



Audit Committee
CCSNH BOARD OF TRUSTEES
Meeting of August 18, 2022

Present: Trustee Tricia Lucas (Chair), Trustee John Stevens, Director of Internal Audit Ann-Marie Hartshorn (CCSNH), Director of Risk Management and Insurance Programs Jason Bishop (CCSNH), CCSNH Chancellor Mark Rubinstein, Shannon Reid (CCSNH, teleconference)

Regrets: Trustee Todd Emmons, Trustee Stephen Ellis

The Chair called the meeting to order at 2:04 pm in 301 Grappone Hall, NHTI, Concord, NH. As no quorum was present during the meeting, no business was conducted.

FY22 Financial and Uniform Guidance Audits

Ms. Hartshorn provided update on the external audit as it enters year end. CCSNH has provided BerryDunn with materials for both the Financial and Uniform Guidance Audits (mostly student financial aid), and finance staff and financial aid directors have been responsive to the requests and the new process implemented this year.

This year the auditors will meet with LRCC, MCC, NHTI and RVCC, in addition to a meeting with the Chancellor.

Internal Audit

The three areas of focus for internal audit in FY23 include financial systems user access controls, Clery compliance, and credit card controls.

Ms. Hartshorn attended the New England Audit Directors meeting in July. Discussions focused on cybersecurity and multifactor authentication (MFA), which was recently implemented across the system.

Campus Safety

Mr. Stevens expressed concern regarding board oversight of safety and security matters at CCSNH, including the disparity of safety and security staffing levels across the colleges, and recommended the expansion of this responsibility at the board level. Discussion followed regarding board guidance and direction needed to make progress on safety and security matters across the system. The committee discussed partnering with the Assets & Resources Committee to advance this work, and Chair Lucas will follow up with CCSNH Board Chair Shields to propose to the Executive Committee the establishment of a joint subcommittee to address these issues.



The committee discussed implementing background checks in the hiring process. Sara Sawyer, CCSNH Director of Human Resources, will develop a policy on background checks that will be presented to the Assets & Resources committee.

Mr. Stevens provided an update on the Mutualink implementation across the system and announced that a presentation will be made on this effort.

RSA 188-H Sexual Harassment and Misconduct Update

PIRC (Prevention Innovations Research Center) provided the results of the bi-annual survey to the colleges, who await a secure link from the NH Department of Education to upload the reports. The colleges will be required to update their websites to ensure compliance with the law. The State of NH consortium will aid colleges with Title IX concerns not related to the sexual assault climate survey, and discussion followed regarding training options for individuals who facilitate Title IX compliance at the colleges.

Mr. Bishop reported that a student from Nashua CC has joined the NH 188:H Task Force, and a Title IX hearing script was created and shared amongst the Title IX Coordinators.

Insurance Update

Mr. Bishop reported that the new insurance coverage cost represents a 4% increase over last year. Property coverage increased significantly while Student Professional Liability (SPL) decreased due to lower enrollment and claims and workers comp decreased in premium significantly.

After completing nine cyber insurance applications, CCSNH selected Beazley to provide coverage, which would not have been an option coverage if MFA had not been implemented.

Other Business

No further business was stated. The meeting was adjourned at 3:37 pm.

Respectfully Submitted,

Meghan Eckner
Executive Assistant to the Chancellor and Board of Trustees