



Board of Trustees

COMMUNITY COLLEGE SYSTEM OF NH

Meeting of April 15, 2021

Present (teleconference): Trustee Kathy Bogle Shields (Acting Chair), Trustee Robert Baines (Vice Chair), Trustee Paul Holloway (Past Chair), Trustee Alison Stebbins (Treasurer), Trustee Edwin Smith (Secretary), Trustee Steve Rothenberg, Trustee Jack Calhoun, Trustee Sharon Harris, Trustee Tricia Lucas, Trustee Steven Slovenski, Trustee Richard Heath, Trustee Todd Emmons, Trustee Jeff Cozzens, Trustee Alexander Johnson, Trustee Stephen Ellis, Trustee Hollie Noveletsky, Trustee John Stevens, Trustee Megan Elwell, Trustee Darrin Daniels, Interim Chancellor Susan Huard, President Brian Bicknell (MCC), President Lucille Jordan (NCC), President Larissa Baia (LRCC), President Gretchen Mullin-Sawicki (NHTI), President Charles Lloyd (WMCC), President Alfred Williams (RVCC), Interim President Cathryn Addy (GBCC), Jonathan Melanson (Governor's Office), Joseph Doiron (NH Department of Business and Economic Affairs)

Regrets: Trustee Tiler Eaton, Trustee Bryant Abbott, Commissioner Frank Edelblut (Department of Education), Commissioner George Copadis (NH Department of Employment Security)

Others Presenting to the Board (teleconference): Shannon Reid (CCSNH), Monica Bradley (CCSNH), Tim Allison (CCSNH), Scott Fields (CCSNH), Mark Broth (Drummond Woodsum), Sara Sawyer (CCSNH)

Chair Shields called the meeting to order at 9:32 am and called the roll. Regarding the conduct of a telephonic meeting and counting all members toward the quorum requirement whether or not physically present in the meeting location, the Acting 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). No conflicts of interest were expressed.

Consent Agenda

VOTE: The Board, on motion of Mr. Smith and seconded by Mr. Rothenberg, voted unanimously by roll call to approve the following consent agenda items:

- Approval of the agenda
- Approval of the January 22, 2021, February 18, 2021, and February 24, 2021 meeting minutes as written
- FY22 fee changes
- College and system mission statements (annual approval)

Student Trustees

The board thanked Ms. Elwell and Mr. Johnson, whose terms as student trustees end in May, for their service to the board and to the system in the 2020-2021 academic year. The NHTI and River Valley CC student bodies will elect the next student trustees to serve in AY 2021-2022.

Committee Updates

- **Governance Committee:** Mr. Baines reported that trustee appointments are paused until more is known on the proposed merger of the state's higher education systems. He presented for board approval the board diversity statement, which was drafted by the Governance Committee and reviewed by presidents to ensure alignment with college missions.



- **VOTE:** *The Board, on motion of Mr. Baines and seconded by Mr. Holloway, voted unanimously by roll call to approve the board diversity statement as recommended by the Governance Committee.*
- **Student Success Committee:** Mr. Rothenberg reported that the committee has recently held discussions on transfer and on other issues surrounding the Governor's merger proposal.
- **Assets & Resources Committee:** Ms. Shields reported that at its most recent meeting, the committee received updates from the system on IT and master planning. Ms. Bradley reported that the compensation and classification study is on-track to conclude no later than September, and she presented the total compensation philosophy vision statement to the board.
 - **VOTE:** *The Board, on motion of Ms. Stebbins and seconded by Mr. Smith, voted unanimously by roll call to approve the total compensation philosophy vision statement as recommended by the Assets & Resources Committee.*
- **Audit and Risk Management Committee:** Ms. Lucas reported that the committee approved and signed the letter of agreement with BerryDunn for the annual audit, beginning in April 2021. A campus safety and risk assessment is underway, and Mr. Bishop is also ensuring system compliance with RSA-188H, regarding sexual misconduct at higher education institutions.
- **Finance Committee:** Ms. Stebbins reported that CCSNH's strong financial position is due to careful and strategic stewardship at the college and system levels. The committee continues to review reserves, recently moving an average of \$2m at the system office back to the colleges, and federal stimulus funding, including tracking and recouping of related expenses. Last year the committee met its goal regarding making informed decisions on auxiliary services, and the committee has adopted the new annual goals of developing a comprehensive plan to fund deferred maintenance and developing, monitoring, and reporting on financial forecasts and projections. Ms. Stebbins thanked Mr. Fields on behalf of the Finance Committee for his leadership and management of the committee's work.
- **Executive Committee:** Ms. Shields reported that the committee recently voted to continue the chancellor search, as top-tier candidates expressed interest in moving forward with the position as a two-year contract opportunity, following the Governor's announcement of his proposal to merge the state's two higher education systems. The committee also reviewed the performance evaluation process for direct reports and received a status update on the GBCC president search.

CCSNH Board Strategic Pillars

Ms. Reid presented a general overview of CCSNH mission, student demographic information, enrollment per region, and 65x25. Key focus areas for meeting mission elements include the need for CCSNH to maintain its focus on nimble and responsive programming, affordability and low tuition, upward mobility, and nation-leading graduation rates achieved through increased retention. Financial sustainability is rooted in CCSNH's statutory charge to operate as a well-coordinated system, and throughout this period of transition, CCSNH has continually operated by strategically adjusting to ongoing and emerging demands. Ms. Reid presented on areas where CCSNH and USNH are working together to achieve increased efficiencies and institutional effectiveness.

Discussion followed regarding the need for CCSNH to increase its adult student population, which is key to achieving 65x25, by adopting strategies including developing course schedules that accommodate work schedules and delivering more on-site education through employers.

All trustees are encouraged to familiarize themselves with the information presented by Ms. Reid.



Chancellor Huard proposed five strategic pillars for board approval:

- Student Success
- Diversity, Equity & Inclusion
- Employer of Choice
- Workforce Development (65x25)
- Financial Sustainability

The pillars are based on ongoing board and committee work and key take-aways identified at the most recent board retreats, and they will form the foundation for strategic and master planning going forward at both the system and college levels. Initiatives and projects tied to the strategic pillars will be discussed at future meetings.

VOTE: The Board, on motion of Mr. Holloway and seconded by Mr. Smith, voted unanimously by roll call to approve the board strategic pillars as presented.

Mr. Melanson left the meeting at 11 am, and Mr. Stevens and Mr. Daniels left the meeting at 11:16 am.

Non-Public Session

VOTE: The Board, on motion of Mr. Smith and seconded by Ms. Lucas, 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 11:24 and returned to public session at 11:54 am. No votes were taken in the non-public session.

VOTE: The Board, on motion of Mr. Smith and seconded by Mr. Holloway, voted unanimously by roll call to seal the minutes based upon RSA 91- A:3, III, in that divulgence of the information may affect adversely the reputation of persons other than CCSNH voting trustees.

Other Business

No further business was brought forward. The meeting adjourned at 11:57 am.

Respectfully Submitted,

Meghan Eckner
Executive Assistant to the Chancellor and Board of Trustees