Regent Chair Kimberlyn Hinds called the meeting to order 8:04 am

Preliminary Matters
Roll Call

**Board of Regents:** Regent Chairperson Kimberlyn Hinds, Regent Eloise Furey, Regent Galvin Deleon Guerrero, and Regent Margarita Olopai-Taitano

**Legal Counsel:** Jesus C. Borja

**Saipan University:** Jesus Taisague, President of Saipan University; Robert T. Torres, Legal Counsel for Saipan University; Agnes McPhetres, Consultant for Saipan University

Others: John Joyner, Vince Riley, Oscar Rasa, Patricia Rasa and Reina Camacho as recorder.

**International Schools, Inc. dba Saipan University**

Regent Chair Hinds gave the floor to Regent Furey. Regent Furey stated the purpose of today's meeting is to decide on what to do based on the claim made by the students, the protest letter received at the last postsecondary meeting held on November 26, 2003.

Regent Chair Hinds requested Regent Furey to state the process of review. Regent Furey cited policy No 015, "when any person…desires to file a formal complaint …the following procedures apply:

1. all complaints must be presented in writing, be signed by the complaint, and detail the nature and particulars of the complaint;
2. the board shall inform the concerned institution that a complaint has been made and shall be informed about the nature of the complaint;
3. the concerned institution shall have the right to respond to the complaint providing it does so within 30 days after receiving notification of such complaint."

Regent Furey said that should the Board decide to entertain the complaint, the board might choose to go on another procedure, as outlined in policy No 016.

Regent Deleon Guerrero stated that before the Board entertains the complaint, the board will need to remember that under the provisional license, institutions are to make regular detailed reports and requests a discussion on the report that was submitted by Saipan University. Specifically, Regent Deleon Guerrero asked for a copy of the original resignation letter submitted by Dr. Ulloa-Heath.

Robert Torres said when he spoke with Regent Chair Hinds yesterday; he was told the purpose was to receive notice of the complaint from the students. It was only on November 26 did Saipan University know of a written complaint from the students; and in fact, we do not have a copy of that complaint. Secondly, Robert Torres stated that Regent Furey is quoted in the Marianas Variety newspaper that the State Board of Higher Education would suspend the provisional license. Regent Furey stated it is a misquote. Robert Torres then stated that in the Saipan Tribune newspaper quotes Regent Deleon Guerrero to say that if the board concludes there is a major complaint, the board has to follow up including an investigation. Between the two newspaper articles, we can conclude that what is being inferred is the process of receiving a complaint. However, if in fact the purpose of meeting is to impose a suspension, then for the record, Robert Torres said he objects. Also, for the record, Robert Torres stated Ms. McPhetres has resigned as a member of the Board and remains a consultant for the University. Thirdly, we had a telephone conference with Dr. Park yesterday. Dr. Park is in China and the purpose of his trip was to meet with recruiters retained in China for the purpose of informing them there have been
complaints from the students and to correct the situation. Dr. Park will be on Saipan on December 11 and we expect the Board of Regents to request a meeting with him.

Regent Deleon Guerrero requests a copy of the original resignation letter of Dr. Ulloa-Heath.

Jess Taisague said that he was not able to find any in the files and has asked Dr. Ulloa-Heath to send a copy to the BOR. Jess Taisague said that Dr. Ulloa-Heath informed him that she was not able to find her personal copy.

Regent Deleon Guerrero sought a clarification. The agreement was signed in April and referred to Saipan University but the name change was not requested and authorized until September. Regent Deleon Guerrero asked Mr. Taisague if he had knowledge of how or why the name Saipan University was in the agreement. Agnes McPhetres responded that although she does not know why, it could be because they anticipated a name change. Regent Furey responded but the request for a name change did not happen until July or August.

Regent Deleon Guerrero asked a question on internships and said that the BOR is not the approving authority on internships. Regent Furey stated that base on the policy, internships do not fall under the provisional licensing policy. Robert Torres stated that if Saipan University is going to offer internships, it will be included as part of the program of the institution and program matters are part of the Board of Higher Education review and ultimately approval.

Regent Deleon Guerrero stated that in the two reports received, there is an addendum that includes textbook listing. Regent Deleon Guerrero asked for a detailed bibliography to include authors, publishing company, etc and requests the same from incoming textbooks.

Regent Furey motioned for the board to activate the review process based on the letter received on November 26th from the Saipan University students. The motion was seconded by Regent Olopai-Taitano.

Discussion:
Regent Furey said that based on the complaint, the matters are directly related to the conditions stated in the provisional license. For example, educational programs quality and length, insufficient library and learning resources, and the mission, purpose and population of the institution. Regent Furey said that based on the ongoing review of Saipan University, she is looking at the condition of the library and learning resources, the proof of obtaining a surety bond, documentation of financial stability, and the elimination of all misleading information.

Robert Torres said that it seems as though the ongoing review will be looking into the concerns and complaints of the students and we expect that the assessment will cover all areas. Robert Torres said that Saipan University has been meeting with Immigration to discuss the student visas.

Regent Furey said she in activating the review process and the committee could include someone from the community. Robert Torres said that it is good for purposes of objectivity but at the same time, we don't want all the sensitive information pertaining to the University be revealed.

Jesus Borja stated that once the state Board has decided to notify Saipan University of the received student complaint, Saipan University has 30 days to respond. Regent Furey clarified that the investigation is based on the complaint received by the students.

Robert Torres said the ongoing review is subservient. There is no reason to have two separate processes. Give Saipan University a time to respond.
Regent Furey amended her motion to not activate the review process but to send notice to Saipan University that they have 30 days to respond to the complaint.

Regent Chair Hinds requests there be no further discussion and to vote on the motion on the floor.

Regent Deleon Guerrero said that based on the submission of the student complaint, there is grounds to proceed on the latter procedure of investigation.

Regent Chair Hinds stated that the purpose of today's meeting is to inform Saipan University representatives of the letter of complaint written by the students. The question was called and the motion to notify Saipan University of the student complaint and that they have 30 days to respond was unanimously adopted.

Regent Chair Hinds informed Saipan University representative present that they have 30 days to respond to the complaint.

Jesus Borja asked Agnes McPhetres who appoints members to the Board of Saipan University and if new members have been appointed. Agnes McPhetres said that she resigned on November 26 and to her knowledge, no new members have been appointed.

Jesus Borja asked Jess Taisague if he has been communicating with the students to determine what their course of action will be, either to take courses or return home. Jess Taisague said he has and has informed the students if they want a refund and want to return home, they can. However, the amount of the refund will be determined by Dr. Park because some of the expenses have been spent on operations.

Regent Chair Hinds asked for the listing of all the students, their home address, physical location and telephone number. Jess Taisague said he would provide the board a list. Agnes McPhetres said that she's told the students that the Board is representing their interests.

Adjournment
It was moved and seconded. Meeting was adjourned at 9:12 a.m.