



## **Audit Committee**

CCSNH BOARD OF TRUSTEES

Meeting of October 20, 2022

**Present:** Trustee Tricia Lucas (Chair), Trustee John Stevens, Director of Internal Audit Ann-Marie Hartshorn (CCSNH), CCSNH Chancellor Mark Rubinstein, Shannon Reid (CCSNH, teleconference) Trustee Todd Emmons, Trustee Stephen Ellis, MCC President, Brian Bicknell, LRCC Interim President, Patrick Cate, GBCC President, Cheryl Lesser, NCC President, Lucille Jordan, RVCC President, Alfred Williams, WMCC President, Charles Lloyd.

**Regrets:** Director of Risk Management and Insurance Programs, Jason Bishop

The Chair called the meeting to order at 2:15 pm in 301 Grappone Hall, NHTI, Concord, NH.

### Approval of August 18, 2022 Meeting Minutes

**VOTE:** The Committee, on motion of Mr. Emmons and seconded by Mr. Stevens, voted unanimously to approve the minutes of the August 18, 2022 meeting.

### Updates from the Chancellor

Chancellor Rubinstein brought forth a proposal for amendment to the CCSNH Mission Statement. Our current mission statement reads *"Our purpose is to provide residents with affordable, accessible education and training that aligns with the needs of New Hampshire's businesses and communities, delivered through an innovative, efficient and collaborative system of colleges. CCSNH is dedicated to the educational, professional and personal success of its students; a skilled workforce for our state's businesses; and a strong New Hampshire economy."*

Although an accurate description, the proposal would be for the addition of "high quality". The updated mission statement would read as follows: *"Our purpose is to provide residents with affordable, accessible **high-quality** education and training that aligns with the needs of New Hampshire's businesses and communities, delivered through an innovative, efficient and collaborative system of colleges. CCSNH is dedicated to the educational, professional and personal success of its students; a skilled workforce for our state's businesses; and a strong New Hampshire economy."*

**VOTE:** The Committee, on motion of Ms. Lucas voted unanimously to recommend to the full board meeting in November to adopt the modification of the CCSNH Mission Statement. No opposition, motion carries.

Chancellor Rubinstein brought forth a proposal related to the Presidency at Lakes Region Community College. In summary the proposal states that we defer a search for a new President for LRCC and charge a small working group to evaluate: 1) a primary alternative that would involve some level of alignment or integration between LRCC and WMCC, and 2) any additional options the working group considers viable, and to bring a recommendation to the Board in



January (with preliminary report reaching the Board's Committees by the end of calendar year 2022).

**VOTE:** The Committee, on motion of Mr. Emmons voted unanimously to move forward with establishing a working group related the presidency at LRCC. The plan as it reads is endorsed by the Board, stating it is a great opportunity for CCSNH. No opposition, motion carries.

#### Title IX Sexual Harassment and Misconduct concerns

Ms. Hartshorn discussed the increased numbers of Title IX cases across the system. Discussed the need to provide more training and support for employees as well as students in Residential Life. Discussion was had regarding a system wide team, that would be trained as Title IX Coordinators, Investigators and Decision makers which would provide support across all campuses. This would be easier to keep up with training, changes in regulations etc.

#### Campus Safety Updates/Discussion

A threat assessment was done, each president provided feedback for findings related to their campuses. Findings included:

- Understaffed Safety departments
- Under resourced
- Lack of professional training
- Not all locations have real time surveillance
- Larger campus, equals more ground to cover
- Door/lock system

Solutions discussed/already implemented:

- Additional training for all staff
- Specialized training for Safety department
- Cross training
- Adjusting job descriptions to include campus safety (Maintenance)
- Hiring outside security firm for coverage
- System wide training standards (some need to be campus specific)

Mental health was discussed as another opportunity for training and support for each campus.

#### Other Business

No further business was stated. The meeting was adjourned at 3:52 pm.

Respectfully Submitted,

Elizabeth Lawton  
Executive Assistant to the President, NHTI