



**MINUTES OF THE
BOARD OF REGENTS
Regular Meeting
Thursday, July 24, 2014
9:20a.m**

CALL MEETING TO ORDER

Chairperson Rabauliman called the meeting to order on Thursday, July 24, 2014 at 9:20a.m. Six members were present. A quorum was established.

ROLL CALL:

Regent Frank M. Rabauliman, Chairperson
Regent Elaine Hocog Orilla, Vice-Chairperson
Regent Juan T. Lizama
Regent William S. Torres
Regent Michaela U. Sanchez
Regent Elizabeth D. Rechebei

Six (6) members present, there is quorum.

Excused Absent:

Regent Maria (Malua) T. Peter

NMC Staff and Faculty:

Dr. Sharon Y. Hart, Executive Secretary to the Board of Regents/NMC President
Helen B. Camacho, Board Secretary (Recorder)
Tracy M. Guerrero, Chief Financial Officer
Michael Ogo, CREES Staff
Patricia Coleman, CREES Acting Dean
Frankie M. Eliptico, External Relations Office Director

Legal Counsel:

Jesus C. Borja, NMC BOR Legal Counsel

Members of the Public Present:

Crispin Ogo, Private Citizen (Former Congressman)
Senator Paul A. Manglona

REVIEW AND ADOPTION OF AGENDA

Regent Orilla motioned to adopt the agenda and seconded by Regent Sanchez. At this time, Regent Torres made a subsidiary motion to add an agenda at the appropriate time. All members agreed and voted to adopt the agenda as amended.

REVIEW AND ADOPTION OF MINUTES

May 23, 2014 Meeting Minutes

Regent Torres motioned to table the minutes at this time. There were no objections, the motion passed. This item is tabled.

PUBLIC COMMENT PERIOD

- Mr. Crispin Ogo was present to speak before the board but was unable to deliver his address due to a procedural matter and instead submitted a letter for the board's consideration.
- Senator Paul A. Manglona acknowledged the board procedure and asked to provide some comments. He shared his concerns on behalf of the citizens and especially the farmers on Rota. He urged the board to take up the issue on the matter of the CREES Director.
- Chairperson Rabauliman provided some comments and commended the college for its accomplishments with respect to the 6-year accreditation recently. He thanked everyone for the hardwork and dedication of the employees. Dr. Hart also thanked the college especially with the substantive change of adding a 4-Year Business degree program.

STANDING COMMITTEE REPORTS

- **Fiscal Committee – Regent Torres provided a report. He highlighted the following items.**

1. NMC FY2015 Budget: Budget hearing at the House of Representatives held on May 30, 2014.
2. NMC Facilities Report: Met on several occasions to follow up on Implementation of the facilities plan since 2011 to date.
3. NMC FY2013 Draft Audit Report: A special meeting was held on June 30, 2014 on the FY2013 financial audits. BOR action that NMC begin instituting procedural safeguard in existing and new board policy.
4. NMC Foundation: Met with Joint NMC/GCC/UOG Foundations in Guam

- **Program Committee – Regent Elizabeth D. Rechebei provided a report. She highlighted the following items.**

1. Degree Completion Rates: Monitoring course completion rates FA2008 to SU2013 for PR2013
2. Benchmarks: College completion agenda benchmarks
3. Performance Funding: Committee recommends that the board review comprehensive reports and that they be incorporated as part of the minutes for the Regular Board meeting.
4. Daito Bunka Agreement: Update was provided. Agreement expected to be signed by Daito Bunka around August or September of this year.
5. Ongoing Agreements/Relationships with NMC: Report was provided at the meeting. NMC has several beneficial relationships with various institutions and organizations as listed. Committee requested for an updated report to share with the members. The

committee encourages relationships that benefit the college, especially students. NMC is doing well in this regard.

6. NMC enrollment stats per course offerings for last academic cycle with completion/achievement levels, per course at NMC.
7. Projected or actual enrollment for new academic year by course/program: Report was provided at the meeting. NMC presented excellent data on enrollment prior to previous prior to previous academic year and projections, achievement levels per course, and related statistics.
8. Land Grant Program: The committee requested the report to be presented at the Regular Board meeting. Land Grant will present a PPT.
9. Student Management System: The management system will be tested over the next months and will be ready for full implementation by January 2015. In the meantime, the staff will be trained on how to use the system.
10. NMC/PSS Joint Board Agreement: Agreement was signed by PSS but there were minor errors in the agreement. NMC will request for corrections before signing.
11. Board Policy No. 4016 – Student Grievance Process: Committee requested NMC to revisit this recommendation. This item was tabled.
12. WICHE Update: The staff explained the benefits of WICHE that could be gained from being a member. Several staff members are now fully involved in some of the programs at WICHE is also receiving professional development training as well as serving in committees related to national education issues. The funding for the WICHE membership is coming from the Office of the Governor. Members are appointed by the governor (Pres. Hart, Lt. Gov. Hofschneider, and Joshua Sasamoto).
13. NCLEX RN Pass Rate & Kaplan Nursing Partnership Proposal: The committee requested this to be presented at the Regular Board Meeting.

• **Personnel Committee – Regent Juan T. Lizama provided a report. He noted the following important items.**

1. Board Policy No. 6000 – Compensation: The committee tasked the college to look into the concerns of the policy in terms of classification and the implementation.
2. Organizational Chart: The committee reviewed the chart and hopes to present it to the full board at its next meeting.
3. Scholar Rescue fund proposal: The committee reviewed the proposal and will let the full board decide.

Regent Torres motioned to amend the agenda to include the Audit under New Business and seconded by Regent Orilla. The motion passed.

Workforce Development: The report is pending and will be discussed at the next meeting.

CREES Program Report

Patricia Coleman, Acting Dean of CREES provided a brief presentation. She introduced the staff of the CREES department. Ms. Coleman provided an overall program summary. She highlighted some important areas of the department:

- Community Resource Development
- 4-H Program
- Plant Pathology/Crop Improvement
- Entomology
- Agriculture section
- Family and Consumer Sciences section

- Primarily funded through the USDA-HATCH (Research focus funding)
- Smith-Lever Funding – Extension focused funding
- Food Safety Extension Program
- Food and Nutrition Education Program
- Expanded Food and Nutrition Education Program
- Diet, Physical Activity, and Health/Childhood Obesity
- Competitive Grants: Children Healthy Living Project; Rabbitfish Development Project; Tilapia Feed Production Using Local ingredients
- Western SARE PDP Program
- USDA-Cooperative Agriculture Pest Survey

Break called at 11:00a.m. Break ended at 11:10a.m. Chairperson Rabauliman called the meeting back to order.

Kaplan Nursing Northern Marianas College Partnership Proposal

Rosa Tudela, Nursing Department presented the Kaplan Nursing Northern Marianas College partnership proposal. The goal of the proposal is to provide NMC nursing students the opportunity to prepare for the NCLEX-RN review course. A copy of the proposal was provided.

Lunch Break called at 12:03p.m. Lunch ended at 1:50p.m. Chairperson Rabauliman called the meeting back to order.

OLD BUSINESS:

Board Policy No. 6000 – Compensation

No action, remain in committee.

Board Policy No. 7012 – Tuition and Fees

No action, remain in committee.

NMC/PSS Board Joint Agreement

No action needed. Make minor corrections and route to BOR Chair/President Hart’s signature.

Board Policy No. 4016 – Student Grievance Process

Tabled for further review.

Board Policy No. 7003 – Financial Accounts

Consent agenda only. The committee has made its review for this cycle. Approve the existing policy with no changes.

Board Policy No. 7004 – Reimbursement of Expenses

Consent agenda only. The committee has made its review for this cycle. Approve the existing policy with no changes.

Board Policy No. 7011 – Accounting

Consent agenda only. The committee has made its review for this cycle. Approve the existing policy with no changes.

Board Policy No. 7015 – Tuition Waivers

First reading only, no action taken. Policy remains with the fiscal committee.

Audit of Financial Statements

Regent Torres, Fiscal Committee Chairperson provided a report. He talked about the importance of the auditor meeting the deadline for the report; formulate comprehensive strategy on certain compliance test; asset depreciation; indirect costs; internal control and doubtful accounts. The final Audit of financial statements is uploaded.

NMC EXECUTIVE REPORTS

President's Report:

President Hart provided an update on accreditation matters. She noted the following:

1. Policies that NMC must follow with both ACCJC and WASC Senior
2. Reviewed the Policy on Independent Governing Boards
3. WASC Accreditation Update – Amanda Allen, Accreditation Liaison Officer provided an update on ongoing activities with NMCs recent acceptance by WASC Senior. She highlighted some important and crucial matters.
 - a. Accreditation Review Team meeting – working on making a two-year plan. Interim report due in two years.
 - b. Reviewed WASC Senior Commission's recommendation for the college to be reporting in 2017.
 - c. Research and Data
 - d. Assessment of Learning – General Ed. Outcomes
 - e. Student Success and Benchmarks
 - f. Substantive Change report confirming the Bachelor's Degree Business Program.
 - g. Requirements for the website: Credit Hour Policy – College Hour; Student Grievance Policy

CFAO Report:

Tracy Guerrero, CFO provided a report on the college's current financial status as of July 2014. She highlighted the following:

1. FY2014 YTD Revenues Over Expenditures as of 7/22/14.
2. FY2014 YTD Revenues by Type as of 7/22/14.
3. FY2014 YTD Anticipated Operations Budget Shortfall as of 7/22/14.
4. FY2014 YTD Operations Budget Variance

Overall, the college has made a lot of adjustments and continues to monitor the finances very closely to meet its financial obligations. CFO Guerrero states that the college is in a positive situation and does not anticipate ending the fiscal year in a deficit.

Legislative Updates

Frankie Eliptico, External Relations Office Director provided an update. He provided a summary sheet of all the legislative activities that involve the college in some way. More recently, the college submitted three particular pieces of legislation, which is noted in the sheet. President Hart and members of the college management team attended the House Committee on Ways and Means budget hearing re: NMC Budget. Dr. Hart did provide public comments and subsequently the House passed it. House Bill No. 18-201 (Appropriations Budget for FY2015) now heads to the Senate. Additionally, Senate Bill 18-33, which aims to allow elected officials who waive their salaries to redirect the funds to a municipal scholarship of their office. NMC submitted written comments to the House Committee on Education on April 25, 2014.

Executive Session

Executive Session called at 3:30p.m. Executive Session ended at 4:30p.m. Upon convening the meeting, the board took the following actions.

1. Request for Interest

Regent Torres motioned to charge President Hart to come up with a timetable for the RFI (Request for Interest) and issue an RFI for a student housing/ student center by next month and seconded by Regent Sanchez. All six members voted yes, the motion passed.

2. Board Policy No. 7012 – Tuition and Fees

Regent Torres motioned that this board to take action when the students back on the tuition and fess policy that will apply for Spring 2015. There were no objections, the motion passed.

3. Meeting with the Department of Interior and the Secretary of Labor in Washington D.C. to begin the dialogue per the July 17, 2014 Subcommittee meeting re: Facility as recommended by the CDA GHURU.

4. May 23, 2014 Regular Meeting – Tabled for next meeting.

Adjournment

The meeting ended at 5:30p.m.