Call to Order: 3:35 p.m.

I. Preliminary Matters

A. Roll

1. **BOR Members:** Abelina Cing-Cabrera, and Galvin Deleon Guerrero Eloise A. Furey, Joaquin Manglona, Margarita Olopai-Taitano, Vincent J. Seman and honorary student member Jack Kiyoshi.

2. **Legal Counsel:** Jesus C. Borja, Esq.

3. **NMC Staff and Faculty:** President Kenneth Wright, Fe Calixterio, Stanley Mar, Anthony Benavente, Jack Sablan, Carl Pogue, Dave Attao, Mayumi Aguon, Danny Wyatt, Tony Guerrero, David Atalig, Eric Plinske, Jerome Ierome, Larry Lee, Larrisa Savares as Recorder.

4. **Other community members and guests:** Mike Johnston, Agnes McPhetres.

B. Agenda: The proposed agenda was approved with the following changes:

1. Revised Operations Budget was added to the agenda under New Business as Item B.

C. Minutes of September 23, 2002 – Minutes were reviewed and approved with the following changes:

1. Section III Item B., transpose new and the in the second sentence.

2. Section IV, Item A, amend motion to insert the word “member” after the word honorary.

3. Section IV, Item B, insert word full after receive in the first item of discussion.

4. Section VII, remove word unanimously and ad the words “and second” after the word moved.

II. Miscellaneous – Public Input: Chair opened the floor to the public for input. No public input.

III. REPORTS

A. **Program Committee Chairperson Report – Regent Furey reports**

Everything in report will be covered in Old Business.

B. **Fiscal Committee Chairman Report – Regent Delon Guerrero reports**

Everything in report will be covered in New Business. One item of concern is the cash flow status of college, particularly in the operations budget. Currently, on “thin ice”, public needs to be aware of situation and Board needs to act on this.

C. **Personnel Committee Chairman Report – Regent Seman reports**

To date no meetings have been held as there have been no issues brought to the committees attention regarding issues that warrant a meeting. The term of the former personnel chair prior to last meeting expired and she has just been reappointed by governor (see attached letter).

D. **President’s Report – President Wright reports**

The President traveled to Rota after Typhoon Pongsona to see what damage has been done to the NMC Rota Campus. Extensive damage has occurred to the CREES operations. The main campus has experienced minimal damage. It will cost more to repair the buildings than to move
operations, so operations have moved to the main campus. Assessment of damages is on its way, but has not been faxed yet by campus administrator Severina Ogo.

The President would also like to add a presentation of work plans from each sector of the college to each regular meeting of the board. Tony Guerrero presented the work plan of the Community Programs and Services Department. See attached for copy of presentation.

E. Faculty Senate’s Report – Vince Riley reports

No report available.

F. ASNMC’s Report – Jack Kiyoshi reports

From the last meeting, ASNMC has had/or will have several events which include the following: Annual haunted house which generated $2,078.05 in profit after reimbursements (this amount was distributed to all participating clubs), Arbor Day Activity at the Intersection of Mobil Gas Station and Hopwood Junior High School, the Great American Smokeout, a Thanksgiving party, the Old Legs and Young Lungs Competition Christmas Appreciation Luncheon for maintenance workers of NMC, graduation committee involvement for 2003 graduation, HIV/STD prevention month activities, development of a student activities handbook, and the establishment of an international honor society of Phi Theta Kappa.

V. New Business

A. Proposed Revision to NMC Annual Leave Policy – Regent Guerrero reports

In a committee meeting yesterday, the committee agreed that this is a procedural issue and does not require board action. For the record and discussion, President Wright was concerned about two issues: (1.) Current policy allows for a rollover of leave in excess of 416 hours and the President recommended reducing the amount to 360 hours to mirror other government agencies so that people don’t store up 10 weeks of leave rather than taking a much needed vacation and (2.) Rota Campus employees have 3 employees being forced to take a vacation because of rollover policy and the President was suggesting that those vacation days be extended until Spring as employees are involved in getting Rota campus ready for students by Spring.

B. Revised Operations Budget – Regent Guerrero reports

Last fiscal year, the CNMI government did not allocate what was appropriated to NMC as the CNMI government was short of cash. NMC faced the possibility of several payless paydays, so administrators had to dip into the operations budget to cover payroll ($393,000). By revising this years operations budget, the $400,000 that NMC is short for will be addressed in the revision of this year’s operations budget.

Motion: To revise the current operations budget for FY2003.

Discussion:

a. During the committee meeting, members had a discussion regarding the fact that there is a big difference between projected revenue and actual revenue because of Accounts Receivable situation.

b. There is also a distinction between actual revenue and actual collection.

c. Can’t spend money we don’t have and have to respond to it.

d. Accounting Side and Revenue side are in disarray and we can only catch up on it a little at a time. This is the best estimate of what NMC has.
e. Currently spending part of operations budget to cover adjunct faculty salary.

f. The fund certification task has been transferred from the budget office to the finance office.

**Action:** Motion withdrawn in order to meet again and discuss the issue further. There was a second to motion to withdraw.

IV. Old Business:

A. Application for Licensure – Pacific International University (formerly Joy Pacific International University) – Regent Furey presented the report and recommendations of the Program Committee.

**Motion:** The program committee recommends that the Pacific International University be granted an 8-month provisional license ending on August 19, 2003, with the following conditions: procure all learning resource materials including library materials and their assimilation into university library; actual hiring of staff and faculty members submitted to BOR; BOR ongoing assessment of 9 degree programs; Site visit upon completion of the first phase of renovation; and proof of performance surety bond.

**Discussion:**

a. Agnes McPhetres thanked Board for the opportunity as the university is ready to start renovations.

**Action:** Motion made. There was a second to the motion and the motion carried unanimously.

B. Application for Licensure – Tinian University – Regent Furey presented the report and recommendations of the Program Committee.

Over a period of several months, the committee has been meeting regarding Tinian University. The committee has not received adequate information to properly decide whether or not to grant or deny a provisional or full license. The committee will continue to correspond and work with applicant and keep the board updated on status of application.

C. Application for Licensure – Eucon International College – Regent Furey presented the report and recommendations of the Program Committee.

**Motion:** The program committee recommends that Eucon International College be granted full licensure ending on June 3, 2006 with the following conditions: EIC shall seek accreditation from an accepted accrediting institution as listed in the licensure policies and procedures; EIC limited to offer three degree programs as stated in their application (AS degree in Health, BA degree in Bible, BS degree in Education); and Board of Regents be notified and approve in writing of any substantive change in their plans.

**Discussion:**

a. Dr. Wei is off island, but Mike Johnston of EIC thanks the Board for their approval.

**Action:** Motion was made. There was a second to the motion and the motion carried. 5 yea and 1 abstain by Regent Cing-Cabrera.

D. HANMI Resolution Revision – Regent Seman reports

In an effort to report the Education and Tourism program of the CNMI, HANMI is proposing to give Education Tax Credit donations to NMC. Some amendments have been made to clarify the
resolution that was passed during the last Board meeting. Two documents have been submitted to the Board (1) shows changes and (2) revised copy of resolution.

**Motion:** To adopt the revised resolution.

**Discussion:**

a. Legal Counsel has reviewed document and sees no problems with it.

**Action:** Motion made to approve. There was a second to the motion and the motion carried unanimously.

VI. **Executive Session** -- All except Legal Counsel Jesse Borja and President Kenneth E. Wright, were asked to leave the room.

A. At 5:50 p.m., the Regents concluded Executive Session.

B. Upon returning to the open meeting, Chairman Seman announced that no official action was needed during the session and therefore no official action needs to be taken at this time.

VII. **Adjournment:** A motion was made to adjourn the meeting. The motion was carried and the meeting was adjourned at 6:00 p.m.

Approved By:

Galvin S. Deleon Guerrero   Date
BOR Secretary/Treasurer