Northern Marianas College
BOARD OF REGENTS

Minutes of the Regular Meeting
BOR Conference Room
30 November 1999

I. CALL TO ORDER: 3:15 p.m.

II. PRESENT:

A. BOR Members: Chairman Ramon G. Villagomez, Vice Chairman Fermin M. Atalig, Regent Manuel A. Sablan, Regent Teresa I. Taitano, Regent Abelina Cing Cabrera, and Regent Vincent J. Seman.

B. NMC Faculty, Staff and guests: President Agnes McPhetres, Vice President Jack Sablan, Jesse C. Borja, Esq. (Legal Counsel); STUCO President Christi Omengebar, Al Santos, Kohne Ramon, Rik Villegas, Ed Camacho, Dr. Marlin Van Der Veen, Dr. Fred Hill, Melody Actouka, Julie Ulloa-Heath, Tomi Coleman, Esther Kapileo, David Roberto, Al Johnson, Vince Riley, Ray Mafnas and Vince Merfalen (recorder).

III. Chairman's Opening Remarks and Preliminary Matters:

A. Notice and welcome of new Special Assistant to the BOR, Mr. Vince Merfalen

B. Announcement of mass and retirement party for President McPhetres; Saturday, 4 Dec 99; mass: 4:00 p.m. at the Mt. Carmel Cathedral, party at 6:00 p.m. at the Grand Hotel.

C. Invitation given to all regents to attend the SBDC student presentations on Friday, 3 Dec 99, PIC Hotel.

D. Notice of letter from Mr. Jack Peters declaring non-renewal of SBDC program at NMC.

E. Announcement made that Mr. Jack Sablan is Acting President upon retirement of President McPhetres unless otherwise declared by the BOR.

F. Chairman Ramon G. Villagomez excuses himself from the search and selection committee for the position of President because of a potential conflict of interest.

G. Agenda was approved.

H. Minutes of the Regular BOR Meeting on 10/28/99 was discussed and approved with amendments.

I. Minutes of the Special Meeting of the BOR on 11/17/99 was discussed and approved with amendments.
IV. Committee Reports:

A. Program Committee

1. Last Committee meeting was 11/17/99.

2. Mrs. Melody Actouka presented information on the Continuing Education Extended Programs.
   a) University of Guam Master of Education in Administration and Supervision
   b) University of Guam Bachelor of Science in Criminal Justice
   c) University of Guam Bachelor of Science in Public Administration
   d) University of Guam Certificate or Minor in Paralegal Studies

B. Fiscal-Legislative Committee

1. Financial Statements
   a) The college is $442,000 in the “black” as of 9/30/99. This figure is misleading.
   b) Approximately $370,000 of accounts receivables are uncollectable. Regent Seman requests a legal opinion on the possibility of writing off the debt and on the need to get legislative approval.
   c) Regent Sablan expressed concern about the variance between the planned budget and actual expenditures. He also expressed a need to have a current cash flow analysis with each report.
   d) Funds are available to repay the Y2K debt.
   e) Mr. Vince Riley asked if employee increments can be reinstated if our financial condition can support it. Regent Seman agrees and also that the first to get increments shall be the faculty. The Regent further explains that book figures does not necessarily reflect a true cash flow posture.

2. Announcement made that a Comptroller was hired effective Monday, 11/29/99. Congratulations and welcome to Mr. Nester Ablog.

3. Motion was made to hire a Marketing Specialist.
   a) Motion Carried Unanimously
   b) This position will report to Mr. Tony Deleon Guerrero as part of the overall college marketing team.
   c) Regent M. Sablan requests that Mr. Deleon Guerrero present a complete marketing plan to the BOR which identifies all personnel,
funding, and other resource requirements. He states a concern that adequate resources must be provided for the plan to succeed.

4. Motion was made to close the college’s Bank of Hawaii accounts and consolidate them into 5 existing accounts at the Bank of Guam.
   a) Motion Carried Unanimously

   b) Regent Sablan asks about an interest bearing checking account and overdraft protection; Mr. Al Santos stated that the accounts will be interest bearing and a form of overdraft protection is available.

5. A draft Procurement Regulation is currently being reviewed and shall be presented at the next regular meeting of the BOR.

C. Personnel Committee

1. Motion was made to move Auxiliary Services back to NMC
   a) Motion Carried Unanimously

   b) A joint meeting of the Fiscal-Legislative and Personnel Committees find the move to be “for the best interest of the college.”

2. Motion to approve 15 position vacancies for recruitment.
   a) Motion Carried Unanimously

   b) Ref No  Title Department
       2  Research Assistant  Institutional Effectiveness
       5  Network Specialist  Information Systems
       8  Extension Agent, Agri  CREEES - Rota
       9  Extension Agent, Aqua  CREEES - Rota
      10  Extension Agent, Agri  CREEES - Tinian
      11  Associate Director  CREEES - Saipan
      12  Extension Agent, Hm Econ  CREEES - Saipan
      13  Entomologist  CREEES - Saipan
      14  Extension Agent, Agri  CREEES - Saipan
      15  Extension Agent, Agri  CREEES - Saipan
      16  Instructor, English  Instruction
      17  Instructor, Bus Mgt  Instruction
      19  Instructor, Soc Sci  Instruction
      20  Dean, School of Ed  School of Education
      21  Instructor, Lab School  School of Education
      22  Instructor, Education  School of Education

3. Motion to amend BOR Policy regarding notice of employment contract non-renewal.
   a) Motion Carried Unanimously

   b) Notification period is reduced from 5 months to 30 days.
c) All current employment contracts will be grandfathered until they expire. The new policy will take effect upon renewals and immediately for all new contracts.

4. Amendments to the Compensatory Time and Hiring Practices Policies were tabled.

V. NMC President’s Report: Written report submitted; no discussion.

VI. Faculty Senate Report: None

VII. President of the Student Body: None

VIII. Old Business: Hardware and Software Policy; referred to the Program Committee.

IX. New Business:

A. Proposed amendments to BOR Policies 1001, 1005, & 1601 referred to the Legislative Committee.

B. Based on a Letter from the Governor, Ms. Kimberlyn King of Tinian is the newly appointment member of the NMC Board of Regents.

X. Miscellaneous:

A. Executive Session: upon return to the regular meeting the following items of the Executive Session were officially entered into the minutes:

1. The Chairman is to discuss with President McPhetres the issue of an outstanding credit card balance.

2. The Chair of the Fiscal Committee shall meet with Mr. Alvaro Santos to discuss a letter to the Public Auditor about missing funds.

3. Legal Council briefed and updated the Board on the Oden Case.

B. The Chairman and all the present members of the Board expressed their personal thanks and appreciation to the soon to retire President.

C. President McPhetres gives her farewell remarks to the Regents.

D. Chairman Villagomez declares Agnes M. McPhetres as President Emeritus of NMC.

XI. Adjourn: 5:22 p.m.