Northern Marianas College  
BOARD OF REGENTS

Minutes of the Regular Meeting  
BOR Conference Room  
8 May 2000

I. CALL TO ORDER: 3:00 p.m.

II. PRESENT:

A. BOR Members: Acting Chairman Fermin M. Atalig, Regent Manuel A. Sablan, Regent Abelina Cing-Cabrera, and Regent Teresa Taitano.

B. NMC Faculty, Staff, and Students: President Jack Sablan, Jesse C. Borja, Esq. (Legal Counsel); Barbara Moir, Alvaro Santos, Ed Camacho, David Atalig, Chas Algaier, Vince Riley, Fred Hill, Kohne Ramon, Al Johnson, Ray Mafnas, and Vince Merfalen (recorder).

C. Guests: Mr. Daniel H. Nielsen (Governor’s Office), Rene P. Acosta (Variety), and Marian A. Maraya (Saipan Tribune).

III. Chairman

A. Proposed agenda was reviewed and approved with the addition of a discussion on the Eucon College and an Executive Session.

B. Minutes of the Regular BOR meeting of 29 March 2000 was approved with changes.

Para IV.C.3.e) NMC Compensation Plan was approved with a condition that frozen salary increments be restored first. Regent Sablan made a point of clarification that increments will be retroactively restored and paid not later 1 April 2000.

IV. Reports:

A. President Sablan gives an update on Chairman Villagomez’s condition. Acting Chairman, Fermin Atalig, calls for a moment of silence.

B. Fiscal-Legislative Committee
1. Last Committee meeting was 5/3/00. Regent Seman presented highlights of the meeting.
   
a) Request to re-establish an NMC credit card account was tabled by the committee. F/L Committee believes that proper planning would alleviate any need for such an account.

b) Summary of the Comptroller’s report was given.
   
   (1) Cash flow is low.
   
   (2) Large scholarship accounts receivable from two primary sources. First is students and secondly, federal funds source.

   (3) A copy of the Comptroller’s report is attached to the F/L Committee report.

   c) Acting Chair Atalig inquired into the status of the approved Procurement Regulation. It was explained that it is currently pending an ad in the CNMI Registry.

C. Program Committee. All items of the Program Committee are listed specifically on the Agenda. A copy of the Program Committee report was submitted by Regent Cing-Cabrera. Last committee meeting was 4/28/00.

D. Personnel Committee

1. Last committee meeting was 5/8/00. Regent Seman presented highlights of the meeting.

2. BOR Procedures 4142 - Relocation Allowance
   
a) Regent Seman challenges the administration to find more comprehensive measures and options.

   b) Some of the data used in forming the proposal is outdated. A more recent assessment is needed.

3. The committee to develop a Sabbatical/Educational Leave Policy is still working. A proposal to the BOR will be made upon approval of the Management Council.

4. Regent Sablan comments on his understanding that we intended to eliminate housing benefits. He asked the Administration to seek
other alternatives. He believes that this is an issue of salary and not of housing. The preference would be to convert the housing allowance into salary. Another option would be to rent a facility strictly for NMC employees. The President will work with the committee on this assignment.

V. NMC President’s Report:

A. Dr. Moir made a request for an exemption to policy in order for the BOR to act on an item of new business. The item was the Golf Activity Fee.

1. The request present was to raise the activity fee for the Golf Class only. All other class fees shall remain the same.

2. The cost of conducting a golf class is much higher than other physical education courses. The instructor, however, negotiated a reduced rate starting in the Summer Semester 2000.

3. The Golf class is one of the most popular classes at NMC.

4. Exemption to policy was granted in order to make a decision on the matter before the start of the Summer Semester.

5. Regent Seman asked about the possibility of outsourcing the class. Mr. Kurt Barnes explained that he will research this option.

6. **Motion:** to approve the proposed activity fee for the Golf Class.

7. **Motion Carried Unanimously**

B. Dr. Moir presented BOR Policies 3003, 3004, and 3005. These proposals are necessary to reflect recent changes in the NMC organization as well as language updates. All the policies were referred to the Program Committee for evaluation and recommendation.

C. President Sablan reported that he has been meeting with Mr. Dan Nielson and Mr. Mike Sablan. A meeting with Senator Reyes is being coordinated to seek NMC inclusion in other CIP activities of the CNMI.

1. The purpose of their meetings is to explore ways to improve our CIP plans.

2. A Facility Master Plan will be reviewed by the Management Council next week. The NMC CIP priorities are:

   a) first: classrooms
b) second: library

c) third: School of Education

d) fourth: gym

e) fifth: BTLC

D. Tinian Campus: (update) pending arrival of materials.

E. ABT Software - “Power Campus”. Software has been updated in the Admissions Office. Training is planned and will start shortly.

1. Regent Seman questioned a request for an additional $15K if we already spent $166K on the ABT software.

2. It was explained that the original amount did not include training costs.

3. Regent Seman wants to know what other hidden costs are there to implementing the ABT software. He returned the purchase order and asked for a review of all costs. He will reconsider the request after all necessary items and costs have been identified.

4. The Regent also wants to know what warrantee comes with the software; answer: none.

5. Regent Sablan recalls that the software was obtained as a “sole source” purchase at management’s recommendation. He agrees with the statements made by Regent Seman and directs the president to review our automation purchase process and control measures.

F. Salary Increment. President will ensure that appropriate actions are taken to lift the freeze.

G. President Sablan reported that in his MARIPAC trip to Palau approximately $40K of grants were awarded. About $14K for marine projects and $28K to the Sea Grant Consortium.

H. The President announced that the scheduled meetings with the Governor and the Legislature have been postponed.

VI. Faculty Senate Report:

A. Faculty expressed a dissatisfaction with the faculty compensation plan. They want the 1997 faculty compensation plan reinstated.
1. Dr. Hill is heading a committee to develop a new faculty compensation plan. At this time they are evaluating the financial impact of their draft proposal.

2. The Chairman directed HR to work with Dr. Hill in evaluating the proposal and its financial impact.

3. Regent Sablan restates the need to unfreeze increments before actions are taken to upgrade pay scales.

4. Regents Seman and Cabrera asked for a timeline for this action. All agree that 2 weeks is sufficient.

B. Faculty request the reinstatement of a sabbatical leave policy.

C. A concern was made that faculty members fear losing their jobs and therefore suppress making input (to issues and decisions).

D. The situation has caused teachers to evaluate the possibility of forming a union.

E. The faculty hope NMC will implement a tenure system.

VII. Dr. Hill presented information on proposed certificate programs in Computer Technology. He explained the history of the proposal and the need for the programs. The Chairman referred the proposal to the Program Committee for evaluation and recommendation.

VIII. Mr. Alvaro Santos presented a proposal to implement CNMI per diem rates whenever NMC employees travel on official business. The Chairman referred the proposal to the Fiscal Committee for evaluation and proposal.

IX. BOR Policies 3002, 3009, 3047, 5015, and 5027 have been reviewed by the Program Committee and presented to the BOR.

A. **Motion:** to approve proposed policies.

B. **Motion carried unanimously.**

X. BOR Policy 4142 was tabled till the next meeting.

XI. Miscellaneous:

A. President Sablan explained that representatives of the EUCON College have met with him to resolve pending issues.
B. The discussion on BOR members involvement in the NMC recruitment process was tabled.

XII. President of the Student Body: None

XIII. Executive Session: Upon returning to the regular session, from the Executive Session, President enters into the minutes: Update on the Oden case.

Adjourn: 5:43 p.m.