Board of Regents (BOR)  
Regular Meeting  
March 22, 2006 Summary  
Venue: Board of Regents Conference Room  

Meeting Facilitator: Kimberlyn Hinds, Chairperson of the BOR  
Recorder: Mark Mendiola, Special Assistant to the BOR  

Chairperson Hinds called meeting to order at 3:40 p.m.  

I. PRELIMINARY MATTERS  

A. Roll Call -  

Regents and members present: Kimberlyn Hinds (BOR Chairperson), Eloise Furey (Regent), Lindsa Lizama (Regent), Charles Cepeda (Regent), Antonio DeLeon Guerrero (President of NMC), Jesus Borja (Legal Counsel), Lorraine Cabrera (Honorary Member, Staff Senate) and Greg Folta (Honorary Member, Faculty Senate).  

Regents and members not present: Rose Jones (Honorary Member, ASNMC).  

NMC Faculty/Staff present: Danny Wyatt (Dean of Academic Programs and Services), Eric Plinske (Acting Dean of COMPASS), Jeanette Villagomez (Dean of Student Development), Glenn Keaton (Chair of Academic Council).  

B. Review and Adoption of Agenda - The Board moved, seconded and unanimously adopted the agenda with the following changes:  
   - under public comments/miscellaneous: add letter D. as BOR Committee Appointments.  
   - under Reports: delete BOR Standing Committees. President becomes A., move up conceding items.  
   - under old business: add Residency Classification Policy (8001) with Tuition and Fee Proposal.  

C. Review and Adoption of Minutes - The Board moved, seconded and unanimously adopted the Minutes of the October 28, 2006 Meeting.  

II. PUBLIC COMMENT/MISCELLANEOUS  

A. NMC’S Strategic Plan 2006-2010 – President DeLeon Guerrero passed out NMC ‘s Strategic Plan for 2006-2010. The plan consists of four goals with each goal stating six to seven priority initiatives. The President will have a series of meetings with Deans and respective units as a college wide endeavor to develop operational plans and to produce a performance report.  

B. 25th Anniversary Commemoration Event – The President reminded all members regarding the event at 9:00 a.m. on March 23, 2006 at the Fiesta Resort and Spa in Garapan. This event is to commemorate the founding of NMC 25 years ago. There will be a sequence of speakers lined up and the
Governor will be in attendance as well as Jerry Tan, President of NMC Foundation and President Emeritas Agnes McPhetres. The public and entire community college is invited to attend. President distributed the Silver Anniversary Commemorative Booklet that will also be passed out at tomorrow’s event. Chairperson Hinds encouraged everyone to attend.

C. **Schedule of Boardsmanship Training (July 10, 2006)** – Chairperson Hinds informed everyone that Mark Mendiola will be communicating via email with members regarding the Boardsmanship Training that David Wolff and Robert Henry have put together for board members. It is a great training and a good opportunity to meet policy makers from other institutions such as the University of Guam, Guam Community College, Palau Community College and the College of the FSM. The President added that the Boardsmanship Training will take place in July since Mr. Wolff and Mr. Henry will be in Hong Kong on another matter and that NMC will only pay for their tickets from Guam to Saipan and their return to Guam. More information on the training will be disseminated as soon as it becomes available.

D. **BOR Committee Appointments** – Chairperson Hinds requested for the Regents to volunteer to chair the following three committees: 1.) Personnel; 2) Programs (includes Postsecondary Licensing); and 3.) Fiscal and Legislative Committee. At the present time, Regent Eloise Furey is working on Postsecondary matters. Chairperson Hinds recommended for Regent Cepeda to chair the Fiscal and Legislative committee. Chairperson Hinds also reminded everyone that the Regents are members in all these committees.

E. **Deans Introduced to New Regents** - The Dean of Academic Programs and Services, Dean of Student Development and the Acting Dean of Community Programs and Services introduced themselves to the new Regents and spoke briefly about their programs and services.

**III. REPORTS**

**PRESIDENT:**

*Handout on Accreditation Standards* - In the BOR’s packet, the President included a useful handout on Introduction to Accreditation Standards that he obtained when he attended the Accreditation Commission for Colleges and Junior Colleges (ACJC) Seminar in San Francisco. The President also disseminated this information to the college community. The handout includes an overview description of the 4 Accreditation Standards: 1.) Institutional Mission and Effectiveness; 2.) Student Learning Programs and Services, 3.) Resources; and 4.) Leadership and Governance. The President encouraged all BOR members to be actively involved in the Accreditation process as the comprehensive site visit is scheduled for sometime in October 2006. Regent Cepeda volunteered to be involved in Standard III (Resources) and as Educators, Regents Orilla and Lizama volunteered for Standard II (Student Programs and Services).

*Academic Summit in Japan* – The President announced that the Pacific Postsecondary Education Council (PPEC) members were extended an invitation by the University of Ryukus and the Ministry of Okinawan Affairs to attend the Pacific Islands Academic Summit in Okinawa, Japan. President attended the summit on the 10th and 11th of March and informed everyone that the trip was sponsored and funded by the Sasakawa Peace Foundation.
Rehabilitation and Human Services – President informed the Board that back in February, NMC was visited by three rehabilitation experts and consultants assigned by the U.S. Department of Education to assist NMC. Last October, NMC was awarded a grant of $250,000.00 per annum for five years to start a Rehabilitation and Human Services Program at the College. NMC is the first College in the Micronesian Region to be awarded with this grant.

Pacific Postsecondary Education Council (PPEC) – In February of this year, the President attended a PPEC meeting in Honolulu. They worked on a Grant Proposal to the U.S. Department of Interior. Two years ago PPEC received a $235,000.00 grant to assist council members with accreditation matters. They identified the need for institutional researchers, academic and financial officers for the Region. Chairperson Hinds added that all PPEC meetings are paid by PPEC. President informed everyone that Danny Wyatt, Dean of Academic Programs and Services, would be attending the next PPEC meeting on March 27-29, 2006.

Commencement Exercises – Because of the austere conditions, the President is discussing with NMC Tinan to combine graduations and have one ceremony on Saipan. Last year, NMC had close to 300 graduates. This year there will be about 175 graduating students from Saipan, Tinian and Rota combined.

2005 Annual Report – President distributed NMC’s 2005 Annual Report to the members. The report will also be distributed at the Commemoration Event at the Fiesta Resort and Spa.

FACULTY SENATE:

Election Process Ongoing – Greg Folta, Faculty Senate President, reported that their election was ongoing to replace members retiring and that they were also working on an electronic ballot.

STAFF SENATE:

Accomplishments – Lorraine Cabrera, Staff Senate President, was pleased to report to the Regents that the Staff Senate has full membership. Tricia Tudela was voted as their new Treasurer and Debbie Diaz as the new Vice President. Tricia Benavente also joins the Senate as a new member. They have been working on the following matters: 1.) Staff Contracts; 2.) Personnel Actions; 3.) Staff Workload Compensations; 4.) Comprehensive Evaluations; and 5.) Staff Professional Development Dates.

Staff contracts and personnel actions still need to go through the Board. They are currently working on a Staff Handbook, creating a new Staff Educational Advancement Policy and the Staff Senate Evaluation.

IV. OLD BUSINESS

A. NMC Employees Contract – Tabled.

B. Tuition and Fee Proposal/Residency Classification Policy (8001) - The Joint Committees recommended for the full Board’s approval of the New Tuition & Fees Schedule. The Resident Tuition from current $65 per credit to $95 per credit. Non-Resident Tuition (including international students) from current $130 per credit to $190 per credit.
The New Tuition schedule shall become effective Fall 2006. The New Fees shall become effective Summer 2006.

**Flat Fee schedule shall be:** $75 – equal to or less than 5 credits; $150 – equal to or less than 11 credits; $250 – equal to or greater than 12 credits

**Administrative Fees schedule shall be:**
- Application to Graduate -- $75
- Application to Graduate 2nd -- $40
- Student ID Fee -- $5
- Registration -- $20
- English Placement/Application -- $25
- Math Placement Fee -- $25

**Course Fees:**
- Nursing -- $300 for the following nursing courses: NU 107; NU 108; NU 109; NU 207; NU 203; NU 212
- School of Education -- $300 for the following education courses: ED 320; ED 321; ED 435; ED 471; ED 492; ED495
- Windsurfing -- $100
- Golf -- $100
- Scuba diving -- $100

Chairperson Hinds expressed her discontentment of raising the fees but realizes that the demand for programs and services increases and yet our budget allotment decreases.

Motion to approve New Tuition and Fees Schedule was seconded and carried.

With the new tuition and fee schedule, the Committee also recommended for the Board’s approval to amend Residency Classification Policy – Policy No. 8001. (see referenced document). This subject was open for discussion. The Legal Counsel advised members that the amendment must go through publication and also recommended that some changes be made (see referenced document with Legal Counsel’s recommendations).

Motion to amend the Residency Classification Policy (No. 8001.1) with Legal Counsel’s recommendations was seconded and carried.

V. NEW BUSINESS

A. **Proposed Organizational Structure for NMC** - The Joint Committees recommended for the full Board’s approval for the President to implement a new proposed organizational structure which shall become effective August 21, 2006. The President informed the Board that the new structure derived from the Management Review Desk Audit Report

Motion to approve the new organizational structure was seconded and carried.

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B. **Bank of Guam Loan Approval** - The Joint Committees recommended to the Board to approve for the President to accept the $250,000.00 Bank of Guam Loan that has been approved by the Bank of Guam for the purpose of financing renovation projects on the NMC campus.

Motion to approve for the President to accept the loan and to officially adopt a resolution effectuating the Board’s action was seconded and carried.

C. **Bank of Guam Operations Savings Account** - The Joint Committees recommended for the full Board’s approval for the college to open an Operations Savings Account at the Bank of Guam.

Motion to approve the opening of the account for the College was seconded and carried.

D. **401K Supplemental Retirement Proposal** -

E. **CUC Request** - Chairperson Hinds informed CUC representatives that the Board of Regents had discussed at great length regarding their request for NMC to deed the land where the CUC water tank is situated on to CUC. Chairperson Hinds raised the concern of giving up this potential and valuable piece of property that could be used for the growth and development of NMC. Chairperson Hinds requested for CUC to provide documentation from the Grant that stipulates the terms and conditions of having to own the land before proceeding with their project.

The Board awaits the EPA Report (Region 9) and other related documents from CUC.

F. **Approval of the BOR Policy 1026** -

G. **Approval of the Academic Council Formation Policy** - The Joint Committees recommended for the full Board’s approval of the Board’s Educational Program Policy, which primarily defines the purpose of the NMC Academic Council. This is in conjunction with the college’s administrative procedure #3008 under Educational Program.

Motion to approve the formation policy was seconded and carried.

H. **Proposed Austerity Measures** - The Joint Committee recommended for the full Board’s support to the College President’s Implementation of Fiscal Year 2006 Austerity Measures with the support of the college administration, in particular the Planning, Budget and Evaluation Committee (PBEC). These measures include the following:

   (A). Hiring freeze and related savings of $588,356; which includes various positions: about five instructors positions, 2 counselors, and other program staff positions including one full-time Dean position, and others;

   (B). Budget cuts on Operations from tuition and fees funds in Fiscal Year 2006, the amount of $465,122;
The President’s proposed budget cuts total $1,053,478.00, leaving us with a net shortfall of $457,539.00.

To further meet the $1.5 million from our local funding budget cuts this fiscal year, the Joint Committees recommended for the full Board’s approval to off-set our Net Shortfall of $457,539, after the President’s FY 2006 Austerity Measures, the following board actions for implementation:

(A). For the board to suspend the board’s policy under Finance and Procurement Policy #2000, which sets aside a reserve contingency fund of $75,000. This suspension shall be implemented only for Fiscal Year 2006 NMC Operations Budget from tuition and fees;

(B). For the college not to implement a 401(K) Supplemental Voluntary Retirement Plan with the initial funding of $50,000;

(C.) For the college president in addition to a hiring freeze with a related savings of $588,356, further savings of $25,000 from a hiring freeze of an additional Nursing instructor position;

In conclusion, with the implementation of the new proposed organizational structure, the Board will welcome recommendations or updates from the President any proposal for further cuts. In consideration of the actions taken – the Net Shortfall should be approximately $307,539.00.

Motion to approve the implementation of the President’s Fiscal Year 2006 Austerity Measures was seconded and carried.

VI. BOARD RESOLUTION

A. **ANA Grant Proposal** - The Joint Committees recommended for full Board’s approval of a Board Resolution to approve the proposal for the Administration for Native Americans (ANA) Grant Resolution Proposal.

Motion to adopt a resolution to approve the Project Connect Inter-Island Distance Learning Network Proposal to the ANA was seconded and carried.

VII. EXECUTIVE SESSION

VIII. Motion to adjourn at 5:45 p.m. was seconded and carried.