



Executive Committee
CCSNH BOARD OF TRUSTEES
Meeting of September 26, 2019

Present: Trustee Jeremy Hitchcock, Trustee Kathy Bogle Shields, Trustee Paul Holloway, Trustee Richard Killion, Trustee Alison Stebbins, Trustee Steve Rothenberg, Trustee Tricia Lucas, Chancellor Ross Gittell

Other Presenting to the Committee: CCSNH Executive Director of Government Affairs and Communications Shannon Reid, CCSNH Legal Counsel Jeanne Herrick

Vice Chair Shields called the meeting to order at 8:06 am in room 267 at Manchester CC in Manchester, NH.

Approval of June 27, 2019 Meeting Minutes

VOTE: The Committee, on motion of Mr. Holloway and seconded by Ms. Stebbins, voted unanimously to approve the minutes of the June 27, 2019 meetings as written.

Legislative Update

Ms. Reid provided an update on the approved state budget, which includes a 17% increase for CCSNH. The only change from the original proposed budget is \$500,000 that was moved to the Governor's STEM scholarship. CCSNH received what was requested to be able to freeze tuition for two years, with thanks to the trustees for their stewardship and legislative outreach. The CCSNH budget was previously approved by the board with the assumption that CCSNH would receive full funding. Included in the budget is an addition in workforce training funding and funding for the adult finish line; and CCSNH will partner with CCA, a great resource and support, to begin work in these areas. Discussion followed regarding Running Start and approaches to strengthen CCSNH's connection to Running Start, including marketing and legislative opportunities. The committee suggested further discussing Running Start and the Adult Learners initiative at the next board retreat. Ms. Reid will draft talking points on the budget to send to the rest of the board.

Also approved by the passing of the budget is the change in statutory language, which now makes eligible part-time students for trusteeship.

Presidents Retreat

At the presidents retreat in August, presidents discussed developing a 5-10 year plan, which has since been discussed with the campuses at the Chancellor's all-college meetings this fall. The presidents will also hold open strategic planning discussions at our next Symposium on October 15, then develop a white paper that incorporates feedback from their campuses to be presented at the next board retreat. Ms. Shields suggested that the Chancellor's senior management also be included in this process.

The presidents also engaged in a planning session regarding HR leadership. There is consensus that more work and focus is needed with respect to system compliance, the payroll function (which BerryDunn is currently auditing), and the job classification system. The strategic HR position will comprise succession



planning, workforce and professional development, HR strategy and organizational design, and who can act as a resource across system and at all colleges. The committee highlighted the need to align HR strategy to the overall strategic plan, and Chancellor Gittell noted that CCSNH will provide another update on HR at the board meeting. The Chancellor and the committee recognized Ms. Herrick's work in HR during the GBCC presidential transition and in managing HR matters during this transition period.

Discussion followed regarding the need for CCSNH trustees attending NECHE visits to have a solid knowledge base on the system and college. Chancellor Gittell announced that following their NECHE visit in the fall, RVCC was notified by NECHE that the college will have a 5-year visit, as opposed to the standard 2-year visit.

Committee Updates

Mr. Killion provided an update on the work of the Governance Committee, which is mandated by the bylaws to develop an annual slate of officers to be voted on at the board meeting in October. Mr. Killion reviewed the results of the trustee questionnaire with the committee, noting that there were no recommendations to change the current slate of officers. The committee recommends that trustee Edwin Smith, who received two peer nominations, be nominated to serve as secretary of the board, citing his experience as a community college student, as a small business owner, and as a legislative representative. The committee's recommended slate of officers will remain unchanged, with the addition of Mr. Smith as secretary, and will be shared with the full board at the October board meeting.

Mr. Killion reported on trustee attendance and the ways that board performance can be monitored in an effective manner using hard data. The committee will begin to collect data to measure effectiveness of the board and board members, and will discuss the ACCT survey at the next meeting. Next year, the committee will focus on trustee education and development, including the financial literacy goal of the Finance Committee. Currently there are six vacancies on the board—two student trustee positions and four vacancies that are expected will be filled in October by the executive council. Mr. Holloway, Mr. Killion, and Chancellor Gittell will schedule a meeting with the Governor to discuss trustee appointments.

Ms. Stebbins reviewed the focus areas of the Finance Committee, including aligning expenses to credits sold, auxiliaries and Rochester. The committee will also focus more on the balance sheet and visibility on reserves to debt, to incorporate all other liabilities that need to be paid off.

Mr. Rothenberg provided an update on the Student Success Committee, focusing on pathways v. Running Start and high school relationships. There is a perception that Running Start is overly utilized by students who are not getting Pell grants and moving on to a community college. Committee members discussed the matter of external entities cohabitating or building on a campus, a topic introduced by Spark Academy, a charter school currently housed at MCC campus, and their proposal to build a building on the MCC campus. The committee supports the concept of cohabitation and appreciates the unique opportunity that Spark Academy has brought to the college. There was consensus among committee members that a small task force should be assembled to further study the complex issues and relationship of the proposed cohabitation model.

Update on performance evaluation process

Mr. Hitchcock reported that Chancellor Gittell's annual evaluation has been completed. He noted that consistency in the commentary was well-received, and the committee voiced concerns regarding understaffing in the Chancellor's Office.



No further business was brought forward. The meeting was adjourned at 10:07 am.

Respectively Submitted,

Meghan Eckner
Executive Assistant to the Chancellor and Board of Trustees