



**MINUTES FOR THE
REGULAR BOARD OF REGENTS MEETING
NORTHERN MARIANAS COLLEGE
Wednesday, August 31, 2016
9:20a.m.**

Roll Call

Board Members:

Regent Frank M. Rabauliman, Chairperson
Regent Elaine Hocog Orilla, Vice-Chairperson
Regent Cynthia I. Deleon Guerrero
Regent Michael M. Evangelista
Regent Juan T. Lizama
Regent Irene Tudela Torres via phone conference

Regent Michaela U. Sanchez – Excused Absent

NMC Staff/Faculty: David J. Attao, Interim President; Dr. Brady Hammond, Accreditation Liaison Officer; Tracy M. Guerrero, Chief Financial Officer; Frankie Eliptico, External Relations Director; Leo Pangelinan, Dean of Student Services; Bobbie Merfalen, Dean of Academic Programs & Services; Helen B. Camacho, Board Secretary (Recorder).

BOR Legal Counsel

Jesus C. Borja

Others

Junhan Todeno, Marianas Variety News Reporter

Review and Adoption of Agenda

- Regent Orilla motioned to adopt the agenda.
- The motion was seconded by Regent Lizama.
- Discussion to include as follows:

New Business:

1. Move Presidential Search Updates under new business 6(a)
2. Add 6(b): Board Policy No. 1015.9 Meetings via VTC and Other Modes

- Regent Orilla motioned to adopt the agenda with the inclusion of the recommended items.
- Regent Lizama seconded the motion.
- All members voted yes, the motion passed as amended.

Review and Adoption of Minutes – July 14, 2016 Regular Meeting

- Regent Orilla motioned to adopt the minutes.
- The motion was seconded by Regent Lizama.
- Discussion:
 1. Page 3: second to the last bullet; under Interim President’s Report (Academic Program); stated concerns with the release of graduate of diplomas;
 2. Chief Financial Officer Report: Classification and compensation schedule
- Regent Orilla recommended tabling the minutes pending clarification.
- The minutes for July 14, 2016 Regular meeting is tabled.

Public Comments Period

None.

Chairperson’s Report

- Chairman Rabauliman welcomed the newest members of the Board, Regents Torres and Evangelista.
- Met with the legislature with regards to the budget both in the senate and house; advocating for the college budget.
- Discussion about the requirements that WASC expects of the college namely the committees: Nominating Committee and an Audit Committee.

REPORTS AND ACTION FROM STANDING COMMITTEES

Program Committee

None.

Personnel Committee

- Regent Deleon Guerrero, Personnel Committee Chairperson requested for the Position Classification and Salary Schedule which was requested for since March 22, 2016. This request was reiterated at the July 14, 2016 Regular meeting; concerned that the college submitted a FY2017 Budget, which included some of those updates; those updates should already be on hand and ready for review.
- IP Dave noted the concerns and indicated that they are working towards that, as it is a priority.

Chairperson Rabauliman appointed the chairs and committees of the board. They are as follows:

Personnel Committee

Chair: Regent Cynthia I. Deleon Guerrero

Members: Regent Juan T. Lizama; Regent Elaine Hocog Orilla

Fiscal and Finance Committee

Chair: Regent Irene Tudela Torres

Members: Regent Michaela U. Sanchez; Regent Michael N. Evangelista

Program Committee

Chair: Regent Michaela U. Sanchez

Members: Regent Irene T. Torres; Regent Cynthia I. Deleon Guerrero

Board Policy No. 1005 – Standing Committees

- WASC requires that we have a separate Audit Committee from the Fiscal and Finance.
- Need to establish a Nominating committee.
- Regent Orilla motioned to amend Policy No. 1005 – Standing Committees of the Board to include the Audit Committee and Nominating Committee as recommended by WASC.
- Regent Deleon Guerrero seconded the motion.
- Discussion: IP Dave instructed to develop the procedures for the Audit and Nominating committee.
- All members voted yes, the motion passed.

Audit Committee

Chair: Regent Michael N. Evangelista

Members: Regent Irene Tudela Torres; Regent Elaine Hocog Orilla

Nominating Committee

Chair: Regent Juan T. Lizama

Members: Regent Michael N. Evangelista; Regent Cynthia I. Deleon Guerrero

OLD BUSINESS

Audit Committee

Done.

Nominating Committee

Done.

NEW BUSINESS

Board Policy No. 1015.9 – VTC

Tabled.

Break called at 10:51a.m

Break ended at 11:05a.m

President' Report

1. Report provided and highlights noted as follows:

- Fiscal Year 2017-2018 Operational Plan
Imperative 1: Program and Services support to CNMI workforce and Community Needs.

Imperative 2: Ensure Continued Accreditation

Imperative 3: Accelerate Time to Completion

Imperative 4: Improve Student Success and Support

Imperative 5: Strengthen Operations and Resource Development

2. WASC Accreditation Update - In executive session.

3. Chief Financial report:

Tracy M. Guerrero, CFO provided an update of the current financial standing of the college (handout provided). She highlighted the following:

- Unaudited as of August 31, 2016 – FY 2016 YTD Consolidated Statement of Revenues and Expenditures.
- FY2016 YTD Anticipated Operations Budget Surplus as of August 31, 2016
- YTD Personnel and Operations Expenditures

Board Meeting Assessment

Done.

Miscellaneous Items

- Bank of Hawaii donation.
- Building Naming.

EXECUTIVE SESSION

- Regent Evangelista motioned to move into Executive Session.
- Regent Orilla seconded the motion.
- WASC and PSC Matters
- All members voted yes, the motion passed.
- Executive Session at 12:10p.m.
- Executive Session ended at 2:03p.m.

WASC Accreditation Update

- Directed IP Dave to start drafting the WASC report, which is due September 22, 2016.
- Draft outline will be provided September 02.
- Draft narrative form will be provided September 09.
- Provide the board members for review before the board meeting set for September 13.

Disclosure of 2 Board members

- Regent Frank Rabauliman, Chair recused himself from the discussion of the PSC matters
- Regent Michael Evangelista recused himself from the discussion of the PSC matters.

For the record, Regents Rabauliman and Evangelista have left the meeting and are not present for the continuation of the regular meeting; they excused themselves as soon as they disclosed their recusal.

Regent Orilla, Vice-Chairperson noted that the next step is to contact the candidates and request for release of their names and Interview by the board.

- Regent Deleon Guerrero motioned to move forward with the PSC board resolution 2016-02 (consent and interview)
- Regent Lizama seconded the motion.
- All members voted yes, the motion passed.

Accepting the Recusal of the two regents

- Regent Lizama motioned to accept the recusal of the two board members.
- Regent Deleon Guerrero seconded the motion.
- All members voted yes, the motion passed.

Upcoming Activities

Labor Day Events: September 04 – Garapan Fishing Base
ACCT New Orleans Leadership Congress

ADJOURNMENT

- Regent Lizama motioned to adjourn the meeting at 2:25p.m.
- Regent Deleon Guerrero seconded the motion.
- The meeting ended at 2:25p.m