



Assets and Resources Committee

CCSNH BOARD OF TRUSTEES

Meeting of March 18, 2021

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

Regrets: Trustee Darrin Daniels

Others in Attendance: Trustee Tricia Lucas, CCSNH Interim Chancellor Susan Huard, CCSNH Chief Advancement Officer Tim Allison, CCSNH Director of Academic Technology Alisa Kadenic-Newman, WMCC President Charles Lloyd, NCC President Lucille Jordan, CCSNH CAO Tim Allison, Katherine Kiesel (Segal), Heather Kazemi (Segal)

Chair Shields called the meeting to order at 10:02 am. Regarding the conduct of a telephonic meeting and counting all members toward the quorum requirement whether or not physically present in the meeting location, the Chair declared an emergency meeting in order to follow social distancing guidelines related to the current public health crisis, pursuant to RSA 91-A: 2 (III)(b).

Approval of December 17, 2020 Minutes

VOTE: The Committee, on motion of Mr. Heath and seconded by Mr. Eaton, voted unanimously by roll call to approve the minutes of the December 17, 2020 meeting as written.

Overview of FY21 Compensation Study

Ms. Kazemi provided an overview of the compensation study process. Feedback from the listening sessions indicates that employees choose to work for CCSNH because of the mission, culture, benefits package and job stability. Employees leave due to a lack of career advancement opportunities, outdated job requirements and HR practices, and low salaries. Listening sessions also included discussions on what employees and leaders would like to see in terms of job and pay structures.

The committee reviewed the proposed compensation philosophy, to be recommended for approval by the full board. The proposal includes the elements of market positioning, communication, and administration. Regarding the timeline for this process, job questionnaires will be completed in April, the job and market analysis will commence in May/June, and program design and recommendations and cost modeling will be completed by September.

Committee members recommended that the proposed compensation philosophy be presented to to the full board.

President Addy left the meeting at 10:30 am.

Training & Software Update

Ms. Kadenic-Newman presented the current portfolio of CCSNH technology. CCSNH is currently seeking a platform to assist with sharing resources across the colleges.



Ms. Kadenic-Newman left the meeting at 10:57 am.

Proposal for the Temporary Approval of Construction Managers

Mr. Moore provided an update on master planning, including a proposal to (1) authorize CCSNH to hire construction managers and to (2) exceed the \$500,000 cap in order to hire construction managers needed to advance progress on multiple construction projects currently underway and in the pipeline and to ensure projects are completed within a timeframe that will meet federal stimulus funding deadlines. The proposal does not make any changes to current board oversight, and no project will proceed if has not already been approved and funded. There is consensus among the college presidents that construction managers are needed. Proposed construction manager contracts will cover three years, with an option to extend three years as an incentive to perform.

VOTE: The Committee, on motion of Mr. Eaton and seconded by President Baia, voted unanimously by roll call to authorize CCSNH to hire construction managers as presented.

Master Plan Update

Mr. Moore is creating a template for presidents to collect master plan information in a format that is consistent across the colleges.

Twitchell Sales Update

A realtor contract has been signed, and the property has been listed. An offer was submitted today.

Littleton Update

Mr. Moore has been working with Orr and Reno to review the property's title and P&L in preparation for closing at the end of the month.

Energy Efficiency Plan Update

Mr. Moore and Mr. Fields have been exploring opportunities with energy commodity buyers, and the concept has also been introduced for consideration by the USNH synergies workgroup.

Strategic Priorities

The committee reviewed the proposed board strategic priorities, developed to keep the board's focus on the priorities that the board and colleges can work together to move forward at this time. Discussion followed regarding the specific initiatives tied to each strategic pillar.

The proposed strategic priorities will next be shared with the presidents for review before presenting it to the full board for approval at the April board meeting.

Other Business

No further business was stated. The meeting adjourned at 11:56 am.

Respectfully Submitted,

Meghan Eckner
Executive Assistant to the Chancellor and Board of Trustees