



**MINUTES FOR THE
REGULAR BOARD OF REGENTS MEETING
NORTHERN MARIANAS COLLEGE**

Thursday, July 14, 2016

9:13a.m

Call Meeting to Order

ROLL CALL

Board Members

Frank M. Rabauliman, Chairperson

Elaine Hocog Orilla, Vice-Chairperson

Cynthia I. Deleon Guerrero, Regent

Juan T. Lizama, Regent

Michaela U. Sanchez, Treasurer via Telephone Conference

A quorum was established.

BOR Legal Counsel

Jesus C. Borja, Legal Counsel

NMC Staff/Faculty/Students:

David J. Attao, Interim President

Tracy M. Guerrero, Chief Financial Officer

Patty Coleman, Acting Dean of CREES

Dr. Brady Hammond

Lorraine Cabrera Maui, ABE Director

Bobbie Merfalen, Dean of Academic Programs and Services

Lisa Hasckaylo, Office of Institutional Effectiveness Acting Director

Daisy M. Propst, Acting Dean of Student Services

Kathy Palacios, Finance Office

Amanda Allen, Accreditation Liaison Officer/Acting Dean of Academic Programs & Services

Helen B. Camacho, Board Secretary (Recorder)

REVIEW AND ADOPTION OF AGENDA

- Regent Orilla motioned to adopt the agenda.
- Regent Deleon Guerrero seconded the motion.
- All members voted yes, the motion passed.

REVIEW AND ADOPTION OF MINUTES

- Regent Orilla motioned to adopt the minutes.
- Regent Deleon Guerrero seconded the motion
- All members voted yes, the motion passed.

CHAIRPERSON'S REPORT

Regent Rabauliman provided a brief update on recent events.

STANDING COMMITTEE REPORTS

None.

OLD BUSINESS

FY2015 Audit

Tracy Guerrero, Chief Financial Officer Report provided a brief report. An executive summary and audit reports for FY2015 was provided in the board packet.

SUSPEND THE ORDER OF BUSINESS

- Regent Orilla motioned to suspend the order of business.
- Regent Deleon Guerrero seconded the motion.
- All members voted yes, the motion passed.

INTERIM PRESIDENT'S REPORT

David J. Attao, Interim President provided a report. He highlighted the following:

- Facilities Updates: Ongoing work with FEMA and CIP Officials; \$4.6 Million Fixed Cost Alternative Pilot Project; Started renovations of Building J to include clearing building F and G; Drainage system in front of Buildings A and D.

CW Fees Monies

- Regent Lizama motioned to direct the IP Dave to seek legal clarification on the allocation of the CW monies for Fiscal year 2016.
- Regent Orilla seconded the motion.
- All members voted yes, the motion passed.

Interim President's Report (Con't)

- Clean Audit Report for FY2015.
- Institutional Effectiveness, Data Collection, Benchmarks, and Data Usage: Inventory of all policies and procedures; efforts to disaggregate data ongoing; administered graduating student exit survey to students and received a 92% submission rate; successfully revised and submitted the FY2015 IPEDS Academic Libraries; New Academic Form 2 Program Self-Evaluation Form; Initiated an exploratory research team; conducted training on Research, Data Collection, and Evaluation Methods for NMC Employees and Community Members.
- Student Support Information: Conducted Cash for College event with close to 500 in attendance; Summer 2016 enrollment; Fall 2016 Enrollment; aggressive push, marketing, community outreach and information sessions at NMC Programs, Services, Registration, etc.
- Workforce Development: Negotiations for Training and Curriculum Development for Best Sunshine Casino and Non-Casino entities; Alter City Group MOU for Academic Programs and Services plus Student Services and other for a 4 year program in Tourism

- and Hospitality; NMC UCEDD conducted Disability Awareness and Work Readiness workshops on Saipan, Rota, and Tinian; NMC UCEDD conducted an American Sign Language (ASL) class on Tinian (coming to Rota and Saipan soon); NMC conducted a Prior Learning Assessment presentation for the employees of the Saipan Mayor's Office.
- Information Technology: NMC offered the first of two part series Computer Programming training and Networking Training and Certifications; Negotiated with IT&E increased bandwidth for fiber optic lines and improved Internet services on Saipan and infrastructure upgrades for Rota and Tinian.
 - Grants, Alternative, and Program Revenue: Ongoing review of grants, alternative, and program revenue opportunities; NMC CREES served as a major sponsor and organizer of Agricultural Fair; NMC CREES facilitated its annual Summer 4H camps; NMC CDI AHEC offered NCLEX Review workshops; NMC CDI offered Infant and Toddler Care Module workshops; NMC was a major sponsor of the Pacific Circle Consortium's 40th Annual Conference held on Saipan.
 - Visit by Dr. Helen Chipman, National Program Leader for Food and Nutrition Program.
 - Grant Award Notice: NMC received notice on July 12, 2016 an award under the College Sexual Assault Policy and Prevention Initiative.
 - Academic Programs: Graduated the First Batch of Fire Cadets; School of Education continued with its review on areas of need; ABE program graduated 26 students from the HiSet Program and 3 from the Adult School.
 - Accreditation Matters: Transition between exiting Accreditation Liaison Officer to Interim Accreditation Liaison Officer; Reviewed BOR's WASC documents.

Chief Financial Officer Report

Report provided under old business; FY2015 Audit.

Legislative Updates

None.

Lunch Break

- Regent Orilla motioned to go on a lunch break.
- Regent Deleon Guerrero seconded the motion.
- All members voted yes, the motion passed.
- Lunch break called at 11:21a.m. Lunch break ended at 1:20p.m.

Executive Session

- Regent Orilla motioned to go into executive session at 1:20p.m for PSC and personnel matters.
- Regent Lizama seconded the motion.
- All members voted yes, the motion passed.
- Executive session ended at 3:20p.m.
- Upon convening the meeting, Chairperson Rabauliman indicated that no recommendations or actions were to be taken after the executive session.

ADJOURNMENT

The meeting ended at 3:30p.m.