



Assets and Resources Committee

CCSNH BOARD OF TRUSTEES

Meeting of September 17, 2021

Present: Trustee Kathy Shields (Chair), Trustee Richard Heath, Trustee Darrin Daniels (*videoconference*), LRCC President Larissa Baia (*videoconference*), GBCC Interim President Cathryn Addy (*videoconference*), CCSNH COO Scott Fields, CCSNH Director of Facilities Matt Moore (*videoconference*), CCSNH Director of HR Sara Sawyer (*videoconference*), CCSNH Interim CHRO Monica Bradley (*videoconference*)

Regrets: Trustee Tiler Eaton

Others in Attendance: CCSNH Chancellor Mark Rubinstein, WMCC President Chuck Lloyd, CCSNH Chief Advancement Officer Tim Allison, Heather Kazemi (Segal Group)

Chair Shields called the meeting to order at 10:05 am in 301 Grappone Hall, NHTI, Concord, NH. An in-person quorum was not present, so the meeting was conducted as a non-meeting and no votes were held.

Approval of June 17, 2021 Minutes

The committee was unable to vote on the minutes from the June 17, 2021 meeting, as a quorum was not present in the physical location.

Compensation and Classification Study

Ms. Kazemi from the Segal Group provided an update on the compensation and classification study. The initiation and compensation philosophy phases of the project have been completed, with the classification structure design and salary structure, evaluation, and design phases currently underway and expected to be completed in 2021. No current employee's base pay rate will decrease as a result of this study, and no changes will be made to reporting relationships, division/department structure, individual position duties and responsibilities, the number of positions, and the definition of covered and non-covered positions.

President Addy remarked that, as institutions of higher education, CCSNH should require higher education credentials of employees. The committee discussed how this structure aligns with covered and non-covered employees, and President Baia expressed concerns regarding challenges the colleges face related to position salaries and recruitment and retention of non-covered employees.

Ms. Kazemi left the meeting at 10:32 am.

Great Bay CC Presidential Search

Ms. Bradley provided an update on the Great Bay CC presidential search, which search firm RPA is conducting. The search has generated 89 candidates, who are currently being reviewed by the search committee to determine which candidates will be invited to continue to the next phase of the search. On-site interviews will take place in early November.

Human Resources Update

CCSNH will participate in the Great Colleges to Work For survey that will be conducted in February 2022.



Ms. Sawyer provided an update on 2022 benefits and collective bargaining. CCSNH negotiated a 4% aggregate increase in employee health insurance rates for the next year, a flat rate with Delta Dental, and remaining voluntary benefits will remain cost neutral. SEA adjunct faculty and full-time faculty union groups would like to proceed with bargaining, which should begin next month. The committee asked CCSNH to be updated on the progress.

Mr. Fields provided an update on the medical liability for CCSNH retirees. As the workforce ages, more employees will begin to access pension and lifetime medical insurance through collective bargaining agreements; and over the next twenty years, retiree health insurance is projected to cost \$3.5m. Exponential growth of this cost will become difficult to sustain, and CCSNH is reviewing different strategies, including reserves and investments, that could support this expense. Further discussion was held on eligibility for the NH Retirement System (NHRS), and Ms. Sawyer will ask the state to provide their analysis of private providers for comparison.

Facilities Update

Mr. Moore provided an update on the state appropriation of federal dollars for critical maintenance, the Littleton property, and the proposed appropriation for Nashua CC, which must meet a number of federal requirements. Other proposed projects include River Valley CC lab renovations, \$1m for the parking lot at White Mountains CC, and other funds from the sale of the Berlin property that will be applied to the Littleton property. Mr. Moore is in the process of contracting with construction managers to make progress on these projects. CCSNH has contracted with all project architects and is currently negotiating with the construction managers needed to complete these projects in this biennium.

The White Mountains CC properties were recently sold above appraisal, and those funds will be applied to the college's reserve accounts. Mr. Moore also provided an update on the Keene property, which now houses RVCC programs, and on the Lakes Region CC building repairs that are underway.

Regarding safety funds and monitoring, Mr. Moore is reviewing the lowest responsible bid received from the RFP for this project.

IT Update

CCSNH is recommencing the Chief Information Officer (CIO) search, which is expected to be completed in 2-3 months.

CCSNH has hired a third-party contractor to complete an assessment of the System IT structure and portfolio, which will include more information on the adoption of existing software and provide a roadmap for the new CIO.

TargetX has been live since April 2021, and CCSNH must work to identify and develop an approach to mitigate fraudulent financial aid applications for which CCSNH is liable.

Other Business

No further business was stated. The meeting adjourned at 11:16 am.

Respectfully Submitted,

Meghan Eckner
Executive Assistant to the Chancellor and Board of Trustees