I. CALL TO ORDER:  2:00 p.m.

II. PRESENT:

A. **BOR Members:** Acting Chairman Fermin M. Atalig, Regent Kimberly King, Regent Abolina Cing-Cabrera, Regent Teresa Taitano, and Regent Vince Seman.

B. **NMC Faculty, Staff:** President Jack Sablan, Jesse Borja, Esq. (Legal Counsel), Alvaro Santos, Barbara Moir, Dave Atalig, Tony Deleon Guerrero, Stanley Mar, Kohne Ramon, Marlin Van Der Veen, Lynda Rowe, Diana Greenough, Chas Algaier, Larry Lee, and Vince Merfalen (recorder).

C. **Students:** None

D. **Guests:** Mr. Bruce Mailman (Law firm of: White, Pierce, Mailman & Nutting), Edith Alejandro (Marianas Variety), and Marian Maraya-Acosta (Saipan Tribune).

III. Chairman’s Remarks and Preliminary Matters:

A. Proposed agenda was reviewed and approved.

B. Minutes of the Regular BOR meeting of 29 September 2000 was tabled for the next regular meeting of the BOR.

C. The Chair reminded everyone present that political activities in the workplace are prohibited.

D. Chairman gave an update on Regent Villagomez’s condition.

IV. BOR Sub-committee Reports:

A. Fiscal and Legislative Committee

1. Last committee meeting was 11/07/00. Regent Seman reported highlights of the meeting and submitted a written report.

2. NMA debt to NMC approximately $48K. We must make every effort to collect.

3. Accounts receivables have increased since the last report. It is now approximately $28M. A significant portion of the debt is from promissory notes from students.

4. MIP & NPS software are not meeting expectations.
   a. New software or upgrade is being assessed.
b. Some components work but not others. Systems checks report everything is ok but reports generated by the program have errors.

5. Chairman Atalig commends the Fiscal & Legislative Committee for all their work. He asked the other committees to submit their reports in the same degree of detail as the F/L committee.

6. The Chairman reminds everyone that the BOR has a need-to-know detailed information, particularly in the area of HR. This is necessary in order for them to properly execute their fiduciary responsibilities.

B. Personnel Committee:

1. Regent King presents highlights of the last Personnel Committee meeting.

2. Regent King presents a draft Sabbatical leaves Policy and explains the need and details of the policy.
   a. **Motion:** to adopt the sabbatical leave policy as presented.
   b. **Motion unanimously carried.**

3. The drug-free policy is currently under development. Regent King asked all board members to provide feedback. A copy of the procedures was distributed to the board members.

C. Program Committee

1. Regent Seman reported highlights of the last committee meeting.

2. EUCON School had requested for NMC to grant them a license to do business in the CNMI.
   a. **Motion:** to announce an RFP for a contractor to design a process to certify or license post secondary education institutions; to identify the necessary funding; and to assign the Program Committee the responsibility over the project.
   b. **Motion unanimously carried.**

   c. Discussion:

   (1) Bruce Mailman, Esq. is the attorney for American World International. AWI is a post secondary institution operating in the CNMI and are interested in the NMC process of certification. Mr. Mailman explained that his clients have been doing business in CNMI for approximately 4 years and was not aware of the certification requirements until the EUCON issue surfaced. He and his clients wish to comply with the CNMI laws and offer their assistance in developing the procedures.

   (2) Mr. Chas Algier: Asked about universities and schools “on-line”; and the requirement for the BOR to license or certify. Mr. J. Borja, NMC attorney, explained that this is “new territory” – the answer is assumed to be yes, but not yet known at this time.

   (3) Mr. Tony Guerrero: many residents have already taken on-line courses from institutions accredited in another state.
(4) Dr. Moir; the test is the physical location of the institution not the location of the student. Concern is not with accredited institutions; some are not accredited; some are more costly. RFP should include requirements for accreditation.

V. NMC President's Report:

A. President Sablan gave an update on the Accreditation visit.
   1. A validation of the self-study
   2. Accreditation review of the NMC 4-year program
   3. The Accreditation Team report expected for the NMC President's review and input to the findings.
   4. The outcome of the accreditation visit is anticipated in January 2001 for the 2-yr programs and March for the 4-yr program.

B. President of the Senate and HEW Committee met to discuss House Bill 288. They plan to continue hiring non-resident workers in the areas/positions of: technical librarian, scientist, and foreign language. This authorization will expire in 2005 after which a new assessment is also due.

C. The Tinian Campus project is going well; upon completion, a ribbon cutting ceremony will be conducted.

D. NMC Institutional Development is focused on marketing.
   1. The marketing manager is Mr. Larry lee and the grant writer is Doris Pladevega. Some of their accomplishments include the Relay for Life, Liberation 2000, Strategic Plan, and the PL 10-66 report.
   2. Regent Seman asked if there are any data or research results on what will make NMC more desirable to potential students.
   3. Mr. Tony Guerrero explained that he is forming a team that will survey students. The team will be working closely with the Institutional Effectiveness office in obtaining other data.

E. President presents his views of the radio station.
   1. Regent Seman asked if there is a system of rating the effectiveness of the station.
   2. Mr. Carl Poke explained that music and news shows are from public radio systems and are not otherwise available to CNMI. Business sponsorships and listener donations pay for the bulk of the radio station's expenses.
   3. Regent Seman asked: "What is our market share?" The radio station is a non-profit organization and does not run private business ads. Sponsors' names are mentioned according to FCC regulations. Education tax credits are provided to donors.
   4. A survey of 16 to 24 year olds shows that Power 99 is the top station in Saipan. NMC posts advertisements on Power 99.

VI. Faculty Senate Report:
A. Dr. Greenough, Faculty Senate President introduced Ms. Lynda Rowe, Faculty Senate Vice-president.

B. The newly elected Faculty Senate has met twice and is now working on plans for their Professional Development Day; scheduled for 27 April 01.

VII. Student Council Report: None

VIII. Old Business: None

IX. New Business: President introduces proposed amendments to BOR Policies 5002 and 5012. Chair refers both proposals to the Program Committee.

X. Executive Session: BOR administration and personnel matters were discussed.

XI. Adjourn; 3:30 p.m.; to meet again on Tuesday, 14 November 2000, at 3:00 p.m. In order to continue the Executive Session.

XII. Call to Order: Tuesday, 14 November 2000, 3:00 p.m.

XIII. Present:

A. BOR Members: Acting Chairman Fermin M. Atalig, Regent Kimberlyn King, Regent Abelina Cing-Cabrera, Regent Teresa Taitano, and Regent Vince Seman.

B. NMC Faculty, Staff: President Jack Sablan, Jesse Borja, Esq. (Legal Counsel), and Vince Merfalen (recorder).

XIV. Executive Session: (Continued from 9 November 2000).

A. The BOR resumed discussion of the BOR membership and the medical status and condition of Regent Villagomez.

   1. **Motion**: The BOR recognizes the vacancy caused by Regent Villagomez’s medical condition; BOR will seek to obtain a written medical certification of the Regent’s condition; the acting BOR Chair will prepare a letter for the Governor requesting the membership of Regent Villagomez be terminated.

   2. **Motion carried unanimously**.

B. President's evaluation is now due; dependent upon getting full BOR membership; the process of evaluation will be discussed when a full board is appointed.

C. Regent Seman: “The composition of officers must be reviewed.

   1. Legal Council clarifies that the BOR could continue as is or hold new elections.

   2. Regent King prefers the BOR to remain as is.

   3. Regent Cabrera recommends the BOR decide by vote.

   4. Regent Atalig announced that he is not seeking chairmanship, but will accept if nominated and elected by the regents.
XV. **Next Meeting:** 27 December 00, 2:00 p.m., Tinian Campus. Regent King and the Tinian Campus Administrator will make the necessary arrangements on Tinian.

XVI. **Adjourn:** 3:37 p.m.