



**Board of Trustees**  
COMMUNITY COLLEGE SYSTEM OF NH  
Meeting of March 17, 2022

**Present:** Trustee Kathy Bogle Shields (Chair), Trustee Robert Baines (Vice Chair), Trustee Paul Holloway (Past Chair, teleconference), Trustee Edwin Smith (Secretary), Trustee Alison Stebbins (Treasurer, teleconference), Trustee Steve Rothenberg, Trustee Richard Heath, Trustee Stephen Ellis, Trustee Jack Calhoun, Trustee John Stevens, Trustee Sharon Harris (teleconference), Trustee Tricia Lucas, Trustee Todd Emmons, Trustee Steven Slovenski, Trustee Kelly Pilotte, Trustee Loretta Blackwell (teleconference), Trustee Donnalee Lozeau (teleconference), Trustee Richard Ackerman, Trustee Greg Eastman, President Alfred Williams (RVCC), President Cathryn Addy (GBCC, teleconference), President Lucille Jordan (NCC), President Brian Bicknell (MCC, teleconference), President Larissa Baia (LRCC), Chancellor Mark Rubinstein, Stephen Appleby (Department of Education)

**Regrets:** Trustee Bryant Abbott, Trustee Hollie Noveletsky, Trustee Tiler Eaton, Trustee Darrin Daniels, President Charles Lloyd (WMCC), Jonathan Melanson (Governor's Office), Marie-Helene Bailinson (NH Department of Employment Security), Joseph Doiron (NH Department of Business and Economic Affairs)

**Others Presenting to the Board:** Scott Fields (CCSNH), Shannon Reid (CCSNH), Sara Sawyer (CCSNH), Jason Bishop (CCSNH), Ann-Marie Hartshorn (CCSNH), Tim Allison (CCSNH), Beth Doiron (CCSNH), Matt Moore (CCSNH), Patrick Cate (LRCC VPASA)

Chair Shields called the meeting to order at 9:09 a.m. in the Academic Commons at Lakes Region CC, Laconia, NH. No conflicts of interest were expressed.

The Chair thanked Interim President Cathryn Addy, whose appointment at Great Bay CC will conclude at the end this month, for her service to NHTI, Great Bay CC, and CCSNH. The Chair acknowledged Trustee Holloway and Mrs. Anna Grace Holloway's historic gift of \$1 million to support CCSNH students. The Chair welcomed Trustee Eastman to the board.

Mr. Slovenski joined the meeting at 9:35 am, and Mr. Baines joined the meeting at 9:45 am.

**Committee Updates:** Committee Chair Stebbins reported that the Finance Committee continues to review deferred maintenance, unfunded pension liabilities, and strategic use of reserves.

- **Audit Committee:** Committee Chair Lucas reported that the committee interviewed the three audit firms that responded to CCSNH's RFP for annual auditing services and voted to approve a three-year contract with BerryDunn.
- **Governance Committee:** Ms. Eckner provided an update on vacancies and board membership, on the committee's diversity initiative, including updates that are being made to the process for recruiting new trustees, and on the bi-annual board self-assessment that will be implemented later this spring.
- **Student Success Committee:** Committee Chair Rothenberg reported that the committee welcomes invited guests from the Career Academy, and NH Learning Initiative (NHLI), and Ms. Doiron from CCSNH to discuss K-12 pathways and the costs and other considerations of serving high school students on campus.



- Executive Committee: The Chair reported that at the most recent meeting, committee members discussed committee reports, the upcoming board meeting agenda, the classification and compensation project, collective bargaining, and the recently filled Chief Information Officer position.
- Assets & Resources: Committee Chair Smith presented the capital budget process and request for FY24-25, as recommended by the Assets & Resources Committee.

**VOTE:** The Board, on motion of Mr. Smith and seconded by Mr. Calhoun, voted unanimously by roll call to approve the CCSNH FY24-25 capital budget request as recommended by the Assets & Resources Committee.

Mr. Baines joined the meeting at 9:45 am.

#### Consent Agenda

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

- Approval of the Agenda
- Approval of the Oct. 21, 2021, Dec. 10, 2021, Dec. 16, 2021, and February 18, 2022 Meeting Minutes
- Re-Appointment of Trustee Holloway as CCSNH Board Representative on the Foundation for NH CC Board
- Advisory Board Nominations
  - GBCC: Nicholas-Foster; Sean Clancy
  - NHTI: Joseph Tibbetts
  - RVCC: Amy Beth Main

#### Annual Audit

Ms. Lucas presented the reports from BerryDunn for the annual financial audit for FY21 and the FY20 and FY21 Federal Guidance Audit, as originally presented to the board at the meeting on December 16, 2021. BerryDunn delivered an unmodified opinion on the financial statements. Regarding compliance with the requirements of the major federal programs, BerryDunn issued an unmodified opinion, and the audit firm also issued an unmodified opinion regarding the schedule of expenditures of federal awards. There were no current year audit findings. Ms. Lucas thanked CCSNH financial managers for their work producing these results.

**VOTE:** The Board, on motion of Mr. Heath and seconded by Mr. Emmons, voted unanimously by roll call to accept the CCSNH FY 2021 Financial and FY 2020 and FY 2021 Uniform Guidance Audits as recommended by the Audit Committee

Ms. Lozeau joined the meeting at 10:10 am.

#### Chancellor's Report

The Chancellor provided an update on his interim presidency at NHTI. To support the chancellor's dual role, the presidents will work with the Chancellor closely to make targeted progress on the three key areas of shared academic programs, workforce development, and institutional research.

The Chancellor led a discussion on the cost (\$239.80) to deliver a credit in FY21. Due to enrollment decline and decreasing economies of scale, the expense to deliver a credit is increasing and the revenue



is decreasing. Cost per credit varies across programs, as enrollment is increasingly concentrated in programs that are more expensive to deliver. Discussion followed regarding how this information relates to the state allocation and the adaptations that will be needed in programming and models of course delivery. Missing from this assessment are workforce development and academic outcomes, which must be further researched.

#### Dual Enrollment and Pathways to CCSNH

Chancellor Rubinstein provided an overview of the Running Start, eStart, and Early Colleges programs, including total enrollment activity from AY20-AY22.

Discussion followed regarding charter school partnerships. Spark Academy has been operating out of Manchester CC, giving students the opportunity to take supplemental courses at MCC and leveraging the possibility for a pathway to CCSNH.

The latest proposal from NH Career Academy would boost statewide marketing efforts and increase recruitment staff and counselors to support Career Academy students who are fully embedded in the CCSNH-based program. The proposal includes transferring \$4,000-6,000/ student to CCSNH and CCSNH seats on the Career Academy board. In order to move forward with this proposal, more information must be collected on student experience, faculty experience, staff responsibilities, legal and financial considerations, process, and relationships with CTEs and school districts. The NH Career Academy will reconvene stakeholders, including CTE directors and school districts, to continue this discussion. Related to this matter, the NH Learning Initiative (NHLI) was not awarded Gates funding, but their stakeholders are interested in continuing the conversation to develop a collaborative approach to enhance K-12 pathways to CCSNH.

Mr. Slovenski left the meeting at 11:18 am.

CCSNH will develop a recommendation on next steps to bring to the Student Success committee. Ms. Reid spoke to the need to keep legislators informed as the discussion continues. The board expressed support for CCSNH to continue prioritizing the process, ensuring that the matter is addressed thoroughly and appropriately.

#### Non-Public Session

**VOTE:** The Board, on motion of Mr. Smith and seconded by Mr. Calhoun, voted unanimously by roll call to conduct a non-public session according to the provisions in RSA 91-A:3, II (c), in order to discuss a confidential matter.

The Board entered non-public session at 11:25 am and returned to public session at 11:31 am. One vote was held in the non-public session.

**VOTE:** The Board, on motion of Mr. Smith and seconded by Ms. Lucas, voted unanimously by roll call to seal the minutes until April 1, 2022, based upon RSA 91- A:3, III that divulgence of the information likely would render the proposed action ineffective and adversely affect the reputation of a person.

President Bicknell thanked the board for approving the honorary degree for Ms. Beauregard.



At 11:40 am, the meeting transitioned to the Community Table Restaurant. All trustees participating remotely left the meeting at this time.

Lakes Region CC Presentation

Lakes Region CC Chef and Associate Professor of Culinary Arts William Walsh presented the lunch created for trustees by students in the culinary program. President Baia provided an overview of the culinary program, which was formerly housed at Canterbury Shaker Village before the college completed renovations using grant and fundraising efforts. LRCC VPAA Patrick Cate presented the new Paramedic Certificate, which is expected to boost interest in Fire Technology and to bring in existing fire fighters seeking to advance their careers. The college is working closely with fire department partners and hired a consultant to ensure that LRCC is developing a program that will best serve its students, the community, and the state.

Other Business

No further business was brought forward. The meeting adjourned at 1:00 pm.

Respectfully Submitted,

Meghan Eckner  
Chief of Staff; Executive Assistant to the Chancellor and Board of Trustees