



## **Assets and Resources Committee**

CCSNH BOARD OF TRUSTEES

Meeting of June 18, 2020

**Present:** Trustee Kathy Shields (Chair), Trustee Tiler Eaton, Trustee Richard Heath, GBCC Interim President Cathryn Addy, CCSNH COO Charles Ansell, CCSNH Executive Director of Government Affairs and Communications Shannon Reid, CCSNH Director of Facilities Matt Moore

**Regrets:** Trustee Darrin Daniels, LRCC President Larissa Baia, CCSNH Director of HR Sara Sawyer

**Others in Attendance:** CCSNH Interim Chancellor Susan Huard, CCSNH Legal Counsel Jeanne Herrick, CCSNH Chief Advancement Officer Tim Allison

Chair Shields called the meeting to order at 11:03 am in the Chancellor's Office Conference Room, NHTI, Concord, NH. The chair declared an emergency meeting in order to follow social distancing guidelines related to the current public health crisis, pursuant to RSA 91-A: 2 (III)(b).

### Approval of March 19, 2020 Minutes

**VOTE:** The Committee, on motion of Mr. Heath and seconded by Mr. Eaton, voted unanimously by roll call to approve the minutes of the March 19, 2020 meeting as written.

### Information Technology During COVID-19

Mr. Ansell provided an update on academic technology. CCSNH has implemented and is utilizing the same technology tools across the system. The CARES Act Higher Education Emergency Relief Fund (CARES) provided \$3m in institutional support, in addition to money for emergency student aid for technology, housing and food insecurity associated with COVID-19, and the Governor's Office for Emergency Relief and Recovery (GOFERR) granted \$5m to CCSNH for institutional support. These funds will be used to cover expenses related to COVID-19 such as personal protective equipment (PPE), supplemental instruction, and technology.

This period has fast-tracked the much-needed inventory of software and hardware across the system, and it has also facilitated communication and coordination of the colleges.

### Coronavirus Impact on Personnel

Ms. Herrick provided an update on workplace changes related to COVID-19. Employees are now working mostly remotely, which required a change in practices and clarity around workplace policies related to maintaining the safety and health of employees and reduce risk. Most employees have been working remotely since March, and policies around remote work and leave were adopted in response to this. CCSNH employees have started slowly returning to work, based on a framework that focuses on priorities such as academic programs that require in-person components and other student services related to enrollment, and that incorporates guidelines and requirements from the CDC and state. Ms. Shields suggested that CCSNH begin to offer managers support and professional development on managing teams remotely.



#### Compensation Study RFQ

Ms. Herrick reported that the RFQ produced up to seven bidders, with the statement of qualifications due on Friday. The project may be started as early as September. The new Chief Human Resources Officer, once hired, will manage this project and system communications related to the project. Priorities for this effort will be discussed at the next committee meeting.

#### Coronavirus Impact on Facilities & Capital Development Updates

Mr. Moore provided an overview of the capital development budget. Discussion followed regarding the impact of COVID-19 on master planning efforts underway at the colleges and the need to link master planning elements to strategy (10-year) and goals (2-3 year) for student success. The funds earmarked for security have not yet been designated. A discussion followed regarding the potential loss in state funding and additional federal stimulus funding that be made available. Mr. Ansell discussed the uncertainty on the revenue front due to current enrollment challenges that may improve later in the summer with enhanced on-site recruiting and marketing efforts. CARES and GOFERR do not provide funds for tuition assistance, which is another area for which CCSNH will request additional public funding. Given the current level of uncertainty, CCSNH has developed financial models for the different scenarios that may play out in the coming months.

Mr. Moore reported that the Alternative Care Site (ACS) at NHTI has been demobilized and the borrowed space has been returned to the campus. Mr. Moore also provided updates on the properties currently for sale in Keene and Berlin. Taxes and payments for the property in Stratham are up to-date.

#### Other Business

The next meeting will include an update on the compensation study, and updates on finance and IT.

No further business was stated. The meeting adjourned at 12:27 pm.

Respectfully Submitted,

Meghan Eckner  
Executive Assistant to the Chancellor and Board of Trustees