Called to order at 10:06 a.m.

I. Preliminary Matters

Roll Call

Board of Regents: Regent Kimberlyn King-Hinds, Regent Margarita Olopai-Taitano, Regent Eloise Furey, Regent Elaine Orilla, Regent Jose Sablan, Danny Wyatt for Honorary Faculty Regent Greg Folta, Honorary Student Regent Agatha Ketebengang, and Honorary Staff Regent Lorraine Cabrera.

Legal Counsel: Jesus C. Borja, Esq.

NMC Faculty and Staff: Acting President Jack Sablan, Elsie DLC Halstead, Loly Kingzio, Joyce Taro, Al Johnson, Jean Duenas, Jeanette Villagomez, Raaj Kurapati, and Vera Pangelinan as recorder.

Guest: Vince Merfalen.

Adoption of Agenda

Agenda was adopted.

Adoption of Minutes

• Minutes of the April 27, 2005 meeting were tabled.
• Minutes of the May 26, 2005 Special Meeting were tabled.

II. Public Comments/Miscellaneous

1. Regent King-Hinds announced that the NMC Foundation is sponsoring its 3rd Annual Golf Tournament this weekend, on July 2. On July 10, Martin Nievera will perform a concert on Saipan with proceeds going to the NMC Foundation. She encouraged all the regents to come out and support the Foundation's fundraising efforts for the College. There will be a media blitz for Martin Nievera starting tonight, June 30, on the Filipino station, continuing on the morning of July 1 with Harry Blalock.

III. Reports

a. BOR Standing Committees

Personnel Committee - Regent Olopai-Taitano reported that no action was taken, but provided a few updates.

1. Regent Olopai-Taitano expressed her concern that, given the current and ongoing lack of BOR staff, vice Reina, the preparation of BOR and committee minutes for Board review and approval has been slowed. She would like the administration to make sure that meeting minutes are drafted and ready for review before the next meeting. She said it bothers her when she can't read and review what happened at the last meeting; the meeting minutes are a tool she uses to follow up on what is pending and what needs to be tackled after that.

2. The employee performance evaluation instruments were discussed. It was recommended to make the instruments available on line so the NMC family can have access to them and nobody is left behind.

3. Regent Olopai-Taitano gave an update on staff vacancies. She hopes that the vacancy announcements will be provided to all employees so that they can be fully aware of them. The staff are to check with the HR Office. Elsie was asked to accommodate the staff's questions regarding employment vacancies or concerns.

4. Thirty HR policies have been addressed, with another 32 currently under review. Additional input will be sought from other members of the NMC family.

5. The position of NMC Foundation Executive Director/Special Assistant to the Board was not discussed. Regent Olopai-Taitano said the NMC Foundation President advised her that if we
do not hear from them by today, June 30, we can assume that the position description meets
with the Foundation’s approval, but he asked for the regents’ input, if any.
6. The regents will have a briefing session with Dr. Fred MacFarlane next week, on July 6 at 10
   a.m., concerning the Management Review Desk Audit.
7. Regent Olopai-Taitano requested that, whenever a Board of Regents committee meeting is
   scheduled, the agenda be spammed to all three campuses in advance. This would inform
   the entire College community about topics slated for consideration by the committee, and allow for
   fuller discussion and deliberation about agenda items in the committee meeting. To the extent
   possible, she said, any detailed issues concerning NMC should be addressed in committee
   meetings, not in a meeting of the full Board. When it comes to the regular Board meeting, that
   is when action would be taken.

Program Committee
Regent Orilla reported no action was taken. The only concern brought up at the meeting was about
the Postsecondary Education Licensing Policy revision that was supposed to be presented, but was
not available. That item will remain on the agenda under Old Business.

Fiscal-Legislative Committee
Regent Hinds said there was no Fiscal-Legislative Committee meeting. However, she asked Raaj if
he would like to report any updates.
1. Raaj Kurapati said he would focus his comments on the audit. The audit is showing
   improvement, but there are still some issues to be addressed. He suggested scheduling a
   meeting to review and discuss the audit.
2. Regent Hinds asked whether the meeting could be scheduled at a later time or if it was urgent.
3. Raaj Kurapati said it should be scheduled prior to the next Board meeting. He was asked to
   arrange the meeting for July 6, after the briefing session with Dr. MacFarlane.
4. Regent Hinds asked about the status of Pell grants.
5. Raaj Kurapati said we continue to have challenges with Pell. As you know, our initial
   understanding with Pell was that we would try to process all 2004—2005 files. As things now
   stand, 70% of those files have been processed. Approximately 200 files are still pending. He
   has drafted a letter to Pell requesting an extension of the deadline to August 2005. He
   contacted Martina Hernandez from the San Francisco office and gave her the heads up that the
   letter is forthcoming. Martina indicated to him that this would obviously impact our ability to get
   off reimbursement status.
6. Regent Hinds asked what we are doing in terms of recruiting for the Director of Financial Aid
   position.
7. Raaj Kurapati said he just saw the recruitment request this morning because he has been off
   island. He will sign off on it. He will make a detailed report about the Pell situation at the next
   Board meeting. He said that when we went through the files, we found that the applications of
   approximately 80 students had not been submitted to the central processing center before the
   stated deadline. It is therefore the fault of our institution, and of our third-party service provider,
   that those students did not get their Pell awards. When we contacted Pell regarding one of
   these students, they indicated that the institution was at fault for not processing the paperwork
   in time for the award to be made.
8. Regent Hinds asked, could you bring this down in terms of dollars?
9. Raaj Kurapati said it involves about $150K, which is something we have to propose to the
   Board at the next meeting.
10. Regent Hinds said the Fiscal-Legislative Committee Chair is not here, but we really need to talk
    about this at the committee level in terms of an action plan.

b. President
1. Acting President Jack Sablan said, per his discussion with President Guerrero, that the
   President’s Report would be deferred until July’s Board meeting.
2. Acting President Sablan shared information about two upcoming NMC Foundation events. On July 1 at 6:00 p.m., poolside at the Saipan Grand Hotel, there will be an appreciation reception for all the Golf Tournament sponsors, and then on the evening of July 2 the Tournament Banquet will be held poolside at the Hyatt Regency at 6:00 p.m. He invited the regents to both events, to express their thanks to the sponsors and the Foundation.

3. Regent Hinds said she strongly encourages all the regents to attend both events, which the Foundation Board members worked really hard to put together. It's our way of reaching out to the community to say thank you for supporting the College, and to encourage them to continue supporting the College.

a. Faculty Senate – Danny Wyatt reported for Honorary Regent Greg Folta.
   1. Danny Wyatt said the Faculty Senate has been working for the past year on the Probationary/Service Contracts for faculty. He distributed copies of the 10-Month Non-Instructional and the 10-Month Instructional Faculty Contracts with changes, and provided the regents with the faculty's comments on this issue. He welcomes any suggestions and looks forward to having the contracts approved at the next Board meeting.
   2. Regent Hinds said she likes the idea of the faculty themselves considering and working on their own contracts.
   3. Pending review by appropriate parties, the Faculty Senate has completed evaluation forms for CRES scientists, librarians, department chairs, counselors, and ABE instructors—that is, the 12-month faculty.
   4. The Senate has formed, in conjunction with the Dean of Academic Programs and Services, an Ad Hoc Committee on Workload. A final report was prepared and presented to the College Council, and they are working on the recommendation that we provided them.
   5. Most of the information provided here is available on the NMC Online web page under Faculty Senate.
   6. Professional Development Days are scheduled for August 11 and 12. Faculty from Tinian and Rota are included.
   7. Regent Furey asked that before the contracts go to the Board for approval at the next meeting, two preliminary actions be taken. First, the Legal Counsel will need to review the contracts. In addition, because we are undertaking revisions to the HR Policies, the HR Office should review the contracts for consistency with the revised policies.

b. ASNMC – reported by Honorary Student Regent Ketenbengang.
   1. Honorary Regent Ketenbengang distributed copies of a report highlighting ASNMC’s activities and accomplishments for the past year.
   2. The ASNMC Constitution is currently under review, and the intention is to revise it to include ASNMC representation from the Tinian and Rota campuses.
   3. The orientation packages for the next ASNMC officers have been completed.
   4. The ASNMC election for AY 2006 is scheduled for Fall 2005.
   5. Honorary Regent Ketenbengang said ASNMC does not currently have an advisor.
   6. Regent Furey asked what is going on with the advisor situation.
   7. Honorary Regent Ketenbengang said we need a program coordinator in order to advise us. Edwin Propst does not have a program coordinator.
   8. Regent Furey asked if it's a volunteer position.
   9. Honorary Regent Ketenbengang said no, it's a paid position, which was formerly held by Adryanne Sablan. The program coordinator under Student Activities is under the ASNMC By-laws.
   10. Regent Olopai-Taitano asked how frequently ASNMC on Saipan communicates with Tinian and Rota students.
   11. Honorary Regent Ketenbengang said we frequently communicate via e-mail.
   12. Regent Olopai-Taitano asked if they hold periodic or annual meetings on Rota and Tinian.
   13. Honorary Regent Ketenbengang said no, we are trying to bring them on board so we can hold annual meetings there.
14. Acting President Jack Sablan requested Honorary Regent Ketenbengang to meet with the President upon his return, to work out an alternative regarding ASNMC’s request for an advisor.

15. Regent Olopai-Taitano commented that any planning of activities, for example, Charter Day activities, should be discussed in advance, because whatever happens, it all comes down to us and the College.

16. Regent Hinds said she wants to issue some form of apology to the public, and asked Acting President Jack Sablan to work on one.

17. Regent Sablan suggested setting up standards and rules that would apply to any kind of NMC activities.

c. **Staff Senate** – reported by Honorary Staff Regent Cabrera.
   1. Honorary Staff Regent Cabrera reported that nearly 30 members of the Staff Assembly met on June 10. We presented the draft permanent contract and the workload compensation recommendations. Both were approved pending minor changes. However, they need to be sent to the HR Office and to our Legal Counsel for review. She hopes to have something ready for the Board to review before its next meeting.
   2. Regent Hinds asked, do you think you'll be looking for Board action at the next meeting?
   3. Honorary Staff Regent Cabrera said yes.
   4. Danny Wyatt asked if both the faculty contracts and the staff contracts could be considered by the Board at the same meeting.
   5. Regent Hinds said yes, as long as we are not violating any policies.
   6. Regent Furey said to bear in mind that we are still in the process of reviewing the proposed revisions to the HR Policies.
   7. Honorary Staff Regent Cabrera said that according to HR, in all those proposed policies relating to staff or faculty there is a little notation, saying pending contracts or revisions.

IV. **Old Business**

b. **Post Secondary Licensing Policy**
   1. Regent Hinds said we were hoping to take action on the policy today but we are having a bit of a struggle getting the revision done at the Board level, ready for adoption. In the absence of Regent Furey we had assigned the licensing policy review to Regent Guerrero; however, he has been very tied up. At this time she informed the Program Committee Chair that she is reassigning the work back to Regent Furey, along with the chairmanship of that committee. Regent Furey is more familiar with the process and the policy, and also she has been working on it from the very beginning.
   2. Regent Furey said she accepts the assignment. She requested a copy of the meeting minutes of April 19, 2005 and a copy of the Legal Counsel's letter that was forwarded to the Attorney General's Office.
   3. Legal Counsel Borja suggested an additional step, which is to confer with Regent Guerrero on what has been done so far.
   4. Regent Hinds said she is a little bit concerned about the length of time it has taken us to adopt the policy. We have been holding special meetings to address this. She would really like to see something happen, possibly by July's meeting.
   5. Regent Furey said for clarification, from our last discussion, our revisions focused on typo errors, more definition, etc., and that was why we needed to meet with Dan Nielsen. Secondly, once we make the corrections, we prepare a draft for the Board's review and approval, and then send it to the Attorney General's Office.
   6. Regent Hinds commented that she does not want to negotiate with the AG's Office on how we are going to word our policy. She does not want to set that kind of precedent for the future. It is our job. If the AG does not agree with it, the Board is still within its legal rights to set policy; we should just go for it.
   7. Regent Furey agreed with Regent Hinds.
V. **New Business**

a. **Election of Board of Regents Vice-Chairperson**
1. Regent Hinds said, as you know, every odd year we elect our Vice-Chairperson. She opened the floor to nominations.
2. Regent Furey said, the current Vice-Chairperson is Regent Olopai-Taitano. She would like to hear from her about whether she would wish to renew.
3. Regent Olopai-Taitano said that when she was first nominated, she was very hesitant to accept because she had plans to go abroad, but that has changed.
4. Regent Orilla nominated Regent Olopai-Taitano for the Vice-Chairperson position. Regent Furey moved to close nominations.
5. Regent Olopai-Taitano accepted.

All regents voted in favor of closing nominations.

b. **New Rehabilitation Training Program Grant Resolution**
1. Acting President Sablan gave a background summary. We have been invited to put together a grant proposal to provide rehabilitation training for special clients of the College. He said that President Guerrero is very interested in pursuing the grant. We are requesting a resolution from the Board to endorse and support the grant proposal, a resolution which will serve to strengthen our application.
2. Regent Olopai-Taitano moved to endorse the resolution. Regent Furey seconded.

**Discussion**
1. Regent Olopai-Taitano said that in addition to the resolution, she recommends that in the future we support programs to improve the quality and life of our students here, especially those who participate in the programs, and that more such programs be locally funded. She strongly recommends to the administration that we not be dependent on federal grants.

All regents voted in favor of adopting the resolution. The motion was carried.

Regent Sablan raised the subject of honorary degree programs. Since this is the only accredited institution of higher education in the CNMI, he asks the President or his assistants to set up a committee to develop honorary degree programs. Last month’s Commencement Exercises represented the second such ceremony he has attended for NMC. He said it is a waste because the year just goes by without having this kind of program for a lot of deserving individuals here in the CNMI. Acting President Sablan said the administration will conduct appropriate research and have something to report at July's meeting.

VI. **Executive Session** – None.

VII. **Adjournment**
Meeting adjourned at 11:02 a.m.

**ADOPTED: June 30th, 2005**