I. CALL TO ORDER: 10:00 a.m.

II. PRESENT:

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

B. NMC Faculty and Staff and Guests: Acting President Jack Sablan, Jesse C. Borja, Esq. (Legal Counsel); STUCO President Christi Omengebar, Al Santos, Herman Sablan, Ed Camacho, Kohne Ramon, Julie Ulloa-Heath, Janice Tenorio, Ray Mafnas, Al Johnson, Nestor Ablog, Randall Nelson and Vince Merfalen (recorder).

III. Chairman's Opening Remarks and Preliminary Matters:

A. The Chairman introduced and welcomed newly appointed Regent Kimberlyn King from Tinian.

B. Agenda was approved with the addition of an Executive Session. One item under Old Business was deleted; Credit Card Balance. The item about Missing Funds is moved to the Executive Session.

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

1. Correction on Regent King’s name.

2. Request for legal counsel's opinion on a federal funds issue was deleted.

3. $440,000 profit is “misleading”; a better explanation should be provided.
IV. Committee Reports:

A. Program Committee

1. Last Committee meeting was 12/14/99. Minutes of the meeting were submitted.

2. Regent Cing-Cabrera presented information on a proposed NMC-CRM “Reef-Ball” Project. Working on the project are Mr. Abner Weed and Mr. Ed Camacho. A memorandum of understanding is being negotiated between the College and CRM.

3. The request to waive tuition for employees and their family members was tabled until financial reports are available.
   a) Mr. Vince Riley submitted a schedule of tuition costs paid by NMC employees.
   b) Regent Sablan: since employees are paid from appropriations and not from tuition revenues, the public perception is NMC tuition is too high. He asked that the possibility of lowering tuition be evaluated.

B. Fiscal-Legislative Committee

1. Last Committee meeting was 12/15/99. Minutes of the meeting were submitted.

2. Regent Seman reported that all FY99 accounts have been reconciled. A few small entries still pending verification.

3. MIP to MPS software transition in the Business Office is ongoing. The estimated completion of the transition is the end of month January 00.

4. NMC has approximately $370,000 of uncollectable debts originating from unpaid scholarships. NMC prepaid tuition for students expected to receive CNMI Scholarship funds. The CNMI Government did not pay the expected amount of Scholarship funds thus creating an uncollectable amount.
   a) *Motion* was made to write off the uncollectable debt.
   b) *Motion Carried Unanimously*

5. Y2K loan from Bank of Hawaii; $166,200
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a) NMC intended to get a short-term note or line of credit from BH. Instead, BH, acting on a letter from the NMC Foundation, drew the entire amount from the Foundation’s Endowment Funds.

b) Mr. Frank Oliver, Project Officer, explained that a line of credit would have cost NMC approximately $400 to $600. A wire transfer from the Endowment account cost approximately $40-$60.

c) The debt is to the Foundation and not BH. Mr. Alvaro Santos reports that current cash flow can support repayment to the Foundation.

d) BOR Chairman recounts a discussion at the last Foundation meeting to issue a loan or a grant to NMC. The Foundation did not make a decision on either recommendation.

e) Legal Counsel explains that the debt to the Foundation is legitimate if the moneys received are from the interest earned and not from the Fund itself. If a loan is granted to NMC it should include interest.

f) The issue of the debt to the Foundation was tabled. The NMC President was directed to work with the Foundation President to determine if the amount is a loan or a grant.

C. Personnel Committee

1. Last Committee meeting was 12/28/99. Minutes of the meeting were submitted.

2. Regent Atalig reports that Mr. Kohne Ramon was assigned to head a team to study the proposed compensation plan submitted with the Sep 99 audits.

   a) The team will report on the budget impact of implementing new pay scales, lifting the restrictions on salary increments, and applying adjustments called for by the Sep 99 audit report.
b) Regent Sablan emphasizes that Board action has frozen salary increments. He suggests that this restriction be lifted before any new actions are taken on pay or salaries. Moneys must be available and a plan must be developed in order to get Board of Regents commitment.

3. In a previous BOR meeting, a proposed change to the Board Policy on Compensatory time was presented. The change was not accepted because it did not identify the specific positions which would be exempted from earning compensatory time. Regent Atalig reports that Mr. Kohne Ramon was assigned to lead a study on this matter and identify positions to be exempted.

4. Currently, when policy changes are approved by the Board of Regents, a separate motion is made to apply or reflect the change in the conditions of employment.

   a) **Motion** to automatically apply changes in BOR Policies to employment contracts and the conditions of employment without the need to return to the Board for a new motion or action.

   b) **Motion Carried Unanimously.**

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

VI. **Faculty Senate Report:** None

VII. **President of the Student Body:** Ms. Christi Omengbar reports:

   A. The students held their Christmas Party at Managaha at which a farewell was given to President McPhetres. Outcome was good with approximately 40-45 students participating.

   B. ASNMC Constitution is being updated to include 14 amendments and to correct outdated items.

   C. Charter Day planning has started. The focus is to do better than last year.

   D. Students are concerned about the Library hours. Currently, it does not work well with the class schedules. The students are asking the assistance of the Board in getting the Library to open earlier and close later each day. Students are not able to make full use of the Library
because it opens when they have to be in class and closes as the last class ends.

1. Regent Seman asks the NMC President to identify possible solutions to this issue.

2. Acting President Sablan explains the staffing issues and trends in the librarian profession. NMC just hired a new librarian whom we expect to report to Saipan soon. Recruitment efforts are still ongoing for another librarian vacancy. He will work with the Dean on solutions that meet the students’ needs.

3. Regent Cing-Cabrera thanked Ms. Omengebar for her comments and echoed the same concerns about the library hours. She is also concerned about the library closing during semester breaks. The regent suggests the use of work-study assistance.

4. Regent Sablan states that he is pleased with the Student Council Representative. He asked her for a list of other concerns and explained that the allocation of limited resources is the key to finding solutions.

5. Acting President Sablan explains that the NMC Management Council has recently been revived. The Council will take an active role in evaluating issues and implementing solutions to daily operations issues. He advised the STUCO to present student concerns to the Management Council.

VIII. Old Business:

A. Write-off bad debt: (see Fiscal-Legislative Committee report)

B. Repayment of Y2K debt: (see Fiscal-Legislative Committee report)

C. Draft Procurement Regulation: A draft copy of the new Procurement Regulation was provided to each regent for their review and comments.

IX. New Business:

Acting President provided information on the upcoming ACCJC (Accrediting Commission for Community and Junior Colleges) Conference in Guam. The BOR Chairman, Acting President, and Dean of Instruction will be attending the conference. The agenda for the conference was submitted.

X. Miscellaneous:
Executive Session: upon return to the regular meeting one item of the Executive Session was officially entered into the minutes: Discussion on the investigation of missing funds in the Business Office.

Adjourn: 11:30 a.m.