



Board of Trustees
COMMUNITY COLLEGE SYSTEM OF NH
Meeting of November 21, 2019

Present: Trustee Jeremy Hitchcock (Chair), Trustee Kathy Bogle Shields (Vice Chair), Trustee Paul Holloway (Past Chair), Trustee Edwin Smith (Secretary), Trustee Jack Calhoun, Trustee Sharon Harris, Trustee Stephen Freeborn, Trustee Stephen Ellis, Trustee Tricia Lucas, Trustee Richard Killion, Trustee Cheryl Kahn, Trustee Richard Heath, Trustee John Stevens, Trustee Steven Slovenski, Trustee Kenneth Stanley, Trustee Robert Baines, Trustee Jeff Cozzens, Chancellor Ross Gittell, Christopher Way (NH Department of Business and Economic Affairs), President Lucille Jordan (NCC), President Larissa Baia (LRCC), President Gretchen Mullin-Sawicki (NHTI), President Charles Lloyd (WMCC), President Alfred Williams (RVCC), Interim President Cathryn Addy (GBCC)

Regrets: Trustee Alison Stebbins (Treasurer), Trustee Steve Rothenberg, Trustee Darrin Daniels, Trustee Steven Hattamer, Trustee Kim Trisciani, President Susan Huard (MCC), Governor Christopher Sununu, Commissioner Copadis (NH Department of Employment Security), Commissioner Frank Edelblut (Department of Education)

Others Presenting to the Board: Charles Ansell (CCSNH), Shannon Reid (CCSNH), Jeanne Herrick (CCSNH), Tim Allison (CCSNH), John Harrington (CCSNH), VPAA Brian Bicknell (MCC), Robert Smalley (Berry Dunn), Katharine Balukas (Berry Dunn), Renee Bishop (BerryDunn)

Chair Hitchcock called the meeting to order at 10:02 a.m. in Room 301, Grappone Hall, NHTI, Concord, NH.

Consent Agenda

VOTE: The Board, on motion of Ms. Shields and seconded by Mr. Smith, voted unanimously by roll call to approve the following consent agenda items:

- Approval of the Agenda
- Approval of the October 17, 2019 Meeting Minutes
- Advisory Board Nominations
 - LRCC: Steve Tucker
 - GBCC: Christine Carberry

Welcome

Chair Hitchcock reviewed the agenda with the board, noting that the branding discussion has been postponed to another meeting to allow time for public commentary.

Mr. Hitchcock welcomed new trustees Robert Baines, Kenneth Stanley, and Jeff Cozzens to the board and their first meeting of the board.



Audit Committee

Ms. Lucas reported that BerryDunn presented to the Audit Committee a clean FY19 audit report for CCSNH, and she thanked Ms. Hartshorn and CCSNH for their management. Mr. Smalley from BerryDunn reported that the financial statement has received an unmodified opinion, with no scope issues. Clean reports have also been given for the uniform guidance audit regarding governance of federal expenditures. BerryDunn does not recommend any adjustments, and the internal controls report is also clean, signifying CCSNH's dedication to addressing issues identified in previous years. Discussion followed regarding Other Postemployment Benefits (OPEB) liability, new last year, and pension reductions.

VOTE: The Board, on motion of Mr. Hitchcock and seconded by Mr. Baines, voted unanimously to approve the CCSNH FY19 audit report as recommended by the Audit Committee.

Enrollment Management

The Presidents led a conversation on enrollment management initiatives at the colleges. President Jordan discussed how changes in scheduling (such as 8-week sessions) are meeting the needs of the adult learner population. President Baia reported on LRCC's new strategic management plan, which increased new student enrollment 30% by developing recruitment efforts that target identified populations. President Williams discussed leveraging dual enrollment/ Running Start to boost enrollment at River Valley CC, and the college also implemented a program that provides training on the basics of student support and recruitment. Manchester CC VPAA Bicknell discussed the college's use of data to target and develop specific communications for specific populations based on where they are in their academic career and to customize communications to them to be more effective in getting them to register for the next semester. President Mullin-Sawicki discussed NHTI's enhanced use of social media- including Facebook, Instagram, and YouTube channels- to communicate listen to, and better connect with students. President Lloyd discussed engaging alums and current students in recruitment and retention efforts at White Mountains CC. Interim President Addy noted that Great Bay CC has implemented an initiative with early college students that has shown to be effective, wherein admissions staff continue to students after they arrive on campus. President Jordan noted that sharing best practices and collaborating with the other colleges has enhanced enrollment management practices across the system.

Discussion followed on cost effectiveness of marketing and recruitment strategies at the colleges. Trustee Baines discussed the need for a comprehensive enrollment management strategy to connect all initiatives, so that CCSNH consistently communicates the right message to the right people, including principals and classroom teachers. Trustees discussed the Running Start program and the need for Running Start counselors to help students identify pathways that include community colleges and to identify students who require additional support to take Running Start classes. Mr. Freeborn noted the need for community college instructors to build strong connections with high school teachers and to better reinforce early college. Mr. Holloway discussed the need for college advisory boards to work closely with the schools in the community. Mr. Stanley discussed the importance of smaller class size in terms of student experience and baccalaureate opportunities.



Board Retreat

Chair Hitchcock announced that the focus of the next board retreat in January will be strategic planning, 65x25 progress, the new student, and branding. An agenda and other retreat materials will be sent in the following month.

Public Comment

Chair Hitchcock yielded the floor to the members of the public in attendance, including NHTI students from the departments of Accounting, Business Administration, Visual Arts, and General Studies. The students in attendance voiced their concerns regarding the college's recent decision to lay off certain members of faculty and staff who they say have had a profound impact on students and their academic careers. The students stated that the affected faculty and library staff are key to their academic success and their desire to remain students at NHTI, and they expressed their strong opinion that leadership should solicit student input when making these decisions.

Chancellor Gittell responded that the challenging operating environment and financial shortfalls resulted in the recent layoffs, and he recommended that students continue discussing their concerns with department and college leadership. Academic quality and student experience remain a priority for both the college and the system, and the Chancellor assured students that the layoffs will not impact transferability of credits earned for courses taken within affected programs.

President Mullin-Sawicki has made available many opportunities for students to ensure their voices are being heard, including meeting with her directly and at scheduled open forums.

Co-Location

Ms. Shields reviewed the items, areas, and factors to be considered for co-location of an external entity at one of the CCSNH colleges. The Student Success Committee previously endorsed the concept of co-location, and the next step will be assembling a task force to develop a framework that colleges can apply to co-location decisions. Trustees interested in serving on this task force are asked to contact Ms. Shields.

No further business was brought forward. The meeting adjourned at 11:58 am.

Respectfully Submitted,

Meghan Eckner
Executive Assistant to the Chancellor and Board of Trustees