



**NORTHERN MARIANAS COLLEGE
BOARD OF REGENTS
Special Meeting of December 23, 2016**

Minutes

I. CALL TO ORDER

The special meeting of the Board of Regents of the Northern Marianas College was held on Friday, December 23, 2016 in the BOR Conference Room, Saipan Campus. Regent Michael Norita Evangelista, Chairman called the meeting to order at 4:00p.m. He welcomed everyone to the meeting and called for roll of the members as follows:

II. ROLL CALL

Regents Present: Regent Michael Norita Evangelista, Esq., Chairman; Regent Elaine Hocog Orilla, Vice-Chairperson; Regent Michaela U. Sanchez, Treasurer; Regent Zenie P. Mafnas; Regent Juan T. Lizama. Excused Absent: Regent Irene T. Torres; Regent Cynthia I. Deleon Guerrero.

Others Present: Dr. Carmen Fernandez, NMC President; Helen B. Camacho, Board Secretary (Recorder); Jesus C. Borja, BOR Legal Counsel.

III. REVIEW AND ADOPTION OF AGENDA

Regent Orilla moved to adopt the agenda, seconded by Regent Sanchez. The motion carried.

IV. PUBLIC COMMENT

None.

V. NEW BUSINESS

Regent Orilla moved to go into executive session to discuss personnel matters, seconded by Regent Sanchez. The motion carried.

A. Consider to change the organizational chart with regards to the Board Secretary position

Chairman Evangelista stated that the board has discussed this matter extensively during executive session and has decided to address it in a memorandum of understanding. He assigned Regent Lizama to initiate the drafting of the MOU, which clarifies the Board secretary's role.

Counsel Borja recommended that Regent Lizama work with President Fernandez on the drafting of the MOU. **All agreed.**

B. President's contract

Chairman Evangelista stated that this matter was discussed extensively during executive session and the board decided to do further research. **This item is tabled and referred back to HR Committee.**

C. President's evaluation 2016-2017

President Fernandez reminded the board that the evaluation form that is provided in their packet was already adopted at a previous meeting, however, it includes a long term objective as recommended by the special visit team (December 1-2, 2016).

Regent Sanchez moved to table the President's evaluation 2016-2017 form, seconded by Regent Orilla. The motion carried.

D. Board Resolution No. 2016-06 – Honoring the life and contributions of Barry Wonenberg

Chairman Evangelista presented the resolution 2016-06: Honoring the life and contributions of Barry Wonenberg who recently passed away. Barry served the Northern Marianas College with distinction as an art faculty member for a quarter of a century and will be missed and remembered by the college.

Regent Sanchez moved to adopt Board Resolution No. 2016-06: Honoring the life and contributions of Barry Wonenberg with minor amendments to be reviewed by the chair and the president, seconded by Regent Orilla. The motion carried.

Regent Lizama congratulated the newest member of the board, Ms. Zenie P. Mafnas. He welcomed and thanked her for her willingness to serve on the board. At the same time, Regent Orilla wished everyone a Merry Christmas.

VI. EXECUTIVE SESSION

None.

VII. ADJOURNMENT

Regent Sanchez moved to adjourn the meeting, seconded by Regent Orilla. The motion carried. The meeting ended at 6:26p.m.