

**College Council Meeting
Summary for Wednesday, September 7th, 2005
Room N5**

Members Present: Acting President Jack Sablan, Severina Ogo, Jim Wedding, Raaj Kurapati, Lorraine Cabrera Glenn Keaton, Jeanette Villagomez, and Vera Pangelinan as recorder.

Meeting Facilitator: Jerry Smith

Danny Wyatt for Faculty Senate

NMC Staff: Bobbie Hunter

Excused Absent: President Guerrero

Agenda Adopted w/amendments

- Add under new business item 4) Disaster Insurance Protection

Meeting called to order at 1:35 p.m.

ANNOUNCEMENT: None.

OLD BUSINESS:

1. **PROA revisited** – Jerry said there's nothing new from the last time. Working on editing features for the new web base PROA and also going to be moving our website to a new hosting provider one month from now.
2. **12-Month Contract, Workload/Overload Ad Hoc Committee Recommendations, & Proposed Workload Form**

Faculty Service Contracts – Danny gave a brief summary. Faculty Senate passed and adopted the faculty contract as well as the Condition of Employment but with minor changes. Raaj mentioned as to what Bobbie Hunter pointed out that one of the concerns brought up by the Board was the current propose HR policy should be consistent with the proposed change of the employment contracts.

MOTION: Raaj moved for the College Council to approve the service contracts for Board of Regents approval and along with that to ask HR to update all relevant HR policy so they reflect changes in the new contract. Glenn seconded. Unanimous voted in favor of the motion. Motion carried.

Proposed Workload Form - Danny gave a brief summary. Faculty Senate approved all the recommendations from the Workload/Overload Ad Hoc Committee. It is already being implemented.

Dean Sablan mentioned that Raaj, Glenn and himself were tasked to quantify the impact of those recommendations recommended by the Faculty Senate Assembly. Report on this will be forthcoming once the Board of Regents reviews the Management Review Desk Audit because there were some workload issues raised. Proposed Workload Form will remain under old business until report is presented.

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- 3. Membership of Governance & Working Groups** - Dean Sablan suggested going through the membership and to provide an update at the next College Council meeting. CC members, already a member of such committee/working groups, were assigned to be responsible in updating members and then to provide Vera with those updates.

NEW BUSINESS:

- 1. WASC Progress Report** – for information purposes, Dean Sablan informs everyone that they have put together a working committee for the upcoming Progress Report, which is due on October 15, 2005. Members of this committee will be working with the entire college community to gather information that will address the Recommendation No. 2. A copy of corresponding communication with Dr. Barbara Beno concerning Recommendation No. 2 was passed out to the members of the College Council. In addition, the working committee had its first meeting and will be meeting again to work on the interview list as well as the timeline. College community is welcome to attend the meetings.
- 2. Short Term Loan Proposal** – Raaj gave a brief summary on the short-term loan proposal. He said since financial are stable, we should try and build our credit. Such proposal is to take on a short-term loan of approximately \$250K for period of two years in which the loan will fund critical renovation needed done here at the Saipan Campus. In addition, the contingency fund will be used as collateral to draw up the loan.

Raaj informed Rota and Tinian Campus that unfortunately, the loan being proposed is basically to fix things that are about to fall apart on Saipan campus. However, we plan to include Rota and Tinian campuses in the next loan, but not within the two-year period. Furthermore, he informs Rota and Tinian campuses that if there is something critical that needs to be done; it could be funded through the special fund.

- 3. HR Websites** – for information purposes, Bobbie Hunter share with the CC members the list of HR websites.
- 4. Disaster Insurance Protection** – Severina brought up a concern that Rota campus could not get assistance through FEMA because lack of insurance. She mentioned having a disaster insurance protection for all three campuses. Severina was asked to look into getting quotations from insurance carriers. She has agreed to take on the task to explore other possibilities from different insurance company. Raaj will set up a meeting with Al J., Ignacia V. and Severina O. to further discuss this issue.

MISCELLANEOUS:

- 1. Professional Tip** - Jerry shared his professional tip on “Use the Calendar on NMC Mail to arrange meetings”.

Next week’s facilitator is Glenn Keaton.

Meeting adjourned at 2:55 p.m.