I. Call to Order: 1:45 p.m.

II. Chairman's Remarks and Preliminary Matters

A. PRESENT
   1. BOR Members: Chairman Fermin M. Atalig, Kimberlyn King, Abelina Cing-Cabrera, Teresa Taitano and Vince Seman.
   2. NMC Administrators, Faculty and Staff: Jesse Borja, Esq. (Legal Counsel), Alvaro Santos, Chas Algaier, Kohne Ramon, Vince Merfalen, Steve Hill, Jim Wedding and Lou Camacho (Recorder).

B. Proposed agenda was approved with the following changes:
   1. Add - under new business: Fees change
   2. Add - under new business: tuition change for 300 and higher level courses
   3. Add - under new business: Board Policy 5001

C. Minutes of the BOR Regular meeting of 29 September 2000 were reviewed and approved.

D. Minutes of the BOR Regular meeting of 9 November 2000 were approved with minor corrections.

III. Reports

A. Personnel Committee; Regent King reports:
   1. BOR Policy #4315 (Professional Development Leave), which was suspended by the Board, has been recommended for reinstatement.
      a. Discussion:
      b. Regent Seman wanted to make sure that there is funding for this leave.
c. Regent Atalig informed them that this policy would only take approval on a case by case basis.

d. Legal Counsel informed the Board to make sure the 1st sentence of the policy is the wording they want it to be. (Do the regents want to approve all education leave requests?)

e. Regent Seman commented that the intention of the Board is to make it balanced and impartial but also to stay out of administrative matters as much as possible.

f. Regent Cabrera suggested that the President approves the initial leave request and the Board of Regents, on the President's recommendation, approves any extensions.

g. **Motion:** to approve professional development leave with the approving authorities specified according to the discussion.

**h. Motion unanimously carried.**

2. Drug Free Policy: tabled... next meeting on this matter will be 10:00 am on 3 January 2001 at OPM. All regents are invited to attend.

3. BOR Policy #4142, Relocation Allowance
   
a. This policy was deleted by the BOR with the expectation that a new compensation plan be implemented.

b. The new BOR approved compensation plan requires Legislative action to secure necessary funding. To date, there has been no action taken by the Legislature to approve the new NMC Compensation Plan.

c. No further BOR action is necessary on this matter until the Legislature moves on the NMC request to fund the new plan.

4. The request to amend Health insurance contributions was tabled until the Fiscal and Legislative Committee can get a clear financial status of NMC.

B. Programs Committee; Regent Cabrera reports:

1. EUCON
   
a. A draft RFP proposal was presented. The RFP is for a private contractor to research and make recommendations on establishing a certification process. She suggested moving forward on this matter.

b. The committee is recommending approval of the draft with the changes suggested by the legal counsel.
c. Regent Seman commented that the Board should get clarification on the intent of the RFP. Legal Counsel advised the Board that if they know what they want from certain people and/or businesses that they should go ahead with the proposed RFP but should be clear on the statement it is making.

d. Regent Cabrera informed the Board that the committee is looking for funds to support the RFP.

e. Regent Seman suggested a search to identify those who have the experience desired. Regent Cabrera commented that she does not know any company that exists, but that they are looking into the matter.

f. Motion: to move to proceed with the RFP with changes.

g. Moved unanimously carried.

2. BOR Policies 1601 and 1702

a. The original recommendations were made to the Board in the middle of the accreditation process. The BOR decided not to act on the recommendations until after the accreditation visit.

b. **Motion:** to adopt BOR Policy 1601.

c. **Motion carried unanimously.**

d. **Motion:** to adopt BOR Policy 1702.

e. **Motion carried unanimously.**

f. Commenting on BOR Policy 1702, the Board expressed a strong desire to fill the vacant Vice President position. Regent Cabrera commented that the vacancy should be done [announced and filled] right away. Chairman Atalig directed Mr. Santos and Mr. Ramon to publish an announcement immediately.

g. Regent Seman commented that there are a lot of positions on the Management Council and requested a brief summary or description of each position.

C. Fiscal and Legislative Committee

1. Regent Seman gave a short update on the NMC request to the Legislature to fund the new Compensation plan.

2. Regent Seman gave an update on the issues and concerns about the NMC financial software, the lack of reliable monthly financial reports, and personnel matters. The regent expressed a concern that these all indicate a perennial management problem.
3. Total accounts receivables were last reported at $2.8 million. Regent Seman inquired about collection procedures and expressed the need to see a decrease in A/R.

4. Audits of 1996 are complete. 1997 audits have the same problem as 1996, with missing documents. 1998/1999 audits were combined and now complete.

5. NMA owes $48,000.00. No students from NMA should be allowed to register if NMA does not pay debt.

IV. New Business

A. Proposed tuition change for the 300 level courses and above… assigned to the Program Committee for review and recommendation.

B. Proposed Fees Change… assigned to the Program Committee for review and recommendation.

C. Proposed addition of a 7th and 8th grade to the College Lab School. Mr. Chas Algaier gave a short introduction of the proposal… assigned to the Program Committee for review and recommendation.

   1. The proposal would not require additional staffing, but that it will require additional cost for the support needed

   2. The proposal does not call for additional classrooms… current classes will be combined into multi-grade classrooms.

   3. Regent Cabrera encouraged the use of private schools for doing student practicum. She explained that this would help expand and develop relationships with other schools on Saipan.

   4. Legal Counsel suggested generating publicity of successes of the Lab School to avoid criticism.

D. BOR Policies 5001, 5002, and 5012 were assigned to the Program Committee for review and recommendation.

V. Miscellaneous

A. The Personnel Committee Chair, Regent King introduced a request to grant Sabbatical Leave to Mr. Mike Ogo.

   1. Regent Cabrera recommended having Mr. Ogo sign a credit agreement. HR shall enter into a collateral agreement with Mr. Ogo in case of default.

   2. Legal asked inquired whether Mr. Ogo will be entitled for work and higher pay when he comes back with an AA or BA degree.
a. Mr. Ramon explained that a pay increase is not automatic. It depends on the relevance training received to the job requirements of the position.

b. There is no promise for a salary increase with the approval of the sabbatical.

c. In Mr. Ogo’s case, his position is classified as “faculty.” Faculty compensation is totally dependent on individual credentials.

3. **Motion**: to grant Mr. Ogo’s request for sabbatical leave without a promise for a salary increase and the condition that Mr. Ogo enter a collateral agreement in case of default.

4. **Motion unanimously carried**.

B. Regent King inquired about the training for the regents and the grievance committee.

1. Regent Cabrera suggested paying OPM to provide training.

2. Membership to the CNMI Society of H/R Managers (SHRM) makes available some good training at a discounted price.

C. Regent Cabrera commented that she would like to have another BOR retreat. She said the last retreat was very helpful.

VI. **Executive Session.** Upon return to the regular session, the following is entered into the minutes.

A. Update on vacant BOR Positions; Chairman is working with the Governor to fill the vacancies.

B. Vacancies include the position held by Regent Villagomez

C. The Chairman and H/R will work on an evaluation instrument with which to evaluate the President.

VII. **The next BOR meetings**

A. Regular BOR meeting: Rota, 26 January 2001

B. Fiscal & Legislative Committee: 18 January 2001

C. Personnel Committee: 18 January 2001

D. Program Committee: To be announced

VIII. **Adjourned 3:53 p.m.**