



Executive Committee

CCSNH BOARD OF TRUSTEES

Meeting of October 27, 2022

Present: Trustee Kathy Bogle Shields (Chair), Trustee Alison Stebbins (teleconference), Trustee Edwin Smith, Trustee Jack Calhoun, Trustee Hollie Noveletsky, Trustee Robert Baines, Trustee Tricia Lucas, Chancellor Mark Rubinstein, CCSNH Executive Director of Government Affairs and Communications Shannon Reid

Others Attending (teleconference): Trustee Nick Toumpas, CCSNH Chief Operations Officer Scott Fields

Chair Shields called the meeting to order at 10:08 am in 301 Grappone Hall, NHTI, Concord.

Chair Shields communicated the appointment of Trustee Calhoun to Chair Student Success Committee.

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.”

Approval of Amendment to CCSNH Mission Statement

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

A follow up question was asked by Mr. Calhoun regarding who would be in charge of taking care of the marketing materials. There is not much material currently available, the colleges have their own materials.

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).

Chancellor Rubinstein discussed the long-term enrollment trends, coupled with the evolving impact of online teaching and learning. These two forces are having a direct impact on the utilization of space across the System, but acutely for NHTI. The conversation turned to what should be done with the underutilized space. A topic of interest is how can CCSNH engage new partnerships to make better use of space to address the ongoing operational costs – i.e. utility expenses, cleaning, and deferred maintenance. The question was raised on how the Board can play a role in helping CCSNH move these possibilities forward.

Chancellor Rubinstein will investigate support for a process to engage community stakeholders in a more expansive approach to campus master planning for NHTI that will help generate a ideas about space utilization and partnerships. Leadership will keep the Board updated on this process. Ms. Stebbins asked if we should hire a space consultant and possibly seek financial support



for such an effort from the NH Charitable Foundation.

Chancellor Rubinstein discussed the feedback received following the most recent meeting of the Finance Committee. That feedback included concerns about insufficient opportunity to review materials to fulfill the Committee's responsibilities to conduct due diligence in fulfillment of the Board's delegated authority. Chancellor Rubinstein committed to a process under which all agenda items and supporting materials would be provided to the Board of Trustees via Canvas one week ahead of scheduled meetings, and further committed to review of those materials prior to their being posted, with a plan to communicate this expectation to the Senior Leadership Team to clarify and affirm these expectations.

Committee reports

- Assets & Resources: Mr. Smith reported that the committee received updates on unfunded liabilities, retirement and health benefits, request for the sale of property at WMCC and MCC, all projects are on time, and the committee was provided an update on the MOU with the City of Keene.
- Finance: Ms. Stebbins reported that the forecast is showing a significant loss, the committee would like to see an updated forecast at the next meeting, Ms. Stebbins covered the ongoing unfunded long-term liabilities related to CCSNH retiree health insurance costs and how this connects to the conversation about the allocation of reserves, there was also a conversation around the timing of materials being available to Trustees and that there is a need to ensure materials are available earlier.
- Student Success: Mr. Calhoun lead discussions related to the Mission Statement amendment and LRCC/WMCC proposals, the committee sought an update on the NHTI Presidential search.
- Audit Committee: The committee discussed the increase in sexual harassment and Title IX issues across multiple campuses. As a result, trainings will be provided on how best to move forward; there is confidence in the current plan that will be put in place. Mr. Bishop is working on leveraging new options to support staffing at the colleges as they seek to improve efficiencies related to Clery reporting.
- Governance Committee: Ms. Noveletsky reported that the committee is reviewing policies and needs to improve planning and execution. Further discussion was focused on upcoming term limits and how the new structure be communicated to the Board. The committee recognized that there is a need to get additional Trustees from District 5, Nashua area.

No further business was brought forward. The meeting was adjourned at 12:15 pm.

Respectfully Submitted,
Elizabeth Lawton
Executive Assistant to the President, NHTI