



Assets and Resources Committee

CCSNH BOARD OF TRUSTEES

Meeting of September 19, 2019

Present: Trustee Kathy Shields (Chair), Trustee Richard Killion, Trustee Darrin Daniels, LRCC President Larissa Baia, GBCC Interim President Cathryn Addy, CCSNH COO Charles Ansell, CCSNH Director of Facilities Matt Moore, CCSNH Director of Human Resources Sara Sawyer, CCSNH Executive Director of Government Affairs and Communications Shannon Reid

Regrets: Trustee Richard Heath, Trustee Kim Trisciani

Others in Attendance: CCSNH Legal Counsel Jeanne Herrick

Chair Shields called the meeting to order at 11:07 am in the Chancellor's Office Conference Room, NHTI, Concord, NH.

Approval of June 20, 2019 Minutes

VOTE: The Committee, on motion of Mr. Killion and seconded by Mr. Daniels, voted unanimously to approve the minutes of June 20, 2019 meetings as written.

Framework for Assets and Resources Focus Areas Related to Other Board Committees

Mr. Ansell provided an overview of the framework for the Assets and Resources focus areas in relation to the work of the other committees. The Assets and Resources Committee comprises facilities, human resources, information technology, and internal communications. Operationally, the Student Success Committee provides to the Assets and Resources Committee the problems that enabling operations must solve.

HR Update

Sibson Consulting was contracted to facilitate a preliminary discussion about human resources, to help leadership understand current HR operations at CCSNH and potential models used for other organizations, to inform consideration of which functions should be centralized and which should reside at colleges. An update will be provided at the next committee meeting in December.

Master Planning

Mr. Ansell and Mr. Moore provided an overview and timeline of the master planning process for CCSNH colleges. Discussion followed regarding the link between strategy and capital planning and the need to ground the master plan in the strategic plan in a process that prioritizes programmatic and academic needs first. The master plans will inform upcoming legislative requests, and at the next committee meeting in December, CCSNH will provide college report-outs on the planning process that consistently ensures that strategy, student service, and academic portfolio dictate considerations and issues of growth, enrollment capacity, space use, renewal of existing assets, property acquisitions, and availability of capital.



Executive Session

Mr. Moore left the meeting before the committee entered executive session at 11:57 am. No votes were taken in the executive session, and the committee returned to public session at 1:07 pm.

VOTE: The committee, on motion of Interim President Addy and seconded by Mr. Daniels, voted unanimously by roll call to seal the minutes, as divulgence of the information presented would render the proposed action ineffective, under RSA 91-A:3, III, until such time the aforesaid circumstances no longer apply.

Other Business

No further business was stated. The meeting adjourned at 1:07 pm.

Respectfully Submitted,

Meghan Eckner
Executive Assistant to the Chancellor and Board of Trustees



DRAFT MINUTES: Pending Approval of the Committee

Assets and Resources Committee

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Meeting of September 19, 2019

EXECUTIVE SESSION

Present: Trustee Kathy Shields (Chair), Trustee Richard Killion, Trustee Darrin Daniels, LRCC President Larissa Baia, GBCC Interim President Cathryn Addy, CCSNH Executive Director of Government Affairs and Communications Shannon Reid, CCSNH COO Charles Ansell, CCSNH Director of Human Resources Sara Sawyer, CCSNH Legal Counsel Jeanne Herrick

The executive session was called to order at 11:57 am in the Chancellor's Office Conference Room, NHTI, Concord, NH.

Ms. Herrick and Ms. Sawyer provided an overview of the committee's responsibility to oversee labor relations, to make recommendations for bargaining guidelines to the Executive Committee or the full Board, and to provide status reports on labor negotiations to the Board of Trustees as needed (Human Resources Policy 352.1).

Following discussion with the Assets and Resources Committee, Ms. Herrick and Ms. Sawyer will discuss this matter with the Finance Committee and then with the full board.

Ms. Sawyer reviewed the prior guidelines for bargaining, which included considerations for financial sustainability, stabilization and reduced cost of retirement benefits, implementation of total compensation model with goal of shifting costs from benefits to wages, stabilization of medical benefit costs through plan design, and reduction of the amount of paid time off with a focus on accruals and payable balance.

Discussion followed regarding other salary schedules that could be implemented as an alternative to the current practice and other methods to productively reward employees for high performance and engagement.

With respect to the current union requests, there was consensus among the committee that:

- the amount of faculty work days requested was too large a reduction;
- 2 % (year 1) and 1.5% (year 2) across the board increases especially in light of the cost of step increases for faculty compensation is fair;
- revenue will need to be reviewed before a compensation increase can be determined for the staff bargaining unit;
- given the low financial impact dental insurance maximum benefit increase may be worthwhile if necessary for bargaining purposes;
- transitioning from longevity payments to a merit-based rewards and recognition program is preferable; and
- it is preferable to maintain the current paid holiday system for staff given the fiscal year personal days and the more than adequate annual leave time available.



The executive session was adjourned at 1:07 pm.

Respectfully Submitted,

Meghan Eckner
Executive Assistant to the Chancellor and Board of Trustees