldson, Member
Joseph F. Ada, Member

Also Present:

Cathleen Moore-Linn, Executive Director
Gloria Travis, Chief Business Officer
Kristina C. Sayama, Program Coordinator IV
Vicki Renacia, UOG Legal Counsel

2.0 MEETING MINUTES

2.1 Regular Meeting Minutes of October, 2014. Motion to adopt by A. Enriquez, and duly seconded by J.F. Ada. Motion carried.

3.0 CHAIRPERSON'S REMARKS

Chairperson Underwood noted RCUOG is on a positive track.

4.0 NEW BUSINESS

4.1 Implementation Update

C. Moore-Linn informed the Board that since the October 2014 meeting, nearly \$1M in grant funding was service-ordered to RCUOG. She expressed concerns with the current hiring policy and bottlenecks created through the use of the PeopleAdmin software. The Board agreed to provide the Executive Director the flexibility to exercise operational authority in the hiring process. C. Moore-Linn stated that an amended hiring policy will be presented to the Board of Directors for consideration during the next meeting scheduled for February 2015. C. Moore-Linn briefed the Board on the migration memo, which outlines the process employees will use to move from UOG to RCUOG, and the



Letter of Agreement, detailing the relationship between UOG and RCUOG as specified in the Operating Agreement.

4.2 Resolution No. 14-12, Relative to Approving an Amendment to the RCUOG Procurement Policy

C. Moore-Linn briefed the Board on the document. The Board agreed to increase the small purchase threshold from \$30,000 to \$60,000 and to include a subsection in the policy to increase the small purchase threshold specifically for scientific instrumentation to \$90,000. The Board agreed to include emergency procurement and a section on utilizing local procurement laws when purchases are made using local funding. Corrections noted by the Board were made to the policy. Motion to adopt made by T. Donaldson, and duly seconded by K. Moots. The motion carried.

5.0 ADJOURNMENT

Chairman Underwood adjourned the meeting at 2:55 p.m.

Dr. Robert A. Underwood, Chairperson

ATTESTED:

Dr. Kate A. Moots, Secretary