



**NORTHERN MARIANAS COLLEGE
BOARD OF REGENTS
Special Meeting of September 22, 2017**

Minutes

I. CALL TO ORDER

The special meeting of the Board of Regents of the Northern Marianas College was held on Friday, September 22, 2017 in the BOR Conference Room, Saipan Campus. Regent Michael Norita Evangelista, BOR Chairman called the meeting to order at 3:12p.m. and called for roll of the members. Five members were present and a quorum was established. Chairman Evangelista welcomed everyone.

II. ROLL CALL

Regents Present: Regent Michael Norita Evangelista, Esq., Chairman; Regent Elaine Hocog Orilla, Vice-Chairperson; Regent Michaela U. Sanchez, Treasurer; Regent Irene T. Torres; Regent Charles V. Cepeda.

Others Present: Dr. Carmen Fernandez, President; Andrew Reese, CFO; Kathy Palacios, Staff Senate President; Jack Kiyoshi, HR Director; Frankie Eliptico, Dean of Institutional Advancement; Barbara Merfalen, Dean of Academic Programs & Services and Acting Dean of Student Services; Daisie Camacho, Acting IT Director; Charlotte Cepeda, School of Education Director; Vince Merfalen, Community Development Institute Director; John Cook, Archivist; Daisy Propst, Financial Aid Director; Kenneth Gabrido, ASNMC President; Christine Inos, Acting Director of Learning Support Services; Velma Deleon Guerrero, Liberal Arts Coordinator/Acting SMHA Department Chair; Helen B. Camacho, Board Secretary (Recorder); Jesus C. Borja, BOR Legal Counsel.

III. REVIEW AND ADOPTION OF AGENDA

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

IV. PUBLIC COMMENT

None.

V. NEW BUSINESS

A. FY2018 Operations Budget

Regent Torres stated that the Finance Committee held its meeting yesterday, September 21, 2017. The committee deliberated and is ready to present the FY2018 Operations Budget to the full board.

Regent Torres moved to present the FY2018 Operations Budget to the full board for its review and adoption, seconded by Regent Cepeda.

Discussion: Regent Torres requested a brief summary from Andrew Reese, Chief Financial Officer. CFO Reese provided the following highlights:

1. Budget and Finance Committee (BAFC) met for two weeks to hear office requests and to deliberate the budget.
2. Final Operations Budget
Revenue Projection 2017 - \$4,400,000
Fall 2019 FTE (As of 8/28) - \$1,184
Revenue Projection - \$4,500,000

Regent Orilla asked if there's a formula used because there's a disparity between requests made from programs. President Fernandez explained that in the past, BAFC made ten percent cuts across the board. However, in this budget process every unit came in to present their priorities.

Chairman Evangelista thanked the CFO and asked if President Fernandez had anything else to add to the presentation. President Fernandez stated that in the past years, the board was very concerned about the academic programs not receiving sufficient funding from the operations budget and is pleased to report that it is not the case this year. The biggest percentage (about 21%) is being allocated to the academic programs. Furthermore, the priority continues to be for academic programs. President Fernandez also mentioned that the legislature (House of Representatives) allotted for the first time in history, funding for the Board of Regents.

Regent Orilla asked to hear from the members of the college community. Chairman Evangelista agreed and opened the floor for comments.

Comments from NMC Staff:

1. Christine Inos, Acting Director for Learning Support Services stated that she was very pleased with the process and is thankful for the opportunity.
2. Velma Deleon Guerrero, Liberal Arts Coordinator / Acting SMHA Department Chair stated that she noted support from BAFC this year as opposed to previous years especially for the academic programs.
3. Barbara Merfalen, Dean stated that although there were some budget cuts for her department, she remains hopeful for the year ahead.

Chairman Evangelista thanked and commended the BAFC members and the departments for all their hardwork. President Fernandez recognized the BAFC members: Andrew Reese, Frankie Eliptico, Christine Inos, Daisy Propst, Daisie Camacho and Kenneth Gabrido. She especially thanked the nursing department for their patience and continued support.

After discussion, chairman called for the vote, the motion carried.

VI. EXECUTIVE SESSION

Regent Orilla moved to go into executive session, seconded by Regent Sanchez. Executive session ended at 3:57p.m.

VII. ADJOURNMENT

Regent Orilla moved to adjourn the meeting, seconded by Regent Sanchez. The motion carried. The meeting ended at 3:57p.m.