

**Board of Trustees Executive Committee**

June 26, 2025 | 10:00am - 12:00pm  
CCSNH System Office | Zoom

**Attendees:** Chair Kathy Bogle Shields, Vice-Chair Edwin O. Smith (Zoom), Chancellor Mark Rubinstein, Trustee Richard Ackerman (Zoom), Trustee Tricia Lucas, Trustee Alison Stebbins (Zoom), Trustee Donnalee Lozeau (arrived at 10:10am); Vice Chancellor Chuck Lloyd, RVCC and Interim NCC President Alfred Williams, GBCC President Cheryl Lesser, LRCC President Patrick Cate, NHTI President Patrick Tompkins, WMCC President Sarmad Saman

**Regrets:** Trustee Sharon Harris, Trustee Gregory Eastman

**Guests:** Director Sara Sawyer, Chief Information Officer Barbara Spada, Director Ann-Marie Hartshorn, Exec. Director Shannon Reid

**Meeting Minutes:** Chair Shields opened the meeting at 10:01am with an overview of the meeting. Attendance was taken via roll call.

**Update Items:**

1. Updates from Committee Chairs:
  - a. Student Success: Chair Ackerman stated that at the previous meeting, the Student Success Committee had several updates and approvals to programs. The committee also approved the amendment to System Finance Policies 425.13 and 425.16 changing the collection amount from \$200 to \$500 to allow students to register for future semesters. It does not mean that we are no longer pursuing payment, it simply allows the hold to be lifted for activity to continue on the student account. Institutional Research Analyst Holly Danby and Vice Chancellor Lloyd had provided some data to show the positive enrollment trends associated with this change in the pilot phase.
  - b. Assets & Resources: No Update
  - c. Finance: Chair Toumpas stated that the Finance Committee approved the tentative budget, understanding that that there could be changes depending on the adopted state budget and that these changes could possibly include a tuition increase. The committee continues discussing the thought of hiring a Chief Investment Officer but are not yet prepared to bring a recommendation on this matter before the full Board.
  - d. Audit: No Update
  - e. Governance: No Update

**Discussion Items:**

1. Tuition Discussion

- a. Chancellor Rubinstein provided a brief overview of the State’s budget development process, including the State’s competing pressures for limited revenue, CCSNH’s own prioritization to optimize State funding, and the subsequent rationale for proposing \$15 per credit as a potential tuition increase for the upcoming academic year. Chancellor Rubinstein provided examples of what surrounding states charge, noting that these costs—typically higher in most New England states other than Maine—are often obscured by “free tuition” programs that alter who makes the payments, but not the actual costs that tuition is required to cover. After extended discussion, Trustee Smith motioned the following statement, seconded by Trustee Toumpas, that carried unanimously.

“Our mission, our commitment to our students, and the expectations and needs of the Granite State require that we provide access to high-quality postsecondary education in fields that are critical to the State’s future. Through a longstanding partnership with the State of New Hampshire, CCSNH has worked diligently to ensure that the programs that it offers are kept as affordable as they can be without compromising on quality. Expanded use of Open Educational Resources (OER), Credit for Prior Learning (CPL), and our Early College programs all serve to reduce the direct costs that students incur for the education they receive, but to ensure that CCSNH is able to sustain our valuable programs and services into the future, delivered by well-qualified faculty and staff, and with appropriate resources to support the success of our students, the Board of Trustees also recognizes the need to ask our students to continue to share in the cost of their education.

In this context, predicated on the Board of Trustees’ belief that CCSNH will continue to take all appropriate steps to reduce costs where that is feasible while sustaining our shared commitment to quality, and will pursue additional steps to increase scholarship support for our students, the Executive Committee of the Board endorses a recommendation to introduce an increase of \$15 per credit for tuition for the 2025-26 Academic Year.”

2. Follow-up to Plan Presentation

- a. Chancellor Rubinstein provided an update and overview of what is being worked as a result of the charge issued to the System Leadership Team following the Board of Trustees Retreat in April. To ensure that initiatives are tracked and progressing, the Senior Leadership Team is using a Project

Management tool to help organize and summarize the total of what has been completed. Discussion was had on the best way to present the information to the full Board in July and in subsequent meetings to demonstrate whether progress is occurring at the pace expected by the Board with respect to the Board's post-retreat charge that included potential reconsideration of CCSNH pursuing single accreditation as a better strategy to fulfill the organization's mission and to ensure financial sustainability.

3. Financial Aid Fraud/Lexis Nexis
  - a. Director Hartshorn provided an update on the number of fraudulent applications and identity theft cases across the system. A majority of fraud cases have been found at NHTI - Concord's Community College and Manchester Community College. Due to the diligent work being done across the system by various CCSNH employees to catch fraud cases, the Department of Education - Office of Inspector General has praised CCSNH for the work being done to catch and mitigate the number of fraud cases being received.
  - b. Chief Information Officer Spada provided an update that the program Lexis Nexis is currently in the testing phase. Once this program is fully functioning, this program will help us reduce the number of fraudulent applications that are received.
4. Non-Public Session
  - a. Agenda items have been presented that require a non-public session. Trustee Smith motioned that we vote on a non-public session according to the provisions in RSA 91-A:3, II (a), in order to discuss a personnel matter. Trustee Toumpas seconded the motion. Motion carried unanimously via roll call vote.

**Entered Non-Public Session at 11:50am**  
**Exited Non-Public Session at 12:07pm**

Trustee Toumpas motioned to approve the proposed adjunct faculty collective bargaining agreement as presented which is set to be in effect from July 1, 2025 through June 30, 2027. Trustee Smith seconded the motion. Motion carried unanimously via roll call vote.

Chair Shields thanked everyone for meeting on short notice. With no further business the meeting adjourned at 12:08pm.

Respectfully submitted,

Hayley Hawksley  
Administrative Assistant