



Board of Trustees

COMMUNITY COLLEGE SYSTEM OF NH

Meeting of June 14, 2018

Present: Trustee Jeremy Hitchcock (Chair), Trustee Kathy Bogle Shields (Vice Chair), Trustee Paul Holloway (Past Chair), Trustee Kim Trisciani (Secretary), Trustee Allen Damren, Trustee Connie Roy-Czyzowski, Trustee Jack Calhoun, Trustee Edwin Smith, Trustee Cheryl Kahn, Trustee John Stevens, Trustee Richard Heath, Trustee Sharon Harris, Trustee Stephen Guyer, Trustee Steven Slovenski, Trustee Steve Rothenberg, Trustee Steven Hattamer, Trustee Tiffiney Poirier, Commissioner Frank Edelblut, Chancellor Ross Gittell, Michael Power, President Susan Huard (MCC, GBCC), President Lucille Jordan (NCC, RVCC), President Charles Lloyd (WMCC), President Larissa Baia (LRCC), President Susan Dunton (NHTI), Interim President Deborah Schmitt (RVCC)

Regrets: Trustee Alison Stebbins (Treasurer), Trustee Rebecca Clerkin, Trustee Steve Ellis, Trustee Tricia Lucas, Trustee Krishna Mangipudi, Trustee Darrin Daniels, Trustee Richard Killion, Governor Christopher Sununu, Commissioner Copadis

Others Presenting to the Board: Charles Ansell, Shannon Reid, Richie Coladarci, Jeanne Herrick, John Harrington, Matthew Moore, RVCC Director Respiratory Therapy Program Kevin Krawiec, RVCC Associate Professor of Nursing Sharon Breidt

College Presentation

Interim President Schmitt began the college presentation by thanking the board for the opportunity to serve as River Valley CC Interim President for the 2017-2018 academic year.

Director of the RVCC Respiratory Therapy Program Kevin Krawiec and RVCC Associate Professor of Nursing Sharon Breidt delivered a presentation and demonstration of the new, advanced simulation equipment that the college recently received a grant to purchase. The equipment affords students in the college's allied health program hours of practical training and the opportunity to practice their skills in real-life scenarios, in a low-risk, high-fidelity and highly engaging environment that maximizes the learning experience. Professor Krawiec presented on the successes of the River Valley CC allied health program, which is the largest allied health program in the state and the only program to offer a lab that teaches students the benefits and power of collaboration by bringing together the nursing and respiratory therapy fields. The program has a low attrition rate of under 10% and a pass rate of 80%, and graduates supply medical facilities throughout the regional area, state and country.

Chair Hitchcock called the meeting to order at 10:06 a.m. at River Valley Community College in Claremont, NH.

President Lloyd introduced new WMCC student trustee Tiffiney Poirier and presented her with the Bonnie Newman scholarship. All trustees welcomed Ms. Poirier to the board.

Approval of Agenda

The agenda was approved and no conflicts of interest were expressed.

Approval of Meeting Minutes

VOTE: The Board, on motion of Mr. Calhoun and seconded by Mr. Holloway, voted unanimously to approve the minutes of the April 5, 2018 and May 23, 2018 meetings as written.



NEASC Updates

Chancellor Gittell provided updates on NEASC activity at the colleges. Manchester CC recently hosted a positive site visit with no follow-ups needed. Following Nashua CC's last accreditation visit, the college received a letter from the Chair citing two items (enrollment and the CFO position) that have already been addressed, and no follow-up actions are anticipated. Great Bay CC also received a letter and anticipate the need for follow up in assessment, student learning and career services.

White Mountains CC will host the next accreditation visit September 30- October 1, the Lakes Region CC visit will take place at the end of October, and River Valley CC will host a visit in the spring.

Chancellor Gittell thanked the presidents for their leadership on NEASC visits and reviews.

Task Force on Committees

The Task Force recently met with committee chairs, senior management, and the presidents to collect their feedback and suggestions on the proposed new board committee structure, which aims to approach the board as a strategic, rather than administrative, entity. The Task Force will deliver a final recommendation to the board in October.

Presidential Searches

Chancellor Gittell informed the board that Alfred Williams, incoming President of River Valley CC, will start on July 2, and President Baia was welcomed to the role of President of Lakes Region CC last month. The final search for president at Great Bay CC is almost complete, and Chancellor Gittell will put forward his recommendation to the board during the non-public session.

Governance Institute for Student Success

The Association of Community College Trustees will hold a student success workshop for regional trustees in partnership with NEBBE and ACCT on November 29-30 at Nashua CC. This workshop will feature national thought leaders and guided pathways practitioners, and Chancellor Gittell recommends that new trustees attend. Following the board meeting, Ms. Eckner will email more information to all trustees and collect RSVPs.

CCSNH Symposium

This annual day of professional development for CCSNH faculty and staff will take place on August 16 at NHTI and will feature two keynotes—Kim Hunter Reed (Commissioner of Higher Education, Louisiana) and Dr. Robin DeRosa, an internationally renowned leader on open education. Chancellor Gittell invited all trustees to attend this event.

Consent Agenda

VOTE: The Board, on motion of Mr. Holloway and seconded by Mr. Heath, voted unanimously to approve the following consent agenda items:

- The appointment of Mr. McNutt to the RVCC Advisory Board
- The appointment of President Lloyd to the Higher Education Commission

Reports of Standing Committees

Academic & Student Affairs and Workforce Development Committee

President Huard presented the proposed Cloud Services associate's degree at Manchester CC, as recommended by the ASAWD Committee. The program, which will require adjunct faculty from industries that support computer science programs, has received enthusiastic support from industry.



VOTE: The Board, on motion of Mr. Calhoun and seconded by Mr. Smith, voted unanimously to approve the Associate’s Degree in Cloud Services at Manchester CC.

Governance Committee

The Governance Committee has started preparing the next orientation for new trustees, which will take place in the fall. Ms. Roy-Czyzowski reported that the committee has also begun work on the bi-annual board survey to be administered next in early 2019. The next survey will be better aligned with NEASC standards and include questions concerning the foundation.

Safety and Risk Management Committee

Mr. Stevens invited all trustees to attend the next Halias Symposium on August 9 at UNH, focusing on mental health awareness.

Marketing Committee

Mr. Calhoun reported that marketing staff at all of the colleges have started collaborating and sharing services (social media, graphics) with more regional colleges, better aligning marketing efforts with financial sustainability.

Student Success and Enrollment Update

Mr. Ansell announced that in terms of student success, CCSNH is leading the New England region in terms of stability, graduation rates, enrollment decline, awards granted, and increasing retention rates.

The decrease in enrollment for fall and spring, primarily a result of the low unemployment rate and increased competition from 4-year institutions, has called for the colleges to develop aggressive enrollment targets and conservative financial targets for the new fiscal year.

FY19 Budget

Ms. Shields presented the proposed FY19 budget, as recommended by the Finance Committee. Regarding the decreased revenue resulting from the drop in enrollment, Ms. Shields acknowledged the colleges’ work to create budgets that account for these expected challenges. Even at a time of decreased revenue, investments in technology and in launching the foundation, as outlined in the proposed budget, are critical in terms of long-term growth in infrastructure and continued sustainability efforts. Also included in the proposed budget is a tuition increase of \$5 per credit, to a \$215 per-credit in-state tuition rate, to offset the decrease in revenue. Discussion followed regarding affordability for students and the need for increased accessibility to Pell Grants, scholarships, and other sources of additional funding. Trustees thanked Mr. Ansell and senior leadership for their clear communication on this issue, noting that affordability—maintaining low costs and tuition—has always been a priority for the board.

VOTE: The Board, on motion of Mr. Holloway and seconded by Mr. Damren, voted unanimously to approve the FY19 budget and tuition increase as presented.

Presidents’ Update

President Huard delivered a report on the presidents retreat, held on June 6th at Manchester CC. The presidents discussed shared services and areas, such as marketing, that can be centralized; as well as other topics including the state’s and nursing home industry’s need for more LPN programs, the integration of open educational resources at the colleges, and strategies to improve recruitment and



enrollment of high school students in the state. The trustees thanked the presidents for their highly collaborative and cooperative work.

Other Business

Chancellor Gittell asked trustees to review the updated meeting schedule, highlighting upcoming NEASC site visit dates and the next board meeting on October 18th.

The Chancellor acknowledged and thanked President Jordan and President Huard for their work supporting River Valley CC and Great Bay CC respectively during this period of presidential transition at both colleges.

Past Chair Holloway delivered thank you remarks to Trustee Guyer, whose term as trustee will conclude at the end of the month. Past Chair Holloway cited the valuable perspective that Mr. Guyer brought to the board as a trustee with deep experience in education as a high school principal, director of guidance and humanities, coach, and faculty member. Mr. Guyer reflected on his time as a trustee, noting his efforts to connect the board to education and CTE. The board thanked Mr. Guyer for all of his contributions over the 30 years that he served.

Non-Public Session

VOTE: The Board, on motion of Ms. Trisciani and seconded by Ms. Roy-Czyzowski, voted by roll call to conduct a non-public session according to the provisions in RSA 91-A: 3, II (b), in order to discuss hiring of a public employee.

The Board entered non-public session at 11:37 am and returned to public session at 11:56 am. One vote was taken in the non-public session.

VOTE: The Board, on motion of Mr. Holloway and seconded by Mr. Guyer, voted by roll call to seal the minutes, as divulgence of the information presented would render the proposed action ineffective and adversely affect the reputation of a person, under RSA 91-A:3, III, until such time the aforesaid circumstances no longer apply.

No further business was brought forward. The meeting adjourned at 11:57 am.

Respectfully Submitted,

Meghan Eckner
Executive Assistant to the Chancellor and Board of Trustees