



**DRAFT MINUTES:** Pending Approval of the Committee

**Finance Committee**  
CCSNH BOARD OF TRUSTEES  
Meeting of March 22, 2018

**Present:** Trustee Alison Stebbins, Trustee Kathy Shields, Trustee Connie Roy-Czyzowski (teleconference), Trustee Tricia Lucas, President Charles Lloyd, CCSNH Chief Operating Officer Charles Ansell

**Regrets:** Trustee Allen Damren, Trustee Richard Heath

**Others in Attendance:** NHTI President Susan Dunton, LRCC interim President Larissa Baia, President Susan Huard), President Lucille Jordan (teleconference), Business Affairs Officer Marsha Bourdon (LRCC), CFO Melanie Kirby (NHTI), CFO Kelly Chapman (MCC), CFO Andrea Allbee (RVCC, teleconference), CFO Joanne Berry (GBCC), CCSNH Chancellor Ross Gittell, Kim Brent (System Office), Director of Facilities Matt Moore, System Controller John Harrington

Chair Stebbins called the meeting to order at 10:05 am in 217 Grappone, NHTI, Concord, NH.

Approval of Meeting Minutes

**VOTE:** The Committee, on motion of Ms. Shields and seconded by Ms. Roy-Czyzowski, voted unanimously to approve the January 23, 2018 Finance Committee minutes as written.

2018-2019 CCSNH Fees

Mr. Ansell introduced the proposed CCSNH fee changes for 2018-2019 and thanked the college presidents for working to standardize fees across colleges. Mr. Ansell discussed the proposal to eliminate the application, orientation, and graduation fees, which act as a barrier to new and graduating students, and replacing them with a \$3 comprehensive fee per credit. The clinical surcharge fee has not been increased since 1999, and the proposed increase to \$500 is closer to (but still less than) clinical surcharges among peer groups and better reflects that actual costs of these programs. The Committee reviewed the following fee changes, to be presented to the full board for final approval:

Campus	Payment Type (Fee/Surcharge/etc)	Action	Present fee/surcharge	New fee/surcharge	Increase/ (Decrease)	Justification for Change	Courses
All	Application fees	Eliminate	\$20	\$0	-20	Increasing comprehensive fee	NA
All	Graduation fees	Eliminate	Up to \$125	\$0	-125	Increasing comprehensive fee	NA
All	Orientation fees	Eliminate	Up to \$40	\$0	-40	Increasing comprehensive fee	NA
All	Clinical surcharge	Increase	\$350	\$500	150	Increased cost for programs	All nursing and allied health courses
All	Comprehensive fee	Increase	Varies by campus	\$3	3	Eliminating 3 other fees	NA
NCC	Comprehensive fee-wellness center	Increase	\$16	\$17	1	Re-allocated bond debt	NA
MCC	Comprehensive fee student center	Increase	\$2	\$3		Re-allocated bond debt	NA
NHTI	Meal plan	Increase	1700	\$1,750	50	Vendor cost increase	NA
NHTI	Meal plan	Increase	1564	\$1,610	47	Vendor cost increase	NA

The Committee discussed the significant improvements made to communications, timing, and strategy surrounding the fee change process this year and commended senior leadership for their work.

**VOTE:** The Committee, on motion of Ms. Shields and seconded by Ms. Lucas voted unanimously to approve the fee changes as presented.

#### FY19 – FY23 Projections

Representatives from each college discussed their respective college's 5-year operating budget projections, an exercise that gives the colleges the opportunity to do contingency planning ahead of time. The projections were based on the assumptions that there will be a tuition rate change, COLA increase, benefits change, Chancellor's Office budget increase, and gains from financial sustainability efforts.

#### Other Business

An update on the academic centers (ATAC, Keene) will be provided at the next meeting on May 3, 2018.

No further business was stated. The meeting adjourned at 12:11 pm.

Respectfully Submitted,

Meghan Eckner  
Executive Assistant to the Chancellor and Board of Trustees