



GOVERNANCE COMMITTEE
March 5, 2009

The meeting was called to order at 1:00 p.m. at Nashua Community College, Nashua, NH

Members Present: Connie Roy-Czyzowski, Chair; Claudie Mahar, Josh Menard, Richard Heath, Nick Halias, Richard Gustafson, and Mark Edelstein.
Regrets: Jeremy Hitchcock, Walter Peterson

The meeting was called to order at 1:22 p.m.

1. Approval of the April 24, 2008, Meeting Minutes

VOTE: The Committee, on motion by Ms. Mahar, seconded by Dr Gustafson, voted unanimously to accept the minutes of June 19, 2008, meeting as presented.

2. 2009-10 Slate of Officers Discussion

At the April meeting, this committee presents the slate of officers 2009-10 for approval.

Discussion followed on succession of officers. Should the vice-chair be interested in/aspire to serve as chair? It was agreed that Ms. Roy-Czyzowski will contact current officers to determine their willingness to serve another year.

3. Follow-up from Strategic Planning

It was noted that strategic planning is now the responsibility of the Executive Committee. It was noted, however, that it was agreed that a topic from the strategic planning retreat would be discussed at each Board meeting. It is anticipated that one topic will be discussed at the April meeting.

4. Board Self-Evaluation – Annual or Biennial

The first Board self-evaluation was conducted last year. Discussion followed on how often this survey should be conducted. The results were released last August. President Edelstein suggested that we should have a report on what was done in response to that survey.

ACTION: Dr. Gustafson will write a report.

All agreed to conduct another survey this year. The target date is May, 2009.

5. Board Interest Questionnaire

Ms. Roy-Czyzowski circulated a draft interest questionnaire for discussion. The completed questionnaires would be given to the Board Chair for Standing Committee assignments etc.

It was agreed that this questionnaire will be sent out each fall.

6. Conflict of Interest Policy/Form

Ms. Roy-Czyzowski circulated the code of conduct policy used by Delta Dental.

The conflict of interest form is different from the statement of financial interest which each Board member completes in January.

A statement of Board expectations and responsibility is in the Orientation packet and is part of the by-laws.

Dr. Gustafson gave an update on the new attorney position for the System Office. The position has been advertised in-house. This will be followed by open advertising. The USNH general counsel has offered to assist in the interview process.

7. Board Ethics Training/Education

The State code of ethics should be reviewed. This will be discussed further at the next meeting.

It was suggested that there should be a day for all new board members to go through policies, learn about CCSNH accounting reports, review the strategic plan, meet System Office personnel who work with the Board, define acronyms, learn about the role of Board members politically, etc. It was also suggested that a Board member follow a president for a day.

8. Future Meeting Dates

It was agreed that this committee will meet quarterly – following a regularly scheduled Board meeting.

A timetable will be developed.

NEXT MEETING: May 7 at 1:00 at MCC

The meeting adjourned at 2:15 p.m.

Respectfully submitted,

Marie Anne Mills
Assistant to the Chancellor