
The board approved the draft minutes of the November 6 meeting and the proposed agenda for this meeting.

III. Program Committee Report

Regent Cing-Cabrera reported that the Program Committee held only an informal meeting with the president and that she had nothing to report.

IV. President's Report

The president then asked the board to consider a change in name for a department already approved under the new organization chart: from Student Enhancement to Counseling/Student Development, based on a request from the Student Services Unit. A motion to do so was then made and passed.

The president then introduced instructor Sam Gugliotta who made a presentation on a proposed mathematics multi-mediated learning program that is proposed for NMC (a description of which was provided to board members). Gugliotta said the program is now in use by 200 U.S. community colleges, including Guam Community College and is designed to use computer technology to improve basic math skills. The program produces higher passing rates, greater student retention, and improved performance in subsequent classes.

He said initial plans to acquire the program have been placed on hold due to the need for austerity. He added he is looking for grant funds to begin a pilot program where the results would be compared between two classes using traditional instructional methods and two using the mediated learning system.

Asked by the chair whether the program would be self-sufficient, Gugliotta said a $75 per student license fee would recover program expenses once the program was initially funded.

The President then introduced Mike Jenck who is conducting an assessment of NMC's math program. Jenck said he has compiled the placement test scores of incoming students (handed out at the previous board meeting), is now developing his methodology, and plans to have the assessment completed by the end of January.

The chair indicated his concern about the amount of resources being committed to developmental math courses. Jenck said the overwhelming majority of incoming students placed in Math 90, the equivalent of math in late elementary school or junior high school. The chair suggested that, as currently configured, taking developmental courses greatly lengthen the amount of time need to complete associate or bachelor's degrees and suggested that more intensive classes of greater daily duration might speed up the process.
A student present stated her appreciation for the current system of developmental classes, pointing out they prepared her well for college math and an instructor told the chair that many adult students already have difficulty meeting existing class schedules because of work and family commitments and that additional hours would not be realistic. The president added that the need for developmental courses pointed out the importance of developing joint programs with the Public School System to better prepare high school graduates for college math. She noted that some comparison should be made between students in developmental math classes attending NMC and those attending institutions in the states.

Before leaving, Dan Nielsen informed the chair that a meeting on scholarship issues with the Secretary of Finance and the Scholarship Officer has been scheduled for December 18 at 9 a.m. at the secretary’s office on the second floor of the Joeten Dandan building.

Herman Sablan then made a presentation on a proposed new site on Tinian for NMC operations. He said the Mayor of Tinian is interested in obtaining the return of the buildings NMC currently uses (one of which is already in bad shape) in order to save the expense of renting private buildings for other operations. However, he pointed out the mayor and Tinian delegation are very supportive of NMC and, after extensive negotiations, are committed to making $250,000 of Tinian's share of capital improvement project funds available for new buildings at the 90,000 M2 designated for NMC's Tinian facility. Sablan said $100,000 in local funds is available under P.L. 10-38 as additional, matching funds.

Even with that total, he said only pre-fabricated building construction would provide minimum facilities needed at just over $50 per square foot. In a handout, he proposed two structures, one of 2,700 ft² and another of 3,600 ft², the former to include a computer lab, distance education classroom and administrative office and the latter to consist of classrooms and an Upward Bound area.

Regent Villagomez asked if this matter has been coordinated with consultant Mike Sablan of the Governor's Office who is coordinating CIP activities. The president said deference is generally given to the mayors for projects on Tinian and Rota. The chair directed Sablan to make sure everything involving the proposed project is cleared with the president. He asked if space were still available at Tinian High School, but was informed that the transfer of junior high classes has filled up the building.

Villagomez then asked about funds spent on travel. President McPhetres said all locally funded travel has been limited to within the commonwealth and the amount of federal funded travel has been reduced.

II. Finance Committee Report

Villagomez said the governor informed him that the 13.4 percent mandatory reduction in spending must be cut now as it is a shortfall in actual cash and that the administration was not even sure it would be able to meet all three December government payrolls. He noted that PSS is planning to cut salaries and said that, if NMC's cost cutting measures take care of the anticipated shortfall, the college may be able to avoid doing so.

The president said she plans to ask the faculty to donate one extra class of teaching time to reduce the cost of adjunct faculty. Villagomez said the 1996 audit report looks good. David Atalig said that, in addition to cost cutting measures, conservative revenue projections should
help avoid the possibility of salary reductions. Chair Sablan said if there is a need to conserve, it should be publicized.

Regent Villagomez then moved, and the board passed, a resolution asking the president to prepare a letter to the governor and the legislature detailing the measures NMC is taking to reduce spending.

V. Regent Cing-Cabrera said the delegation of authority measure was passed with amendments: in the absence of the president, an acting president is picked by the president in consultation with the chair from among the vice-presidents.

The president reported that the proposed Administrative Procedures for Travel Nos. 1023 and 2150 have been sent to campus officials for comment.

Consideration of the policies for Reimbursement for Travel (2155), Travel within the CNMI (2156), and Purchase Orders (2901) was delayed with the items tabled for the next board meeting pending their review.

VI. The items on Capital Improvement Projects and the Five Year Strategic Plan were to be presented at a separate joint meeting with the directors of the NMC Foundation. A new budget policy and associated procedures are still being reviewed with proposed revisions to be submitted at the next board meeting. The proposed Operation and Maintenance Plan is also to be considered for approval at the next meeting.

The president is still working to revise the policy on board self-evaluation to comply with accreditation requirements.

After some discussion, Chair Sablan moved that Regent Villagomez or his designee serve as the board's representative on the Auxiliary Services board and the motion was approved.

A formal proposal on the creation of three board committees (Personnel, Fiscal and Legislative, and Program) from the current two (Finance and Program) is to be submitted to the board at its next meeting.

On the subject of the review of ungraded positions, the chair said he doesn't want the board to consider every ungraded college position. Villagomez suggested the matter be referred to the planned Personnel Committee. The chair said, pending its creation, the subject was assigned to the Finance Committee for consideration as well as the proposed College Lab School Scholarship Program.

The board then approved a motion to adjourn with agreement on a planned executive session on Friday, December 18 at 2 p.m. in the Board of Regents Conference Room to complete the re-organization plan.