



COMMUNITY COLLEGE SYSTEM OF NEW HAMPSHIRE
BOARD OF TRUSTEES
November 6, 2008

Members Present: Paul Holloway, Kim Trisciani, Harvey Hill, Walter Peterson, Robert Mallat, Ned Densmore, Connie Roy-Czyzowski, Ann Torr, Steve Guyer, Joshua Menard, William Marcello, Claudette Mahar, Amy Rice, Nicholas Halias, Lori Hitchcock, Robert Duhaime, Richard Gustafson, Charles Annal, Katharine Eneguess, Mark Edelstein, Will Arvelo, Darlene Miller, Mike Vlacich, and Lynn Kilchenstein.

Regrets: Steven Budd, Lucille Jordan, Chelsea Henderson, Jeremy Hitchcock, David Paquette, Lyonel Tracy, Richard Brothers, and Governor Lynch (4 vacancies).

9:48 a.m.

President Mark Edelstein welcomed the Board to Lakes Region Community College and gave an overview of the recent NEASC visit and current/future college activities. Presentations were made on three college programs. Professor Mike Parker gave an update on the Automotive and Marine Technology programs. Two students from the program, Derek Olson and Scott Jangel were introduced and shared their experiences. Professor Wes Golomb spoke of the Energy Services and Technology program and its growth. Professor Harriet Redmond gave an overview of the nursing program and activities. A new paramedic RN pathway to the nursing program has been established and is successful.

I. Call to Order

The business meeting was called to order at 10:45 a.m. at Lakes Region Community College, Laconia NH.

II. Adoption of Minutes

VOTE: The Board, on motion of Mr. Mallat, seconded by Mr. Guyer, voted unanimously to approve the minutes of the October 2, 2008,

meeting as presented.

Mike Vlacich was introduced and welcomed to the meeting. He will be representing Commissioner George Bald and the Department of Resources & Economic Development.

III. Reports from Standing Committees

A. Finance & Audit Committee

Trustee Densmore reported as follows:

The committee met earlier today. The LBA audit, which was addressed by the Fiscal Committee two weeks ago, was discussed. He referred to the Audit Response Status Report, which was circulated. It is the overall feeling of the Committee that the audit results and recommendations will help improve our operations.

Dr. Gustafson added that this was a 10-year audit. We have developed a work plan as indicated in the Audit Response Status Report. We are in the process of hiring Bill Crandle to assist us in developing accounting policies and processes.

The Committee also discussed the possible purchase of the Roosevelt building in Keene for the RVCC academic center. Funding to accomplish this was included in the 2010-11 capital budget request.

VOTE: The Board, on motion of Mr. Densmore, seconded by Mr. Mallat, voted unanimously on the approval to submit a bid for the purchase of the Roosevelt School building on Washington St. in Keene, subject to an amount determined by the Finance and Audit Committee.

Trustee Densmore referred to the FY2009 Proposed Budget Reduction report. The proposal amounts to \$1,672,864 in addition to the \$405,000 we have already agreed to.

Trustee Holloway spoke on the State's revenue shortfall and the possibility that we will be required to return funds to the state. We will attempt to structure such a measure so that our budgeted appropriation level is not affected. Other state agencies have also been asked for 8% cuts. Tomorrow the Chancellor will be meeting with the Governor's staff to discuss our budget reduction.

This year we committed to no tuition increase. Tuition for FY10 will be addressed as part of the upcoming budget. It was also suggested that the Comprehensive Student Services fees be reviewed.

B. Academic and Student Affairs Committee

Trustee Hill reported that the committee has not met since the last Board meeting. The next meeting is scheduled for December 9.

C. Facilities & Capital Budget Committee

Mr. Mallat noted that the Committee has not met since the last Board meeting. He referred to the November 5 facilities project report which was circulated. There is a tremendous amount of capital activity going on at all of our campuses.

Trustee Mallat acknowledged and congratulated Scott Osgood on all his work to move all of these projects forward.

No date has been set for the next meeting.

D. Governance

Trustee Roy-Czyzowski indicated that the Governance Committee has not met but has been working on the Board retreat. A draft agenda was circulated and explained.

E. Personnel

Trustee Trisciani announced that the next meeting will be held on November 17 at 9:00 at MCC.

IV. Other Reports

A. Chairperson's Report

Chair Holloway reported as follows:

- Discussions have taken place with Debbie McLeod on how the Dan McLeod memorial donations will be allocated for scholarships.
- He and other Trustees met with the LRCC NEASC accreditation team. A conference call was held with the WMCC team.
- Committee assignments will be made by the retreat.

B. Chancellor's Report

Dr. Gustafson reported as follows:

- Several initiatives are in the works. Cooperative efforts continue with USNH and high schools (NH Connections, eStart and ARTSYS). Dr. Annal gave an update on these programs. It is anticipated that ARTSYS/NH Transfer will be available in January. A presentation on this program will be made to the Board on this program, possibly in January. Registrations for the eStart initiative, which is the online version of the Running Start program, opened November 1 for spring courses. This initiative has been received with great enthusiasm by high schools and home schooled families. The cost is \$100 per course – the same as Running Start. The NH Connections program was expanded across the state. This fall, we had about 100 students register at our colleges through this program.

Dr. Gustafson noted that Dr. Annal is the key person in moving all these initiatives forward.

- There were two NEASC visits this past month. Dr. Edelstein previously reported on the LRCC visit. The WMCC visit also went well.
- The UNIQUE scholarship reports were circulated and explained. So far this year, we have awarded \$866,875 to 1282 students. We have increased our awards threefold in 08 over 07. This is a very significant program providing grants to our students.
- Work on budget issues has been a top priority this past month. Coordinated marketing efforts also continue.

C. Foundation Report

Foundation Chair Claudie Mahar reported as follows:

Account Activity

	September 2008	October 2008
Beg. Mkt. Value	\$5,235,264.50	\$5,116,223.96
Income & deposits	244,458.51	139,502.00
Disbursements	(9,054.09)	(10,222.25)
Unrealized G/L	(\$473,806.69)	
Change in market value		
Change in account value		
Ending market value	\$5,116,223.96	5,245,503.70 (unaudited and

		not counting unrealized gains and losses that we do not know yet)
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Year to Date

	Change in Account Value YTD Since 7/1/08
Market Value	-242,599.40

Portfolio Allocation

	% of portfolio September	Sept. yield
Tangible Assets		
Cash/Currency	15.9%	0.4%
Fixed Income	35.6%	4.4%
Equities	48.5%	1.5%
Total Assets		

Realized Gain/Loss Summary

	Fiscal Year TD
Net Total	-50,006.68

The next Foundation Board meeting will be held November 17, 2008 - dinner & annual meeting. All are invited to attend.

Next Round of Scholarships: 19 x \$1,500 NASA Space Grant/PSNH scholarships to go out in December.

D. Search Committee

Trustee Roy-Czyzowski referred to the Isaacson Miller Chancellor Search document included in the agenda packet. Everything is moving according to schedule. The ads have been placed. They are providing biweekly reports. The firm is very thorough.

V. New Business**A. Board Retreat**

Ms. Roy-Czyzowski noted that the plans are underway and referred to the draft agenda.

VI. Non-Public Session

VOTE: The Board, on motion of Mr. Mallat seconded by Mr. Guyer, voted unanimously, by roll call vote, to conduct a non-public session for the purpose of discussing a legal issue, and noting that such a non-public session is authorized by RSA 91-A:3, II (e), and the Board's executive and deliberative privileges. Each member recorded his or her vote on the motion, which passed by the unanimous vote of all members present.

The meeting moved to non-public session at 11:58 a.m.

The Board meeting reconvened at 12:07 p.m. Chair Holloway noted no votes were taken in non-public session.

VII. Other

No other item.

VII. Adjournment

The meeting adjourned at 12:10 p.m.

NEXT MEETING: December 11-12 Board retreat at Delta Dental #2, Concord, NH

Respectfully submitted,

Marie Anne Mills
Assistant to the Chancellor

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The non-public session was called to order at 11:59 a.m.

Discussion followed on a legal issue.

No votes were taken.

The non-public session adjourned at 12:07 p.m.

Respectfully submitted,

Marie Anne Mills,
Assistant to the Commissioner