



Assets and Resources Committee

CCSNH BOARD OF TRUSTEES

Meeting of September 17, 2020

Present: Trustee Kathy Shields (Chair), Trustee Tiler Eaton, Trustee Richard Heath, GBCC Interim President Cathryn Addy, LRCC President Larissa Baia, COO Charles Ansell, CCSNH Executive Director of Government Affairs and Communications Shannon Reid, CCSNH Director of Facilities Matt Moore, CCSNH Director of HR Sara Sawyer, CCSNH Interim CHRO Monica Bradley

Regrets: Trustee Darrin Daniels

Others in Attendance: CCSNH Interim Chancellor Susan Huard, CCSNH Board of Trustees Chair Jeremy Hitchcock, CCSNH Legal Counsel Jeanne Herrick, CCSNH Chief Advancement Officer Tim Allison

Chair Shields called the meeting to order at 11:01 am. Regarding the conduct of a telephonic meeting and counting all members toward the quorum requirement whether or not physically present in the meeting location, the Chair declared an emergency meeting in order to follow social distancing guidelines related to the current public health crisis, pursuant to RSA 91-A: 2 (III)(b).

Approval of June 18, 2020 Minutes

VOTE: The Committee, on motion of Mr. Heath and seconded by Mr. Eaton, voted unanimously by roll call to approve the minutes of the June 18, 2020 meeting as written.

Human Resources: Classification and Compensation Study

Ms. Bradley provided an update on the progress of the classification and compensation study. A committee has been formed to review the proposals submitted by prospective consulting firms, with a final decision on the vendor to be confirmed by the Chancellor in October 2020. The committee reviewed the proposed timeline and process for the study, which is anticipated to be completed in April/ May 2021. The vendor will establish a project plan that includes milestones and steps. After the project plan is established, Ms. Bradley will determine appropriate intervals for communicating progress to the committee. The committee discussed the range of cost for this project according to the submitted proposals and the need to balance cost and quality. Discussion followed regarding the communications plan for this project.

Facilities Update

A section of NHTI's Sweeney Hall roof must be replaced as soon as possible. A construction firm will prepare a budget for this project. CCSNH proposes moving \$300,000 from the Capital Critical Maintenance funds that were not used as anticipated for the parking lot at Great Bay CC, as agreed to by the college presidents for each institution and pending board approval. The committee expressed support for the proposed capital funds transfer from Great Bay CC to NHTI for the roof repair.

Mr. Moore provided an update on key areas from capital development and accounting. Mr. Heath commended CCSNH for repairing the sign at Lakes Region CC.

Mr. Moore reported that CCSNH has been given a proposed lease to consider for the Keene property while it is in the process of being sold. Additionally, CCSNH is selling the Twitchell property in Berlin. During the process of surveying that property, an additional piece of property was discovered that CCSNH will also



survey so that it can be added to the sale of the Twitchell property. The committee expressed support for both plans of action.

Mr. Ansell provided an update on master planning, and more information will be available on the process and execution of the process at the next committee meeting. Master planning work is currently on schedule and will continue as planned in the spring.

Discussion followed regarding the materials on facilities that CCSNH includes in the committee packet that may not be necessary to include for future meetings.

Information Technology Update: Online Learning and Remote Operations

Mr. Ansell reported that CCSNH has dramatically increased the number and quality of hardware and software. Kaltura, a standard video conferencing software that integrates with learning management system Canvas, was recently launched to replace zoom for instructors, making for a much more seamless experience for students across the state. President Addy commended system office IT for their work with the colleges through this period.

Mr. Ansell also highlighted the strong reporting that is now available on service and asset management as well as in academic areas, such as STEM, across the system.

The committee thanked Mr. Ansell for his work at the system and with the board. Chancellor Huard discussed how Mr. Ansell's various areas of responsibility will be managed in the interim, following his departure and until a permanent replacement is found.

Coronavirus Impact on Strategy

Presidents Baia and Addy discussed the ways that the pandemic is changing and will continue to change strategy for the colleges, particularly in regards to the colleges' target populations. President Baia expects that there will likely be an increase in adult learners at CCSNH colleges. Presidents will refresh their strategic plans according to the impact that COVID-19 is having. Chancellor Huard that acceleration has occurred in many areas due to this impact, including in the areas of micro-credentials and badging, and program sharing.

Mr. Eaton noted that vacancies and new areas of focus at the system level could be valuable opportunities for development and retention of current CCSNH employees.

Ms. Herrick reported that new IBEW leadership have been holding conversations and productive meetings with management and with faculty across all CCSNH colleges.

Other Business

No further business was stated. The meeting adjourned at 12:48 pm.

Respectfully Submitted,

Meghan Eckner
Executive Assistant to the Chancellor and Board of Trustees