I. PRELIMINARY MATTERS

Attendance:

Board of Regents: Regent Elaine Hocog Orilla, Acting Chairperson; Regent Maria (Malua) T. Peter; Regent William S. Torres; Regent Andrew Orsini and Regent Frank Rabauliman.

Excused Absent: Regent Juan T. Lizama, Chairperson.

Honorary Members: Amanda Diaz, Honorary Regent/Faculty Senate President and Marie Coleman, Honorary Regent/Staff Senate President.

College Staff and Faculty: Barbara Merfalen, Acting President; Leo Pangelinan, Dean of Student Services; and Helen B. Camacho, President’s Officer (Recorder).

Others:

The Special Meeting of the Board of Regents was called to order at 10:00 a.m. on Friday, October 12, 2012, BOR Conference Room in Building P, NMC Saipan Campus.

a. Roll Call

Acting BOR Chairperson Elaine Hocog Orilla called roll call. Five members of the Board of Regents were present. A quorum was established. Acting Chairperson Orilla welcomed everyone to the meeting.

b. Review and Adoption of Agenda

BOARD ACTION NO. 1:

Motion: Regent Peter motioned to adopt the meeting agenda for Friday, October 12, 2012.
Second: Regent Orsini seconded the motion.
Vote: The motion passed unanimously.
II. Public Comment Period: None.

III. Old Business
   a. Performance Evaluation of the NMC President
   Acting Chairperson Orilla welcomed everyone to the meeting. Dr. Hart who will be evaluated is not present for this meeting. Regent Rabauliman noted that the Ad-Hoc committee meeting was tasked to work on the Performance Evaluation of the President.

IV. Executive Session (At any time during the scheduled meeting of the Board of Regents may be required to enter into executive session to discuss matters deemed privileged and confidential).

BOARD ACTION NO. 2:

Motion: Regent Rabauliman motioned to move into executive session at 10:37 a.m. on Friday, October 12, 2012.
Second: Regent Orsini seconded the motion.
Vote: The motion passed unanimously.

Executive Session ended at 11:45 a.m on Friday, October 12, 2012. Regent Peter called the meeting back to order.

   a. Performance Evaluation of the NMC President

Regent Orsini presented a synopsis of the ongoing efforts by the Ad-Hoc Committee to conduct the evaluation of the NMC President. He listed the following timeline:

1. July 2011 - Dr. Hart officially came on board at NMC.
3. Oct. 12, 2011 - Dr. Hart first provided the BOR with her Presidential Goals to the BOR but no action was taken until the next meeting.
4. Nov. 09, 2011 - the BOR adopted Dr. Hart's presidential goals (which coincided with ACCJC Accreditation Visit to NMC).
5. May 2012 - Dr. Hart provided BOR with her presidential self-evaluation narrative.
6. May 2012 - the BOR conducted the first mid-term progress presidential evaluation of goals (formative or progress evaluation).
7. Aug. 17, 2012 - the BOR formed and tasked the Ad-Hoc Committee on both BOR/CEO Evaluations to be conducted in 2012.
8. Aug. 21, 2012 - the Ad-Hoc Committee officially met for the first time at the HR Conference Room to work on Evaluations for both the BOR/CEO.
10. Sept. 15, 2012 - BOR members received email request from NMC President Hart to update certain actionable improvement plans in the ACCJC Report for the pre-visit accreditation team.
Adopted November 09, 2012

12. **Sept. 26, 2012** - BOR Special Meeting, Performance Evaluation of CEO was on agenda item. The BOR set Oct. 08, 2012, as the date to conduct the annual summative performance evaluation of Dr. Hart prior to her off-island travel to Hawaii.

13. **Oct. 01, 2012** - Ad-Hoc Committee met to follow through on CEO annual summative evaluation protocols prior to Oct. 08, 2012, and scheduled a BOR Performance Evaluation of President Hart. Dr. Hart was unable to meet with Ad-Hoc Committee due to the Dennis Jones visit.

*Ad-Hoc Committee Recommendations (Oct. 01, 2012, Meeting)* -

**Oct. 05, 2012** - Committee recommends that Dr. Hart submit a self-written Accomplishment Narrative and other documents in support of her goals and BOR Policy 1009, "duties and responsibilities of the NMC College President", prior to her leaving to Korea for the International Fair; **Oct. 08, 2012** - Committee recommends that the BOR shall conduct the Presidential Evaluation on Oct. 08, 2012, in accordance with the Sept. 26, 2012, BOR Special Meeting; to complete the entire process and to place in Dr. Hart's personnel jacket the Annual Summative Evaluation of President Hart.

Regent Orsini concluded his report.

The board agreed to give Dr. Hart a deadline of Friday, October 19, 2012 to submit her narrative and to update the evaluation instrument that will be used when evaluating her performance.

The board called for a recess at 12:03p.m. on Friday, October 12, 2012 and scheduled the continuation on Friday, October 19, 2012 at 12pm.

Acting President Merfalen introduced Mr. Alex Shen as the newly elected ASNMC President. The members welcomed his presence. Mr. Shen offered some comments and noted the importance of strengthening the communication between the students and the administration.

**BOARD ACTION NO. 3:**

**Motion:** Regent Orsini motioned to recess the meeting for Friday, October 19, 2012 at 12noon.

**Second:** Regent Rabauliman seconded the motion.

**Vote:** The motion passed unanimously. The meeting recessed at 12:10p.m on Friday, October 12, 2012. The meeting is in recess.
I. PRELIMINARY MATTERS

Attendance:

Board of Regents: Regent Elaine Hocog Orilla, Acting Chairperson; Regent Maria (Malua) T. Peter; Regent William S. Torres; Regent Andrew Orsini and Regent Frank Rabauliman.

Excused Absent: Regent Juan T. Lizama, Chairperson.

Honorary Members: Alex Shen, Honorary Student Regent/ASNMC President; Amanda Diaz, Honorary Regent/Faculty Senate President and Marie Coleman, Honorary Regent/Staff Senate President.

College Staff and Faculty: Dr. Sharon Y. Hart, Executive Secretary to the Board of Regents/NMC President; Chris Timmons, HR Director/Legal Counsel; Leo Pangelinan, Dean of Student Services; and Helen B. Camacho, President’s Officer (Recorder).

Others:

The Special Meeting of the Board of Regents that recessed on September 12, 2012, was called to order at 12:00 p.m. on Friday, October 19, 2012, BOR Conference Room in Building P, NMC Saipan Campus.

a. Roll Call

Acting BOR Chairperson Elaine Hocog Orilla called roll call. Five members of the Board of Regents were present. A quorum was established. Acting Chairperson Orilla welcomed everyone to the meeting.

b. Executive Session (At any time during the scheduled meeting of the Board of Regents may be required to enter into executive session to discuss matters deemed privileged and confidential).
BOARD ACTION NO. 4:

Motion: Regent Peter motioned to move into executive session at 12:37 p.m. on Friday, October 19, 2012.
Second: Regent Rabauliman seconded the motion.
Vote: The motion passed.

Executive session ended at 2:10 p.m. on Friday, October 19, 2012 but did not take any actions.

BOARD ACTION NO. 5:

Motion: Regent Torres motioned to have the legal counsel clarify the two policies with respect to the President’s evaluation.
Second: Regent Rabauliman seconded the motion.
Vote: The motion passed unanimously.

BOARD ACTION NO. 6:

Motion: Regent Orsini motioned that the opinion be submitted to the members.
Second: Regent Peter seconded the motion.
Vote: The motion passed unanimously.

II. ADJOURNMENT

BOARD ACTION NO. 7:

Motion: Regent Rabauliman motioned to adjourn the meeting at 3:05 p.m. on Friday, October 19, 2012.
Second: Regent Orsini seconded the motion.
Vote: The motion passed unanimously.

Upcoming Board Activities:

1. BOR Retreat – Monday, October 29, 2012
2. BOR Regular Meeting – Tuesday, October 30, 2012