MINUTES OF THE REGULAR MEETING  
of the 
BOARD OF REGENTS  
April 30, 1999

PRESENT

Board Members: Chairman Manuel Sablan, Regent Helen Abayare, Regent Abelina Cing-Cabrera, Regent Vincent J. Seman; Regent Fermin M. Atalig; Regent Justice Ramon Villagomez; and Regent Teresa Taitano.

College Staff and Faculty: President Agnes McPhetres, Legal Counsel Jesus C. Borja, Esq., V.P. Barbara Moir; V. P. Jack Sablan; Roy Fua, Provost; Chas. Algaier; Mary Asper, Sarah Osborn, Malinda Matson; Rick Villegas; Ray Mafnas; Fred Hill; Ed Camacho, Melody Actouka; Kohne Ramon; Harris Lawrence; David Atalig; Recorder was Julie Ulloa-Heath.

Others Dan Nielsen, Special Advisor for Educational Issues; Rene Acosta, Sheila Amor, Saipan Tribune.)

I. Opening Procedures

A. Welcoming Remarks by Chair

B. Roll Call: Chair Sablan asked President McPhetres to call the roll. All the seven members of the Board of Regents were present.

C. Review and Approval of Agenda:

ACTION #1: Review and Approval of Agenda: Regent Abelina Cing-Cabrera moved to amend the agenda by adding to the agenda the Program committee meeting with Northern Marianas Academy. Motion was seconded and carried.

ACTION #2: Review and Approval of Minutes: It was moved, seconded, and unanimously approved to accept the minutes of February 26, 1999, March 4, 1999, March 12, 1999 and March 22, 1999 Special meeting as amended.

II. Committee Reports:

A. Fiscal-Legislative Committee Report: Regent Villagomez reported that having met with the comptroller and the budget office, there seem to be a surplus after the payroll is being paid. Therefore, NMC seems to be in good condition and in the black all the way to the end of the fiscal year. Regent Villagomez also pointed out that the surplus does not take into account the annual leaves that may be paid out; therefore, surplus may be less than reported. He further reported that the comptroller’s computer crashed thus no current financial report.
ACTION #1: The Fiscal Committee recommended that the proposed Supplemental Education Grant (SEG) of approximately $339K be approved for distribution. Regent Villagomez moved to accept the proposed SEG distribution. The motion was seconded and approved unanimously.

B. Regent Villagomez noted that the President’s office was reviewing the Finance Policy. Once the policy is updated, it will be presented to the Board for approval.

C. Regent Villagomez disclosed the committee’s position to continue with the job announcement for a computer instructor with a salary cap of $39K. Dr. Fred Hill pointed out that the announcement had been out for the past two years and there are no applicants. He further expressed that the salary indicated in the job announcement is not competitive and that it does not attract applicants. Regent Villagomez indicated that if there are no applicants in the next three to four weeks, the committee will then revisit the issue and make changes in the policy or propose a waiver for that position. V.P. Moir asserted that by three weeks it would be difficult to find someone by August.

D. Personnel Committee meeting: Regent Atalig reported that five NMC staff and faculty (Julie Ulloa-Heath, Kurt Barnes, Chas Algaier, Jim Ellis and Ed Camacho) are requesting administrative leave from June 14 to July 23 (six weeks) to take doctoral courses scheduled to be held on Saipan by University of San Diego.

ACTION #2: Regent Atalig moved to allow Julie Ulloa-Heath, Kurt Barnes, Chas Algaier, Jim Ellis and Ed Camacho to take Administrative Leave from June 14 to July 23, 1999. Motion was seconded and approved unanimously.

Ms. Paula Sablan, on Sabbatical Leave, is requesting that she be allowed to work half time and receive her regular full time salary. After reviewing Ms. Sablan’s request, the Personnel Committee recommended that Ms. Sablan’s Sabbatical leave be rescinded and that she be allowed to take Administrative Leave (three semesters) to complete the remainder of her course.

Action #3: The Board recommended that Ms. Paula Sablan’s request be given back to the Personnel Committee for further review.

The Personnel Committee reminded the Board that NMC was still under austerity measures and recommended to the Board that there should be no NMC employee to receive an annual increment or retroactive pay regardless of funding source.

Action #4: Regent Atalig moved to suspend all increments or retroactive pay. Motion was seconded and carried.

Regent Atalig recommended to the Board to approve the salary posted in the job announcement for the following positions: Vice President - $70K, Dean of Instruction -$60K, Director for Financial and Administrative Services - $55K, Director of CREES - $50K, Manager for Business Development Center - $50K, Comptroller - $50K, Rota Campus Administrator - $50K, Director for Development and Alumni Relations - $50K. Regent Atalig moved to approve the posted salaries. There was a lengthy discussion of the issue. Regent Villagomez seconded the motion and reminded the board that NMC was following its policies and that salaries were based on the Human
Resource’s studies. Chair Sablan expressed his concern with the motion and that the Fiscal and Personnel Committee look into and address NMC’s compensation plan. Regent Villagomez commended the Chair for having had a different perspective on the compensation plan and recommended that the Chair write a memo to the appropriate committee to explore the Chair’s recommendations, concerns and/or issues so that they could be addressed.

Action #5: Regent Atalig moved to approve the salaries stated in the job announcements. There were oppositions in the vote. Regents Villagomez, Atalig and Taitano voted “yes,” Regent Seman and Chair Sablan voted “no,” and Regents Cing-Cabrera and Abayare abstained. Therefore, the motion carried.

Regent Abayare reported that the College administration started the process of auditing all positions. The result of the audit will provide the Personnel Committee a better direction in addressing the implementation phase of the new college organization. The Committee will meet on May 7, 1999, to work on the Compensation Plan.

III President’s Report:

A. Program Presentation:
President McPhetres directed the Board’s attention to Roy Fua, SOE Provost, to present the College Lab School’s program for the summer and the next school year. Roy Fua called on Chas Algaier, Director of School of Education, to present the CLS program. Chas reported that CLS will have a six week summer program for ages 6 to 9 with an emphasis on the environment. Ms. Julie Folta will be teaching the summer program. In addition, Chas announced that CLS is shifting toward multigraded approach. Regent Cing-Cabrera reported that the Program Committee met with the School of Education personnel and discussed the College Lab School Program. She recommended that the Board approve the CLS’s multi-graded program.

Action #6: Regent Abayare moved to allow CLS to practice the multi-age approach. The motion was seconded and carried.

Chair Sablan inquired about NMC’s relationship with PSS. Both Chas and Roy proclaimed that NMC has a good rapport with PSS. Chair Sablan also inquired about the 300 and 400 level tuition. Roy Fua informed the Board that the tuition and fees for the upper level courses were increased from $60 per credit hour to $85 per credit. Regent Seman asked how was the rate determined. Provost, Roy Fua will provide the information when he has the breakdown.

B. Accreditation Self-Study:
The President reported that the process of the self-study has started. The VPs, Dean, and the Self-Study Committee are involved with the process.

C. Travel Report:
Other than federal travel, travels were within the CNMI.

IV. Faculty Senate President’s Report:
Rik Villegas reported that the Professional Development Days went well and were successful even without having the off-island speaker due to lack of funds. An election was held and a new faculty
president and senate members were elected. Rik Villegas introduced Dr. Fred Hill as the new Faculty Senate President.

V. Old Business:
The President reported that the Budget Manual is complete and that the Fiscal Committee will review the manual.

Chair Sablan suggested that he would like to meet with the Radio Advisory Board members. President McPhetres pointed out that several attempts were made to set up the meeting with Bud White but that she was unsuccessful in reaching him. She will continue trying to contact the other members to set up the meeting.

Regent Cing-Cabrera reported that the Program Committee met with Melinda Matson about the new underwriting rates. The old rates were too high and the radio station was not receiving sponsors for the radio programs. Therefore, the committee is recommending the Board adopt the new underwriting rates. Regent Seman asked if the radio was federally funded. President McPhetres stated that the radio station used to be federally funded and that the funding ceased. NMC needs to do more fundraising to support the radio station.

Action #7: Regent Cing-Cabrera moved to approve the new underwriting rates. The motion was seconded and carried.

VI. New Business:
Regent Cing-Cabrera reported that she and Regent Taitano met with the Board members of Northern Marianas Academy. The NMA parents expressed concerns that NMA students will not graduate or will not receive transcripts from NMC due to financial obligations to NMC.

Action #8: Regent Villagomez moved that the President be allowed to prepare an MOU with NMA. The MOU will only apply to Spring 1999. The motion was seconded and carried.

Miscellaneous:
The President proposed that the Board adopt the scheduled monthly BOR committee meetings.

Action #9: The motion was moved, seconded and unanimously approved.

Final Adjournment: 12:45 p.m.

Respectfully Submitted by: Julie Ulloa-Heath

Date Approved: