



**GOVERNANCE COMMITTEE
July 23, 2009**

The meeting was called to order at 9:07 a.m. at NHTI, Concord, NH

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

1. Approval of the June 4, 2009, Meeting Minutes

VOTE: The Committee, on motion by Ms. Mahar, seconded by Ms. Roy-Czyzowski voted unanimously to accept the minutes of June 4, 2009, meeting as presented.

2. Consideration of Potential Nominees for Vacant Board Positions

Dr. Gustafson explained the three vacant Board positions: Education, Alumni and Public. The two student representatives have met with him for a Board orientation.

The comments received on the Board Self-evaluation Survey concerning Board composition suggested pursuing new board members who reflect gender and ethnic diversity and those who have skills in marketing, higher education, vocational/career guidance and legislative experience.

ACTION: We will send an email to Board members requesting Board member appointment suggestions. Dr. Gustafson will contact Tom Horgan or Kathryn Dodge for suggestions from higher education.

3. Board Interest Questionnaire

Ms. Roy-Czyzowski indicated that this interest survey will be distributed annually in December. Suggestions made at the previous meeting were incorporated into the current document. This is a helpful instrument for the Board Chair when making committee assignments. It is also helpful to this Committee when it submits the slate of officers each spring.

The form was approved as presented.

Student representation on the College Advisory Committees was discussed. Dr. Gustafson indicated that during his presidential evaluations he has discussed this topic. All presidents indicated their support.

As a Board student representative position becomes vacant, nominating the college student senate president or vice president to serve on the Board was recommended.

Dr. Edelstein briefly explained the volume of information that we receive from the Community College Survey on Student Engagement (CCSSE) which we conduct every other year. This survey will be administered again during the spring of 2010 with results in fall, 2010. An executive summary to the Board would be informative. We could do a presentation on the information this survey provides.

There was also another test survey that was conducted last year on entering students. Five colleges participated. Dr. Edelstein indicated that he would include this as part of his college presentation at the Board's February meeting.

4. Board Self-Evaluation Survey

The Committee reviewed the results of the 2009 survey and draft report prepared by Dr. Gustafson.

President Edelstein noted that non-voting members think the Board is doing a better job than the voting members results reflected. This is very usual.

Discussion followed on the Chancellor's draft report. The 2009 survey indicated improvements on 4-5 items. He referred to the April 2008 memo indicating six areas for improvement. He suggested updating this memo to reflect the 2009 survey results.

ACTION: The Chancellor will develop a summary of progress made in 2009 over 2008. This draft report will be reviewed at next meeting for presentation to the Board at the October meeting.

Dr. Gustafson noted that one result was that the Board wanted additional education on certain topics such as CCSSE, dashboard metrics, economic growth, how will the increase in enrollments affect our budget, changes in the industry such as health care, going green, future trends, etc,

Chair Roy-Czyzowski indicated that Chair Holloway has asked this committee to develop another strategic planning day. Topics suggested: industry changes in the automotive and health areas, where are our graduates going, green industries, hospitality, presidential summary of college strategic plans – two or three specific items

and where we perceive to be in the next five years. Suggestions were made for possible presentations.

5. Consideration of Revised Board Standing Committee Structure

It was recommended that the Legislative Committee be combined with the Executive Committee and adding two at-large members to the committee.

ACTION: Dr. Gustafson will review the responsibilities of the Legislative and Executive Committees and prepare a draft combining both committees for review and discussion at the next meeting.

6. Other

ACTION: Ms. Mills was asked to resend the article from Attorney DeLucia.

Lengthy discussion followed on the need for a background check on potential new Board members prior to nomination by G&C. It was suggested that Attorney Butterfield address this issue.

Trustee Hitchcock mentioned that when he completed the "Application for Appointments," question was asked if he had been convicted of a crime that has not been expunged and requesting details. This will be emailed to committee members.

Trustee Halias felt strongly that this does not address the current Board members and suggested a form be developed and completed at the same time the Statement of Financial Interest is completed. Board members would have to sign yearly that they have read the code of ethics and conflict of interest statements and the Board By-Laws. Attorney Butterfield would receive these signed forms. It is hoped, however, that too many such requests would not discourage a person from serving on the Board.

NEXT MEETING August 6, 2009 at 1:00 p.m. Agenda items include: Board self-evaluation memo; Standing Committee structure change, review of comments submitted by Board members on conflict of interest; review names submitted by Board for new board members, Application for Board Appointment.

The meeting adjourned at 11:10 a.m.

Respectfully submitted,

Marie Anne Mills
Assistant to the Chancellor