PRESENT

Board Members: Chairman Ramon Villagomez, Regents Abelina Cing-Cabrera, Vincent J. Seman, Manuel Sablan, Fermin Atalig, and Teresa Taitano.

College Staff and Faculty: President Agnes M. McPhetres, Legal Counsel Jesus C. Borja, V.P. Jack Sablan, Al Santos, Chas Algaier, Al Johnson, Barbara Moir, David Atalig, Rik Villegas, Tony Guerrero, Ed Camacho, and Jack Angello.

Meeting Called to Order: 3:10 p.m.

A. Welcoming Remarks by Chair: Chairman Villagomez welcomed and thanked everyone for attending the meeting.

B. Review/Approval of Agenda: The President requested that the Auxiliary Services be included under the President’s report. Regent Seman reported that the financial statement for July was not available. Hence, requested to delete the Financial Statement from the agenda.

ACTION #1: It was moved, seconded, and unanimously approved to adopt the proposed agenda with amendments.

C. Adoption of Minutes:
Action #2: It was moved, seconded, and unanimously approved to adopt the minutes of the regular Board meeting of September 2, 1999 and the special Board meeting minutes of September 17, 1999.

II. Committee Reports

0 Program Committee: Regent Cing-Cabrera introduced Butch Wolf, Carrie Deets, and Jack Angelo to the Board to present the concept of the Pacific Rim Academy. Carrie Deets informed the Board that Directors and Actors are prepared to come to the CNMI to teach students. Students coming from Asia would be taking English programs six months prior to coming to the CNMI. Many would choose to take those courses here in conjunction with the Movie Production courses.

The Board was informed that NMC supported the Aircraft Rescue & Fire Fighting (ARFF) proposal that was submitted by CPA to the FAA. It is a joint venture between CPA and NMC to have a regional training center for ARFF program. NMC’s role in this program is to provide the curriculum and certification of instructors.
Regent Cing-Cabrera reported that the assessment of the Nursing Program was complete. The highlights of the report is as follows:

- The program produced 40 graduates in 10 years,
- 21 of the 40 stayed in the CNMI,
- Cost to NMC too great ($236,532/year - salary, benefits, and supplies),
- Fall semester ’99 had only 4 students enrolled in the Nursing Program.

The two challenges facing the Nursing Program:

1. The difficulty in recruiting new students,
2. The difficulty in recruiting and retaining quality faculty.

There are four recommendations stated in the report:

1. Terminate the Nursing Program altogether,
2. Terminate the Nursing Program but provide minimal assistance,
3. Maintain the Program as is,
4. Or, infuse the Program with more funds.

The Committee will schedule a meeting with the Nursing Board some time in October to review and discuss the report.

Action #3: Regent Cing-Cabrera moved to amend the Academic Council Policy by adding the words “and the director from the school of education” after the word Department Chairs in the first paragraph and to strike out the word “recommend to the Provost” and replace with “make recommendations to” on the second paragraph. The motion was seconded which was unanimously approved.

A discussion took place regarding the Asia International University. (No action taken)

1 Fiscal-Legislative Committee: Regent Seman reported that there were questions regarding the use of endowment funds from the foundation as an outright grant. He recommended that perhaps it should be a loan. He also reported that NMC is still in the BLACK, but accurate figures are needed. Un-collectable receivables of $900K need to be examined closely. The 1995 and 1996 reports have been certified. The 1997 report still needs certification.

Assets over 90 days old should not be classified as current assets, but as other assets. Regent Seman requested that Al Santos supply copies of the 1996 report to the Fiscal-Legislative Committee and to reduce NMC bank accounts from 10 to 3.

Regent Seman reported that the Y2K software was missing, but was replaced by the company. He requested disciplinary action against the responsible parties.

The President informed the Board that collectibles could be reduced by $80K because of Financial Aid.
Personnel Committee: Regent Atalig reported that as a result of the audit, the job classification had been reduced from 115 job titles to 79 and reduced the number of Ungraded positions to three.

Action # 4: Regent Atalig moved to adopt the 79 job classifications as stated in the audit report and to have only 3 Ungraded position (President, Vice President, and Director of Finance and Administration). The motion was seconded which was unanimously approved.

The college needed to fill positions that had been vacated which are essential for the accreditation and effective/efficient operation of the college.

Action # 5: Regent Atalig moved to fill the following positions from within:
- Assistant to the President for Institutional Effectiveness,
- Assistant to the President for Board Affairs,
- Personnel Specialist,
- Distant Education Coordinator,
- and Student Activity Coordinator

Regent Sablan raised questions regarding salary relationship to qualifications, experience, and productivity. He would like positions advertised externally.

The motion was seconded which was unanimously approved.

Action # 6: Regent Atalig moved that the college announce the Rota Campus Administrator, SBDC Director, Financial Aid Specialist, and Media Services Coordinator. The motion was seconded which was unanimously approved.

There was discussion over tuition waiver for College Lab School students whose parents teach at the lab school. The Fiscal Committee wanted to grant the waiver for NMC employees whose children attending the lab school and whose children attending NMC whom are not eligible for EAP.

Action # 5: It was moved, seconded, and unanimously approved to recess until further notice.

The Board reconvened on October 1, 1999 at 3:00 p.m.

PRESENT

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College Staff and Faculty: President Agnes M. McPhetres, Al Santos, Vince Riley, Jack Angelo, Chas Algaier, Butch Wolf, Ray Mafnas, Tony Guerrero, and Eric Plinske.

Meeting Called to Order: 3:10 p.m.

Regent Seman requested that the Board consider holding its meetings on another day other than Fridays.
The President reported that the Contract for Legal Counsel Jesse Borja expired. NMC received three applicants for NMC’s Legal Counsel. The best proposal was that of Ben Salas’ Law Firm. Therefore, Jesse Borja continues to be NMC’s Legal Counsel.

Program Committee: Regent Cing-Cabrera introduced Mr. Wolf from the Pacific Rim Production Company (PRPC).

**ACTION #7:** Regent Cing-Cabrera moved and seconded by Regent Sablan to accept the PRPC’s concept.

A discussion took place concerning the memorandum of agreement.

**ACION # 8:** Regent Sablan amended the motion to delegate the Program Committee and the Legal Counsel to approve the agreement in order to expedite the process. Regent Taitano seconded the motion that was unanimously approved.

Regent Sablan questioned the Compensatory Time Policy (Policy 4304). He expressed concern with paying an employee, who makes $30K, overtime or giving compensatory time. He suggested that NMC should clearly state who is and who is not entitled for over time and compensatory time.

**ACTION #9:** Regent Sablan moved and seconded by Regent Seman to refer the Compensatory Time Policy back to Personnel Committee to identify clearly which positions are entitled based on the approved job classification. Motion carried unanimously.

Appointments (Policy 4010): Regent Sablan suggested deferring action and to table the policy. He further suggested revamping the policy and to refer the policy to the Personnel Committee. He would like for the Legal Counsel to review the policy and to look at the civil service statutes or the CNMI Merit System.

Faculty Workload (Policy 3006), and Non-Renewal Contract (Policy 4345) were referred to the Personnel Committee.

Hardware & Software (Policy 6507) was referred to the Program Committee.

Financial & Capital Planning (Policy 2005), and the Procurement Regulation were referred to the Fiscal-Legislative Committee.

**President’s Report:** The President gave a brief overview of the Auxiliary Services. She reported that she had an informal meeting with the Auxiliary Board of Directors and that they were considering bringing back the Auxiliary Services to NMC. She requested that the Board review the impact and issues of bringing the Auxiliary Services back to NMC. A decision is needed by January since the Auxiliary Services run on a calendar year rather than fiscal year.

Chairman Villagomez recommended that the Auxiliary Services issue be referred to the Program and the Fiscal Committees to discuss the matter and make a recommendation to the Board.

Final Adjournment 4:30 p.m.
Respectfully submitted By: Julie Ulloa-Heath, Special Assistant to the Board of Regents and the President.