



**NORTHERN MARIANAS COLLEGE  
BOARD OF REGENTS  
Special Meeting of March 10, 2017**

**Minutes**

**I. CALL TO ORDER**

The special board of regents meeting was held on Friday, March 10, 2017 in the BOR Conference Room, Saipan Campus. Regent Michael Norita Evangelista, BOR Chairman called the meeting to order at 2:15p.m. Chairman Evangelista called for roll call and six board members were present. A quorum was established.

**II. ROLL CALL**

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

Others Present: Dr. Carmen Fernandez, President; Andrew Reese, Chief Financial Officer; 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 COMMENTS**

None.

**V. NEW BUSINESS**

A. Phase II Salary Adjustment

**Regent Torres, Finance Committee Chairperson moved to approve the Phase II salary adjustment, seconded by Regent Orilla.**

Discussion: Chairman Evangelista requested for an assurance from the president and chief financial officer that the college is financially capable of taking such action. President Fernandez indicated that the college has the sufficient funding to implement Phase II of the salary increase from the FY2017 Budget. CFO Reese also added that the college can afford this and the funds are available and set aside.

**After discussion, the chairman called for a vote, motion carried. Chairman Evangelista congratulated the college.**

**B. Board of Regents Committees**

Chairman Evangelista approved the appointments as presented by Regent Sanchez.

Human Resources Committee

Chair: Regent Juan T. Lizama

Members: Regent Zenie P. Mafnas; Regent Elaine Hocog Orilla

Finance Committee

Chair: Regent Irene T. Torres

Members: Regent Michaela U. Sanchez; Regent Zenie P. Mafnas

Audit Committee

Chair: Regent Zenie P. Mafnas

Members: Regent Irene T. Torres; Regent Elaine Hocog Orilla

Program Committee

Chair: Regent Elaine Hocog Orilla

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

Regent Nominating Committee

Chair: Regent Michaela U. Sanchez

Members: Regent Juan T. Lizama; Regent Cynthia I. Deleon Guerrero

Alternate Member: Regent Michael N. Evangelista, Esq., Chairman

**C. FY2018 Appropriations Budget**

Regent Torres informed the board that the finance committee met and reviewed the FY2018 Appropriations Budget. She stated that the committee is ready to present the proposed budget to the full board for adoption.

**Regent Torres moved to approve the FY2018 Appropriations Budget request, seconded by Regent Sanchez.**

Discussion: Chairman Evangelista called upon the president to present the proposed FY2018 Appropriations Budget. President Fernandez provided a brief summary of the budget proposal for FY2018 to include the salary scale and the changes to the organizational chart. CFO Reese presented the following.

FY2018 Appropriations Budget Request (budget document attached):

1. FY2019 budget request total amount of \$10.1M.
2. Total Personnel Cost for existing employees for FY17 and FY18 is approximately the same - \$6.8Million

Breakdown:

Additional funding sources from the government to cover personnel:

- CW1 transitional worker fee - \$750k for personnel cost
- BGRT from the casino - \$700k for personnel cost
- 3. \$6 million – Federal funding
- 4. \$3.9 million - Tuition and Fees (FY2017)
- 5. \$14 million total college operations.

Counsel Borja pointed out that the organizational chart still has the Foundation as equal to the Board of Regents. He also added that the Foundation is a subsidiary to the board. Chairman Evangelista stated that the board will approve the budget with the condition that the correction is made to the organizational chart. President Fernandez stated that she will correct it immediately.

**After discussion, chairman called for the vote, the motion passed.** Chairman Evangelista thanked the college for all the hard work that went into the preparation of the budget proposal.

#### **VI. EXECUTIVE SESSION**

None.

#### **VII. ADJOURNMENT**

**Regent Orilla moved to adjourn the meeting, seconded by Regent Sanchez. The motion carried. The meeting ended at 3:36p.m.**