
Regrets: Steve Guyer, Kristie Palestino, Robert Duhaime, David Paquette, William Marcello, Robert Mallat, Tara Reardon, Governor Lynch.

I. Call to Order

The meeting was called to order at 1:37 p.m. at NE Delta Dental, 2 Delta Drive, Concord, NH.

II. Adoption of Minutes

VOTE: The Board, on motion of Mr. Lawler, seconded by Mr. Halias, voted unanimously to approve the minutes of the December 1 and December 12, 2011, meetings as presented.

III. Academic & Student Affairs Committee – Program Approvals

Mr. Hill indicated that the Committee met on December 13. The meeting began with a presentation on the SNHU/CCSNH collaboration for a Bachelor’s completion program and Master’s program in nursing, which will also be presented to the full Board on February 2.
The Committee approved a new Health Information Technology program at Great Bay CC. The federal government has mandated that all health records should be transformed to electronic format by 2014. With the increase in electronic medical records in physician offices and health care facilities, health information technologists will continue to be in demand.

President Arvelo added that the program includes use of various medical computer programs/applications and data analysis.

Trustee Rioux encouraged the college to contact hospitals/vendors for equipment donations.

VOTE: The Board, on motion of Mr. Hill, seconded by Ms. Roy-Czyzowski, voted unanimously to approve the Health Information Technology associate degree program at Great Bay CC, as recommended by the Academic & Student Affairs Committee, effective fall, 2012.

Mr. Hill noted that he received a request from NHTI for the approval of the Environmental Services program. The Committee was contacted for a telephone vote. The program involves an interdisciplinary approach to studying social, ethical and ecological interactions between the natural world and society.

President Kilchenstein added that students can obtain a job after two years or continue on to a four year degree, and that the program was created by leveraging a number of existing courses.

VOTE: The Board, on motion of Mr. Hill, seconded by Mr. Lawler, voted unanimously to approve the Environmental Services associate degree program at NHTI, as recommended by the Academic & Student Affairs Committee, effective fall, 2012.

IV. Nomination – President, Lakes Region Community College

Chancellor Newman brought forward the nomination of Dr. Scott Kalicki as President of Lakes Region Community College. Dr. Kalicki has served as interim president since August, 2011 and has done an outstanding job. She met with LRCC faculty, staff and students as well as the Advisory Committee and local business leaders. All reports were very positive. Ms. Newman also indicated that she consulted with the Board Chair and that Dr. Kalicki has met with Chancellor-elect Gittell.

VOTE: The Board, on motion of Mr. Heath, seconded by Mr. Rioux, voted unanimously to approve Dr. Scott Kalicki as President of Lakes Region CC,
at a salary of $116,052 effective immediately, as nominated by Chancellor Bonnie Newman.

Dr. Kalicki thanked the Board for its support.

V. Other Reports

A. Chairperson’s Report

Mr. Holloway circulated some recent press editorials about CCSNH, one stop education at GBCC with UNH, and Chancellor Gittell. These are in addition to the many that are shared by Ms. Reid.

He announced that he will be appointing a special committee, both Board members and outside individuals, to focus on the funding structure and identifying creative ways to fund the colleges in the future. This committee will likely include 9-11 people with an understanding of our mission, funding options, who can look at efficiencies, best practices, program array, etc. He welcomes suggestions for potential membership.

Chair Holloway noted that yesterday he met with the Governor who again referred to the importance of the Running Start Program. He also continues to hear this from legislators on behalf of their districts.

He acknowledged Dr. Annal for his outstanding work on the Running Start program, including his efforts to ensure the integrity of the program and to ensure consistent and high instructional standards. Thanks were expressed to Dr. Annal for his work on this program as well as his many years of dedication to CCSNH, and all wished him the best in his retirement.

He also thanked Chancellor Newman on behalf of the Board for her willingness to serve as interim Chancellor, her level of commitment to CCSNN and the students and the people of New Hampshire.

Mr. Holloway indicated that a telephone vote of the Executive Committee was conducted for the following motions.

VOTE: The Board, on motion of Mr. Holloway, seconded by Mr. Lawler, voted unanimously to confer the title of Chancellor Emeritus to J. Bonnie Newman, as recommended by the Executive Committee.
VOTE: The Board, on motion of Mr. Holloway, seconded by Ms. Mahar, voted unanimously to confer the title of Vice-Chancellor Emeritus to Dr. Charles Annal, as recommended by the Executive Committee.

B. Chancellor’s Report

Chancellor Newman added her thanks to all, for the Board’s confidence, acknowledged the dedication and commitment of all staff, faculty, and students.

• Tax Credits

Chancellor Newman noted that our financial sustainability continues to be of serious concern. The state appropriation to CCSNH was cut by $8 million from the prior year. College and System leadership continues work to address the resulting budget shortfall. We are looking at revenue generation other than through tuition. We have been investigating tax credit legislation.

With the assistance of Senator Nancy Stiles, we are developing legislation to be known as the NH Workforce Investment Tax Credit, which will provide a business tax credit for donations made to the colleges for workforce training and student support. We will keep the Board updated as language is developed.

• Budget

Chancellor Newman asked Mr. Marr report on the System’s financial condition.

Mr. Marr circulated and explained the 1/19/12 credits sold and state appropriations report. In FY12, we have a decrease in credits sold and a significant reduction in state appropriations. We have had layoffs, curtailed many costs such as equipment, maintenance etc. We continue to review operations.

Ms. Sawyer updated the Board on the status of contract negotiations.

• Emeriti Retirement Health Plan

Chancellor Newman explained that under the leadership of Chancellor Gustafson, the CCSNH began to explore new options for retirement health benefits. CCSNH outreached to Emeriti Retirement Health Solutions, a non-profit organization that offers a defined contribution approach to retiree health savings, benefits, and services on behalf of education communities.
The Emeriti Program offers the opportunity for employees to save for health cost at the time of retirement through invested savings through voluntary contributions and/or employer contributions.

The Core Benefits of the Emeriti Program are:

- Tax-advantaged Retiree Health Savings Account
- Tax-free Reimbursement Benefit
- Flexible Group Health Insurance Options that include medical, pharmacy, and dental plans.

Emeriti partners with TIAA-CREF and Savitz for investment management, record-keeping, and administrative services, and Aetna Insurance as the provider of fully insured and portable group health insurance plans.

Emeriti’s Investment Menu includes TIAA-CREF Lifecycle and Money Market Funds, TIAA-CREF Mutual Funds, and Non-Proprietary Mutual Funds. Participants direct the investment of employee and employer contributions.

In keeping with our transitional goals, the Emeriti Program provides the CCSNH the opportunity to offer a retirement health savings program along with a 403(b) defined contribution plan with employer contributions as an alternative to or in place of the NHRS for CCSNH employees. In addition, it also provides an opportunity for employees to invest in a health savings account on a voluntary basis.

She recommended that the CCSNH pursue membership with the Emeriti Program effective February 1, 2012. The implementation fee for this program is $25,000 to be funded through the CCSNH Risk and Retirement Fund. Participant administrative fees shall be the responsibility of the employee for voluntary plans and the CCSNH for employer sponsored plans.

Ms. Sawyer noted that this plan could be available to covered employees if adopted through the bargaining process.

Discussion followed with explanations by Ms. Sawyer. Employees cannot be part of both the State Retirement and this plan unless they opt to pay into Emeriti.

VOTE: The Board, on motion of Mr. Heath, seconded by Ms. Torr, voted unanimously to pursue membership with the Emeriti Program effective February 1, 2012. The implementation fee for this program is $25,000 to
be funded through the CCSNH Risk and Retirement Fund. Participant administrative fees shall be the responsibility of the employee for voluntary plans and the CCSNH for employer sponsored plans. Also, if the employer decides to fund and incur additional costs for this program, prior Board approval must be obtained.

• Nursing Update

Chancellor Newman indicated that CCSNH and SNHU have been in discussions to establish a collaborative academic program to provide a continuous ADN-BSN-MSN program for study in nursing. She and President LeBlanc will soon sign an agreement.

USNH has also been expanding its efforts in nursing transfer. A meeting is scheduled tomorrow for CCSNH and UNH nursing faculty to discuss articulation into its programs.

VI. Stratham Building Sale Update

As previously noted, the broker that expressed interest in October, 2011 in the Stratham site on behalf of a client is no longer pursuing a purchase for that client. We now need to put the building officially on the market and will prepare a public process to engage broker interest.

President Arvelo noted that the building is winterized. GBCC has incurred $250,000 in expenses since the building was vacated. The Board may consider taking the building down.

VII. TAACCCT Grant Update

Dr. Arvelo noted that since the award announcement we have been working with DOL on structuring and implementing the grant. Working with the DOL, we have modified some details, such as timeline elements, and added progress and implementation measures. We are also further defining the numbers of participants we expect to serve. We are in the middle of these refinements and are providing our best estimates.

We applied for the TAACCCT grant as a consortium to implement it as a state-wide effort. In our discussions with the DOL, the role of the consortium entities is being clarified. Attorney Butterfield added that DOL awarded our proposal based on how it was submitted, and that ongoing discussions will occur as we move forward.
Interviews are being held for the project director.

It was suggested that Senator Shaheen be keep informed on the grant activities.

VIII. Special Committee – Revenue Enhancement

Previously discussed.

IX. Other

Trustee Roy-Czyzowski reminded Trustees to complete the retreat survey and interest questionnaire.

Dr. Budd announced that on January 12 President Arvelo passed his doctoral dissertation.

Chair Holloway noted that all Trustees received business cards and were asked to use them in their outreach and advocacy efforts, particularly with legislators.

X. Non-Public Session

Not required.

NEXT MEETING: February 2, 2012 at Lakes Region CC

The meeting adjourned at 4:03 p.m.

Respectfully submitted,

Marie Anne Mills
Assistant to the Chancellor