



## **Assets and Resources Committee**

CCSNH BOARD OF TRUSTEES

Meeting of June 17, 2021

**Present:** Trustee Kathy Shields (Chair), Trustee Darrin Daniels, LRCC President Larissa Baia, GBCC Interim President Cathryn Addy, CCSNH COO Scott Fields, CCSNH Director of Facilities Matt Moore, CCSNH Director of HR Sara Sawyer, CCSNH Interim CHRO Monica Bradley

**Regrets:** Trustee Tiler Eaton, Trustee Richard Heath

**Others in Attendance:** Trustee Jack Calhoun, Trustee Edwin Smith, CCSNH Interim Chancellor Susan Huard, CCSNH Director of Academic Technology Alisa Kadenic-Newman, RVCC President Alfred Williams, CCSNH Chief Advancement Officer Tim Allison,

Chair Shields called the meeting to order at 10:26 am in the Chancellor's Office Conference Room, NHTI, Concord, NH. With respect to (1) the sudden expiration of the prolonged state of emergency last week, (2) the expectation that the upcoming board committee meetings would be held as remote meetings, (3) the inability of most trustees to attend in-person for reasons related to travel and other scheduling conflicts, and (4) the need to conduct committee business that cannot be further delayed by rescheduling to a later date when all members are available to attend in-person, the Chair declares an emergency meeting, pursuant to RSA 91-A:2, III, to allow the conduct of a telephonic meeting counting all members toward the quorum requirement whether or not physically present in the meeting location.

### Approval of March 18, 2021 Minutes

**VOTE:** The Committee, on motion of President Baia and seconded by Mr. Daniels, voted unanimously by roll call to approve the minutes of the March 18, 2021 meeting as written.

### FY22 Projects at LRCC, RVCC and WMCC

President Baia presented Lakes Region CC's proposal to replace the exterior walls of the Health & Science building at LRCC (\$700,000). President Williams presented River Valley CC's proposal to renovate laboratories at RVCC (\$690,000). President Lloyd presented WMCC's proposal to pave the parking lot at WMCC (\$970,000).

**VOTE:** The Committee, on motion of Ms. Shields and seconded by Mr. Daniels, voted unanimously by roll call to approve FY22 projects at LRCC, RVCC and WMCC as presented.

### Human Resources Goals and Progress Update

Ms. Bradley provided a progress update on the searches for CCSNH Chancellor and GBCC President, the compensation and classification study, and Title IX. Rebecca Lewis will start on July 1, 2021 as the CCSNH Workforce Development Director.

### Areas of Focus

Mr. Fields provided an update of key initiatives within the focus areas of facilities, information technology, and human capital development. All committee members are asked to review this document after the meeting and provide feedback to the Chair.



#### Capital Project Update

Mr. Moore provided an update on key areas in capital development and accounting, and he reported that he is receiving submissions to the RFP for construction managers as approved by the board.

#### IT Update

Ms. Kadenic-Newman provided an update on the SharePoint site that has been developed to collect all training and other shared faculty and staff resources in one central hub. Discussion followed regarding available analytics to measure impact of this initiative, which Ms. Kadenic-Newman will research and report back on at the next committee meeting.

Mr. Daniels joined the meeting at 11:15 am.

#### State Proposal for Additional GOFERR Funds

Mr. Fields reported that the NCC project was moved from the capital budget to GOFERR. Initially the committee approved usage of federal stimulus funds for college HVAC issues not included in the upcoming biennium's capital budget, and CCSNH will request additional GOFERR funds to cover other similar projects. The next meeting with GOFERR will provide information on additional expenditures that would qualify for GOFERR funding.

#### Other Business

President Williams provided an update on the River Valley CC location at Keene State College. The Washington Street location is on the market, and RVCC courses have not been provided classrooms for the fall. The massage program has been moved to another location because it was not provided space on campus, and there is concern that the college must identify other locations outside of Keene State College campus to continue courses in the Keene area. Chancellor Huard supports President Williams' notion, and trustees are encouraged to send any suggestions and area contacts to President Williams.

Mr. Allison reported that CCSNH will provide Fidelity with an update on TargetX next week.

No further business was stated. The meeting adjourned at 11:50 am.

Respectfully Submitted,

Meghan Eckner  
Executive Assistant to the Chancellor and Board of Trustees