PRESENT


College Staff and Faculty: President Agnes M. McPhetres; Legal Counsel Jesus C. Borja; V.P. Jack Sablan; Roy Fua; Fred Hill; Al Santos, Janice Tenorio; George Pangelinan; Barbara Moir; Roy Fua; Rose Igitol; Ray Mafnas;

Others: Dan Nielsen, Special Advisor for Educational Issues;

Meeting Called to Order: 10:12 a.m.

I. Opening Procedures

A. Welcoming Remarks by Chair:
Roll Call: Chairman Villagomez asked President McPhetres to call roll. Six of the seven members were present. Regent Abayare had an excused absence.

B. Review and Approval of Agenda:
Regent Sablan noted that the financial report was missing from the binder. President McPhetres explained that the financial statement needed review to ensure accuracy of the report rather than presenting an incomplete report. Regent Sablan recommended deletion of Section II, subsection D of agenda for the purpose of the meeting.

Action #1: Regent Seman moved to adopt the agenda. Regent Sablan seconded the motion. It was unanimously approved to adopt the agenda.

C. Review and Approval of Draft Minutes:

Legal Counsel advised the Board that the Minutes should indicate whether the meeting was a regular or special meeting.

Chairman Villagomez recommended that the date of the meeting be centered rather than off to the side of the sheet.

ACTION #2: Regent Sablan moved to approve the minutes of July 2, 1999. Regent Taitano seconded the motion which was unanimously approved with amendments.
Regent Seman indicated that on the July 16th minutes of the Special Board meeting, p.1, read “The President would like to request an additional $500K …”. It should read “$675K and three instructors.”

Legal Counsel Borja noted that the minutes did not reflect the action that was made in the executive session. He recommended that the Board must ensure that decisions made in the executive session be reflected in the minutes. Regent Villagomez requested the President to insure that it would be reflected in the minutes.

The President mentioned that at the July 16th Executive Session, the Board decided not to accept the settlement offered by Melinda Matson’s attorney.

**ACTION #3: Regent Atalig moved to adopt the minutes of July 16, 1999. Regent Seman seconded the motion. It was unanimously carried.**

**II. Committee Report:**

**A. Program Committee Report:** Regent Cing-Cabrera informed the Board that Dr. Jack Angelo made a presentation to the Committee concerning the Movie Production Program. The Movie Production Program would fall under the Continuing Education. A main concern in the program was the leasing of Building “V”. There were some vocational equipment, such as welding equipment, identified in the Building “V” that required disposition. The President would meet with Ed Camacho to further discuss the program. Instructors for the Movie Production Program would be certified by NMC.

The President informed the Board that amendment to the Academic Council Policy was not necessary.

In addition, Regent Cing-Cabrera reported that the Committee would be reviewing the Nursing Program and would report back to the Board on the next meeting.

**B. Fiscal Committee Report:** Regent Seman explained that the finance office underwent major transition from the old software system to the new system, therefore, there was no financial report provided. He further reported that the Committee reviewed the budget packet that was presented at the legislative budget hearing. Regent Seman informed the Board that during the budget hearing the Chairman of HEW Committee assured him that he would have PL. 10-66 repealed.

The Fiscal Committee met with Tina Salas, David Atalig, and the President and discussed ways to streamline the budget system. One example was to decrease the number of bank accounts from ten to three. The President informed the Board that selection of bank required Board action. Regent Sablan recommended that NMC look into interest bearing accounts.

Regent Seman moved to adopt the Finance and Procurement Policy. Regent Sablan reported that he had no objections since he anticipated that there would be some changes. He was concerned that NMC’s policies were not compiled into one comprehensive set
of policies. As he saw it, there were three sections that act independently. Regent Sablan strongly recommended that NMC control its funding and be accountable.

The President noted that the Financial Manual addressed Regent Sablan’s concerns. Regent Sablan also expressed concern that he had not been heard clearly about NMC’s financial practices such as why was NMC charging $85 per credit? How did NMC determine the amount to charge? It bothered him that enrollment decreased and yet expenditure increased. All he was asking was to receive accurate financial statements.

Chairman Villagomez acknowledged and appreciated Regent Sablan’s concerns. He pointed out that there was a motion on the floor to adopt the Finance and Procurement Policy.

Regent Sablan seconded the motion.

ACTION #4: Regent Seman moved and Regent Sablan seconded to adopt the Finance and Procurement Policy. It was unanimously adopted.

C. Personnel Committee: Regent Atalig tabled the Classification and Compensation issue until the audit was completed on August 16, 1999.

Regent Atalig passed out a proposed organizational chart that combined Agriculture and Life Sciences with Continuing Education. The current organization showed that the section was called CREES and the proposed organization named the section Continuing Education. The Board was given the proposed organization to consider for the next Board meeting. Regent Atalig explained that he and the President met concerning the proposed chart. Regent Atalig asked the President to explain the chart to the Board. The President explained to the Board that the functions of Continuing Education was similar to Agriculture and Life Sciences therefore, merging the two was practical since the functions were similar.
Regent Seman asked Julie Ulloa-Heath to explain why wasn’t the two merged back in April. Julie explained that the April organization came to existence upon hearing from all sections. At that time, every section was comfortable with the organization.

Rose Igitol informed the Board that the Continuing Education section needs were not being met by the current organization and that they were being treated as a stepchild.

Regent Seman suggested that the proposed organization be tabled and to allow the current organization the opportunity to work things out rather than making changes.

The Board took a five minute recess and reconvened at 11:30 a.m.

III. President’s Report: The President introduced Mr. Alvero Santos as the new director for the Finance and Administrative Services.

A. Program Presentation: Janice Tenorio gave an overview of the duties and responsibilities of the Office of Admissions, Records, and Financial Aid. Mrs. Tenorio indicated that there was a need for two additional Full Time Employees (FTEs) in order to serve the students effectively.
Mr. Dan Nielsen informed the Board that ½ of the $112K had been paid to NMC. He pointed out that some students paid yet NMC billed the Scholarship Office. Once the billings were reconciled, the check to NMC would be released. Mr. Nielsen could not make definite statements concerning EAP funds. The amount would depend on the outcome of Senate President Manglona’s bill. He also clarified that the Teacher Scholarship bill only applied to Junior and Senior college students and that the House was attempting to amend the legislation. If successful, every first and second year student would be eligible.

The President introduced George Pangelinan, Dean of Student Support Services, to share his concern about the negative impact caused by the stipulated deadline from the Scholarship Office. George Pangelinan indicated that the July 1st deadline to submit applications was unsuitable and requested that the deadline be changed. He also recommended that the Scholarship Office accept application throughout the academic year.

Chairman Villagomez suggested that George write to the Scholarship Office and forward his concerns.

George Pangelinan suggested that the Scholarship Office should take into consideration the part-time students. Mr. Dan Nielsen indicated that the Governor made it very clear that the policy be enforced. Dr. Fred Hill pointed out that the policy was enacted without hearing those who were affected - part-time students and there are many out there.

The President clarified to the Board that the reason why NMC is not receiving “all others” is because of tuition. It is through Financial Aid that NMC operation expenses are subsidized.

George Pangelinan reported that due to the unreliability of EAP funds, NMC had a 20% drop in enrollment.

IV. Old Business

ACTION #5: Regent Cing-Cabrera moved to adopt the Academic Council Administrative Procedure with the proposed changes. The motion was seconded by Regent Atalig. It was unanimously approved.

Final Adjournment 12:30 p.m.

Respectfully Submitted By: Julie Ulloa-Heath