Call to Order: 3:30 p.m.

I. Preliminary Matters

A. Roll

1. BOR Members: Vincent Seman; Abolina Cing-Cabrera; Galvin Deleon Guerrero; Eloise Furey; Kimberlyn King Hinds; Margarita Olopai-Taitano; Honorary Student Member Jack Kiyoshi and Honorary Faculty Member Vince Riley.

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

3. NMC Faculty & Staff: President Kenneth Wright; David Atalig; Polly Deleon Guerrero; Bobbie Hunter; Jerome Ierome; Al Johnson; Martin Mendiola; Severina Ogo; Jim Wedding; and Larrisa Savares as recorder.

4. Community Members & Guests: Liberty Donnes; Janet Heineken; Agnes McPhetres; Dr. Park; Dr. Albert San Agustin; and two representatives from Tinian University.

B. Agenda: The agenda was reviewed and approved with the following change:

   Add Acceptance of ALA Accreditation for Librarian Position as Item J of New Business.

C. Minutes of February 24, 2003: The minutes were reviewed and approved with the following change:

   Discussion during executive session was limited to discussion of the financial terms of the acquisition of the new NMC campus and did not touch upon the OPA report.

II. Miscellaneous – none.

III. Reports

A. Personnel Committee – Regent Hinds Reports.

The Personnel Committee met and discussed the following:

1. Salary Reclassification – the Personnel Committee recommends that the President review this issue.

2. HR Procedure 4008 – Recruitment and Hiring Practices – The Board’s involvement in recent interviews cost NMC a lot of money. The Personnel Committee recommends that the President be tasked with revising procedures to limit Board involvement in interviews to the positions of the President and campus administrators.

3. Board self-evaluation: The Board needs to decide on a date to conduct this self-evaluation.
4. **Program Coordinator for NCLEX testing**: Although this is an administrative issue, the President brought this to the attention of the Board because the person applying for this position is his wife and he wanted the Board to address this issue because of the potential conflict of interest.

B. **Program Committee – Regent Furey reports.**

The Program Committee met and discussed the following:

1. **Tinian University Application for Licensure** – Within 30 days, applicant must submit the following documentation: (1) Clarification of administrative staff job descriptions and assignments, administrative staff versus Board membership; (2) Statement of qualifications and experience of all administrative staff; and (3) Course descriptions of GE 373, SO 100, SO 310 and discrepancy of course description SO 200 and course title in catalog degree listing. A letter will be sent out to applicants after the meeting that will list the remaining requirements Tinian University needs to address.

Prior to the meeting of the Board, written documents were submitted by applicant. Some of these communications may or may not address these requirements. Letter will still be sent out and after 30 days, final decision will be rendered regarding licensure for Tinian University.

2. **Hiring of Consultant to Review Post-Secondary Institution Applications** - Board action is not needed. The committee will obtain additional contract proposals and work with the College to follow all Finance and Procurement rules and regulations.

(The following was not discussed in committee meeting—because Regent Furey has worked with one of applicants outside of Board and Committee Chair would like to have Board Chair appoint another program committee person to facilitate this matter because of the business relationship she has with one applicant)

Margarita Olopai-Taitano was appointed chair of the ad hoc committee to hire an outside consultant to review consultant applications.

3. **Saipan University Application for Licensure** -- Board action is not needed at this time. The committee acknowledges receipt of application for licensure and will assign a consultant to review and evaluate application. Saipan University is the first applicant to submit application with $10,000 application fee.

4. **Government Employees Training Opportunity** – The Committee recommends that the Board task the President with exploring the education opportunity for government employees pertaining to unfilled seats in NMC classes.

**Motion:** The Board of Regents tasks the President to explore training opportunities for government employees.

**Action:** A motion was made. There was a second to the motion and the motion carried by unanimous vote.

5. **Rota Corporate Recreational English Language Institute** – The Committee recommends that the Board task the President with working with the appropriate faculty and staff to develop programs and services related to program.
6. Mass Media Communication Program and Internship – The Committee tasks the President with collaborating with the Marianas Variety News & Views to explore a mass media certificated or degree program.

C. Fiscal & Legislative Committee – Regent Deleon Guerrero reports.

A major portion of the items discussed by the committee will be addressed later in the meeting.

1. Policy 4017 Salary Schedules – The committee reviewed the policy regarding salary schedules. The President is exploring reinstating the salary schedule approved by the Board in 1999 that was suspended that same year due to lack of funds. This will be presented to the Fiscal & Legislative Committee at a later date.

D. President’s Report – President Wright reports.

1. Policy & Procedure Review -- NMC’s policy and procedure review is currently underway. The Board has already received a portion for review and has yet to comment.

2. Work plans -- Work plans are in place. The Board has reviewed the President’s work plan already. The Vice President’s and Deans’ work plans will be presented soon.

3. Rota & Tinian Campus Development – Rota is working on the Corporate Recreational Language Institute (CRELI) that will launch in the Fall and the NCLEX exam program that will launch later. On Tinian, Thelma Cing is working on developing the programs for the Tinian Campus. Each campus has been asked to specialize in a specific area.

E. Faculty Senate -- Honorary Board Member Riley reports.

The Faculty Senate has reviewed and/or addressed several issues. They are as follows:

The Humanities Council did a presentation on the Online Encyclopedia and passed out brochures. Copies were made available to the Board. The faculty needs to put together a handbook. A handbook has not been put together since before the last accreditation. There are several concerns about policy that the self-study revision team is working on now and policies are now under review. A committee has formed to monitor diversity of faculty to avoid underrepresented minorities passed over. The Faculty Senate is also looking at revising Faculty Senate Constitution. There may also be a need for a new faculty orientation to also include culture and information outside of NMC. Professional Development Day was completed.

The Faculty Senate passed two resolutions. They are as follows: 1. A faculty representative should be present in salary negotiations before contract signing takes place to prevent pay inequities. 2. The faculty senate voted in support of a requirement of a grade of C or higher that must be achieved by all students in their core courses.

Discussion:

a. It is appropriate for Faculty Senate to be involved in establishing guidelines for policy. It is not appropriate to be involved in the hiring of faculty.

b. Faculty are involved in the interview process, but once done it is turned over to the Human Resource Office and faculty involvement stops. There have been some pay inequities in the past and faculty would like to participate to prevent it in the future.
c. If this is happening now, it needs to stop.

F. ASNMC – Honorary Regent Jack Kiyoshi reports.

ASNMC has participated in/organized several activities. They are as follows: CPA Terrorist Drill, Charter Day which is on April 5th, Graduation Committee, Phi Theta Kappa, and the development of the Student Activity Fee Handbook.

Discussion (re: Charter Day):

a. Because NMC has a board policy against consumption of alcohol and the possibility of grants being jeopardized, the ASNMC is no longer exploring the option of serving alcohol at Charter Day.

b. There is a conflict between Flame Tree Festival and Charter Day celebrations.

Discussion (re: Graduation):

a. The question was raised regarding whether or not graduation could be held on individual islands, as families of graduates on Tinian and Rota have to fly out at considerable expense to Saipan to attend a graduation.

b. The President supports the idea not only because of impact on students’ families, but also because it maintains pride in the campus.

IV. New Business


The House of Representatives recently passed a bill which would strip the Board of Regents of its powers to license private post-secondary institutions. The committee reviewed the bill and supports it with recommendations to create a regulatory body to regulate private post-secondary institutions.

Motion: That the Board of Regents formally convey their support for HB 13-246 with the recommendation that the bill may require a constitutional amendment and that the Board would recommend that the Legislature create a regulatory body to regulate private post-secondary institutions.

Discussion:

a. There was discussion as to whether or not this was to clarify the intent of the constitution, but the committee feels it is intended to be an amendment.

b. Because it is a constitutional amendment, the Board would be derelict in its duties if it did not bring this to the attention of the Legislature. The Board needs to check into this and find out if this is a constitutional amendment or an amendment of a law.

c. Wording such as "The Board supports the intent, but notes that it may be a constitutional amendment" should be used to tone down the effect of letter.

d. Regent Deleon Guerrero was tasked with writing the response to this bill.

Action: A motion was made. There was a second to the motion and the motion carried by unanimous vote.

The U.S. Department of Education has imposed sanctions on NMC because financial audit reports were not submitted in a timely manner. The Director of Financial and Administrative Services and the Director of the Office of Admissions, Records and Financial Aid have been working with the U.S. DOE to ensure that students get their reimbursements for financial aid and Pell Grant as soon as possible. The audits for 2001 and 2002 are forthcoming. In the future, the college will be prompt in its submission of documents.

**Motion:** To officially task the President to address and resolve the sanctions imposed by the U.S. DOE.

**Discussion:**
- a. All requirements will be sent out on Tuesday.
- b. Prior to sanctions, NMC could request money to reimburse students and submit documents after the reimbursements were complete. With sanctions, paperwork must be submitted first.
- c. Once documents are submitted, they have 30 days to review documents and 1 week to release funds.
- d. A letter is going out to students explaining situation.
- e. The effect on students will be a delay in reimbursement.

**Action:** A motion was made. There was a second to the motion and the motion carried by unanimous vote.

C. Review of Policies and Procedures (addressed in President’s report)

D. Hiring of consultant for licensure applications (addressed in committee report)

E. Saipan University – Receipt of Application for Licensure (addressed in committee report)

F. Government Employees Training Opportunity (addressed in committee report)

G. Development of a Rota Corporate Language Institute (addressed in committee report)

H. Mass Media Communication Class/Internship Program (addressed in committee report)

I. NMC Policy 1002 – College Organizational Chart – Chairman Seman reports.

This policy was a center of a great deal of confusion between NMC and OPA. The previous board adopted it and made it policy, but this Board agreed that it does not belong as policy.

**Motion:** To repeal policy #1002 in its entirety.

**Discussion:**
- a. Policy and procedure had the exact same chart.
- c. The Board has never initiated policies. It has been up to the administration.
- d. APA says that the Board must post notice of intent to repeal a policy.

**Action:** The motion was withdrawn.

**Motion:** To announce the intent to repeal Policy #1002 in its entirety.
Discussion:
a. The intent to repeal needs to be published in the Commonwealth Register.
b. This item will be tasked to the Program Committee.

Action: A motion was made. There was a second to the motion and the motion carried with a unanimous vote.

J. Recruitment of Librarians with degree from ALA or equivalent institution – Regent Hinds reports.

NMC is not getting applicants from the United States for its librarian positions due to the fact that NMC is not offering a competitive salary and there is a shortage of librarians in the U.S. as well. NMC needs to revise the job descriptions to include “degrees from programs recognized by the ALA or equivalent institutions” in order to open up position to applicants from countries such as Australia and New Zealand. This was brought before the Board because public law requires Board to recognize accrediting agencies before applicants with degrees from these organizations can be hired.

Motion: To recognize degrees from ALA or equivalent institutions for job vacancy announcements.

Discussion:
a. There are still U.S. citizens applying for these positions, so NMC needs to make an effort to hire these applicants whenever possible.

Action: A motion was made. There was a second to the motion and it carried by unanimous vote.

V. Old Business

A. Acquisition of new NMC campus – deferred to Executive Session.

B. Tinian University – review of status of application and requirements for licensure – (addressed in committee report)

C. Designation of Public Domain Land on Rota -- Regent Hinds reports.

Motion: To enter into this agreement of designation of public land on Rota.

Discussion:
a. There is a shortage of public lands and there have been problems with agencies subcontracting land.
b. There is a need to upgrade facilities and find land to do this on.
c. A question was raised whether NMC wanted to enter into an agreement where one party leased NMC the land and the other party built the facility.
d. MPLA does not want deeds; they want part of revenue.
e. Right now, the land is not completely owned by NMC.

Action: A motion was made. There was a second to the motion and the motion carried by unanimous vote.
VI. Executive Session: All except President Kenneth Wright, Legal Counsel Jesse Borja, and Larrisa Savares were asked to leave the room.

A. At 5:05 p.m., the Regents entered into Executive Session.

B. Upon returning to the open meeting at 5:42 p.m., Chairman Seman announced that confidential matters related to the financial terms of acquisition of the new NMC campus were discussed. NMC also acknowledged receipt of the notice of appeal from 6 of the employees terminated during the September 2002 reorganization. On the issue of the acquisition of the new NMC campus, official action was not needed during the session, therefore official action does not need to be taken at this time regarding the acquisition of the new NMC Campus.

Motion: To task the President and Legal Counsel with preparation of a response to the individuals filing an appeal. The response would deny this appeal because policy is silent with respect to the appeal and the Board feels anything beyond 30 days is unreasonable.

Action: A motion was made. There was a second to the motion and it carried by unanimous vote.

VII. Adjournment: A motion was made to adjourn the meeting. The motion was carried and the meeting was adjourned at 5:45 p.m.