Call to Order at 10:10 a.m.

I. Preliminary Matters
   A. Roll Call
      Board of Regents: Acting Chair Kimberlyn King-Hinds, Regent Margarita Olopai-Taitano, Regent Galvin Deleon Guerrero, Regent Eloise Furey, Regent Jack Kiyoshi, Regent Danny Wyatt, and Regent Abelin Cing-Cabrera

      Legal Counsel: Jesus C. Borja

      NMC Staff & Faculty: President Kenneth Wright, Al Johnson, David Atalig, and Reina Camacho as recorder.

   B. Review & Adoption of Agenda
      ▪ Add under New Business Item C Election of BOR Officers
      ▪ Add under New Business Item B NMC Mascot
      ▪ Move from Miscellaneous Item A Civil Case to Executive Session
      ▪ Move from Miscellaneous Item B PL 10-66 to Item IV B. President Report

      It was moved and seconded to adopt the agenda as amended. Motion carried.

   C. Review and Adoption of Minutes
      ▪ Meeting minutes of May 30, 2003; July 24, 2003; Aug. 29, 2003 and September 11, 2003 were reviewed.

      It was moved and seconded to adopt all meeting minutes. All meeting minutes were adopted as submitted - no change.

II. Miscellaneous
    None.

III. Public Input
    None.

IV. Reports
    A. BOR Standing Committees
       1. Program committee - Regent Furey reported.

          Program committee made the following recommendations:
          ▪ to adopt facility management policy as submitted;
          ▪ to grant Pacific International University their request of provisional licensure extension for another 4 months, beginning October ending in January 2004 upon payment of $250 non refundable processing fee. A motion was made to grant the provisional licensure extension and was seconded. There was no discussion and motion is carried.
          ▪ to make necessary changes on licensure issue for Tinian University - change name from Tinian University to International Schools, Inc. dba Saipan University. Their nonprofit charter was received and committee recommends to apply the same conditions on the issued license. Regent Deleon Guerrero moved and was seconded by Regent Olopai-Taitano. There was no discussion and motion is carried.
Other issues discussed:

- The Joint Meeting with the BOR and the PSS Board of Education is confirmed for Tuesday, October 21 at 10 a.m. at BOE conference room and an updated agenda is needed by all Regents.
- The BOR operations policy is at the Attorney General's Office and we are awaiting status for publishing.
- The committee was presented on Distance Learning. President Wright added NMC's made a lot of progress regarding technology. Regent Furey said there are follow up that need to be made regarding MCV matters.
- The next program presentation is the School of Education including the College Lab School.

2. Personnel committee - Regent Hinds reported.

- Received an update on faculty handbook; a draft will be released by next month; Regent Wyatt said he can email out draft.
- Reviewed HR policy and the committee has no recommendation at this time. A meeting will be established for the purpose of discussing policy itself no other issue.
- The committee discussed the BOR Employee Satisfaction Survey and recommended the President and his office draft recommendations. The committee will wait till next committee meeting to review the recommendations. Legal Counsel Borja said he was not asked for his comment on the HR policy or the Facility Management policy but he went ahead and reviewed and commented. It was said the current procedure is to submit items to the Board of Regents then it is sent to Legal Counsel for final review. It was agreed upon that all policies for review are to be sent simultaneously to Board of Regents and Legal Counsel.

3. Fiscal and Legislative Committee - Regent Deleon Guerrero reported.

- Discussed insurance matter in particular the expansion to northern campus. We are waiting for scope of work to be written by consulting service.
- Continued discussion on the salary increase item to comply with the 1999 policy.
- Discussed the Position description for the Director of Development and requests the description be ready for announcement and will involve alumni fundraising program.
- Discussed the rules and regulations of student immigration. President Wright drafted a response letter and President Emeritus made first response to the new rules and regulations.
- Discussed the Chief IT Officer position from a graded position to an ungraded position to give salary increase. The committee asked for assessment of the position and will be discussed at the next committee meeting.
- Discussed the vacancy of the Marketing/Public Relations position. It was determined that the current PR team will submit a draft of a plan of action by the Retreat on Oct. 15.
- Discussed the legislative budget submission of the 1.4 million cut and the various options for the college to take. There are 4 possibilities:
  a) RIF of at least 36 employees
  b) increase tuition
  c) closing of one or more campuses
  d) close one or more programs i.e. school of education
- Regent Hinds asked Regent Kiyoshi for his opinion as a student. Regent Kiyoshi responded that students will definitely not take the budget cut well and no option is good.
- Regent Hinds asked Regent Wyatt for his opinion regarding faculty. Regent Wyatt said faculty will not be happy and it’s already hard to find instructors.
- Regent Kiyoshi further said that legislature said it would focus on education but I guess they changed their mind. Regent Wyatt asked if affects accreditation. President Wright said yes, it does affect NMC’s accreditation. The first level of sanction regarding accreditation would be a probationary status.
Regent Olopai-Taitano asked what is the basis for cutting? Regent Deleon Guerrero said there was no mention of what specific program; they just made a cut of $1.4.

Regent Hinds asked if $1.4 was pulled out of a hat and if NCM is the agency with the biggest budget cut? Regent Deleon Guerrero said yes, NMC is one of biggest. David Atalig said that $1.4 difference from what Governor submitted to Legislature. And $1.1 million from what we are currently getting. Regent Deleon Guerrero said but now we have to factor in paying our own utilities.

The Planning, Budget & Evaluation (PBE) committee addresses the concerns and submitted to F/L committee. President Wright said that this issue deserves further discussion on Monday by leadership team and stated it is better to do cuts now than wait till January.

Regent Hinds reminded Regent Kiyoshi that NMC students have more voice than anyone. Regent Kiyoshi said that there would be a forum with candidates.

President Wright expressed his concern about people not believing that we are going to get budget cut. This is a real issue.

Regent Deleon Guerrero said it's hard to tell what is really going to happen and is concerned that it was done with out any consultation.

David Atalig replied the Governor's budget office (OMB) worked closely w/him, but none from the house. In fact, communication was initiated by NMC to call legislature.

Regent Hinds asked for recommendations.

Regent Deleon Guerrero suggested developing a plan of action to address the budget cut.

Regent Furey asked if this was transmitted to the Governor? Regent Deleon Guerrero said no it hasn't because the Senate is yet to be determined by the court.

Regent Furey asked what happens if we are operating on continuing resolution? David Atalig replied we are better off with continuing resolution than the proposed budget cut.

It was determined the leadership will develop a plan and present it to the board.

B. President - President Wright reported.

1. Procedure. President Wright suggested moving all BOR resolutions to be separate from regular meeting agenda items.

2. Staffing Analysis. President Wright stated that using NACUBO data, on size of institution and number of staff as a guideline, we are currently overstaffed. I.e. running 2 small campuses…but we need to continue doing so. Other things not so clear such as we have small class sizes – so we need to fill classes. Our problem is really more an under enrollment not over staffing problem. As we grow with Pacific Gateway, staffing will be balanced over time and project into the future and we'll grow into staffing needs in phases. Current over staffing does not look very bad.

Discussion:

- Regent Olopai-Taitano asked if this is a reorganization. President Wright said no, not reorganization.
- Regent Furey asked regarding old reports most U.S. college spend about $6000 per student, how much is NMC's cost per student.
- President Wright College said NMC's $8200 per student and we are closing in on this number. The reason we're still costly is because of our under enrollment. It is expensive, but given size and configuration, we are ok and happy with our number.
- Regent Wyatt raised the issue of Saipan University taking English placement tests. NMC does not charge but it does cost 75 cents per student to administer.

3. Tuition and Fees – President Wright said revenues have been reviewed and now looking at fees to raise revenue. Costs that are spread across campus there should be fees applied when specific to certain function, i.e. application fee. Certain lab i.e. scuba costs to renting tank, only...
scuba students should pay that cost. But, there should be some overall charge for those that overlap such as computer lab and technology fee.

4. **Response to PL10-66 issue** – President Wright stated one of the things is ‘what people mean whey they say vocational education.’ For some it means hands on carpentry, brick and mortar, etc. Vocational Education really means giving people skills to get jobs. NMC will be redesigning programs to do this. One thing President is not aware of is the reporting requirement that says we report towards the end of the fiscal year. We’re not ready to submit report by October 1. Tony Guerrero said we usually submit the report 30 days after the fiscal year. Regent Deleon Guerrero asked if we’re in compliance with P.L. 10-66. The answer is yes.

C. **Faculty Senate** - Regent Wyatt reported.

Professional development day is scheduled for October 3 with Jerry Smith. The faculty senate will provide lunch and dinner following. Regent Hinds directed President Wright to provide professional development for staff and the Board of Regents as well.

D. **Associated Students of NMC** - Regent Kiyoshi reported.

- ASNMC is organizing a toga party for students in November;
- Gearing up annual haunted house fundraising event at the La Fiesta facility;
- Forum for candidates Monday thru Thursday next week at the student center 10:30 a.m.;
- Launched an effort to get clubs submit yearly applications and bylaws;
- Held youth congress election;
- Attended various campus meetings;

Regent Hinds asked for an update on Student Government on Tinian and Rota. Regent Kiyoshi said he is researching the issue now and he is not aware of the status yet. He tried to communicate via email. ASNMC Rota is organized in bringing graduates over as well in fundraising events. Suggest encouragement from administration to help with Student Government. Regent Deleon Guerrero suggested utilizing the distance learning room to meet with all representatives regular monthly meeting.

**Discussion:**

- Regent Cing-Cabrera asked about distance education as she used to see it on TV. Regent Deleon Guerrero responded the committee spoke with Jim Wedding at yesterday's presentation. Jack Sablan said its not going to go through TV, but through Verizon’s internet

V. **Old Business**

A. **Pacific Gateway**

Draft copy of lease agreement was reviewed. Regent Deleon Guerrero stated the current tenants are expecting a response by October 15. Regent Deleon Guerrero recommends the F/L committee meet within the next week or two perhaps a special meeting on October 14 to give time for legal counsel to review the lease agreements.

The leadership team met with vendors at La Fiesta to explore i.e. landscape, elevator, etc. Al Johnson recommended extending contracts especially in the area of maintenance until we know what's going on. Quotes for inspection were issued from H.K. Pangelinan and EFC Engineering. EFC was recommended.

**MOTION:** A motion was made to authorize BOR legal counsel to communicate with the legal counsel of Coco’s and Nikko regarding the NMC concerns on the titles of the land of La Fiesta of the pacific gateway project. Regent Furey seconded the motion.

No discussion. Motion carried.
MOTION: Regent Deleon Guerrero motioned to direct the President to formulate communication to CNMI public to address questions and concerns regarding the gateway project and to disseminate communicate by October 3 (initial update). Regent Furey seconds the motion.

Discussion:
- Regent Furey stated there's a letter to the editor almost everyday.
- Regent Deleon Guerrero suggested the communication be in two modes: a) lay man's essay; b) Frequently Asked Question. Regent Deleon Guerrero further suggested scheduling a public forum within the next 2 or 3 weeks at Multi-Purpose Center and invite everyone to answer the questions and concerns.
- Regent Deleon Guerrero amended his motion to include the previous statement on the modes of communication.
- Regent Hinds asked what is the goal and purpose of the forum. Regent Deleon Guerrero replied the purpose is to inform the general public and we can do more as a forum or town meeting/public update/etc. We need to brace ourselves for the critics. Let's continue to do the right thing even though it's not very popular.
- Regent Hinds asked for the President's comments. President Wright said it is a good idea and we've made many presentations to the community already. Are we going to see the same people?
- Regent Deleon Guerrero responded there might be the same people, but at this event, we can give specific answers to their questions. Some just need to vent.
- Regent Furey stated the BOR needs administration to set-up with logistics and advertising.
- Regent Deleon Guerrero recommends the forum on the night of the 14 of October and for all Regents to be present.

The motion was re-announced. The motion on the table is to direct the President to formulate communication to CNMI public to address all questions and concerns regarding the gateway project and to disseminate communicate by Friday, October 3 and suggest the communication be in two modes: a) concise lay man's essay b) Frequently Asked Question via any means necessary followed up by public forum held on Oct. 14 or 15 to invite all members of the community. This motion was previously seconded. With no further discussion, the motion is carried.

B. 2004 Consolidated Budget
Regent Deleon Guerrero moved to adopt the 2004 Consolidated Budget resolution. Regent Furey seconded the motion. For the record, Regent Deleon Guerrero read the resolve section. There was no discussion and the motion is carried.

C. Facilities Management Policy
As recommended by the program committee for adoption, Regent Furey requests that David Atalig work with legal counsel for resolution adoption at the next meeting. Item was then tabled upon legal counsel review.

D. Human Resources Policy
Regent Hinds stated as there are no recommendations and the policy is still under review by the Board the legal counsel this item was tabled.

VI. New Business
A. Student Development Policy Proposal
Assigned to Program Committee for review and the Student Development policy is under the management of Kurt Barnes, Dean of Student Development.
B. Elections
Regent Deleon Guerrero moved to open nominations for Regent Chair position. Regent Furey seconded the motion. Motion is carried. Regent Deleon Guerrero nominated Regent Hinds and Regent Furey seconded the motion. Regent Furey moved to close nomination and the motion was seconded. By acclamation Regent Hinds is the Chair of the Board of Regents.

Regent Deleon Guerrero moved to open nominations for the Vice-Chair position and Regent Furey seconded the motion. Regent Deleon Guerrero nominated Regent Olopai-Taitano as Vice Chair and Regent Furey closed the nominations. Regent Furey moved close the nomination and Regent Deleon Guerrero seconded the motion. By acclamation Regent Olopai-Taitano is the Vice-Chair. Regent Olopai-Taitano commented that she is uncertain of her term to serve as Vice-Chair due to personal health situation. The Board of Regents agreed that appointments are to remain as is.

Appointments for Committees:
No change for committee except for personnel committee; Regent Hinds asked Regent Olopai-Taitano to be the Chair for the personnel committee. Regent Olopai-Taitano agreed to be the Chair for the Personnel Committee.

C. NMC Official Mascot
Regent Jack sent proposal to Board and is included in the binder. NMC needs an official mascot because there is discussion that the mascot is the fakpi or proa. Regent Kiyoshi requests approval from the Board of Regents to conduct a campus wide survey and through popular vote, hold an election on the submitted mascots. This will be presented to the Board for final approval. Regent Kiyoshi said in the past, the BOR approved the logo and colors but not a mascot. President Wright said he hopes this survey will clear up confusion regarding the logo and the mascot. The fakpi is a seabird with a long white dovetail.

D. Electronic Banking
Regent Deleon Guerrero moved to adopt the resolution found in the President's Report to authorize President and the Board Chair to implement online banking for NMC. Regent Furey seconded the motion. Regent Deleon Guerrero read the resolve section of the resolution.

Discussion:
- Regent Deleon Guerrero said the fiscal and legislative committee meeting discussed the matter at length and the committee recommends its adoption because it will save some money for college and help folks on Rota and Tinian.

With there no further discussion, the motion is carried. Resolution adopted.

VI. Executive Session
The Board went into executive session at 11:50 a.m. and reconvened the meeting at 12:40 p.m.

VIII. Reconvening of Executive Session
Chair Hinds announced that the matters discussed in executive session dealt with personnel and legal matters. No action was required.

IX. Adjournment
It was moved and seconded. The meeting adjourned at 12:40 p.m.