



Executive Committee
CCSNH BOARD OF TRUSTEES
Meeting of April 28, 2022

Present: Trustee Kathy Bogle Shields (Chair), Trustee Paul Holloway (teleconference), Trustee Alison Stebbins (teleconference), Trustee Edwin Smith, Trustee Hollie Noveletsky, Trustee Steve Rothenberg, Trustee Robert Baines, Trustee Tricia Lucas, Chancellor Mark Rubinstein

Others Attending (teleconference): CCSNH Executive Director of Government Affairs and Communications Shannon Reid, CCSNH Chief Advancement Officer Tim Allison (teleconference)

Chair Shields called the meeting to order at 10:07 a.m. in room 267 at Manchester CC.

Approval of the Meeting Minutes

VOTE: The Committee, on motion of Mr. Baines and seconded by Mr. Smith, voted unanimously by roll call to approve the minutes of the meeting on February 24, 2022 as revised.

Legislative Update

Ms. Reid provided an update on the legislative bills that CCSNH is following, mostly related to vaccines, immunizations, and mask mandates. With respect to these bills, the goal for CCSNH is to maintain the ability and authority to safeguard CCSNH campus communities. CCSNH continues to watch the progress of the firearms bill, which would make New Hampshire a campus carry state by removing the board's authority to prohibit guns on campus. HB 1530, regarding community college bachelor's degree offerings, has been redirected into a bill that sets goals and expectations for transfer pathways between the state's two systems of higher education, addressing the transferability and student pathway issues that were brought up during the USNH-CCSNH merger conversations. Discussion followed regarding the community college bachelor's degrees proposal and the importance of preserving a strong sense of mission and purpose that is rooted in the areas where CCSNH has the greatest impact. Helpful that legislature keeps talking about transferability.

Ms. Lucas joined the meeting at 10:27 am.

Current internal budget development and discussions will soon shift to external budget advocacy. CCSNH is working towards a culture of collaboration and is identifying resources to start making more strategic investments as a system. Discussion followed regarding the need to address unfunded liability and to use available data on workforce development and student outcomes for promotional, recruitment, and external communications efforts.

Chancellor's Update

The Chancellor provided an update on the NHTI presidential search. The search committee has been formed, with Trustee Jack Calhoun and President Jordan serving as co-chairs. RPA, the search firm that successfully conducted the chancellor and GBCC president searches, will manage the NHTI president search. Regarding the search timeline, the candidate pool will be built over the summer, with the goal for the new president to start in the Spring 2023 term.

At the May board meeting, the Chancellor will provide a mid-course update on the strategic plan and continue discussions on presidential compensation equity and on allocation of the state appropriation. Discussion followed on presidential compensation and equity, which will be managed in a non-public meeting at the board meeting.



The state appropriation is now more than half of all revenue and is an increasingly important source of revenue for the colleges. As enrollment trends down, it is increasingly concentrated in programs that are more expensive but vital to the state.

The Chancellor provided an overview of the annual “state of the system” presentation, including the main message of “Student Success that Supports the State’s Success.” Discussion followed regarding the importance of this messaging in terms of how the CCSNH mission is articulated internally and externally.

Committee Chair Reports

- Assets & Resources Committee: Mr. Smith reported on allocation of reserve funds, capital projects, and the proposal to approve the Juneteenth holiday in the academic calendar, which the committee will bring to the full board in May. The committee supported the proposals that were presented on president compensation equity and the classification and compensation study. The committee welcomed the new CCSNH CIO, Barbara Spader.
- Student Success Committee: Mr. Rothenberg reported that the committee discussed the proposal from the New Hampshire Career Academy (NHCA) to make further investments to significantly increase enrollment in the program. The committee discussed creating a task force to further research the proposal. Chair Shields will convene the work group, and chairs are to suggest members to serve on this work group. The committee will bring forward academic program proposals for approval.
- Finance Committee: Ms. Stebbins provided a report from the Finance Committee, which is focused on the FY23 fiscal budget. Ms. Stebbins commended the colleges and system office for justifying return on investment and taking a more strategic approach to their budgets. This year, colleges have started reporting staff vacancy rates, which can have a significant impact in budgets. The committee approved all reserve requests from the college and will develop a new reserve policy. The Keene property is still under negotiation.
- Audit Committee: Ms. Lucas commended the “teams of one” at the CCSNH System Office who manage internal audit and risk management respectively and report to the Audit Committee. Chancellor Rubinstein reported that a part-time temporary role has been filled to support Mr. Bishop.
- Governance Committee: Ms. Noveletsky reported that there are currently no board vacancies, but there are several members of the board whose appointments are expiring in June. The committee is working on streamlining the reappointment process and updating new trustee onboarding materials, and the board self-assessment will launch in May.

Committee Focus Areas

Chair Shields proposed the following changes to committee focus areas:

- No proposed changes to the focus areas for the Student Success Committee,
- The addition of research, data collection and analysis for the Assets & Resources Committee, and
- The addition of long-term liability planning and oversight, resource development and allocation plans, and oversight of the investment subcommittee for the Finance Committee.

Other Business

Ms. Shields reported that she and Todd Emmons are reviewing new tools for chancellor assessment, and the committee suggested contracting the Segal Group for this work.

Mr. Allison reported that the Foundation is incorporating strategic planning elements into the work of the Foundation. The Foundation Board will welcome new board member Dwight Davis, and they will honor Jeremy Hitchcock with the Walter Peterson award on Nov. 3 at Manchester CC.



No further business was brought forward. The meeting was adjourned at 11:53 am.

Respectively Submitted,

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