BOARD OF TRUSTEES

Emergency Meeting

USNH System Office
5 Chenell Drive
Concord, NH

(March 11, 2020)

Meeting Minutes

In Attendance: Trustees (at system office): Secretary Kassandra Ardinger, Don Birx, Jackie Eastwood, Frank Edelblut, Cathy Green, Shawn Jasper, Todd Leach, Mark Rubinstein, and Wally Stevens. Trustees (via teleconference): Chair Joseph Morone, Vice Chair Jamie Burnett, Amy Begg, Todd Black, Jim Dean, Cailee Griffin, George Hansel, D.J. Bettencourt (on behalf of Governor Sununu), Scott Mason, Chris Pope, Morgan Rutman, Joe Scala, Marjorie Smith, Melinda Treadwell, Alex Walker, and David Westover. Staff: Cathy Provencher, Lisa Thorne, Jim McGrail, and Ron Rodgers.

Call to Order: At 2:05 pm, Chair Morone called the meeting to order and noted the presence of a quorum sufficient for the conduct of business.

Determination of Conditions Necessary for the Conduct of a Telephonic Meeting: Chair Morone made the following findings and declaration, sufficient for the conduct of a telephonic meeting, counting all members toward the quorum requirement whether or not physically present in the meeting location:

Under the NH Right to Know Law, RSA 91-a:2, III (b), a governmental body such as this Board of Trustees is authorized to meet by conference call when “immediate action is imperative and the physical presence of a quorum is not reasonably practical within the period of time requiring action.” In consultation with USNH General Counsel, it is my determination that a meeting by conference call is justified on the basis of the following facts:

- The individual members of this Board live and work in locations remote to any single meeting place;
- The Board’s next regularly scheduled meeting is April 23, 2020;
- Given the members’ various professional and personal schedules it is not reasonably practical to gather a quorum of the Board members in a single place for a physical meeting;
The matter to be considered at this meeting developed only very recently; and

The interests of USNH, its students, faculty, and staff, and the State of New Hampshire will be best served by Board’s expeditious consideration of and decision on the matter presented.

**Discussion:** Chair Morone led the Board in a review and discussion of the preparations underway and plans for responding to the coronavirus at the institutions and system-wide. In the end, having obtained the sense of the Board, the Chancellor’s Office and each of the institutions will announce to their constituencies:

- Following spring break, all classes will be available for remote access by students,
- For two weeks following the end of spring break, students will be allowed in the dormitories and dining halls but not required to attend classes in-person,
- Students who return from travel outside of North America will be asked to self-quarantine away from campus for at least fourteen days and return only if they are symptom-free,
- Students who return from travel in a domestic location where government officials have materially curtailed public activity or events (e.g., closed schools or prohibited large gatherings) for reasons of public health will be asked to self-quarantine away from campus for at least fourteen days and return only if they are symptom-free,
- Institutions will establish isolation zones and prepare for the care and testing of students who may have been exposed to the coronavirus, and
- Students who have flu-like symptoms will be asked to remain away from campus until their symptoms subside or they are cleared for return by a medical provider.

In addition, the Chancellor’s Office will explore the support and assistance for responding to this situation that may be available from the state or federal governments. Finally, as this is an extremely fluid and rapidly developing situation, another Board meeting will be set for either Monday or Tuesday of the coming week (March 16 or 17).

**Adjournment:** At 4:00 pm, on motion duly moved and seconded, Chair Morone adjourned the meeting of the Board of Trustees. The next regularly scheduled Board and committee meetings will be held on April 23 and 24, 2020, at Plymouth State University.