



**NORTHERN MARIANAS COLLEGE
BOARD OF REGENTS'
Special Meeting of November 06, 2018**

Minutes

I. Call Meeting to Order

The special meeting of the Board of Regents of the Northern Marianas College was held on Tuesday, November 06, 2018 in the BOR Conference Room, Saipan Campus. Regent Charles V. Cepeda, BOR Chairman called the meeting to order at 10:15 a.m. and called for roll of the members.

a. Roll Call

Board Members: Regent Charles V. Cepeda, BOR Chairman; Regent Jesse Tudela; Regent Michael Norita Evangelista, Esq; Regent Zenie P. Mafnas; Regent Elaine Hocog Orilla (Via Zoom, Rota Campus); Regent Michaela U. Sanchez (Via Zoom, Tinian Campus); and Regent Irene T. Torres.

NMC Staff/Faculty: Frankie M. Eliptico, NMC Interim President; Cindy I. Deleon Guerrero, Vice-President of Learning and Student Success; Charlotte Cepeda, Dean of Learning and Student Success/Accreditation Liaison Officer; Vince Merfalen, Facilities Director; Anita Camacho, Procurement Property Management Office Manager; Shelly Tudela, Chief Accountant; Andrew Reese, Chief Financial Officer and Helen B. Camacho, Board Secretary (Recorder).

b. Review and Adoption of Agenda

Regent Torres motioned to adopt the agenda, seconded by Regent Mafnas. All members voted yes, the motion carried.

II. Public Comment Period: Individuals may verbally testify on items on the agenda during the Public Comment Period. Testifiers are requested to limit their testimony to five (5) minutes. Written testimony is also accepted.

Mr. Charles V. Cepeda, BOR Chairman stated:

Welcome everyone to the meeting and thank you to the college staff, faculty and students for helping in the typhoon recovery efforts for the college. Chairman Cepeda also said a special thanks to Interim President Eliptico for leading the college especially during this difficult time.

Regent Michael N. Evangelista stated:

Regent Evangelista welcomed and thanked the staff for all their hardwork and sacrifice during this difficult time. He added that everyone is very much appreciated for making the time to help out especially as everyone has their own challenges at home but chose to help in the recovery efforts.

III. New Business

a. Post Typhoon Recovery Activities

Frankie M. Eliptico, Interim President also took the opportunity to thank the many individuals who acted quickly and swiftly after the typhoon to plan, secure and clean up the campus. He commended the facilities team, finance office and academic department for stepping up to the challenge. As a result, buildings N, O, and P were able to receive power and most of the debris around campus is almost complete. Interim President Eliptico also highlighted some important details in the activities post typhoon recovery efforts below:

- 1) Daily Meetings between NMC and FEMA officials.
- 2) Meeting with the Governor's Office and other government agencies who have extended their assistance in the recovery efforts.
- 3) Community Colleges from the region and other national organizations such as WICHE and WASC have also reached out to the college to offer their assistance to include waivers for our memberships.

Interim President Eliptico assured the board that the college will bounce back from this especially with the support from the Regents, FEMA and many other organizations who are helping out. IP Eliptico introduced Vince Merfalen, Facilities Director discuss the building assessments.

Vince Merfalen, Facilities Director gave an update on the building assessment in the following phases.

SAFETY

- 1) Identify where to start with minimal risks.
- 2) Commenced with clearing the debris.
- 3) Identified the extent of the damage based on the preliminary assessment:
- 4) 33 classrooms are damaged;
- 5) Building K took the least damage and will be functional in the next couple of days.
- 6) Adult Basic Education building collapsed.
- 7) Bookstore took a severe damage; the roof frame collapsed.
- 8) Building L has signs of stress to the concrete making it an unstable building.

ASSESSMENT

In sum, most of the buildings have major damages; most of the damages came through the roof. The furniture and technology were all exposed to the weather and the rain. The details of those buildings and the contents are in the spreadsheet.

At present time, the walkways have been cleared as well as the major items around the buildings and now have access to them. Employees have been asked to retrieve their items from buildings that have already been cleared for access. They are also asked to do an assessment of the property to follow with another process with the procurement and property management.

REBUILDING: The next step is rebuilding.

Vince also indicated that the first thirty days following a disaster is very critical. In the process of FEMA and the federal assistance for damaged areas, the first thirty days is when they restore the critical infrastructure. The college is included in this category. Because of this, FEMA and the supporting agencies like the Department of Defense will make available to us temporary structures at their expense. Based on the current situation of the buildings such as Building T and Building L, temporary structures can be built in the respective areas where they once stood. A handout was provided to the Regents indicating color codes in purple where the temporary structures will be erected.

COST TO REBUILD: Estimated at Nine Million dollars.

Interim President Eliptico noted that all the classrooms suffered major damages and is hopeful to rebuild atleast two brand new structures. Regent Torres inquired about building upwards. IP Eliptico indicated that it is a great idea and it is also in line with the longer-term goals of the college.

Regent Tudela also recommended that the college document all its expenses so that it'll be an easier process for when the time comes for FEMA to reimburse the institution. IP Eliptico assured the board members that this is already ongoing and implemented by the finance and procurement offices.

Cindy I. Deleon Guerrero, Vice-President of Learning and Student Success mentioned that the U.S. Department of Education has a program called Project SERV. It's a grant that is given to education institutions including those in higher education to help with the cost of recovery to include natural disasters, school shooting, etc. The academic team is coming together to help with this application.

Regent Mafnas also shared that there are two types of resources available through the housing authority namely the Community Development Block Grant and a Section 108 Loan Program. She explained that in the event that we are able to get this CDBG grant, the Northern Marianas Housing Authority (NMHC) will be able to and can borrow up to five times the annual grant amount for a total of maybe Five Million dollars. The Section 108 Loan Program however, is a loan. The process is that NMHC would have to be the grantee and then NMC or anybody else could be the subgrantee. She added that the way it is paid back is housing would just defer the allocation of funding for five years.

IP Eliptico thanked Regent Mafnas for the information and he also indicated that the college would need to reach out to her to discuss the NMC Gymnasium. This topic has come up with FEMA. The A&E is nearly finished; 99 percent complete. Because it is a CDBG grant, the college would have to first see the commitment and obligations it already has with the U.S. Housing Authority. Regent Mafnas said that she'd ask HUD and hope that they can give the college an extension.

SCHEDULE OF RESUMING CLASSES

Vice President Deleon Guerrero provided a report and highlighted some important details below as a result of the typhoon.

Due to complete or extensive damages to classroom and office buildings, the following temporary relocations have been made:

- 1) Department Chairs are situated in the Archives.
- 2) The counselors have been temporarily relocated to the Human Resources conference room and the CDI Grants Writer office.
- 3) Project Proa is also temporarily situated at the Testing Center.
- 4) ABE staff have temporarily moved into the Office of the Vice President for LSS.
- 5) UCEDD are temporarily sharing space with the Dean of LSS.
- 6) The Student Resource Center will be set up at the Library with a second area in the Testing Center, if needed, to allow students the opportunity, space, equipment, and internet connection, to be able to apply for FEMA assistance and other resources that may be available to them.

The 10-month faculty and adjunct faculty are not required to report to work until classes resume. However, 12-month faculty and staff have officially reported to work today.

A handout was shared with the board members that outlines the stages of the plan for resumption of courses. The plan for the resumption of courses is ***tentative and highly dependent*** on the availability of spaces in these private buildings that are conducive to classroom teaching and learning:

PHASE I: Within 4 Weeks

Resume afternoon and evening classes at off site locations (currently exploring classroom space at Saipan Southern High School, Mt. Carmel High School and other private facilities on Saipan).

PHASE II: Within 10-14 Weeks

Resume classes at NMC in 1) repaired / renovated facilities and in 2) temporary structures provided by FEMA. Some courses may need to continue at off site locations depending on availability of classroom and lab space on campus.

PHASE III: Within 16-24 months

Classes resume in new / substantially renovated classrooms funded by FEMA 428 Alternative Procedures projects and or funding made available through bond, USDA loan, etc.

VP Deleon Guerrero concluded her update and asked Charlotte Cepeda, Accreditation Liaison Officer to provide a WASC Accreditation update regarding the adjusted schedule and important deadlines. Charlotte Cepeda, ALO provided this update below.

WASC ACCREDITATION UPDATE

Charlotte Cepeda, Accreditation Liaison Officer provided an update on accreditation matters and highlighted important information regarding proposed extensions for important reports:

- 1) Maureen Maloney who is the WSCUC Vice-President and NMC's Accreditation Liaison Officer was scheduled to be on island in October, however, due to the recent typhoon and destruction, understandably she is rescheduling her visit for May or June 2019. The purpose of her visit is to provide awareness of WSCUC Standard and Criterion for Review (CFRs) and guidance in preparation of our 2019 report/Self-Study for 2020 Reaffirmation Report.
- 2) Progress Report extended to March 1, 2019.
- 3) Offsite Report extended to February 3-7, 2020.
- 4) Accreditation Visit extended to September or October 2020.
- 5) Annual membership of Seventeen Thousand Dollars will be waived.

Interim President Eliptico added that the commission is very much aware of our situation and has also given us ample time to be able to prepare the reports.

Regent Evangelista inquired if the college lost any employees as a result of the typhoon. IP Eliptico indicated that one employee has decided to move back to the states. VP Cyndi shared that in the midst of all the chaos and devastation, it was especially uplifting to see our staff and faculty ready to tackle these challenges despite our situation.

Chairman Cepeda thanked everyone for their presentation and also inquired about conditions of the Rota and Tinian campuses. Interim President Eliptico indicated that the Rota Campus has minimal damages from typhoon Mangkhut and Yutu. The impact at the Tinian campus is also minimal.

Maria Aguon, NMC Tinian Center Executive Director provided an update. She indicated that the damages are very minimal. There were some damages and flooding in the classrooms. But overall, the condition of the buildings are okay and hopes that we can build solid buildings in the future.

At this time, Chairman Cepeda recognized Regent Orilla. Regent Orilla indicated that she supports the needs of the institution especially during this difficult time. She added that she fully endorses the exigency resolution as proposed.

b. Exigency Resolution relative to the Typhoon Recovery

Regent Orilla motioned to adopt the exigency resolution, seconded by Regent Sanchez.

Questions and Comments: Regent Evangelista made a recommendation to insert the words "demands and requires" on Page 2, last paragraph of the resolution. Legal Counsel Mark Scoggins indicated that a resolution to implement *Section Eight: Emergency Procurements (95-50.8-100)* of the procurement policy is not necessary but it is certainly good that the board acknowledge that we are in an exigency situation.

Regent Evangelista also stated that although a resolution is not necessary, it is good practice as well. Chairman Cepeda also echoed the board's sentiments that the board's approval today is to simply show its support of the college in its recovery efforts. **All Regents voted yes, the resolution is adopted as amended.**

IV. Executive Session (At any time during the scheduled meeting of the Board of Regents maybe required to enter into executive session to discuss matters deemed privileged and confidential)

Regent Torres motioned to move into executive session, seconded by Regent Tudela to discuss personnel matters. Upon convening the special meeting, the board took the following board action.

c. Ratification of Interim President Appointment and Related Matters

Regent Evangelista motioned to ratify the appointment of Frankie Eliptico as Interim President and to offer a benefits package (handout provided) who was appointed on August 24, 2018, seconded by Regent Tudela. This will be effective to the date of this appointment. All Regents voted yes, the motion passed.

V. Adjournment

Regent Evangelista motioned to adjourn the meeting, seconded by Regent Tudela. Meeting ended at 12:15p.m.