



Executive Committee
CCSNH BOARD OF TRUSTEES
Meeting of March 26, 2020

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

Others Attending (teleconference): Trustee Robert Baines, Trustee Kenneth Stanley, Trustee Richard Heath, Steven Freeborn, Jack Calhoun, Cheryl Kahn

Chair Hitchcock called the meeting to order at 10:05 am in the Chancellor's Office conference room, NHTI campus in 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).

COVID-19 Updates

Chancellor Gittell provided an update on CCSNH's response to the COVID-19 pandemic. Discussion followed regarding the potential impact of the public health crisis on enrollment and completion. The colleges and system office are fully operational, with 90% of employees currently working remotely and staff in offices practicing social distancing.

Mr. Freeborn noted that faculty and staff have been focused on working closely with students to ease the transition to remote learning and provide accommodations to make sure that students are supported.

The committee discussed CCSNH instructors moving to a pass/ fail grading system in response to the impact on students of moving to remote learning. Mr. Freeborn responded that this is not a good option for students looking to transfer to four-year institutions, which do not give credit for pass/ fail grades.

Mr. Stanley noted that many older students do not have the technology or access to internet that makes online learning possible, and Chancellor Gittell responded that it is important for these students to continue working with their instructors and advisors on these and other challenges.

Tuition

The committee discussed preparation for potential fall enrollment declines due to COVID-19 and other challenges facing higher education next year. Ms. Stebbins discussed opportunities for upskilling and re-training that CCSNH would be able to provide for the state's workforce following the end of the COVID-19 pandemic, and she suggested bringing together a subgroup of trustees to continue this discussion.

Ms. Stebbins also suggested that CCSNH develop targeted marketing and outreach efforts to attract students to enroll at this specific time of uncertainty and instability.

Draft Board Meeting Agenda

Chair Hitchcock presented the draft agenda for the next board meeting on April 23, 2020.



Performance Evaluation Process

Chancellor Gittell will work with his direct reports to complete their performance reviews before his departure. Their performance reviews highlight progress in key areas for the current year and include setting goals for the next year.

Chief Human Resources Officer Search

Chancellor Gittell provided an update on the Chief Human Resources Officer search. Over forty applications have been received for this position to-date. The timeline for the search process has been finalized and the search committee has begun work on this search. Co-chairs for the search committee are WMCC President Charles Lloyd and CCSNH Executive Director of Government Affairs and Communications Shannon Reid. Discussion followed regarding the importance of filling the position with a person with a deep knowledge and background in HR strategy.

Manchester CC President Search

Ms. Shields, co-chair of the Manchester CC search committee, reported that the search committee has reviewed over thirty applications and is currently working on narrowing down the current pool to five candidates.

Non-Public Session I

VOTE: The Committee, on motion of Mr. Smith and seconded by Ms. Stebbins, voted unanimously by roll call to conduct a non-public session according to the provisions in RSA 91-A:3, II (a), in order to discuss a personnel matter.

The Board entered non-public session at 11:12 am and returned to public session at 11:59 am. One vote was taken in the non-public session. Mr. Baines left the meeting at 11:23 am.

VOTE: The Committee, on motion of Mr. Rothenberg and seconded by Ms. Lucas, voted unanimously by roll call to seal the minutes, as divulgence of the information may affect adversely the reputation of persons other than CCSNH voting trustees, under RSA 91-A:3, III.

Non-Public Session II

VOTE: The Committee, on motion of Mr. Smith and seconded by Ms. Stebbins, voted by roll call to conduct a non-public session according to the provisions in RSA 91-A:3, II (a), in order to discuss consideration of the acquisition, sale, or lease of real or personal property which, if discussed in public, would likely benefit a party or parties whose interests are adverse to those of the general community.

The Board entered non-public session at 12:02 pm and returned to public session at 12:23 pm. No votes were taken in the non-public session.

VOTE: The Committee, on motion of Mr. Holloway and seconded by Ms. Shields, voted unanimously by roll call to seal the minutes based upon RSA 91-A:3, III that divulgence of the information likely would render the proposed action ineffective.



No further business was brought forward. The meeting was adjourned at 12:25 pm.

Respectively Submitted,

Meghan Eckner
Executive Assistant to the Chancellor and Board of Trustees