

GOVERNMENT OF GUAM
Office of the Governor
Agana, Guam

EXECUTIVE ORDER NO. 67-7

CHANGES IN EMPLOYMENT AND PROCUREMENT PROCEDURES
AT THE COLLEGE OF GUAM

WHEREAS, Section 11831, Government Code of Guam, provides that the College of Guam shall be under the general cognizance of the Governor and shall be governed by the Board of Regents; and

WHEREAS, Section 11830, Government Code of Guam, directs the Board of Regents of the College of Guam to work toward the goal of attaining for the College the eventual status of a university; and

WHEREAS, it has been determined that vesting authority for the procurement of all supplies for the College of Guam in appropriate officials of the institution will not only expedite the procurement of such supplies, but also may well result in substantial savings; and

WHEREAS, it is a standard practice in other institutions of higher learning throughout the United States to vest authority for recruitment of personnel with appropriate school authorities; and

WHEREAS, the continuing growth in enrollment, plant and facilities enjoyed by the College of Guam since its inception not only attests to the support accorded the College by the community but also the probability of similar or greater

growth for the future, which requires that authority and procedures be devised to enable the College to more effectively fulfill its responsibilities.

NOW, THEREFORE, by virtue of the foregoing, the following shall take effect as of MAY 31, 1967:

1. A. The procurement of all equipment and supplies for the College of Guam shall be a function of the College of Guam, in accordance with terms, conditions, and procedures established by Executive Order No. 65-12A.

B. Paragraphs .04 and .05 of Section 2, Procurement and Supply Regulation No. 1, as promulgated by Executive Order No. 65-12A, are amended by inserting the words "President, College of Guam" immediately following the words "Directors of Finance and Education."

2. The recruitment of all professional personnel of the College of Guam shall be a joint function of the College of Guam and Department of Labor and Personnel.

A. The College of Guam shall perform recruitment functions relating to professional personnel as enumerated below:

1. Advertise and publicize professional personnel needs.

2. Distribute applications and informational materials concerning living and employment conditions in Guam.

3. Obtain necessary personal and professional data on applicants to be considered.

4. Evaluate application materials, select applicants to be employed, and determine classification salaries for professional staff.

5. Notify candidates selected and recommended for employment.

6. Handle all correspondence with each applicant on matters pertaining to the College and to his position in particular.

B. The Department of Labor and Personnel shall be responsible for the following:

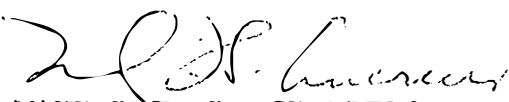
1. Continue present procedure for the employment of non-professional personnel of the College of Guam.

2. Continue to process all contracts of off-island applicants of the College of Guam.

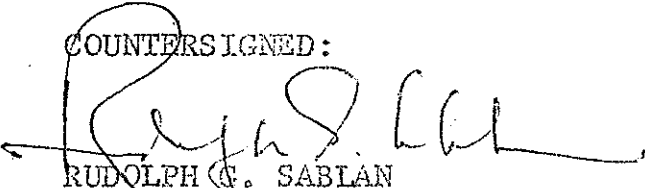
3. Arrange transportation for contract employees of the College of Guam.

C. The College of Guam and the Department of Labor and Personnel shall work in close cooperation toward providing an effective recruitment program.

Issued at Agana, Guam, this 31st day of MAY,
1967.


MANUEL F. L. GUERRERO
Governor of Guam

COUNTERSIGNED:


RUDOLPH C. SABLAN
Acting Secretary of Guam