PEOPLE PRESENT

Board Members

Board members Helen H. Abayare, Marian Aldan-Pierce, Justin S. Manglona, Vicente N. Santos (Chairman), and Teresa I. Taitano were present.

NMC Faculty/Staff

The following staff and faculty were also present: President Agnes McPhetres, Academic Vice President Jack Sablan, Legal Counsel Ken Govendo, Comptroller Harris Lawrence, Faculty Senate Vice President Vince Riley, Director of Planning, Evaluation & Grants Malinda Matson, Dean of Learning Resources Jim Ellis, Director of Archives Herbert Del Rosario, Dean of Agriculture and Life Sciences Tony Santos, Agriculture Extension Agent Ray MacDuff, Agriculture and Life Sciences Associate Director Dr. Jack Tenorio, Manager of Information Systems Eric Busse, Dean of Professional Programs Tony Guerrero, Director Public Safety Administration Programs Ed Camacho, Science Instructor Linwood Seaver, and Director of Human Resources Kohne Ramon.

.Others

Ivan Propst, honoree, and Laila C. Younis, reporter from Marianas Variety newspaper. Allen Cameron was present as recorder.

CALL TO ORDER & ROLL CALL

At 9:50 a.m. Chairman Santos called the meeting to order in the Board of Regents conference room on the As Terlaje campus of the College, and asked the President to call the roll. As all five members of the Board named above answered “Present,” the President noted that a quorum was present for the conduct of business.

Prior to the beginning of the regular business of the Board, Eric Busse, on the invitation of President McPhetres, provided the group with a visual presentation of the College’s computer network system, including e-mail, the sharing of files with other members of the College community, and the various uses of the
President McPhetres stated that next year it may be possible for the Regents to receive College communications, Board meeting agenda, minutes, budget, etc, through e-mail.

REVIEW AND APPROVAL OF AGENDA

The Agenda as presented by the President was approved unanimously.

REVIEW AND APPROVAL OF MINUTES OF APRIL 9, 1997 (TAB 1)

Action Taken: It was moved, seconded and passed unanimously to approve the minutes of the regular meeting of April 9, 1997.

CHAIRMAN OF THE BOARD’S REPORT

Chairman Santos reported on his very encouraging meeting with the House Ways and Means Committee on June 18, 1997. He came away from the session, he said, in a very optimistic frame of mind.

CHAIRMAN OF FISCAL COMMITTEE’S REPORT (Tab 2)

Committee Chairman Schwarz was not present to present the meeting’s minutes to the Board. However, the Comptroller presented the report and financial statement.

Action Taken: After discussion it was moved, seconded and passed unanimously to ACCEPT THE MAY 14th MINUTES OF THE FISCAL COMMITTEE MEETING.

FINANCIAL STATEMENT (Tab 3)

Comptroller Harris Lawrence presented the NMC Balance Sheet, the income statement, payroll, budget and encumbrances. In September the College will be submitting a revised FY 97 supplemental budget in the amount of $200,000 to the Board (tuition revenue).

Chairman Santos expressed the impression he received at the Ways and Means Budget hearing that the Legislature is very receptive to the establishment of the NMC 4-year School of Education, since the CNMI is so in need of local teachers.

CHAIRMAN OF PROGRAM COMMITTEE’S REPORT (Tab 4)

Committee Chairman Justin S. Manglona presented the minutes of the Program Committee’s meetings of May 29th and June 20, 1997.

Action Taken: After discussion it was moved, seconded and passed unanimously to ACCEPT THE MINUTES OF THE TWO MEETINGS OF THE PROGRAM COMMITTEE.
The President called on Academic Vice President Jack Sablan to introduce the Deans of the following programs and their department chairs to make the program presentations.

1. **Land Grant Program: (Separate Folder)** The Dean of Agriculture and Life Sciences, Tony Santos, provided the group with an illustrated booklet outlining the work of the Extension, Research and Degree programs, copies of the 1997 calendar prepared by the Home Economics Extension Programs, and the *Pacific Islands Cookbook* prepared through regional collaboration with five Land Grant Colleges in the area, all members of the Agricultural Development in the American Pacific (ADAP) Program. Mr. Santos said that, at present, there are two degree programs in ALS. A third will be ready by Spring 1998 in Home Economics Consumer Science.

Mr. Santos also reported that the College has established a local partnership with the Commonwealth Utilities Corporation (CUC), and can consider certain expenditures of CUC’s Water Division as a local CNMI contribution by the Land Grant Water Safety program.

Mr. Santos indicated that Dr. Ted Wilson, an ADAP reviewer, would be visiting NMC. After arriving on July 2, he hopes to meet with the Acting President and members of the Board of Regents.

Mr. Santos introduced Agriculture Extension Agent Ray MacDuff who spoke about the Sustainable Agriculture program including the uses of tangatangan as an abundant source of fertilizer. He also talked about the “neem” tree as an effective pesticide and is grown locally. The “neem” tree was introduced to the CNMI by the Life Science and Agriculture research personnel some years ago. This tree will assist the farmers with the numerous pesticide infestation impacting Saipan, Rota and Tinian.

Mr. MacDuff introduced Agriculture and Life Sciences Associate Director, Dr. Jack Tenorio, who spoke of the new research program on Tinian, entomologists’ research on biological control measures and using beetles and wasps to protect local cabbage from the pesticide-resistant moth and white fly, the newest pest.

Dr. Tenorio spoke of the work going on at the newly renovated Plant Pathology Lab at Kagman, where efforts are made to identify plant diseases. The goal is to protect the plants and increase food production to reduce dependence on imports. He explained the concept of aquaculture and use of fish tanks to produce seafood, and the associated hydroponics program for the production of local lettuce utilizing tilapia (NMC snapper) tank water in lieu of soil for the gardens.
Dr. Tenorio spoke also of the contributions of horticulture and agronomy programs to the local farming community. He distributed handouts about specific programs, such as making a collection of specimens of local pests to assist the farmers in identifying problems. When tangatangan was being attacked by mealy bugs a natural enemy was found to reduce their impact. Dr. Greenough, the plant pathologist, has discovered the betelnut disease to be a combination of bacteria and fungus. Dr. Tenorio concluded with a tribute to the Forest Service which is presently working on a fungal disease which attacks the root systems of NMI flame trees.

2. Public Safety Administration Program: (Separate Folder) Tony Guerrero, Dean of Professional Programs Unit, indicated that the College programs have been funded in part by P. L. 5-32 in FY 96 for $2.1 million, but for only $1.3 million in FY 97. To make do with this reduction, Professional Programs will need an additional $700,000 plus. He said that 70% of the ’97 graduates earned their degree and certificates through this unit. He then proceeded to introduce Ed Camacho, Director of the Public Safety Administration program.

Mr. Camacho began with an overview of the program, which is closely affiliated with the Department of Public Safety, the Department of Public Health, and the Commonwealth Health Center. An A.S. degree is offered in Emergency Medical Services; an A.A.S. degree in Criminal Justice; Certificates in Basic Corrections Officer training, and Fire Science Technology. Referring to the program’s organizational chart, he explained all of the instructors were hired as adjunct faculty.

Planned for the future are programs for the training of CNMI Customs Officers, and a Basic ROTC program which will be taught to full-time students on Saturdays. Enhancement training is also provided to officers of the Department of Labor and Immigration. The department is presently reviewing the College’s Memorandum of Agreement with the Department of Public Safety.

3. Archives: (Separate Folder) Jim Ellis, Dean of Learning Resources, introduced Director Herbert Del Rosario of the CNMI Archives, which are located adjacent to the College Library. Mr. Ellis stated that two problems the Archives have experienced are inadequate space and poor environmental conditions.

When Mr. Del Rosario received the Trust Territory Archives from Capitol Hill ten years ago, they were using microfilm readers which are now obsolete. The storage cabinet is now full with documents from the Trust Territory years, the 1st, 2nd and 3rd Constitutional Conventions (originals and tapes), documents of the 902 consultations, and Covenant negotiations. He said that the Commonwealth Register is yet to be codified.

Mr. Ellis noted that the College’s “Operations” budget has supported the Archives from the beginning and other activities such as microfilming government documents, gathering oral history from residents funded through Administration for Native Americans (ANA), maintaining a historic photographs collection, recording Bruno
Dalla Pozza’s historic music, sponsoring CNMI Covenant forums, maintaining a Pacific Collection, and publishing a CNMI Government Directory.

President McPhetres noted that a bill has been passed by the Legislature and has been sent to the Governor creating an office of Director of the CNMI archives. The bill will essentially put the administration of the archives under a different board. The Board will hire the Director, provide guidance, direction and set policy for the archive. The Director will report to such Board but he/she will be an employee of the College. However, the College will provide all necessary logistics, etc. The President commented that the bill as framed confers responsibility without authority on the College. Mr. Ken Govendo and several members of the Board of Regents agreed that the Board needs to take action on this matter without delay.

Action Taken: After discussion it was moved, seconded and passed unanimously to MANIFEST TO THE GOVERNOR THE RESERVATIONS THE BOARD OF REGENTS HAS REGARDING THE BILL ON THE CNMI ARCHIVES.

Toward the end of the morning session Chairman Santos, in the name of the Board of Regents, conferred a plaque in recognition of outstanding achievement in the field of education, especially for the past 11 years at the Northern Marianas College, upon Ivan Propst, the recently retired Assistant to the Academic Vice President.

(At this point in the proceedings Chairman Santos suggested recessing for lunch and resuming the meeting at 1:30 p.m. this afternoon.)

B. Legal Representation:

Upon reconvening, President McPhetres reported that she met with the Acting Attorney General in relation to legal representation of the College. She felt that the office of the Attorney General had positive reactions to the plan which she proposed. The Office of the Attorney General’s will represents the College in law suits and other legal matters. She also stated that his intention is to centralize all legal services under the Office of the Attorney General.

C. Fall Schedule: (Tab 5)

D. Monthly Reports: (Tab 6)

E. Travel Performed (April ’97 - June ’97) (Tab 7)

VI. Old Business

Program Committee Chairman Manglona of the Program Committee reported that his committee had reviewed, and amended as appropriate, the following items at their two recent meetings, May 29 and June 20, 1997.
Policies:

1. Hardware and Software Standardization (Tab 8)

#5 Action Taken: After discussion it was moved, seconded and passed unanimously to APPROVE THE JUNE 20, 1997 RECOMMENDATIONS OF THE PROGRAM COMMITTEE regarding Hardware and Software Standardization.

2. Outside Employment (Tab 9)
President McPhetres indicated the purpose of this policy was to protect the rights of the NMC as the employee’s primary employer and to avoid a possible conflict of interest.

#6 Action Taken: After discussion it was moved, seconded and passed unanimously to APPROVE THE JUNE 20, 1997 RECOMMENDATIONS OF THE PROGRAM COMMITTEE regarding Outside Employment.

3. Exception from Tuition (Tab 10)

#7 Action Taken: After discussion it was moved, seconded and passed unanimously to APPROVE THE JUNE 20, 1997 RECOMMENDATIONS OF THE PROGRAM COMMITTEE regarding Exception from Tuition.

4. No Smoking (Tab 11)

#8 Action Taken: After discussion it was moved, seconded and passed unanimously to APPROVE THE JUNE 20, 1997 RECOMMENDATIONS OF THE PROGRAM COMMITTEE regarding the regulation of No Smoking.

5. Hiring Practices (Tab 12)
President McPhetres indicated that in the policy remain the same but it was necessary to refine the procedure.

#9 Action Taken: After discussion it was moved, seconded and passed unanimously to APPROVE THE JUNE 20, 1997 RECOMMENDATIONS OF THE PROGRAM COMMITTEE regarding Hiring Practices.

6. Evaluation of Instructional Faculty (Tab 13)
President McPhetres introduced this policy as the culmination of two years of committee work under the aegis of CORFES (Committee for the Revising of the Faculty Evaluation System.) She said that a sequel to CORFES would be instituted to be called CORESA (Committee for the Revising of the Evaluation System for Administrators).
#10 Action Taken: After discussion it was moved, seconded and passed unanimously to APPROVE THE JUNE 20, 1997 RECOMMENDATIONS OF THE PROGRAM COMMITTEE regarding Evaluation of Instructional Faculty.

VII. New Business

President McPhetres recommended postponing consideration of items A, B and C under New Business till the next meeting.

A. Housing: (Tab 14) 6.97.VII.A
B. Relocation Allowance (Tab 15) 6.97.VII.B
C. Intellectual Property Rights (Tab 16) 6.97.VII.C

D. Organizational Chart (Tab 17) 6.97.VII.D

President McPhetres indicated that a committee is presently working on the details of the College reorganization.

E. “Postsecondary Education Act of 1997” Proposal (Tab 18) 6.97.VII.E

President McPhetres said that the bill authorizes and sets up the legal basis for the creation and funding of the College as a four-year institution. It will also empower the Board to invest Land Grand Endowment and other endowment as the Board see fit. The bill will also authorize the College to obtain loans and issue bonds for capital improvement projects.

#11. Action Taken: After discussion it was moved, seconded and passed unanimously to APPROVE SUPPORT OF “THE Postsecondary Education Act of 1997”.

F. Request for an extension of Sabbatical Leave (Tab 19) 6.97.VII.F

#12. Action Taken: After discussion it was moved, seconded and passed unanimously to APPROVE the requests of Sarah M. Osborn and Melvin J. Teregeyo for an extension of Sabbatical Leave.

G. Land Grant Resolution (Tab 20) 6.97.VII.G

#13. Action Taken: After discussion it was moved, seconded and passed unanimously to defer decision on the designation of Rota as a Land Grant Center for Research. It is to be placed on the agenda under OLD BUSINESS for the special Program Committee meeting in July.

In this connection, President McPhetres noted that Regent Chairman Santos, Regent Schwartz and Regent Taitano will complete their terms of office in August
and Regent Aldan-Pierce in October. Hence the need for the special July Program Committee meeting to finish business the present members have initiated.

H. Board Compensation (Tab 21) 6.97.VII.H

President McPhetres announced that she is working for this legislation, which will affect all autonomous agencies.

I. NMC Net Acceptable Use Policy (Tab 22) 6.97.VII.I

President McPhetres proposed that this item be part of the Program Committee’s review at its special meeting in July.

Chairman Santos expressed the appreciation of the Board to all who have been instrumental in bringing the “new technology” to the College.

VIII. Miscellaneous Matters 6.97.VIII.

President McPhetres announced that the next internal audit to be conducted would be on the Office of Admissions, Records and Financial Aid.

The President also announced that the Student Council (ASNMC) had reviewed and approved the floor plan of the new Student Center to be located in Building J. She expects this project to be finished by Spring 1998.

The President also informed the members that the Northern Marianas Academy had moved to the Villagomez property across the street. This move releases the former NMA rooms in Building A for use as two additional College classrooms.

At the conclusion of the morning session, at the invitation of the Land Grant Dean, members of the Board visited the Land Grant nursery at As Terlaje, and after the afternoon session they visited the Land Grant Plant Pathology Lab at Kagman.

Adjournment: 2:35 p.m.

Respectfully submitted,

Allen Cameron