



### **Board of Trustees Executive Committee**

Friday December 16, 2022, 10:00am - 12:00pm  
NHTI - Concord's Community College, Grappone Hall 301

**Attendees:** Chair Katharine Bogle Shields, Trustee Robert Baines, Chancellor Mark Rubinstein, Trustee Paul Holloway, Trustee Tricia Lucas, Trustee Alison Stebbins, Trustee Edwin O. Smith, Trustee John C. Calhoun,

**Guests:** Chief Operating Officer Scott Fields, Executive Director Shannon Reid, Executive Director Tim Allison

### **Meeting Minutes:**

#### **Approval Items:**

1. Approval of previous minutes
  - a. Trustee Holloway motioned to approve the minutes as submitted, Trustee Calhoun seconded the motion. Motion passed unanimously.

#### **Update Items:**

1. Student Success Committee Update
  - a. Had a good conversation surrounding how to best adopt the strategic plan items related to Student Success.
2. Assets and Resources Committee Update
  - a. The outdoor classroom at Manchester Community College has been put on hold due to the cost increase, and their request to access reserve funds to bridge the gap was put on hold until they hear back about the Congressionally Directed Funding request that was submitted.
  - b. Lakes Region Community College had windows damaged during construction.
  - c. NHTI - Concord's Community College roof project is almost complete.
3. Finance Committee Update
  - a. There was not meeting yesterday, but we had a great audit.
  - b. Responding to Trustees Stebbins' and Trustee Emmons' concern that the Colleges provide forecasts reflecting best thinking about where budgets will land, accounting for both enrollment/revenue and expense management, the Colleges produced updated forecasts that more closely aligned with approved budgets.
    - i. Manchester and GBCC have the largest gap in loss, but both had anticipated this as the deficits were included in their FY23 approved budgets;
4. Governance Committee Update
  - a. Discussion of collaborative opportunities and relevant policy adaptations to support systemwide efforts.



- b. Vermont State College System is integrating two separately accredited colleges into Northern Vermont University? NCHEMS has provided a good deal of research support for that effort, underwritten by a \$250,000 contract with the State of Vermont.
- 5. Other Business
  - a. Executive Director Allison gave an update on the donation to the NH Charitable Foundation from Hannaford.
  - b. Executive Director Reid gave an update about elections.
- 6. Future Topics
  - a. Synergies between CCSNH and USNH

Respectfully submitted,

