



Governance Committee Meeting

CCSNH BOARD OF TRUSTEES

Meeting of September 19, 2019

Attending: Trustee Richard Killion, Trustee Steven Hattamer, NHTI President Gretchen Mullin-Sawicki, Jeanne Herrick (CCSNH)

Regrets: Trustee Connie Roy-Czyzowski

Chair Killion called the meeting to order at 8:00 am in the Chancellor's Office conference room, NHTI campus in Concord, NH.

Meeting Minutes

VOTE: The Committee, on motion of Mr. Hattamer and seconded by President Mullin-Sawicki, voted unanimously to approve the minutes of the March 21, 2019 and June 20, 2019 meetings as written.

Board Membership Update

Chair Killion provided an update on board membership. Currently there are two student trustee vacancies and four other voting trustee vacancies to be filled, including two public sector members, a labor sector member, and a business sector member. A trustee orientation has been scheduled for October 10, 2019 in anticipation of confirmation of trustee appointments in advance of the next council meeting.

Slate of Officers for 2019-2020

Mr. Killion reviewed the results of the interest questionnaire distributed to the board in July, for the purpose of recommending a slate of officers to the board at the board meeting in October. Of the 18 current voting trustees, 16 trustees completed the survey. No changes in any committee or executive position were requested. The committee recommends appointing Trustee Edwin Smith to the open board secretary position, noting that -- of all non-members of the Executive Committee demonstrating an interest to serve -- he received the most peer recommendations in the board interest questionnaire survey; and citing his significant experience in industry, the legislature, the Department of Transportation as well as his background as a community college student. Mr. Killion will inform the Executive Committee of the Governance Committee's recommendations, and he will draft a summary of the committee's process and recommendations for the slate of officers to present to the full board on October 17, 2019. The committee expressed confidence in the process that was followed to construct the slate of trustees.

VOTE: The Committee, on motion of Mr. Hattamer and seconded by President Mullin-Sawicki, voted unanimously to recommend the slate of officers to the Board for approval at the October 17, 2019 meeting:

- Chair: Jeremy Hitchcock
- Vice Chair: Kathy Bogle Shields
- Treasurer: Alison Stebbins
- Secretary: Edwin Smith



Review of Committee Work Plan for 2019

Mr. Killion reviewed the updated work plan for the committee.

Regarding the bi-annual survey of the board, Mr. Killion suggests making a recommendation at the December committee meeting regarding how to move forward with the ACCT survey in 2020. Mr. Hattamer noted the questions that make up the 2018 survey are mostly subjective, and he suggested adding KPIs to the next survey to be able to objectively evaluate the board's work. Mr. Killion will edit the work plan to remove the off-year element and to add the focus on finding objective means for measure. At the meeting in December, the committee will continue to discuss objectives measures and how to use the information that is gathered. Mr. Killion will also discuss committee KPIs at the Executive Committee on September 26.

Mr. Killion suggested that trustee education and development be discussed further at the December meeting. Discussion followed regarding developing an orientation program that increases trustee engagement and the need to develop the trustee mentor program, which Mr. Killion will bring to the attention of the Executive Committee. The committee could explore topics of interest such as education on financial literacy to improve trustee understanding of financial matters. Discussion followed regarding delivery modes to find faster, more engaging ways to deliver this information and education to trustees, including short video tutorials.

Other Business

Mr. Killion asked committee members to prepare to continue discussions on the committee's responsibilities of Monitoring Board Performance and Effectiveness and ensuring Trustee Education and Development at the next committee meeting in December.

No further business was brought forward. The meeting adjourned at 8:59 am.

Respectfully Submitted,

Meghan Eckner
Executive Assistant to the Chancellor and Board of Trustees