

***2015 - 2017  
Collective Bargaining Agreement  
Covered Professional, Administrative, Technical,  
and Operating Staff  
(Staff Bargaining Unit)***

CCSNH Board of Trustees  
&  
State Employees' Association  
Of New Hampshire  
Service Employees International Union  
Local 1984

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**PREAMBLE**  
**COLLECTIVE BARGAINING AGREEMENT**

This Agreement is between the Board of Trustees of the Community College System of New Hampshire, hereinafter referred to as the "CCSNH", and the State Employees' Association of New Hampshire, Inc., SEIU Local 1984, CTW, CLC, hereinafter referred to as the "Association", collectively referred to hereinafter as the "Parties".

It is the intent of the Parties to encourage harmonious relationships between the Employees and the Administration to promote the welfare of the student body and to improve the quality and effectiveness of the CCSNH by expecting the highest standards of excellence in instruction, services, and operations. It is recognized by the Parties that mutual benefits are to be derived from continual improvement as institutions of higher learning and the fair and equitable treatment of all members of the educational community. The CCSNH and the Association recognize and affirm their commitment not to discriminate against anyone because of race, color, religion, national origin, age, sex, disability, genetic information, veteran's status, marital status, sexual orientation, gender identity or expression, political affiliation, lawful political activity, or membership or non-membership in, or lawful activities on behalf of the Association.

It is the intent and purpose of the Parties to this Agreement as made and entered into this [date] to set forth agreements reached between the CCSNH and the Association with respect to wages, hours, benefits, and other terms and conditions of employment for the employees in the bargaining unit described by the NH PELRB and to provide a means of amicable discussion and adjustment of matters of mutual interest.

**Article 1**  
**DEFINITIONS**

1.1 Association: The term "Association" as used in this Agreement refers to the State Employees' Association of New Hampshire, Inc., SEIU Local 1984, CTW, CLC ("SEA") as the exclusive representative of the employees, as appropriate under the authority of RSA 273-A, and the Employer shall have no obligation to bargain with and shall not bargain or enter into agreements with any committee, chapter or district organization of the Association in matters covered by this Agreement, unless such persons or bodies are specifically designated by the Association as authorized representative for such purposes. Further references to the Association in this Agreement means the State Employees' Association of New Hampshire, SEIU Local 1984, as appropriate under the authority of RSA 273-A.

1.2 Association Representative: A member of the Association, who has been designated as a representative by the Association or a staff person of the Association.

1.3 Chancellor: The Chancellor of the Community College System of New Hampshire or an individual acting in that capacity as duly appointed by the Board of Trustees in accordance with RSA 188-F, as amended.

1.4 College President: The President of a Community College or an individual acting in that capacity as duly appointed by the Board of Trustees in accordance with RSA 188-F, as amended.

1.5 College: The term "College" as used in this Agreement refers to the administration and all facilities and properties now or hereafter established by the Community College System of NH. The

colleges within the CCSNH currently include White Mountains Community College (“WMCC”), River Valley Community College (“RVCC”), NHTI, Concord’s Community College (“NHTI”), Lakes Region Community College (“LRCC”), Manchester Community College (“MCC”), Nashua Community College (“NCC”), and Great Bay Community College (“GBCC”).

1.6 CCSNH: The term “CCSNH” as used in this Agreement refers to the Community College System of New Hampshire, as established pursuant to RSA 188-F, as amended, and the Board of Trustees and/or the administration of the Community College System of New Hampshire. The CCSNH currently comprises seven independently accredited colleges and a System Office encompassing the Office of the Chancellor.

1.7 Common Academic Year Calendar: The CCSNH Common Academic Year Calendar shall designate the common semester start and end dates for professional, administrative and technical staff assigned to an A180 or A216 work schedule, start and end date for classes, holidays and time periods for semester breaks.

1.8 Covered Employee: The term “Covered Employee” as used in this Agreement refers to an employee appointed to a bargaining unit position whose wages, hours, and work conditions are negotiated through the collective bargaining agreement between the Association and the CCSNH, except where otherwise limited.

1.9 Covered Position: The term “Covered Position” as used in this Agreement refers to a bargaining unit position.

1.10 Professional, Administrative, and Technical Staff: The term “The Professional, Administrative, and Technical Staff” as used in this Agreement refers to full-time, regular employees whose academic preparation and work experience qualify them as salaried professionals within the structure of the CCSNH. These positions are salaried appointments, and are exempt under the Fair Labor Standards Act.

1.11 Operating Staff: The term “Operating Staff” as used in this Agreement refers to full-time, regular appointments that include clerical, trade, custodial, maintenance, security, and certain technical employees, who are paid by the hour and are considered non-exempt under the Fair Labor Standards Act.

1.12 Regular Part-Time Employee: The term “Regular Part-Time Employee” as used in the Agreement refers to any employee in a staff position who is regularly scheduled to work for a ten (10) month academic year or for a twelve (12) month calendar work year at a minimum of 50% of the full-time work hours assigned to the position classification. Regular part-time appointments offer no assurance, promise, or intent of continuous employment. The benefits for regular part-time employees shall be limited by law or this Agreement.

1.13 System Office: The term “System Office” shall refer to the Office of the Chancellor which provides centralized administration and oversight.

## **Article 2**

### ***RECOGNITION***

2.1 The CCSNH recognizes the Association which shall serve as the exclusive representative of all employees in the bargaining unit with the exception of those employees excluded from the definition of public employee under the provisions of RSA 273-A:1, IX. The Association recognizes the responsibility

of representing the interest of all employees in the bargaining unit-without discrimination for the purpose as set forth in this Agreement.

2.2 The CCSNH shall not enter into any agreements, regarding employment relations matters with any other organization or individual purporting to represent any group of employees in the bargaining unit, and shall not furnish any facilities or engage in any type of conduct, which would imply recognition of any group other than the Association as a representative of the employees in the bargaining unit.

2.3 Nothing in this section shall prevent the CCSNH from discussing matters of mutual concern with its employees.

2.4 The provisions of this Agreement shall be applied equally to all covered employees in the bargaining unit in accordance with state and federal law.

### **Article 3** ***MANAGEMENT RIGHTS***

3.0 All rights and responsibilities of the CCSNH Board of Trustees which have not been specifically provided for or limited by this Agreement or limited by law shall be retained at the sole discretion of the CCSNH Board of Trustees, or as may be delegated. Except as modified by this Agreement, such rights and responsibilities shall include but are not limited to the following:

3.1 The right to manage, direct and control its programs, services, and operations in all particulars and to take such action as is necessary to maintain the efficiency and effectiveness of the CCSNH operations;

3.2 The right to direct, supervise, and train employees; to appoint, assign, schedule, transfer, evaluate, promote, and retain employees in positions; to determine qualifications, hiring criteria and standards of work; to establish standards of productivity and performance; to grant educational and other leaves; and to suspend, demote, discharge, or take other disciplinary actions against an employee;

3.3 The right to lay off employees due to lack of work, for budgetary reasons, organizational changes, or for other like considerations;

3.4 The right to determine the means, methods, budgetary and financial procedures, and personnel by which the CCSNH's programs, services, and operations are to be conducted;

3.5 The right to determine the organizational structure of the CCSNH and its colleges;

3.6 The right to take whatever actions as may be necessary to carry out the mission of the CCSNH and its colleges in situations of emergency, the determination of such situations to be the prerogative of the CCSNH, provided that the CCSNH shall subsequently and in timely fashion negotiate the effects of such action on the terms and conditions of employment of members of the bargaining unit. For the purposes of this section "emergency" is defined as any condition or situation out of the ordinary which requires immediate action to avoid danger to life, property, or to prevent losses affecting the CCSNH and its colleges, the employee(s), or the general public.

3.7 The right to make rules, regulations, and policies and to require compliance therewith. Such rules, regulations, and policies shall be consistent with the provisions of this Agreement, as well as applicable State and Federal law.

3.8 The right to privatize or contract out programs, services, and operations as deemed appropriate to maintain a well-coordinated and efficient system of community colleges. For the purposes of this section, the CCSNH agrees to provide the Association with forty five (45) calendar days prior notice and an opportunity to consult and offer alternatives prior to issuing a Request for Proposal (RFP) concerning contracting out or privatizing existing services that would result in the layoff of covered employees, a reduction in the base hours or wages of covered employees, or would result in a contract that would place covered employees under the supervision of a contractor. The CCSNH shall not prohibit any contractor from hiring unit employees unless law or ethics policies prohibit it.

## **Article 4**

### ***ASSOCIATION RIGHTS***

#### ***4.1 CCSNH-Association Communication***

4.1.1 The Parties recognize their mutual obligation to meet and confer regarding problems arising out of the employment relationship between the employer and covered employees. It is agreed that the CCSNH Administration and Representatives of the Association shall endeavor to meet periodically to discuss and attempt to resolve matters of mutual interest. One such meeting may be called upon by request of the CCSNH Administration or the Association each semester and during the summer, with additional meetings as mutually agreed upon. Such meetings shall be in addition to any meetings of the Labor Management Committee. Agendas shall include items of mutual interest and shall be agreed upon within seven (7) days of such meetings.

4.1.2 The CCSNH shall furnish reasonable locations and space on bulletin boards for the use of the Association. The Association shall use this board for posting of notices pertaining to recreational and social activities, Association elections, reports of the Association, or its committees, Association meetings notices, legislative enactments, decisions of the Public Employee Labor Relations Board (PELRB), and judicial decisions affecting public employee labor relations. The Association shall not post any materials which are obscene, defamatory, or impair the operation of the CCSNH or its colleges; or which constitute partisan, political campaign material. Where the CCSNH finds material posted on the bulletin board to be objectionable as violative of the Agreement, it will consult with the Association or any representative. If such consultation does not resolve the CCSNH's objections, the material in question shall be promptly removed from the bulletin board by the Association. The matter will then be immediately referred to the grievance procedure for resolution. Where the Association posts material on bulletin boards in violation of this Agreement, the CCSNH may require advance approval of all future material to be posted.

4.1.3 The CCSNH agrees to allow the Association, CCSNH Stewards, and Chapter Officers and the covered employees to utilize its messenger mail service and electronic mail system(s) for the duration of this Agreement for internal Association business, provided that said mailings are clearly identified as the business of the Association and that such use of the electronic mail system(s) is conducted in accordance with the CCSNH computer use policies and procedures.

4.1.4 Covered employees shall be provided a new employee orientation within thirty (30) calendar days of hire. The CCSNH shall inform covered employees that the Association is the exclusive representative of all covered employees and provide information on all benefit programs provided by the CCSNH. The

Association shall be allowed to make a presentation at orientations offered by the CCSNH for new covered employees. The orientation may be presented in written form, by video, in person or by any combination of presentation methods, at the sole discretion of the Association. The presentation may be up to one half hour in duration and shall be conducted by an Association staff person or such other representative, as may be designated by the Association. If an Association representative is unable to attend the orientation, an Association representative shall have access to all new covered employees for up to one half hour at the convenience of the CCSNH within thirty (30) calendar days following the orientation. The CCSNH agrees to distribute informational packets provided by the Association to new covered employees.

4.1.5 The CCSNH agrees to provide payroll deduction information to the Association on a computer disk or other mutually agreed format at least biweekly for the administration of dues deductions and Association programs. In addition, the CCSNH shall notify the Association of all newly hired covered employees, the names and business addresses of all covered employees, and employees who have terminated employment at least monthly on a computer disk, or other mutually agreed format. These reports shall include, at least, the following:

- employee's name
- employee's home address for Association members only
- employee's work e-mail address, if applicable
- employee's CCSNH identification number
- employee's payroll number
- employee's labor grade and step
- employee's salary schedule
- employee's business address
- employee's job classification
- employee's date of employment

4.1.6 The Association shall provide a written notice to the CCSNH that is suitable for inclusion in the "check message" on employee paychecks/advice that informs covered employees that the Association is the exclusive bargaining representative and therefore requires access to the covered employee for Association correspondence. The CCSNH agrees to place the message on employee paychecks/advice quarterly at the request of the Association.

4.1.7 CCSNH shall permit the Association to post meeting notices on the College's weekly or monthly calendars.

4.1.8 Access to CCSNH Intranet Website: The CCSNH agrees to provide the Association access to the CCSNH intranet website, on a read-only basis. Such access shall be provided to the Association in a manner that preserves the security and integrity of the CCSNH system.

## 4.2 *Association Business*

4.2.1 The internal business of the Association shall be conducted by covered employees during their non-duty hours.

4.2.2 Covered employees as individuals and employee representatives of the Association shall be permitted to participate in conferences or meetings with a representative of the CCSNH regarding grievance step meetings or consultation meetings under this Article or Article VII with adequate release time and no loss of pay or other penalties. Such meetings shall be scheduled at times which shall not unreasonably interfere with the operations of the CCSNH or its colleges.

4.2.3 Association staff persons shall be allowed to visit work areas of employees during working hours and confer on conditions of employment to the extent that such visitations do not disrupt the work activities of the area being visited. Prior to entering the work area, the representative shall receive permission from the Chancellor or appropriate College President or designee(s) stating the reason(s) for such visitations. Permission shall not be unreasonably denied.

4.2.4 The CCSNH shall grant such covered employees as may be designated by the Association a cumulative total of twelve (12) days off per contract year without loss of time or pay for the purpose of attending meetings, conventions, conferences, or training sessions relative to labor relations or Association affiliations. Time off shall be limited to two (2) days per Association designee for each such request. All requests shall be submitted to, and approved by, the CCSNH Director of Human Resources for timely notification to the appropriate college that the leave has been approved and shall be awarded.

4.2.5 The CCSNH shall grant five (5) working days of union leave for two (2) duly elected representatives of the Association to attend the quadrennial convention of the Service Employees International Union. The Association shall provide the CCSNH with not less than sixty (60) days notice of the dates for this leave and the name of the selected representative. The CCSNH shall not be responsible for any travel or other costs and shall bear no liability, including workers' compensation, for any covered employee associated with participation in this event.

4.2.6 The CCSNH shall approve reasonable preparation time for negotiations, not to exceed one day per week until a new collective bargaining agreement is tentatively agreed upon, for up to eight (8) members of the Association's CCSNH bargaining team. All preparation time and negotiation time shall be without loss of accrued leave time or regular pay to any covered employee. Preparation sessions shall not commence before September 1<sup>st</sup> prior to the expiration of this Agreement. Reasonable accommodations to staff work schedules shall be made for each of the members of the Association bargaining team.

4.2.7 Board of Director's Leave: The CCSNH shall authorize up to forty-eight (48) hours per year for one person without loss of time or regular pay for a director and/or officer of the Board of Directors for the State Employees' Association of New Hampshire, Inc., SEIU Local 1984, for the purpose of attending meetings of the Board of Directors. The employee shall give a seven (7) calendar days notice for use of such leave.

4.2.8 President's Leave: The CCSNH shall authorize a leave of absence with pay for the President of the State Employees' Association of New Hampshire, Inc., SEIU Local 1984. The leave of absence with pay shall be taken for a two-year period beginning two (2) weeks after written notice by the Association to the Chancellor and the Director of Human Resources.

During such leave of absence with pay, the President shall continue to receive and retain all of his/her wages, rights, benefits, and seniority as a CCSNH employee except that all leave accumulation shall be frozen for the duration of the leave of absence. Upon returning from the leave of absence, the President shall resume earning leave at the rates appropriate to his/her service at the time of return. The CCSNH agrees that there shall be no action taken with respect to the President or the President's CCSNH position prior to or following his/her return from the leave of absence because of his/her legal union activities.

The Association agrees to reimburse the CCSNH for the full cost of the wages and benefits for the President, and to indemnify the CCSNH against any and all liabilities associated with the leave of absence, including but not limited to workers' compensation.



#### 4.3 *Use of Facilities*

4.3.1 The Association shall be allowed the reasonable use of the CCSNH facilities for meetings, functions, or activities directly related to its position as the recognized representative for CCSNH covered employees without charge. The use of CCSNH facilities shall be subject to the following conditions:

- a. Such CCSNH facilities are available and their use for such meetings would not conflict with the CCSNH's business.
- b. Such approval is granted in advance and shall be subject to such other reasonable conditions as may be imposed by the CCSNH.
- c. Such approval, if given, will be limited to CCSNH covered employees, and Association staff members and guests.
- d. Nothing in this provision shall be construed as a limitation of the rights of the Association, its chapters or committees to utilize the CCSNH's facilities that are otherwise available for public use.
- e. Such approval by the CCSNH will not be unreasonably withheld.

4.3.2 The Association may request use of CCSNH facilities for meetings and functions associated with broader Association activities, not directly related to the CCSNH. Such requests shall be processed in accordance with institutional policies and procedures related to public facility usage by a non-profit and/or tax exempt organization.

#### 4.4 *Association Dues & Agency Fee*

4.4.1 All full-time employees covered by this Agreement shall be required to pay membership dues or an agency fee for the expenses incurred by the Association related to collective bargaining including, but not limited to negotiations and contract administration, in an amount not greater than Association dues. The decision to pay membership dues or an agency fee shall be made by each employee within a bargaining unit within thirty (30) calendar days from the date of hire. Failure of any bargaining unit employee to make such decision shall result in the automatic deduction of the agency fee effective the first pay period following the thirtieth (30<sup>th</sup>) day of hire. The fee shall not exceed an amount that represents a prorated share of actual cost of negotiating and administering this Collective Bargaining Agreement.

4.4.2 The CCSNH agrees to deduct, in equal installments, the regular annual membership dues or agency fee of the Association from the pay of each full-time covered employee of the bargaining unit, who indicates in writing that he/she wishes such deductions to be made. The CCSNH agrees to deduct in equal installments, the regular annual membership dues from each part-time covered employee of the bargaining unit who indicates that he/she wishes such deduction to be made. The Association will provide the CCSNH with the completed payroll deduction authorization form as authorized by the covered employee. Such payroll deductions shall be put into effect as soon as practicable.

4.4.3 The amount to be deducted shall be certified by the Association to the CCSNH. Remittance to the Association shall be made in accordance with the established payroll procedures of the CCSNH. When Association members vote for a change in Association dues which necessitates a modification of payroll deductions and the Association wishes to implement such modification, it shall furnish a certificate evidencing the authorizing vote to the Chancellor, together with a written request for the modification in

payroll deductions. The certificate shall be signed and sworn to by the Secretary of the Association with Corporate Seal.

4.4.4 The Association agrees to comply with the New Hampshire and federal law regarding the implementation and notice requirements of agency fees. In doing so, the Association shall inform covered employees of their right to object to the amount of the agency fee and their right to object to the payment of an agency fee to a public employee labor organization based on their religious belief.

4.4.5 The CCSNH shall refuse to enforce the fee requirement if the CCSNH believes that the amount of the fee exceeds the prorated share of the actual cost of negotiating and administering the Collective Bargaining Agreement. As a remedy, the Association shall file an unfair labor practice charge against the CCSNH for breach of contract.

4.4.6 Membership in the Association shall be continuous. Any change from dues paying membership to agency fee for the next fiscal year must be made by the covered employee during the fifteen (15) calendar day period commencing with the employee's anniversary date of employment. Such requests must be made in writing to the Association and shall be addressed to:

*The State Employees' Association of NH, Inc.  
SEIU Local 1984  
207 North Main Street  
Concord, NH 03301*

4.4.7 The Association shall be allowed the use of such payroll deductions as may be necessary for any group program(s) in addition to a dues/fee deduction.

4.4.8 The Association shall hold the CCSNH harmless should any dispute arise between the Association and the CCSNH as a result of the administration of this section.

#### 4.5 *Association Representation*

4.5.1 The CCSNH agrees to recognize eight (8) bargaining unit stewards, which shall consist of one (1) steward at each CCSNH college and the System Office, as duly authorized by the Association to perform duties on behalf of the Association. Recognized stewards shall serve to represent members within their appointed bargaining unit.

4.5.2 Each steward shall be assigned to a CCSNH institution [college or System Office]. In the absence of a CCSNH institution's assigned bargaining unit steward and Association representative, a bargaining unit steward may represent members at another CCSNH institution. Additionally, upon mutual agreement between the CCSNH Director of Human Resources and the Association, a bargaining unit steward may represent a bargaining unit member at another CCSNH institution when such representation is deemed necessary due reasonable extenuating circumstances.

4.5.3 The Association shall furnish the CCSNH Director of Human Resources with a list of the Stewards representing the CCSNH covered employees by September 1 each year. Updated information pertaining to Steward appointments shall be provided as applicable. The CCSNH agrees there shall be no discrimination against any Steward because of his or her duties as an Association official or member.

4.5.4 The CCSNH shall authorize a reasonable amount of time during the regular working hours without loss of time or pay, and make reasonable adjustments to the Steward's workload, to permit the Steward to carry out his/her responsibilities in accordance with the provisions of this Agreement. The Association agrees that it shall guard against the use of excessive time in handling such responsibilities. Each Steward, before carrying out his/her responsibilities in accordance with the provisions of this Agreement, shall first obtain the consent of his/her immediate supervisor, which shall not be unreasonably withheld. Upon entering a work area other than his/her own, the Steward shall first advise the appropriate supervisor of his/her presence and specify the name(s) of the employee(s) to be contacted.

4.5.5 The CCSNH will not bear any expense, other than with respect to the Steward's time involved during regular duty hours, for the functions of any Steward. The Association shall reimburse the CCSNH for any other expense to the CCSNH incurred as a result of the Steward's function.

4.5.6 The CCSNH shall authorize up to three (3) days off in each contract year, without loss of time or pay for each CCSNH Steward to attend Association training program(s). The Association shall notify the CCSNH not less than twenty-one (21) calendar days in advance of such proposed training program(s).

4.5.7 A covered employee shall be entitled to Association representation at an investigative interview or meeting if requested by the employee when that employee reasonably believes that the interview or meeting may result in disciplinary action against him/her, as set forth in Article XVI. The Association representative's role at an investigative interview or meeting is to consult with the employee. The CCSNH is free to insist upon hearing the employee's own account of the matter(s) under investigation. The Parties agree that in all cases the principles of "Weingarten", "Garrity", and "Loudermill" and other applicable case law shall be observed.

4.5.8 Whenever a Steward reasonably believes that he/she is a witness or material participant in a grievance procedure, another bargaining unit Steward shall perform the duties of the Steward in that particular grievance.

4.6. The CCSNH shall make available to the Association information needed for collective bargaining with the following stipulations:

4.6.1 All requests will be made in writing to the CCSNH Director of Human Resources.

4.6.2 Such information will be made available within reasonable time frames, normally within fifteen calendar days of said request. Requests requiring special programming or summary work may exceed the fifteen (15) calendar day standard.

4.6.3 The CCSNH will not be responsible for reformatting data already publicly available.

4.6.4 The Association shall pay for copying costs when requested by the CCSNH.

4.6.5 This process is to be used only for requests for information needed for collective bargaining and is not intended to abrogate the right of the Association or the covered employees to make requests for information pursuant the RSA 91-A, the NH Right to Know Law.

## **Article 5**

### ***CONSULTATION and LABOR MANAGEMENT COMMITTEE***

5.1 It is agreed and understood that policies and procedures related to terms or conditions of employment are appropriate matters for consultation between the Parties, providing however, that neither Party waives or relinquishes their right to negotiate mandatory subjects of collective bargaining, and providing further that the Parties may mutually agree to discuss any subject matter not otherwise addressed by a Labor Management Committee as described in subsection 5.3 below.

5.2 A request for consultation may be submitted by either Party in writing, stating the reason for the meeting and the agenda or topic of consultation. Consultation requests by the Association shall be made to the Chancellor or to the appropriate College President by either the President or designee of the Association. Consultation requests by the CCSNH shall be made to the President of the Association.

5.2.1 A mutually agreeable meeting date shall be established providing that such date shall be within twenty-one (21) calendar days of receipt of the written notice. The time limit may be extended by mutual agreement.

5.2.2 An Association staff member shall represent the bargaining unit alone, or with not more than eight (8) employees of the bargaining unit. The Association will state the names and work areas of the covered employees, if any, who are to attend the meeting. Representatives of the CCSNH shall meet with the Association representatives. The CCSNH Director of Human Resources will attend such consultations whenever feasible providing that his/her attendance may be specifically requested and complied with by notice of either the Association or the CCSNH.

5.3 The Parties agree to establish a CCSNH Labor Management Committee consisting of not more than nine (9) representatives of the CCSNH management team, one of whom shall be the Director of Human Resources, and not more than nine (9) representatives as designated by the Association, one of whom shall be a SEA staff member. The purpose of the Committee shall be to ensure the application, clarification, and administration of this Agreement. The Committee shall meet as frequently as may be necessary to carry out its purpose and responsibilities as set forth in this Agreement. The Committee shall have the authority to issue interpretive bulletins to that end.

5.4 The Parties agree that fostering open communication about workplace matters relating to the employment relationship is desirable. Therefore, notwithstanding Article 3.1 of this agreement, the Chancellor and each College President through an appropriate administrative structure shall effectively manage his/her institution so as to fulfill its purposes and objectives and establish the means to assess and promote institutional effectiveness. Each college and the System Office shall establish and maintain institutional mechanisms and procedures that include consultation with faculty, staff, and administrators, and are appropriately responsive to their concerns, needs, and initiatives.

## **Article 6**

### ***ACADEMIC FREEDOM & PROFESSIONAL RESPONSIBILITY***

6.1 The CCSNH and the Association endorse the principles and standards of academic freedom and academic responsibilities, professionalism, and freedom of expression generally and traditionally accepted in public institutions of higher education. Therefore, as an academic community committed to teaching and service excellence, the CCSNH fosters a professional atmosphere that promotes the highest

standards of professional conduct and integrity. To ensure students within the CCSNH are provided with a quality education and services, it is expected that staff are aware of and comply with their professional duties and responsibilities to demonstrate the highest standards of professional behavior; to exercise professional judgment; to perform official duties effectively, efficiently, and with honesty, integrity, and fairness; to be conscious of the need for the equitable treatment of all students; and to use institutional resources economically.

## 6.2 *Freedom of Expression*

6.2.1 Progress on addressing matters of concern within an academic community requires the free and open exchange of ideas, approaches, and points of view. Accordingly, the CCSNH is committed to an environment in which free expression is the right of every member of the college community. It is likewise essential that such expressions of points of view be conducted in a climate of mutual respect, with due regard for the rights of others and in a responsible manner that prevents disruption and permits the efficient and effective operations of the CCSNH.

6.2.2 In his/her role as a citizen, every member of the CCSNH community has the same freedoms as other citizens. However, in his/her external communications he/she has an obligation to make every effort to indicate that he/she is not an institutional spokesperson. Nothing herein shall be construed as an abridgement of the rights guaranteed to every member of the CCSNH community by the constitutions of the United States, or the State of New Hampshire.

## 6.3 *Academic Freedom*

6.3.1 The Parties agree to promote public understanding and support of academic freedom. Institutions of higher education are conducted for the common good and not to further the interest of either the individual covered employee or the institution as a whole. The common good depends upon the free search for truth and its free exposition. Academic freedom is essential to these purposes and applies to both teaching and research.

6.3.2 Academic freedom is the right of scholars and teachers in institutions of higher education to freely to study, discuss, investigate, teach, exhibit, perform and publish. Freedom in research is fundamental to the advancement of truth. Academic freedom in its teaching aspect is fundamental for the protection of the rights of the teacher in teaching and of the student to freedom in learning.

6.3.3 The covered employee is entitled to full freedom in research and in the exhibition, performance and publication of the results of the employee's research, to full freedom in the classroom in discussing the employee's subject, and, most specifically, in the selection of the employee's classroom materials including the selection of texts (unless the text is prescribed by mutual agreement of the faculty of a department). The employee is entitled to discuss controversial issues. As both an employee and scholar, the employee recognizes the professional obligation to present various scholarly opinions and to avoid presenting totally unrelated materials, that being fundamental to the advancement of truth.

6.3.4 A covered employee has the right to pursue work or other activities outside the College, provided such work or activities do not interfere with the discharge of the employee's duties and responsibilities.

#### 6.4 *Academic Responsibilities*

6.4.1 Academic freedom carries with it correlative responsibilities. The covered employee has the responsibility to the employee's colleagues and the College community to preserve intellectual honesty in the employee's teaching and research. The employee respects the free inquiry of the employee's associates and avoids interference in their work.

### **Article 7** ***GRIEVANCE AND ARBITRATION PROCEDURES***

7.1 The parties agree that the orderly process hereafter set forth shall be the method for resolving grievances and disputes arising with respect to the interpretation or application of any provision of this Agreement and deliberations regarding employee discipline shall be pursued in a confidential manner. It is the objective of the parties to encourage and facilitate the prompt and equitable resolution of grievances and to attempt to do so at the lowest possible level. No member of the bargaining unit shall be subject to reprisal for using the Grievance Procedure or for participating in the resolution of a grievance.

#### *7.2 General Provisions*

7.2.1 A "grievance" is any dispute or difference concerning the interpretation, application, or alleged violation of an Article of this Agreement.

7.2.2 A grievance shall be filed within twenty-one (21) calendar days from the time the grievant knew or should have known of the alleged violation. A grievance is considered to be formally filed when it is submitted to Step One, or other appropriate Step, of this procedure.

7.2.3 A grievance may be initiated by a covered employee or a group of covered employees of the bargaining unit, by the Association, or by the CCSNH.

7.2.4 The Association shall have the right to file a grievance involving a management action which affects Association members and is alleged to be a violation of the Agreement. A grievance initiated by the Association shall be filed directly with the Chancellor and shall be considered a Step III appeal.

7.2.5 A grievance initiated by the CCSNH against the Association or its members shall be served directly upon the President of the Association and shall be considered a Step III appeal.

7.2.6 Failure of the Grievant at any step of this procedure to appeal the grievance to the next step of the procedure within the time limits specified shall be considered acceptance by the Grievant of the decision rendered at the preceding step.

7.2.7 Failure on the part of the CCSNH to comply with the time limit requirements of this Article shall elevate a grievance to the next step unless the Parties have agreed to extend the time limit requirement.

7.2.8 The time limits prescribed in this article may be extended by mutual agreement between the grievant and the CCSNH. In the event that a time limit expires on a Saturday, Sunday, or holiday, such time limit shall be extended to the next regular business day.

7.2.9 A Grievant may withdraw his or her grievance at any point in this procedure.

7.2.10 A Steward may assist a grievant in processing a grievance. In so doing, the Steward shall be given the opportunity to discuss the matter with the grievant and such other employees who may have information bearing on the matter, prior to presenting the grievance. A staff person or representative of the Association may substitute in the place of or participate in addition to any Steward in this procedure.

7.2.11 Grievances shall be investigated and handled to minimize interference with the regular work schedule(s) and institutional operations.

7.2.12 Any resolution of a grievance shall not be inconsistent with the terms of the Agreement.

7.2.13 No grievance resolved through the informal process shall constitute a precedent for any purpose unless agreed to in writing by the CCSNH and the Association.

7.2.14 Nothing in this Article shall be construed as an abrogation of the right of any covered employee to present a grievance without the intervention of the exclusive representative in accordance with RSA 273-A:11(a).

### *7.3 Grievance Procedure - Informal Stage*

7.3.1 It is expected that a covered employee shall attempt to resolve the concern expeditiously by discussing the disputed matter in an informed and informal manner with the parties directly involved.

### *7.4 Grievance Procedure – Formal Stage*

#### *7.4.1 Step One – Grievant and Intermediate Supervisor*

a. If the problem is not resolved during the informal stage and the employee and/or the Association feels further review is justified, a formal written grievance may be submitted to the intermediate supervisor having administrative responsibility for the Grievant. The written submission shall include a statement of all the facts pertaining to the problem, specifying the Article(s) and Section(s) which have been allegedly violated and the remedy sought. It shall also include any documents supporting the complaint.

b. The formal grievance shall be filed within twenty-one (21) calendar days from the time the Grievant knew or should have known of the alleged violation.

c. The intermediate supervisor shall schedule a meeting with those concerned as soon as practicable after receipt of the written notification of appeal. Such meeting shall be scheduled within twenty-one (21) calendar days from the date of filing of the Step One grievance.

d. The intermediate supervisor shall notify the grievant or his/her representative and his/her immediate supervisor in writing of the decision reached within twenty-one (21) calendar days after the meeting.

e. If the parties are able to resolve the grievance, then the terms of the resolution, including any remedy agreed upon, will be implemented promptly and in good faith by all parties.

#### 7.4.2 Step Two – Grievant and College President/System Office Administrator or Designee

- a. If, subsequent to the receipt of the intermediate supervisor's decision, the Grievant and/or the Association feels further review is justified, a formal written grievance may be submitted to the College President or System Office Administrator, or his/her designee, within twenty-one (21) calendar days from the date of the written decision rendered in Step One. The written submission shall include a statement of all the facts pertaining to the problem, specifying the Article(s) and Section(s) which have been allegedly violated and the remedy sought. It shall also include any documents supporting the complaint and the decision(s) rendered through the grievance proceedings.
- b. The Designated Administrator shall schedule a meeting with those concerned as soon as practicable after receipt of the written notification of appeal. Such meeting shall be scheduled within twenty-one (21) calendar days from the date of filing of the Step Two grievance.
- c. The Designated Administrator shall notify the employee or his/her representative and his/her immediate supervisor in writing of the decision reached within twenty-one (21) calendar days after the meeting,
- d. If the parties are able to resolve the grievance, then the terms of the resolution, including any remedy agreed upon, will be implemented promptly and in good faith by all parties.

#### 7.4.3 Step Three – Grievant and Chancellor or Designee

- a. If, subsequent to the receipt of the decision rendered in Step Two, the Grievant and/or the Association feels that further review is justified, a formal written grievance may be submitted to the CCSNH Chancellor or his/her designee within twenty-one (21) calendar days from the date of the written decision. The written submission shall include a statement of all the facts pertaining to the problem, specifying the Article(s) and Section(s) which have been allegedly violated and the remedy sought. It shall also include any documents supporting the complaint and the decision(s) rendered through the grievance proceedings.
- b. The Chancellor or his/her designee shall schedule a meeting with those concerned as soon as practicable after receipt of the written notification of appeal. Absent exigent circumstances, such meeting shall be scheduled within twenty-one (21) calendar days from the date of filing of the Step Three grievance.
- c. The Chancellor or his/her designee shall notify the Association, the Grievant and the designated administrator in writing of the decision reached and reasons therefore within twenty-one (21) calendar days after the meeting.

### 7.5 Arbitration Procedure

7.5.1 Any grievance arising out of the interpretation, application, or alleged violation of this Agreement which has not been satisfactorily adjusted under the grievance procedure may be submitted for arbitration by the Association within forty-five (45) calendar days of the Chancellor's/designee's decision.



7.5.2 Arbitration shall be conducted by an external, qualified arbitrator, mutually agreed to by the CCSNH and the Association, pursuant to the rules of the American Arbitration Association (AAA). The procedure for the selection of the arbitrator will be as follows:

- a. The CCSNH and Association shall communicate promptly to choose the arbitrator no later than twenty-one (21) calendar days from the date of the demand for arbitration. If a mutually agreed upon selection cannot be made within such twenty-one (21) day period, then either party may request a list from the American Arbitration Association and selection shall be made in accordance with the rules of the American Arbitration Association.
- b. The Arbitrator shall have no power to add to, subtract from, modify, or disregard any of the provisions of this Agreement. The arbitrator shall have the authority to frame the question(s) submitted for arbitration, to make an award, and to fashion the appropriate remedy. In the event the question before the Arbitrator is the arbitrability of the asserted grievance, the arbitrator shall first decide that issue and determine whether to hear the substance of the case. The arbitrator shall not be automatically disqualified from hearing the substance of the case by reason of determining arbitrability.
- c. Each party shall bear the expense of its witnesses and for preparing and presenting its own case. The compensation and expenses of the arbitration and the arbitrator shall be assessed by the AAA and the arbitrator and shall be shared equally by the CCSNH and Association.

7.5.3 The CCSNH, the Association, and the grievant agree to abide by the decision of the arbitrator, which is final and binding on all parties. The CCSNH and the Association, however, retain rights to challenge the decision of the arbitrator, as provided for by law. Such appeals shall be filed to the Superior Court within forty-five (45) calendar days from the date of the written notice of the arbitrator's decision. In the event that an appeal is made to the Superior Court, the provisions of RSA 542, as amended, shall apply.

7.5.4 Unless otherwise mutually agreed, each arbitration hearing shall deal with not more than one grievance.

## **Article 8**

### ***WORK YEAR AND SCHEDULES***

The work periods defined below designate the time span within which the obligations of the positions covered by this Agreement are to be carried out to provide services that meet the CCSNH's mission and objectives.

#### **8.1     *Professional, Administrative, and Technical Staff***

8.1.1 Professional, Administrative, and Technical Staff, assigned to 12 month appointments shall work year round with due allowances for authorized holidays and use of accrued leave.

8.1.2 Professional, Administrative, and Technical Staff assigned to 10 month appointments shall work 180 days within a designated work period as determined by management based on institutional needs, with due allowance for authorized holidays and use of accrued leave.

8.1.3 During the terms of this Agreement, the normal workweek for Professional, Administrative, and Technical Staff shall be 37 ½ hours per week. The Professional, Administrative and Technical Staff work week shall normally consist of Monday through Friday, but in no case shall a Professional, Administrative and Technical Staff member be required to work more than five (5) days in any seven (7) consecutive day period.

## 8.2 *Operating Staff*

8.2.1 Operating Staff are assigned to work year round, with due allowance for authorized holidays and use of accrued leave. The basic workweek for full-time Operating Staff, shall be either thirty-seven and one half (37 ½) hours per week or forty (40) hours per week. Work hours beyond the basic workweek for Operating Staff shall be compensated in accordance with Article 17 of this Agreement.

8.3 Breaks: No reduction shall be made from the basic workday for rest periods of fifteen (15) minutes in every four (4) hours working time or major fraction thereof; such rest period to be taken insofar as practicable in the middle of such working time. Such rest periods are to be taken in such a manner that the normal delivery of services will not be interrupted.

8.4 Lunch Periods: Every covered employee, who is scheduled to work five (5) or more consecutive hours during a work day, shall receive a lunch period of not less than one half hour nor more than one hour. Such lunch periods shall not be considered working time. However, exceptions to this provision may be made upon mutual agreement of the employee and management.

8.5 Union Meetings: Once during each semester [Fall & Spring], a covered employee may be allowed to combine his/her break and lunch periods in order to attend a Union meeting, provided that the employee's work schedule adjustment does not interfere with business operations and is arranged in advance by the employee and is approved by the employee's supervisor. Such approval will not be unreasonably denied.

8.6 Shifts: Non-Exempt covered employees who are assigned to work on a regular recurring or rotating basis during either the evening (2<sup>nd</sup>) or night (3<sup>rd</sup>) shift are eligible to receive shift differential pay. The following shifts shall apply to covered non-exempt employees.

8.6.1 First Shift: Work commencing any time at or after 6:00 a.m. or before 2:00 p.m. Consecutive hours worked before, during, and/or after the employee's regular first shift work period shall not be eligible for a shift pay differential.

8.6.2 Second shift: Work commencing any time at or after 2:00 p.m. or before 10:00 p.m. Consecutive hours worked before, during, and/or after the employee's regular second shift work period shall be eligible for the second shift pay differential.

8.6.3 Third shift: Work commencing any time at or after 10:00 p.m. or before 6:00 a.m. Consecutive hours worked before, during, and/or after the employee's regular third shift work period shall be eligible for the third shift pay differential.

8.6.4 Rotating Shifts: Work performed on those schedules which require an employee to perform work on different shifts on a set, predictable and repetitive schedule over given periods of time.

8.6.5 Compensation for designated work shifts shall be paid as set forth in Article 16 of this Agreement.

8.7 Flexible or Alternative Scheduling: Nothing in this Agreement shall prevent the CCSNH, with at least fifteen (15) calendar days prior notice, from arranging flexible or alternative work schedules. Covered employees shall have the right to request a flexible or alternative schedule and to receive a timely response from management regarding such requests. Such approval shall not be unreasonably withheld.

8.8 Should business necessitate an adjustment to work schedules, the CCSNH agrees to provide fifteen (15) calendar days written notice to the employee. The CCSNH agrees to provide the Association with notice of any proposed work schedule changes that impacts three (3) or more employees in an operational unit at a CCSNH institution and upon request, shall meet with the Association prior to the scheduled date of implementation to discuss alternatives.

## **Article 9**

### ***PROBATIONARY PERIOD***

9.1 The probationary period shall be considered an integral part of the process of appointment for full-time faculty and professional, administrative, technical, and operating staff. The probationary period will be utilized to train and evaluate the employee's effective adjustment to professional responsibilities, work tasks, conduct, observance of rules, and attendance.

9.2 Any full-time employee hired into the bargaining unit on or after the signing of this Agreement must successfully complete a probationary period as indicated in this Article. The probationary periods for new hires, rehires, promotions, and voluntary transfers are established as follows:

9.2.1 All full-time professional, administrative, technical, and operating staff shall be subject to a twelve (12) month probationary period commencing upon the date of hire.

9.2.2 A full-time probationary employee who voluntarily applies for a vacant position prior to the completion of his/her probationary period shall be required to begin a new probationary period for the new position.

9.2.3 A full-time probationary employee who is involuntarily transferred to a vacant position within his/her current institution shall be not required to begin a new probationary period.

9.3 Any interruption of employment during the probationary period shall not be counted toward accumulation of required time of the probationary period unless otherwise required by law.

9.4 At any time during the probationary period an employee may resign without prejudice or an employee may be discharged without cause. An employee who is disciplined or discharged during the probationary period shall not have recourse through the grievance or arbitration provisions of this Agreement.

**Article 10**  
***PROFESSIONAL, ADMINISTRATIVE, AND TECHNICAL; and OPERATING STAFF***  
***WORKLOAD***

*Professional, Administrative, and Technical Staff Workload Preamble*

Professional, Administrative and Technical Staff workload is a balance of professional responsibilities. The intent of this Article is to establish workload boundaries and guidelines and to ensure equitable treatment of Professional, Administrative and Technical Staff across all CCSNH colleges. Workload is calculated over the appointment period to allow Professional, Administrative and Technical Staff and the CCSNH maximum flexibility.

10.1 Professional, Administrative and Technical Staff workload shall consist of:

- a. Duties as contained in a letter of appointment and in the job description and supplemental job description;
- b. Student advisement, if assigned;
- c. Service to the Department, College or System, which includes:
  1. Serving as an advisor to college approved student activities;
  2. Serving on governance, ad hoc, college standing committees, system-wide task forces or committees and/or labor management committees;
  3. Preparing grant proposals;
  4. Participating in college, division, department or other related college meetings or activities as deemed appropriate by the College President or his/her designee;
  5. Participating in the improvement and development of academic programs and resources, including recruitment;
- d. Such other activities as may be selected by the Professional, Administrative and Technical Staff member and approved by the College President or his/her designee.

*Operating Staff Workload Preamble*

The intent of this Section is to establish workload boundaries and guidelines and to ensure equitable treatment of the Operating Staff across all CCSNH colleges. Workload is calculated over a calendar year to allow Operating Staff and the CCSNH maximum flexibility.

10.2 The Operating Staff workload shall consist of:

- a. Operating Staff duties as contained in a letter of appointment, the job description and supplemental job description;
- b. Performing overtime as authorized pursuant to Article 17;
- c. Such other activities as may be determined by the Operating Staff member and approved by the College President or his/her designee.

10.3 It is recognized that job requirements and functions may change. In the event of a significant change in job duties and/or responsibilities, CCSNH shall provide a revised supplemental job description that accurately reflects the duties and responsibilities of the position to the covered employee.

## **Article 11**

### ***PERFORMANCE EVALUATIONS***

The evaluation of all Professional/Administrative/Technical Staff (PAT) and Operational Staff in an institution of higher education is essential for the maintenance of academic, professional and operational excellence. The purpose of the evaluation process is to assess the job performance of covered employees and to provide the basis for professional development, improvement, retention, promotion and other personnel decisions.

#### ***11.1 Annual Performance Evaluation of Professional, Administrative, and Technical Staff***

11.1.1 The performance evaluation of Professional, Administrative, and Technical employees shall be aligned and linked to the mission and vision of the CCSNH and shall include an assessment of the employee's job duties and responsibilities, and specific performance objectives. A PAT evaluation form shall be used to evaluate professional, administrative, and technical employees. In addition to general performance observations and assessments, PAT evaluations may include a self-assessment and professional development plan. Such performance evaluations shall be conducted by the employee's supervisor, in consultation with the intermediate supervisor. The CCSNH shall provide the necessary resources and funding to support required professional development activities.

11.1.2 A performance evaluation for full-time probationary PAT's will be completed upon completion of six (6) months of service, and at eleven months (11) of service by the employee's supervisor, in consultation with the intermediate supervisor. The performance review shall be documented on an evaluation form.

11.1.3 Performance evaluations for full-time and part-time professional, administrative, and technical employees shall be conducted at least once annually.

#### ***11.2 Annual Performance Evaluation of Operating Staff***

11.2.1 The performance evaluation of Operating Staff shall be aligned and linked to the mission and vision of the CCSNH and shall include an assessment of the employee's job duties and responsibilities and performance objectives. An operating staff evaluation form shall be used to evaluate operating staff. In addition to general performance observations and assessments, evaluations may include a self-assessment and development plan. Such performance evaluations shall be conducted by the employee's supervisor, in consultation with the intermediate supervisor. The CCSNH shall provide the necessary resources and funding to support required professional development activities.

11.2.2 A performance evaluation for full-time probationary Operating Staff will be completed upon completion of six (6) months of service, and at eleven months (11) of service by the employee's supervisor, in consultation with the intermediate supervisor. The performance review shall be documented on an evaluation form.

11.2.3 Performance evaluations for full-time and part-time operating staff shall be conducted at least once annually.

### 11.3 *Requirements for All Performance Evaluations*

11.3.1 Each evaluation shall measure the employee's performance in relation to the assigned job duties and performance expectations of the position and shall be assessed by the employee's immediate supervisor, in consultation with the designated intermediate supervisor.

11.3.2 Each evaluation shall contain an evaluation of the individual categories of performance as specified on the evaluation form and a section summarizing the overall performance of the employee. This section shall also contain a narrative summary by the supervisor explaining the basis for the overall performance rating. If the employee's performance is determined to be below expectations, the supervisor shall include comments and recommendations for improvement or professional development, unless the employee is a probationary employee being dismissed.

11.3.3 The supervisor shall conduct a performance review meeting with the employee and shall record the date of the meeting on the form.

11.3.4 The employee shall have the opportunity to comment in writing on the evaluation. If the employee does not concur with the evaluation's findings, the employee shall include an explanation of the reasons for non-concurrence. Such comments shall be included with the performance review and be included in the employee's permanent record.

11.3.5 Each evaluation shall be signed and dated by the supervisor who prepared the evaluation, the System Office or College manager approving the evaluation, and the employee. An employee refusal to sign the evaluation after being given the opportunity to do so, shall be noted in writing on the evaluation and the evaluation shall be valid for all purposes.

11.3.6 All documents referenced above will be placed in the employee's personnel file.

### 11.4 *Supplemental Performance Evaluation*

11.4.1 A covered employee has the right to request, in writing, and receive a supplemental performance evaluation at any time using the evaluation guidelines and procedures set forth in the applicable sections above. Likewise, the CCSNH reserves its right to conduct more frequent performance evaluations as deemed necessary to address performance issues, using the evaluation guidelines and procedures set forth in the applicable sections above.

11.5 The contents of a performance evaluation are not subject to the grievance process under Article 7, Grievance and Arbitration Procedures. Disciplinary action, including denial of a salary increment, administered in accordance with Article 15 of this Agreement due to unsatisfactory performance, may be processed through the grievance process outlined in Article 7 of this Agreement.

11.6 The evaluation forms for each group shall be developed by the CCSN in consultation with SEA appointed representatives of the affected group. Such forms shall be available on the CCSNH intranet/internet site.

## **Article 12**

### ***SENIORITY***

12.1 Seniority shall be based on the length of full-time continuous employment with the CCSNH from the most recent date of hire. Employees shall attain seniority upon completion of their initial probationary period retroactive to the date of initial hire.

12.2 For the purpose of this Article “CCSNH service” shall include periods of continuous prior State service performed by full-time employees transferred to the CCSNH pursuant to Chapter 188-F (NH Public Law 2007) on July 17, 2007.

12.3 Full-time employment shall be calculated based on years, months, and days of service, except that any days, months, or years of uncompensated absences for personal or educational purposes shall not be counted toward seniority.

12.4 In accordance with federal law, a full-time employee who is called to active military duty, who has exhausted all paid military leave and is not in a paid leave status, shall retain his/her original seniority date throughout the military leave of absences as required by law, even though the employee is on a leave without pay status.

12.5 A full-time covered employee who is absent due to a compensable work injury shall retain his/her seniority and such time shall be counted toward seniority.

12.6 Seniority shall not apply for grant-funded or other externally funded positions for the purposes of layoff and its procedures, unless the appointments to such positions are the result of a reassignment or transfer requested by management and accepted by the employee.

## **Article 13**

### **JOB VACANCIES, TRANSFERS, and POSITION RECLASSIFICATION**

13.1 Information regarding all vacant covered positions will be disseminated internally to all CCSNH institutions. Job announcement information shall be accessible to all covered employees.

13.2 Job announcements shall include the full particulars of the covered position, including, position title; grade level; employment status (exempt/nonexempt); position location; number of days and hours per week; pay rate; job description; required qualifications; requirements for applying; and the application processing period. Job announcements shall indicate the name and job title of the person to whom applications shall be addressed and the location that applications should be submitted. An employee wishing to be considered for a vacant position shall file a written, dated application and any supporting documentation, if applicable, within the established application processing period.

13.3 Job announcements for covered positions shall be posted internally within the CCSNH for a period of seven calendar days. An extension of the seven (7) calendar day job announcement period may be granted for those covered employees who missed the application submission deadline set in the job announcement due to an absence from work. Covered employees who meet the educational and experience requirements of a vacant position within a CCSNH faculty and/or staff bargaining unit shall be considered and acted upon for such vacancy before non-covered employees or individuals not currently employed within the CCSNH are considered.

13.4 If a covered employee is not selected after applying for a vacant position within a CCSNH faculty and/or staff bargaining unit, the CCSNH hiring authority shall provide written notice to the employee applicant regarding the final action taken and the rationale for such non-selection.

13.5 It is expressly understood by both parties that the CCSNH retains the right to determine the general requirements for all covered positions and to appoint those candidates who best match the qualifications and job requirements of the position.

13.6 The CCSNH reserves the right to fill a vacant covered position through the transfer of a qualified employee assigned to the same class title as the vacant position. Such determination shall be made when it is in the best interest of the CCSNH, as authorized by the Chancellor. The CCSNH shall provide at least thirty (30) calendar days written notice to any employee who is being transferred to a vacant position.

13.7 The CCSNH reserves the right to relocate a covered employee within his/her current position when it is in the best interest of the CCSNH. Such relocations shall be authorized by the Chancellor. The CCSNH shall provide at least sixty (60) calendar days written notice to any employee who is being relocated to a work location fifty (50) miles or more from the employee's present work location.

13.8 No covered employee shall be reduced in classification, lose time in service, or suffer a reduction in rate of pay/salary for the same or similar duties or work schedule as a result of a transfer under Section 13.6 and 13.7.

13.9 In lieu of transfer, a covered employee shall have the right to request consideration for appointment to a vacant position having an equal or lower salary grade provided the covered employee meets the educational and experience requirements of the vacant position. Such a request shall not be unreasonably denied. Refusal to accept a transfer under Section 13.6 or 13.7 above shall be deemed a layoff.

13.10 **Reclassification of an Existing Position:** The CCSNH shall maintain a classification system whereby either CCSNH management and/or a full-time bargaining unit member may request a classification review when the duties and responsibilities of a position significantly change. Requests for a position classification review shall be submitted in accordance with CCSNH policies and procedures. The CCSNH Director of Human Resources retains the final authority concerning the determination of a position classification.

13.10.1 A classification review may result in a change in the position classification to a higher or lower salary grade/pay range. Salary decisions will be made in accordance with the following:

- a. If the position is reclassified into a classification with a higher salary grade, the employee's salary shall be increased by assigning the lowest step in the salary range of the new classification which is at least the equivalent of a one salary increment increase in the salary range of the former classification.
- b. If the position is reclassified into a classification with a lower salary grade, the employee shall be placed at the new salary grade and step closest to, but not exceeding, the employee's salary prior to the position reclassification.
- c. An employee whose position is reclassified to a higher or lower salary grade as a result of a reclassification decision by the CCSNH Director of Human Resources shall be entitled to the appropriate pay at the new rate on:



1. The first day of the pay period following written notification by the CCSNH Director of Human Resources or his/her designee of the decision if less than 90 days from the submission of a complete reclassification request; or
  2. Retroactively to the first day of the pay period following the 91<sup>st</sup> day from the submission of a complete reclassification request if written notification of the decision by the Director or his/her designee exceeds 90 days.
- d. Nothing in Articles 13.6.1a and 13.6.1b above, shall prevent CCSNH management from requesting a higher step placement within the salary range of the new classification to the CCSNH Director of Human Resources for approval.

13.11 The CCSNH or the covered full-time employee may request a temporary reclassification of a full-time position when the duties and responsibilities of the position have significantly changed due to management's assignment of higher level job functions. The temporary reclassification of a position shall not exceed twelve (12) months.

13.11.1 Salary adjustments shall be calculated in accordance with Article 13.10 above.

13.12 If an employee disagrees with the classification decision of the Director of Human Resources, a Step III grievance may be filed pursuant to Article 7 of the Agreement. Such grievance must be filed within twenty-one (21) calendar days of the date of the decision of the Director of Human Resources. Classification decisions are not subject to arbitration.

## **Article 14**

### ***REDUCTION IN FORCE***

14.1 The CCSNH retains the sole and exclusive right to determine the extent and magnitude of any retrenchment including the areas of programs, services, departments, and positions to be affected. Retrenchment may occur as a result of budget reductions or financial considerations, program changes or curtailment, position elimination or consolidation, planned organizational changes, regulatory changes, or grant or external funding non-renewals or losses.

#### ***14.2 Grant or Externally Funded Positions***

14.2.1 Covered employees who are in positions funded, in whole or in part, by grants or other external funding sources may be subject to immediate layoff if such funding ceases. Seniority shall not apply for grant-funded or other externally funded positions for the purpose of layoff and its procedures, except as specified in Article 13.6 of this Agreement.

14.2.2 The CCSNH retains the right to decide at its discretion whether or not to seek the renewal of any grant. The College President or designee shall make every reasonable effort to provide advance notice to the impacted employee(s) regarding the institution's decision not to seek renewal of the grant.

14.2.3 The CCSNH shall provide written notice of layoff due to the loss of grant or external funding at least thirty (30) calendar days before the expiration of the grant.

### 14.3 *Reduction in Force – Layoff*

14.3.1 A reduction in force may occur at any time. Whenever a reduction in force becomes necessary, each College and the System Office shall be considered separate and distinct institutions within the CCSNH. The Chancellor or College President shall determine the positions to be affected within his/her institution.

14.3.2 A CCSNH institution may lay off a covered employee when such layoff becomes necessary due to (a) position abolishment; (b) change in organization; (c) decline in workload; (d) insufficient funding; (e) regulatory changes; or other such reasons.

### 14.4 *Procedure for Layoff:*

14.4.1 Where at least one (1) employee is to be laid off at a CCSNH institution and there are two or more full-time covered positions of the same position classification that are affected within the institution's academic department or operational unit, the following factors shall be considered in deciding which position(s) shall be retrenched:

- a. Education and Experience Qualifications, including licensures and certifications;
- b. Ability and Performance;
- c. Seniority
- d. When factors (a) and (b) above are relatively equal, seniority shall govern. Seniority under this article shall be defined pursuant to Article 12.

14.4.2 No full-time covered employee shall be laid off when the needs giving rise to the reduction in force can be met by the termination of temporary fill-in, part-time, or probationary employees serving in the same covered position within the affected academic department or operational unit within the CCSNH institution.

14.4.3 Prior to a CCSNH institution's layoff of a full-time covered employee, the institution shall attempt to reassign a full-time covered employee into a vacant covered position within the institution provided that the reassignment does not result in a promotion or higher salary grade; that the reassignment does not result in more than a four (4) labor/salary grade reduction; and that the employee being reassigned qualifies for the vacant position based on education, experience, ability, and performance. Refusal to accept such reassignment in lieu of layoff shall be deemed a voluntary layoff. Voluntary layoffs shall be deemed ineligible for bumping privileges due to the employee's refusal to accept the reassignment. An institution's inability to effectuate a reassignment in lieu of layoff based on the aforementioned provisions shall result in the layoff of a full-time covered employee pursuant to Article 14.4.4 of this Agreement.

14.4.4 Upon notification of layoff a full-time covered employee hired on or before December 31, 2010 with ten (10) or more years of continuous service may bump another covered employee within the same CCSNH institution from which the covered employee is being laid off as long as the employee exercising the bumping privileges has more seniority than the employee being bumped. Full-time covered employees hired on or after January 1, 2011 shall not be entitled to bumping privileges.

- a. The employee exercising the bumping privileges must meet the qualifications for the position and be able to perform the duties of the position that he/she has elected to bump into.

b. The employee exercising his/her bumping privileges shall only be allowed to bump into a position having an equal or lower salary grade than the position from which he/she is being laid off.

c. Upon notification of layoff an employee with bumping privileges pursuant to Article 14.4.4 above, will be provided with a list of full-time covered positions within his/her CCSNH institution into which he/she may be eligible to bump. Within seven (7) calendar days from the date of notice of layoff, the covered employee electing to bump another employee shall notify the College President or Director of Human Resources for the System Office of the position within the institution into which he/she intends to bump.

d. The covered employee electing to exercise his/her bumping privileges who fails to comply with the provisions of 14.4.4c above shall lose the right to bump.

#### 14.5 *Notice of layoff*

14.5.1 The CCSNH institution shall provide written notice of the proposed layoff and the reason(s) therefore to the affected full-time covered employee(s) at least fourteen (14) calendar days before the date of layoff becomes effective.

14.5.2 In the case of regular part-time employees advance written notice of layoff shall not be required.

#### 14.6 *Requests for Chancellor's Review of Layoff.*

14.6.1 Requests for the Chancellor's review of layoff shall be limited to the correct determination of a full-time covered employee's seniority date. Requests for the Chancellor's review shall be filed with the CCSNH Director of Human Resources within seven (7) calendar days after the date of the notice of layoff.

14.6.2 Covered part-time employees shall not be entitled to request the Chancellor's review of any layoff determination.

#### 14.7 *Recall*

14.7.1 If the reason(s) for layoff no longer apply, full-time covered employees shall be recalled to their former CCSNH institution according to the same seniority order which was applied at layoff, provided such recall occurs within one (1) year from the original date of layoff.

14.7.2 Recall shall apply only to laid off full-time covered employees who return to the same position within their former CCSNH institution. Any such offer of recall must be accepted within ten (10) calendar days from the date of the written notice. Employees who refuse recall shall abdicate all future rights to recall.

14.7.3 Whenever a former employee who has been laid off from CCSNH service is recalled within one (1) year from the date of his/her lay off, the employee's previously accumulated and unused balance of sick leave allowance shall be restored and credited to the employee.

14.7.4 A full-time covered employee who is reinstated under this Section, shall not lose any of his/her previous seniority, however, s/he shall not accumulate seniority while laid off. The

employee's seniority date shall be adjusted by adding each year, month, and day of prior seniority credit to the effective date of return to service.

14.7.5 When an employee is recalled, the employee's new increment date shall be established by the CCSNH by determining the total number of calendar days of the layoff and then adding such total number of days to the employee's original increment date. The new effective date of the employee's annual increment shall be the adjusted date as calculated herein.

14.7.6 A full-time covered employee, who is laid off, shall notify the CCSNH Department of Human Resources of any changes in his/her address or phone number(s) in order to provide a contact point for recall during the one year period following the date of his/her layoff.

14.8 Employee's Personnel Record: When a CCSNH institution lays off a covered employee, the CCSNH shall note in the employee's permanent record or file 1) that the employee left CCSNH service because of a layoff; and, 2) that the reason for leaving reflects no discredit on the service of the employee.

## **Article 15** ***DISCIPLINE***

15.1 Except for those covered employees who may be terminated during their probationary period, no covered employee shall be disciplined except for just cause. The just cause provision shall not apply to the separation of covered employees due to the cessation of funding from a grant or external source, or layoffs due to retrenchment.

15.2 Disciplinary measures may include a progression of discipline including written warning; withholding of a salary increment; disciplinary suspension without pay; demotion; and discharge. Examples of when discipline may be invoked against an employee are for failure to comply with managerial directives, rules, regulations, and policies of the College(s), misconduct, or unsatisfactory job performance, or other offenses. Oral counseling, letters of counsel, and contents of performance evaluations are not considered disciplinary actions. Although discipline will normally be imposed in a progressive manner, the CCSNH may skip or repeat steps based upon the circumstances of any given case. All discipline shall be documented in writing, and shall specifically cite the act or omission that supports the disciplinary action. The CCSNH shall make every reasonable attempt to administer disciplinary action in a timely fashion. Disciplinary actions shall normally take place in the presence the employee.

15.3 All disciplinary documentation shall be placed in the employee's personnel file at the time of issuance. An employee receiving discipline shall sign the disciplinary notice solely as an acknowledgement of receipt and such signature shall not be deemed to be acceptance of the rendered discipline or as a waiver of any right to which the employee may be entitled.

15.4 As set forth in Article 4.5.7, a covered employee shall be entitled to Association representation at a disciplinary meeting or an investigative interview or meeting, if requested by the employee when that employee reasonably believes that the interview or meeting may result in disciplinary action against him/her. The Association representative's role at an investigative interview or meeting is to consult with the employee. The CCSNH is free to insist upon hearing the employee's own account of the matter(s) under investigation. The Parties agree that in all cases, the principles of "Weingarten", "Garrity", "Loudermill" and all other applicable case law shall be observed. The provisions of this Article shall apply to both full-time and part-time covered employees.

15.5 A covered employee who is the subject of a disciplinary investigation shall be notified in writing within seven (7) calendar days of such investigation. Notification shall include the allegation of wrongdoing that requires investigation, the identity of the party or parties to perform the investigation, and the anticipated date of completion of the investigation. All investigations shall be completed within sixty (60) calendar days, unless exceptional circumstances justify an extension of time for completion of the investigation. Notice of an extension shall be in writing by the President or Chancellor, as applicable, to the employee before the expiration of the sixty (60) day period and shall set forth the exceptional circumstances and the date of anticipated completion. The employee shall be informed in writing when the investigation is complete and of the determination of the investigation. Investigations shall normally be conducted in a confidential manner. During any investigation the employee shall retain his/her current position, status, schedule, assignment and rate of pay, except as provided in Article 15.6, below or as otherwise determined based on the circumstances surrounding the matter under investigation.

#### 15.6 *Investigative Suspensions*

15.6.1 The CCSNH may suspend a covered employee with pay for a limited period of time when 1) allegations of misconduct made against the employee are related to the employee's duties and responsibilities and require an internal investigation; and 2) the nature of the allegations warrant the removal of the employee from the work site. In such cases, the employee shall be available at a location acceptable and accessible to the appointing authority and investigators for the duration of the investigation.

15.6.2 The CCSNH may suspend a covered employee without pay for a period of up to thirty (30) calendar days pending the outcome of either criminal charges or an investigation of alleged criminal wrongdoing when 1) the nature of the charges brought or the allegations made conflict with the duties and responsibilities of the employee's position, and (2) the charges or allegations warrant the removal of the employee from the worksite.

a) An extension of a suspension without pay for one or more additional periods not exceeding 30 days each may be granted with the approval of the CCSNH Director of Human Resources, provided that at the end of the initial a period of suspension without pay, the 1) the conditions set forth in 15.6.2 above continue to exist; and/or (2) the investigation has not been completed or the charges are still pending.

b) If, at the conclusion of the investigation or criminal proceedings, the CCSNH determines that no disciplinary action is warranted, the covered employee shall be returned to paid status and shall be entitled to any loss of compensation for his/her regular appointment, less the amount of any wages the employee earned during the period of suspension, that the employee would not have otherwise earned.

15.6.3 At the time of the suspension, the CCSNH shall issue a written notice of the investigative suspension to the employee describing 1) the cause of the suspension; 2) the location, if any, to which the employee shall report during the period of suspension; and 3) the anticipated duration of the suspension, if known.

15.6.4 The CCSNH may extend the suspension if the investigation is not concluded within the time frame, if any, indicated in the notice and shall so notify the employee. At the conclusion of an investigation, the appointing authority shall provide the employee who has been suspended with written notice indicating what action, if any, will be taken.

15.6.5 A suspension without pay under this Section may be subject to review pursuant to the grievance procedure at the discretion of the suspended employee.

15.7 The CCSNH reserves all rights to itself and/or third parties to initiate civil actions or criminal prosecutions for conduct that is believed to constitute a violation of law, provided any such action is not contrary to the terms and conditions of this Agreement.

15.8 All such records of discipline and supporting documentation shall be retained permanently in the employee's official personnel file, however disciplinary action that is greater than three (3) years old shall not be used for further progressive discipline action.

15.9 If the entirety of a disciplinary action is reversed at any step of the grievance procedure, the grievance and all supporting documentation attached or relating to the original disciplinary action shall be permanently removed from the employee's personnel file and destroyed.

15.10 Privacy: The CCSNH shall make every reasonable effort to counsel, reprimand, and/or discipline all covered employees in private and shall limit the discussion by supervisors of personnel issues of any covered employee to essential parties.

## **Article 16**

### ***COMPENSATION AND BENEFITS***

#### ***16.1 Compensation***

16.1.1 *PAT and Operating Staff Salary Schedules:* Effective August 5, 2016, the CCSNH salary schedules (A000, A130, A180, A216, and A234) for covered PAT and Operating Staff classifications shall be increased by two and a half percent (2.5%). CCSNH PAT and Operating Staff salary schedules are contained in Appendix B of this Agreement and shall be recalculated to reflect this wage adjustment. Each covered PAT and Operating Staff employee shall be paid in accordance with the salary schedules contained in Appendix B of this Agreement.

16.1.2 The CCSNH shall process salary increments (step increases) for eligible covered employees within their established salary grade, provided satisfactory work performance is documented by the annual performance evaluation process as set forth in Article 11 of this Agreement. Salary increments shall be processed as follows:

a. The effective date of a salary increment for any full-time covered employee shall be the anniversary date of appointment or re-appointment with the CCSNH, unless otherwise agreed upon by the Parties.

b. A covered employee shall be eligible to move to from step one to two; step two to three; step three to four; step four to five; and step five to six, after successful completion of one year of full-time employment at the prior step. A covered employee shall be eligible to move to the seventh step after successful completion of two years of full-time employment at the sixth step. A covered employee shall be eligible to move to the eighth step after successful completion of two years of full-time employment at the seventh step. A covered employee shall be eligible to move to the ninth step after successful completion of three years of full-time employment at the eighth

step. Pursuant to 16.1.2 above, successful completion means that the employee shall have received satisfactory annual performance evaluations for the period. The waiting periods specified herein shall not apply to, and an increment date shall not be adjusted for, promotions and reallocations resulting in a higher labor grade.

c. A part-time covered employee shall be eligible for a salary increment after he/she has worked the aggregate total equivalent to a full year of employment as required to advance to the next step within the salary grade pursuant to 16.1.2.b above. Salary increments shall be calculated according to the following:

- (1) Class titles(classifications) which are compensated on the basis of a 37 ½ hour work week shall require an aggregate total of 1950 hours worked to constitute a full year of employment; and
- (2) Class titles (classifications) which are compensated on the basis of a 40 hour work week shall require an aggregate total of 2080 hours worked to constitute a full year of employment.

#### *16.1.3 Payment in Lieu of Leave Accrual for Part-Time Employees*

a. Employees working on a part-time basis shall not be eligible to accrue leave.

b. At each anniversary date of employment, a part-time employee shall be eligible for an annual leave payment provided that employee's total working time during the preceding year is the equivalent of six (6) months full-time employment or more. For the purposes of this section, six (6) months of full-time employment shall be equivalent to the following:

- (1) 975 hours of work within an anniversary year for employees in positions which are compensated on a 37 ½ hour per week work schedule; and
- (2) 1040 hours of work within an anniversary year for employees in positions which are compensated on a 40 hour per week work schedule.

c. For the purposes of this section, part-time employees shall receive a payment in lieu of leave accrual based on the number of hours worked during the preceding year and years of employment with the CCSNH in accordance with the following schedule. Twelve (12) consecutive months from the anniversary date of employment shall equal one year of service.

<b>Continuous Years Worked</b>	<b>Rate Earned Per Hour</b>	<b>Maximum Days Paid Per Year</b>
0 thru 1	.0461	12 days
2 thru 8	.0577	15 days
9 thru 15	.0692	18 days
16 thru 20	.0807	21 days
21 +	.0923	24 days

d. A part-time employee shall not be eligible for any payment if the employee separates from employment prior to the anniversary date or accepts full-time employment prior to the anniversary date.

16.1.4 Non-exempt covered employees shall be eligible for shift differentials in accordance with the following compensation schedule. There shall be no shift differential for work commencing any time at or after 6:00 a.m. or before 2:00 p.m.

a. Second shift: Work commencing any time at or after 2:00 p.m. or before 10:00 p.m. – increase of seventy-five (\$0.75) cents per hour over base pay.

b. Third shift: Work commencing any time at or after 10:00 p.m. or before 6:00 a.m. – increase of ninety (\$0.90) cents per hour over base pay.

c. Rotating Shifts: Employees who work rotating shifts shall have seventy-five (\$0.75) cents per hour added over base pay in lieu of shift differential. Rotating shifts are defined as those schedules which require an employee to perform work on different shifts on a set, predictable and repetitive schedule over given periods of time.

d. Weekend Shifts: Employees who work weekend shifts shall have seventy-five (\$0.75) cents per hour added over base pay in lieu of shift differential. Weekend shifts are defined as work which commences on a Saturday or Sunday. The weekend differential shall not be compounded with any other pay, shift differentials, or a premium pay provision of the Agreement.

## 16.2 Benefits

### 16.2.1 Health Insurance:

a. Effective January 1, 2016, the CCSNH shall make available to all full-time covered employees and their eligible dependents a CDHP Lumenos BlueChoice New England Health Plan; a CDHP Lumenos National PPO Health Plan; and an Access Blue New England Health Maintenance Organization Site of Service (HMO SOS) Plan. The CCSNH shall provide a health reimbursement arrangement (HRA) for the purpose of funding 50% of the general in-network annual deductible costs established for each plan. The Association acknowledges that the plan provider(s) shall be chosen by the CCSNH and that the election by any employee(s) to participate in a plan shall be in accordance with the enrollment conditions of the respective plans and as set forth in this Agreement. The employee cost sharing and CCSNH premium contributions of the health plans offered under this provision shall be in accordance with the following provisions. A draft summary of the level of benefits and plan design for each health plan shall be described in Appendix E of this Agreement. Health plan summaries shall be posted on the CCSNH Human Resources website.

1. Effective January 1, 2016, full-time covered employees who subscribe to the CDHP Lumenos BlueChoice New England Health Plan or the Access Blue New England Health Maintenance Organization Site of Service (HMO SOS) Plan shall pay \$35.00 per pay period for employee only coverage; \$57.00 per pay period for two-person coverage; or \$73.00 per pay period for family coverage. Employee premium contributions shall be calculated based on 26 pay periods.

2. Effective January 1, 2016, full-time covered employees who subscribe to the CDHP Lumenos National PPO Health Plan shall pay as follows. Employee contributions shall be calculated based on 26 pay periods.



Employee Only Coverage: \$35.00 per pay period plus the amount of the premium difference between the Lumenos National PPO Health Plan and the Lumenos BlueChoice New England Health Plan.

Two Person Coverage: \$57.00 per pay period plus the amount of the premium difference between the Lumenos National PPO Health Plan and the Lumenos BlueChoice New England Health Plan.

Family (three person or more) Coverage: \$73.00 per pay period plus the amount of the premium difference between the Lumenos National PPO Health Plan and the Lumenos BlueChoice New England Health Plan.

- b. Effective January 1, 2017, the CCSNH shall make available to all full-time covered employees and their eligible dependents a CDHP Lumenos BlueChoice New England Health Plan; a CDHP Lumenos National PPO Health Plan; and an Access Blue New England Health Maintenance Organization Site of Service (HMO SOS) Plan. For each medical plan, the prescription drug plan shall include four tiers (tier 1- generics; tier 2 – preferred brand name; tier 3 – non-preferred brand name drugs; and tier 4 – specialty drugs) with retail copayments set at \$10/\$35/\$50/30% coinsurance to a \$250 maximum. The CCSNH shall provide a health reimbursement arrangement (HRA) for the purpose of funding 50% of the general in-network annual deductible costs established for each plan. The Association acknowledges that the plan provider(s) shall be chosen by the CCSNH and that the election by any employee(s) to participate in a plan shall be in accordance with the enrollment conditions of the respective plans and as set forth in this Agreement. The employee cost sharing and CCSNH premium contributions of the health plans offered under this provision shall be in accordance with the following provisions. A draft summary of the level of benefits and plan design for each health plan shall be described in Appendix E of this Agreement. Health plan summaries shall be posted on the CCSNH Human Resources website.

1. Effective January 1, 2017, full-time covered employees who subscribe to the CDHP Lumenos BlueChoice New England Health Plan or the Access Blue New England Health Maintenance Organization Site of Service (HMO SOS) Plan shall pay \$38.00 per pay period for employee only coverage; \$63.00 per pay period for two-person coverage; or \$82.00 per pay period for family (three person or more) coverage. Employee premium contributions shall be calculated based on 26 pay periods.

2. Effective January 1, 2017, full-time covered employees who subscribe to the CDHP Lumenos National PPO Health Plan shall pay as follows. Employee contributions shall be calculated based on 26 pay periods.

Employee Only Coverage: \$38.00 per pay period plus the amount of the premium difference between the Lumenos National PPO Health Plan and the Lumenos BlueChoice New England Health Plan.

Two Person Coverage: \$63.00 per pay period plus the amount of the premium difference between the Lumenos National PPO Health Plan and the Lumenos BlueChoice New England Health Plan.

Family (three person or more) Coverage: \$82.00 per pay period plus the amount of the premium difference between the Lumenos National PPO Health Plan and the Lumenos BlueChoice New England Health Plan.

- c. Utilization of Cost-Effective Health Care Providers: The CCSNH shall continue to make available a voluntary incentive program that offers taxable cash payments to employees who utilize cost-effective health care providers.

16.2.2 Dental Insurance: The CCSNH shall make available to full-time covered employees and their dependents a dental benefit plan. The Association acknowledges that the Dental plan provider shall be chosen by the CCSNH. The level of benefits, cost sharing, and CCSNH contributions of the Dental plan shall be in accordance with the following provisions. The Dental plan design shall be described in Appendix D of this Agreement.

- a. Effective with the pay period beginning December 25, 2015, all full-time covered employees who subscribe to the dental plan shall contribute as follows:

Single (Employee Only) Coverage: \$2.00 per pay period for 26 pay periods

Two Person Coverage: \$4.00 per pay period for 26 pay periods

Family Coverage: \$6.00 per pay period for 26 pay periods

16.2.3 Medical Insurance Buy-Out Program: The CCSNH shall offer an annual financial incentive, in the form of a cash payment, to full-time covered employees who elect to provide health insurance for themselves and their eligible dependents through a non-CCSNH source.

- a. A full-time covered employee, who qualifies for the CCSNH medical insurance program may participate in the health insurance buy-out program provided he/she has health insurance coverage from another source that is verified by documentation acceptable to the CCSNH.
- b. Eligible employees shall receive payments in accordance with the following buy-out payment schedule for the plan and type of coverage (single, 2 person, or family) that the employee is eligible to enroll in for the plan calendar year. Verification of dependents may be required to determine coverage eligibility.

Single (Employee Only) - \$1800.00

Two Person - \$2700.00

Family - \$3,600.00

- c. Payments for the medical insurance buy-out shall be paid bi-weekly in an employee's payroll check throughout the plan year and shall be subject to tax laws of the Internal Revenue Service as they apply to taxable fringe benefits. Such payments shall not be subject to retirement contributions.
- d. A full-time covered employee must enroll in the medical insurance buy-out program each calendar year in accordance with the policies and procedures set forth by the CCSNH.

16.2.4 Long Term Disability Benefits:

- a. Full-time covered employees shall be provided with long term disability insurance coverage for all full-time covered employees, the cost of which shall be fully paid by the CCSNH. It is agreed by the parties that the CCSNH shall have the sole right to select the provider for long term disability benefit coverage. The long term disability benefits shall be as follows:

Benefit Schedule:	60% of monthly earnings
Maximum Monthly Benefit:	\$6,000.00
Waiting Period:	180 calendar days (6 months)

#### 16.2.5 Basic Life and Accidental Death and Dismemberment Benefits:

a. Full-time covered employees shall be provided with basic life and accidental death and dismemberment insurance benefit equal annual earnings, but no less than a \$25,000 minimum, the cost of which shall be fully paid for by the CCSNH. It is agreed by the parties that the CCSNH shall have the sole right to select the provider for life and accidental death and dismemberment benefit coverage.

16.2.6 Retirement Benefits: The CCSNH shall provide a defined benefit plan through the New Hampshire Retirement System. Such plan participation and administration shall be subject to the provisions of RSA 100-A and RSA 188-F, as amended.

16.2.7 Longevity: Any full-time covered employee who has completed ten (10) years of continuous service shall be paid, in addition to his/her normal salary, the sum of \$500.00 annually and an additional \$300.00 for each additional five (5) years of continuous service. An employee shall be eligible to receive this payment if his/her anniversary date is on or before December 1. The longevity payment shall be paid in the employee's first paycheck received in December. An employee who retires, resigns, or is laid off prior to December 1, but after his/her anniversary date, which is on or after December 2, will be entitled to the appropriate longevity payment upon retirement or separation. Longevity payment shall be made in a separate check from the regular payroll check.

16.2.8 Residence Directors: Residence directors are professional staff, who are required to live on the college campus during their assigned work period to be able to perform their assigned job duties. Based on this condition of employment the following provisions shall apply.

a. Residence directors assigned to a 12 month appointment shall reside in their assigned residence hall apartment on a year-round basis. Resident directors assigned to a ten (10) month appointment shall reside in their assigned residence hall apartment for a ten month (10) month period generally from mid-August to late-May. Residence directors may have their spouse or domestic partner, their dependent children, and a domestic pet (dog or cat) live with them in their assigned apartment. This live-in privilege is not extended to other family members, friends, or other persons. Residence directors are prohibited from charging anyone to live in their apartment.

b. Residence directors assigned to a ten (10) month appointment, who are continuing their employment with the College through the next academic year, may be permitted to reside in their assigned residence hall apartment during their non-working period. Such non-required lodging shall be subject to the terms and conditions set forth by the college and the tax laws of the Internal Revenue Services as they apply to taxable fringe benefits.

c. Residence directors shall be provided a meal plan that is available beginning the first day of classes for the fall semester and ending on the last day of classes in the spring semester, excluding those periods in which the cafeteria is not open due to holidays or college breaks.

## **Article 17**

### ***OVERTIME***

17.1 For purposes of this article a distinction between employee types, exempt and non-exempt, applies. Professional, administrative, and technical staff are salaried appointments, and are exempt under the Fair Labor Standards Act from overtime compensation. Operating staff are paid by the hour and are considered non-exempt under the Fair Labor Standards Act. Non-exempt positions are eligible for overtime compensation as defined within this Article. Furthermore, the provisions of this Article shall apply to both full and regular part-time covered employees.

17.2. Overtime is authorized work performed in excess of the basic work week as defined in Article 8.

17.2.1 Work at a Higher Rate: If a non-exempt employee is required to work overtime, overtime will be computed at the employee's straight rate unless the rate of the position assigned is higher, in which case the employee receives the higher rate.

17.2.2 Work at a Lower Rate: If a non-exempt employee is required to work overtime in a position with a lower rate of pay, the employee's overtime is computed at the employee's straight rate unless the employee volunteers for overtime work in a position at a lower rate of pay then the overtime is computed at the lower rate.

17.2.3 Notices: Management shall give as much notice as is practicable when overtime will be worked and shall inform the employee whether the overtime is voluntary or mandatory. The supervisor shall give at least four (4) hours notice to the employee(s) whenever possible for mandatory overtime.

17.3 Straight Time Rate: Where the basic workweek for non-exempt personnel is 37½ hours, the first 2½ hours of overtime will be compensated at the employee's straight rate of pay.

17.4 Time and One-Half Rate: Where the basic workweek is 37 ½ hours, overtime in excess of 2 ½ hours, and where the basic workweek is forty (40) hours, all overtime shall be compensated as follows:

17.4.1 Non-exempt employees shall be entitled to overtime pay at the rate of time and one half. Shift differentials shall also be included where appropriate.

17.4.2 All hours that an employee is on pay status will constitute "time worked" for the purpose of determining the workweek required to establish eligibility for overtime compensation.

17.4.3 There shall be no pyramiding or duplication of compensation by reason of overtime or holiday or other premium pay provisions of this Agreement.

17.4.4 A non-exempt employee who works an alternative or flexible work schedule shall be compensated for overtime after 40.0 hours of actual work in any workweek.

17.5 Compensatory Time: When authorized, payment for overtime is subject to the availability of appropriate funding. Whenever funds are not available, non-exempt employees who work authorized overtime shall receive compensatory time off at the rates specified in 17.3 and 17.4 above.

17.5.1 A non-exempt employee may not accrue compensatory time in an amount which exceeds the number of hours in that employee's basic workweek. If a non-exempt employee is required to work overtime beyond the limits set forth herein, the employee shall receive compensation for such overtime work.

17.5.2 Accrued compensatory time must be taken within one year from the date the compensatory time is earned. The employee shall utilize accrued and unused compensatory time prior to the use of other types of accrued and unused leave for pre-approved absences. Management shall grant the use of compensatory time off at a mutually agreeable time within the said year or the CCSNH shall make payment for the compensatory time.

17.5.3 When an employee is paid for compensatory time it shall be at the employee's rate of pay at the time of payment.

17.5.4 When overtime funds are available in any pay period, non-exempt employees who work authorized overtime shall have first refusal on the available funds to compensate for that overtime.

17.6 All overtime assignments are to be administered in accordance with the following provisions:

17.6.1 Overtime assignments are voluntary unless the number of volunteers is not sufficient to carry out the orderly transaction of business, in which case, the CCSNH may exercise its discretion to mandate such overtime assignments.

17.6.2 Overtime assignments, to the extent possible, shall be distributed equally among qualified non-exempt employees who customarily perform the kind of work required with preference given to those employees currently assigned to the work section in which the overtime is to be worked.

17.6.3 A non-exempt employee shall not be relieved of duty during the regular shift hours in his/her basic workweek in order to compensate for or offset overtime hours worked unless: (1) he/she agrees to be relieved of duty; (2) it is in the interest of the employee, the CCSNH, or the general public to relieve the employee of duty for reason of health or safety.

17.7 *Return to Work*

17.7.1 **Call Back:** Full-time non-exempt employees called back to work without prior notice on the same day after once leaving work or before the next regular starting time, shall be compensated at one and one half time the hourly rate for the hours worked and shall be guaranteed a minimum of not less than three (3) hours of premium pay. Non-exempt employees who are called back to work again, but within a three (3) hour minimum premium pay period as provided above, shall not be entitled to an additional minimum of three (3) hours of premium pay. Call back hours shall not be considered a part of the basic workweek for overtime purposes.

17.7.1.a Full-time non-exempt employees called back to work pursuant to 17.7.1 above shall have the "hours worked" computed from portal to portal.

17.7.2 **On-Call:** A full-time non-exempt employee, who is subject to being recalled to work, shall receive one (1) hour of pay for every four (4) hours on On-Call status. The employee shall be notified of when he/she is expected to be on On-Call status. The employee does not waive the right to minimum time allowed or the portal to portal pay.

17.7.3 Standby: A full-time non-exempt employee who is required by the CCSNH to be available for immediate return to duty, under conditions which do not allow the employee reasonable use of the time waiting to be called back to duty for his or her own purposes, shall be deemed to be in Standby status. Time in Standby status shall be considered time worked for regular compensation and overtime compensation purposes.

17.8 The CCSNH will endeavor to ensure payment for overtime work at the time the employee usually receives his/her paycheck for the period within which the overtime work was performed.

17.9 The Parties agree that it shall be the responsibility of the CCSNH Labor Management Committee to review, revise and determine which positions are exempt and non-exempt in the bargaining unit. The CCSNH Labor Management Committee shall, in making its determination, consider pertinent wage and hour law, equity, and the ability of employees to control their own work hours.

17.10 Professional, Administrative, and Technical Staff who are exempt from the wage and hour provisions of the FLSA do not receive additional compensation or time off from the CCSNH when they work more than their required hours in a work week. FLSA exempt employees are expected to work the hours needed to satisfactorily perform their duties. In exceptional circumstances, a PAT employee, who is exempt from the FLSA and whose duties require work in excess of their assigned work hours in a peak work period, may, with the prior approval of their supervisor, be authorized for an adjusted work schedule that allows for a specified amount of time off from work without utilizing accrued leave time. However, such time off shall be taken within a period of two weeks after the peak work period in which the exempt employee worked beyond his/her scheduled work hours.

## **Article 18**

### ***HOLIDAYS***

18.1 All full-time covered employees shall be entitled to the calendar holidays listed below provided the employee is on a pay status on the employee's next regularly scheduled work day preceding and subsequent to the holiday. Holidays shall be compensated at seven and one-half (7 ½) hours for exempt/salaried personnel and non-exempt employees assigned to 37 ½ hours per week and at eight (8) hours for non-exempt employees assigned to a forty (40) hours per week.

18.2 All part-time covered employees shall be entitled to the calendar holidays listed below provided the employee is on a pay status on the employee's next regularly scheduled work day preceding and subsequent to the holiday. Holiday pay shall be calculated at the employee's regular straight rate of pay based on one-fifth of the number of hours the employee regularly works per week, rounded off to the nearest quarter hour. Holiday pay for part-time covered employees shall be limited to seven and one-half (7 ½) hours for those employees whose class title (classification) is compensated on the basis of a 37 ½ hour work week or eight (8) hours for those employees whose class title (classification) is compensated on the basis of a 40 hour work week.

18.3 The CCSNH recognizes eleven paid holidays per calendar year. The CCSNH calendar year holidays are normally scheduled as listed below:

New Year's Day  
Martin Luther King Jr./Civil Rights Day

January 1  
January – third Monday

Presidents' Day  
Memorial Day  
Independence Day  
Labor Day  
Veterans' Day  
Thanksgiving Day  
Day after Thanksgiving  
Christmas Day  
Chancellor's Holiday

February – third Monday  
May – last Monday  
July 4  
September – first Monday  
November 11  
November – fourth Thursday  
November – as stated  
December 25  
Designated by CCSNH

18.4 When a calendar holiday falls on a Saturday, the holiday shall be designated on the previous Friday and when the calendar holiday falls on a Sunday, the holiday shall be designated on the following Monday.

18.5 A full-time covered employee who works other than a Monday through Friday schedule and who is not scheduled to work on a calendar holiday shall be given at the discretion of management either: (1) another scheduled workday off with pay or (2) an additional day of pay at his/her regular, if funds are available.

18.6 When a non-exempt covered employee works on a calendar holiday, he/she shall receive payment for the holiday at his/her regular rate of pay and in addition, be paid at the rate of time and one half for hours actually worked on the holiday.

18.7 The holiday compensation for those employees on flexible or alternative work schedules shall be limited to seven and one-half (7 ½) hours for non-exempt employees assigned to 37 ½ hours per week and at eight (8) hours for forty (40) hour per week employees.

## **Article 19**

### ***PERSONAL LEAVE***

#### ***19.1 Fiscal Year Personal Days***

19.1.1 All full-time covered employees shall be authorized four (4) fiscal year (FY) personal days. Employees shall accrue two (2) fiscal year personal day on July 1 and two (2) fiscal year personal day on January 1 of each fiscal year.

19.1.2 Fiscal Year (FY) personal days accrued under 19.1.1 above must be requested in whole days and used within the fiscal year (July 1 – June 30) in which they were earned. Unused fiscal year personal days shall lapse.

19.1.3 Upon separation due to a reduction in force pursuant to Article 14, an employee shall receive payment for accrued and unused Fiscal Year (FY) personal days remaining to his/her credit, provided that any or all amounts may be applied to offset any amounts owed to CCSNH by the employee.

19.1.4 For the purpose of reporting in accordance with the current CCSNH payroll system, Fiscal Year (FY) personal days accrued under 19.1.1 above shall appear as 7.5 hours for exempt/salaried personnel and non-exempt employees assigned to 37 1/2 hours per week and at eight (8) hours for non-exempt employees assigned to a forty (40) hours per week.

## 19.2 *Personal Leave*

19.2.1 Full-time covered employees shall be entitled to use five (5) days of personal leave per fiscal year (July 1 – June 30) to be deducted from accrued sick leave. Such personal leave shall be noncumulative.

19.3 Employee utilization of fiscal year personal days and personal leave granted under this provision shall be requested in advance through a properly executed application for leave. The parties agree that such personal leave shall be granted at mutually agreeable times and CCSNH management agrees not to unreasonably deny such requests. Once an employee's personal leave has been approved, his/her leave shall not be cancelled or modified for any reason, except with mutual agreement, or in the case of an emergency as defined in Article 3 of this Agreement.

19.4 CCSNH management reserves the right to approve requests for fiscal year personal days and personal leave without advance notice due to unforeseen circumstances. Verification of such circumstances may be required by management.

## **Article 20** ***ANNUAL LEAVE***

20.1 All full-time year round (12 month) covered employees shall be entitled to annual leave with full pay based on the formula given below. Each employee's entitlement shall be calculated on a bi-weekly basis and shall be credited on the last day of the pay period. Leave accrued at the end of a pay period may not be used prior than the first workday of the following pay period. Annual leave shall be cumulative for not more than the prescribed days and shall not lapse.

20.1.1 Effective January 1, 2016 full-time year round (12 month) employees shall accrue annual leave as follows:

<b>Continuous Years Worked</b>	<b>Hours Accrued Per Pay Period Based on a 37.5 Hour Work Week (1 Day = 7.5 Hours)</b>	<b>Hours Accrued Per Pay Period Based on a 40.0 Hour Work Week (1 Day = 8.0 Hours)</b>	<b>Days Accrued Per Year</b>	<b>Maximum Accrual</b>
0 thru 1	3.47	3.70	12	12 days
2 thru 8	4.33	4.62	15	32 days
9 thru 15	5.20	5.54	18	38 days
16 thru 20	6.06	6.47	21	44 days
21 plus	6.93	7.39	24	50 days



20.1.2 Employees working on a part-time basis shall not be eligible to accrue annual leave.

20.2 Eligibility to accrue annual leave is contingent upon the employee being on a paid status for the entire bi-weekly pay period. Annual leave is not earned in pay periods during which the employee was on an unpaid status for 7.5 hours or more.

20.3 A full-time year round covered employee who has had a break in CCSNH service shall be credited with prior periods of full-time CCSNH employment for leave accrual purposes if that employee's current period of full-time CCSNH employment has been three (3) or more continuous years in duration. Only prior periods of full-time CCSNH employment of two (2) or more consecutive years in duration shall be eligible for crediting.

#### 20.4 *Granting of Annual Leave*

20.4.1 Requests for the utilization of annual leave granted under this provision shall be initiated by the employee through a properly executed application for leave. Such requests shall be submitted in advance for CCSNH approval.

20.4.2 Full-time non-exempt (hourly) covered employees shall utilize annual leave in increments of fifteen (15) minutes or more for partial day absences. Full-time exempt (salaried) covered employees shall utilize annual leave in increments of one (1) hour or more for partial day absences; an absence less than one (1) hour does not require the utilization of accrued annual leave. Annual leave for a full day absence shall be utilized at 7.5 hours or 8.0 hours as determined by the classification and work schedule of the position. The parties agree that such annual leave shall be granted at mutually agreeable times and CCSNH agrees not to unreasonably deny leave requests.

20.4.3 To the extent possible, every employee will be afforded the opportunity to take two (2) consecutive weeks of accumulated annual leave at least once per calendar year. CCSNH may direct employees to take at least one full calendar week of annual leave in a calendar year.

20.4.4 CCSNH reserves the right to approve requests for annual leave without advance notice due to unforeseen circumstances. Verification of such circumstances may be required by management.

20.4.5 Should a conflict arise between two or more employees requesting the same period of time, CCSNH shall, provided all other things are equal, use CCSNH longevity as the method of resolving the conflict.

20.4.6 Once an employee's annual leave has been approved, his/her leave shall not be canceled or modified for any reason, except with mutual agreement, or in the case of an emergency as defined in Article 3 of this Agreement.

20.5 In the event that an employee is to be on annual leave for not less than two (2) calendar weeks, the employee, upon a written request made at least two (2) weeks prior to his/her last work day, shall be afforded the opportunity to have his/her next regularly scheduled pay check forwarded in accordance with his/her wishes.

## 20.6 *Payment of Annual Leave*

20.6.1 A probationary employee while accruing annual leave during his/her probationary period, shall be entitled to accrue and utilize such leave as earned with appropriate approval pursuant to this Article. No payment of accrued but unused annual leave will be made upon separation from employment within the probationary period.

20.6.2 A covered employee, who resigns, retires, or is dismissed shall receive a sum equal to the number of days of annual leave remaining to his/her credit, provided that any or all amounts may be applied to offset any amounts owed to the CCSNH by the employee. In the event of death of a covered employee, a sum equal to the number of days of annual leave remaining shall be paid to his/her estate.

## **Article 21** ***SICK LEAVE***

21.1 The purpose of sick leave is to afford employees protection against lost income from absences due to illness or injury and, in particular, long-term disability due to catastrophic illness or injury. Sick leave is not intended to supplement other leave provisions of this Agreement and is intended to be used only for the purpose set forth herein.

21.2 For the purpose of reporting in accordance with the current CCSNH payroll system and utilization, sick leave shall be converted to hours. The sick leave accrual rates as established below shall be calculated as follows.

21.2.1 For exempt/salaried employees and non-exempt/hourly employees assigned to 37 1/2 hours per week, 1 ~~1/4~~ days equals 9 hours, 23 minutes.

21.2.2 For non-exempt/hourly employees assigned to 40.0 hours per week, 1 1/4 days equals 10 hours.

21.3 Effective January 1, 2016, each employee's sick leave accrual shall be calculated on a bi-weekly basis and shall be credited on the last day of the pay period. Sick leave accrued at the end of a pay period may not be used prior that the first work day of the following pay period. For the purpose of utilization, sick leave shall be counted as hours. Sick leave shall not be cumulative for more than the prescribed days.

21.3.1 Full-time year round (12 months) covered employees shall be entitled to accrue sick leave based time actually worked pursuant to the formulas cited below.

<b>Continuous Years Worked</b>	<b>Hours Accrued Per Pay Period Based on One (1) Day Per Month (1 Day = 7.5 Hours)</b>	<b>Hours Accrued Per Pay Period Based on One (1) Day Per Month (1 Day = 8.0 Hours)</b>	<b>Days Accrued Per Year</b>	<b>Maximum Accrual</b>
0 thru 8	4.33	4.62	15	90 days
9 thru 15	4.33	4.62	15	105 days
16 plus	4.33	4.62	15	120 days

21.3.2 Full-time covered employees assigned to a ten (10) month appointment shall be entitled to accrue sick leave based time actually worked pursuant to the formulas cited below.

<b>Continuous Years Worked</b>	<b>Hours Accrued Per Pay Period Based on One (1) Day Per Month Over 20 Pays (1 Day = 7.5 Hours)</b>	<b>Hours Accrued Per Pay Period Based on One (1) Day Per Month Over 26 Pays (1 Day = 7.5 Hours)</b>	<b>Days Accrued Per Year</b>	<b>Maximum Accrual</b>
0 thru 8	4.69	3.61	12.5	90 days
9 thru 15	4.69	3.61	12.5	105 days
16 plus	4.69	3.61	12.5	120 days

21.3.3 Full-time covered employees assigned to an eleven (11) month appointment, as noted in Appendix C, shall be entitled to accrue sick leave based time actually worked pursuant to the formulas cited below.

<b>Continuous Years Worked</b>	<b>Hours Accrued Per Pay Period Based on One (1) Day Per Month Over 24 Pays (1 Day = 7.5 Hours)</b>	<b>Hours Accrued Per Pay Period Based on One (1) Day Per Month Over 26 Pays (1 Day = 7.5 Hours)</b>	<b>Days Accrued Per Year</b>	<b>Maximum Accrual</b>
0 thru 8	4.30	3.97	13.75	90 days
9 thru 15	4.30	3.97	13.75	105 days
16 plus	4.30	3.97	13.75	120 days

21.3.4 Eligibility to accrue sick leave is contingent upon the employee being on a paid status for the entire bi-weekly pay period. Sick leave is not earned in pay periods during which the employee was on an unpaid status for 7.5 hours or more.

21.4 Use of Sick Leave: An employee may utilize his/her sick leave, allowance for absences due to illness, injury, or exposure to contagious diseases endangering the health of other employees when requested by the attending physician; medical and dental appointments with prior approval; care of an ill or injured family member; personal leave in accordance with Article 19.2 of the Agreement; or death in the employee's family. Full-time non-exempt (hourly) covered employees shall utilize sick leave in increments of fifteen (15) minutes or more for partial day absences. Full-time exempt (salaried) covered employees shall utilize sick leave in increments of one (1) hour or more for partial day absences; an absence of less one (1) hour does not require the utilization of accrued sick leave. Sick leave for a full day absence shall be utilized at 7.5 hours or 8.0 hours as determined by the classification and work schedule of the position. Use of accrued sick leave shall be deducted from his/her allowance on the basis of work days and not calendar days. The CCSNH may place a covered employee on sick leave when, in the opinion of management, the employee appears to be of such physical condition so as to prohibit the employee from fulfilling his/her assigned duties.

#### 21.4.1 *Sick Leave to Provide Care to a Family Member*

a. An employee may utilize up to seven (7) days of sick leave per fiscal year for the purpose of providing care to an ill or injured family member who is “incapable of self-care” within the meaning of the Family and Medical Leave Act (FMLA), or to accompany such person(s) to healthcare provider visits.

b. In addition to the seven (7) days authorized in 21.4.1 (a) above, an employee may utilize up to fifteen (15) days of sick leave per fiscal year for the purpose of providing care to an ill or injured family member who has an FMLA qualified illness or injury and is “incapable of self-care” within the meaning of the FMLA. This leave shall be counted as part of the employee’s FMLA leave entitlement.

c. An employee may utilize up to twelve weeks of non-intermittent sick leave for the birth of their child or the adoption of a child. The leave, if taken, shall be taken immediately following the birth or adoption and shall be counted as part of the employee’s Family Medical Leave Act (FMLA) entitlement.

21.4.2 *Bereavement Leave:* An employee may utilize up to five (5) days of sick leave for a death in the employee’s family.

21.4.3 For the purpose of administering 21.4.1 and 21.4.2 above, family shall be defined as: wife, husband, same sex domestic partner, children, the minor or dependent children of the same sex domestic partner, mother-in-law, father-in-law, parents, step-parents, step-children, step-brother, step-sister, foster child, grandparents, grandchildren, brothers, sisters, legal guardian, daughter-in-law, and son-in-law. This definition may be expanded to include other persons at the discretion of a requesting employee’s supervisor on a case by case basis. If the supervisor agrees to expand, the number of days granted, up to five (5) days, shall also be at the discretion of the supervisor.

#### 21.5 *Sick Leave for Maternity Purposes*

21.5.1 Disability due to maternity shall be an appropriate use of sick leave during the period of time that the employee is medically unable to work.

21.5.2 Employees applying for sick leave relating to pregnancy shall comply with the same application and medical documentation requirements as employees who apply for sick leave due to other health-related disabilities.

#### 21.6 *Family and Medical Leave Act*

21.6.1 Eligibility for benefits in accordance with the Family and Medical Leave Act of 1993, as amended (FMLA) shall be provided in accordance with applicable statutes and shall be subject to applicable CCSNH policies.

21.6.2 The FMLA provides eligible employees up to twelve (12) weeks of unpaid and/or paid leave charged to leave balances for certain personal and family medical reasons. The FMLA allows for an eligible employee to be absent from work for up to 12 weeks in a 12 month period due to his/her own serious health condition; the birth of a child or the placement with the employee of a child for adoption or foster care; the need to care for a family member (child, spouse, or parent) with a serious health condition; or for a military qualifying exigency. The

FMLA allows an eligible employee to be absent from work for up to twenty-six (26) weeks to care for a covered service member with a serious injury or illness during a single 12 month period.

21.6.3 Covered employees should contact the CCSNH Human Resources Office for more detailed information regarding the Family and Medical Leave Act and to discuss individual situations.

## 21.7 *Application for Use of Sick Leave*

21.7.1 For an unscheduled absence, notification of absences shall be given on the first (1<sup>st</sup>) day of absence, prior to the start of the employee's work day. For scheduled absences, notification shall be given as early as possible.

21.7.2 To utilize his/her sick leave allowance, the employee must file a written application for leave with his/her supervisor, specifying that the basis of the request is:

- "illness",
- "injury",
- "serious health condition as defined by the FMLA",
- "dependent care",
- "medical/dental appointment",
- "personal leave",
- "bereavement"
- "military leave" or
- "donated to name of employee"

21.7.3 When an employee returns to work from an unscheduled absence due to an allowable use of sick leave s/he must file a written application for leave with his/her supervisor.

21.7.4 An employee may be required to furnish management with a certificate from the attending physician or other licensed health care practitioner when, for reasonable cause, management believes that the employee's use of sick leave does not conform to the reasons and requirements for sick leave use set forth in this Agreement. Such certificate shall contain a statement that, in the practitioner's professional judgment, sick leave is necessary. In addition, the CCSNH may, at its expense, have an independent physician examine one of his/her employees who, in the opinion of management, may not be entitled to sick leave. The time related to such examination shall not be charged to the employee's leave.

## 21.8 *Payment Upon Separation*

21.8.1 Upon resignation or dismissal, the amount of sick leave remaining to a covered employee's credit shall lapse.

21.8.2 In the event of death of a covered employee while in service with the CCSNH, a sum equal to the number of days of sick leave remaining shall be paid to the employee's estate.

21.8.3 Upon retirement under the provisions of RSA 100-A:5, RSA 100-A:6, and RSA 100-A only, or upon eligibility under RSA 100-A:5 but electing to receive a lump sum payment in lieu of an annuity, a full-time covered employee shall receive payment in a sum equal to 50% of the number of sick leave days remaining to the employee's credit. However, the total number of days

eligible for payment shall not exceed sixty (60) days. In no instance shall accrued sick leave be used to extend employment beyond the employee's last day of work.

21.8.4 Upon separation due to retrenchment, a full-time covered employee shall receive payment in a sum equal to 50% of the number of sick leave days remaining to the employee's credit. However, the total number of days eligible for payment shall not exceed sixty (60) days. In no instance shall accrued sick leave be used to extend employment beyond the employee's last day of work.

21.9 Whenever a former employee, who has been separated from the CCSNH due to a reduction in force is reinstated within the recall period pursuant to Article 14 of the Agreement, the previously accumulated and uncompensated sick leave pursuant to 21.8.4 above, the balance of his/her sick leave allowance shall be reinstated and placed to his/her credit.

21.10 A full-time covered employee who has had a break in CCSNH service shall be credited with prior periods of full-time CCSNH employment for leave accrual purposes if that employee's current period of full-time CCSNH employment has been three (3) or more continuous years in duration. Only prior periods of full-time CCSNH employment of two (2) or more consecutive years in duration shall be eligible for crediting.

21.11 Shared Sick Leave: Under the shared sick leave program, full-time covered employees may voluntarily donate unused sick leave to eligible full-time covered employees who have been granted unpaid leave of absences due to a serious illness or injury for which there is no paid leave benefits or salary replacement income or benefits available. Shared leave cannot be used for common, minor, or chronic medical conditions, a job-related illness or injury that is covered by workers compensation, or for a health condition in which the employee is receiving disability benefits. CCSNH faculty and staff shall be allowed to share sick leave in accordance with the provision so long as both of the separate bargaining units agree to do so. Acquiescence by both bargaining units shall be evidenced by a memorandum of agreement between the two groups. If at any time, either bargaining unit wishes to end the shared sick leave arrangement, it may do so.

21.11.1 A full-time covered employee is eligible to receive sick leave donations provided he/she has completed one year of service, has exhausted all forms of paid leave prior to receiving the additional sick leave, and is on an approved unpaid leave of absence due to a serious health condition qualified under the Family Medical Leave Act of 1993 (FMLA). Paid leave includes sick leave, annual leave, fiscal year personal days, and compensatory time.

21.11.2 A full-time covered employee is eligible to donate sick leave provided he/she has completed one year of service. Leave donations may be made in hourly increments only. Sick leave donations on behalf of eligible employees shall not be authorized until solicited. Solicitation may not take place until after an approval has been issued by the CCSNH Labor Management Committee or a LMC sub-committee thereof. Each donation must be directed to a specified recipient.

21.11.3 To receive donated sick leave a full-time covered employee must meet the criteria set forth in 21.11.1 above and complete an application for donated sick leave, which shall include the amount of leave requested, the reason(s) for the request, and medical certification of the need. The completed application shall be forwarded to the CCSNH Director of Human Resources.

21.11.4 Requests for donated sick leave shall be reviewed by the CCSNH Labor Management or LMC sub-committee thereof, who shall approve or deny the request. Upon approval the Committee shall determine the amount of donated sick leave to be granted. The maximum amount of donated sick leave that an employee may receive is 120 days for each qualifying event. Nothing shall prohibit additional requests for separate qualifying events under Article 21.11.1.

21.11.5 Donated sick leave may be used on an intermittent basis for a gradual return to work as recommended by the employee's medical provider and authorized by the CCSNH or for medical appointments related to the serious health condition for which the donated leave was granted. Upon return to work any unused donated sick leave shall remain as part of the recipient's sick leave balance.

21.11.6 Eligibility for shared sick leave ends either when an employee returns to full-time work, a medical condition improves to the point where it no longer qualifies for donated leave; the employee qualifies for long-term disability benefits pursuant to Article 16.2.4 of this Agreement; or the employee separates from employment. Donated sick leave remaining to the employee's credit at the time of employment separation, retirement, or death shall lapse.

21.11.7 The decision of the CCSNH Labor Management Committee administering the shared sick leave program shall be final and binding. If a request is not approved, no further action shall be taken by the parties or by the requesting employee.

## **Article 22**

### ***LEAVE OF ABSENCES WITHOUT PAY***

22.1 Leave of absences without pay may be granted at the discretion of the CCSNH for appropriate reasons for a period of up to one (1) year for full-time covered employees. A leave of absence without pay shall not exceed (1) year, unless otherwise provided by law.

22.2 Leave of absences without pay due to sickness shall not be granted until all of the full-time covered employee's accumulated sick leave, annual leave, personal days, and/or compensatory time has been exhausted.

22.3 No annual leave, sick leave, or personal days shall be accumulated during a leave of absence without pay and the full-time employee's increment and seniority dates may be adjusted based on the total number of calendar days without pay. The continuation of health, dental, retirement and other voluntary benefits shall be processed in accordance with federal laws, the provisions of this Agreement, and/or human resources policies and procedures.

22.4 Notwithstanding the provision of Article 22.3 above, a full-time covered employee who requests and is approved for a leave of absence without pay that is unrelated to sickness shall not be required to utilize and exhaust his/her annual leave prior to being granted such leave of absence.

22.5 An employee who fails to return to work from an approved leave of absence when scheduled shall be considered to have voluntarily terminated his/her employment with the CCSNH.

## **Article 23**

### ***MILITARY LEAVE***

23.1 The CCSNH will comply with all federal law governing military service, including military leaves of absences, as required by the Uniform Services Employment and Reemployment Rights Act of 1994 (USERRA, 38 U.S.C., Sections 4301- 4334) and any other pertinent legislation.

23.2 Any full-time covered employee who is a member of the National Guard or of a reserve component of the armed forces of the United States shall be entitled to military leave when such duty is in conflict with the employee's regular work schedule. The employee, regardless of funding source, shall be entitled to fifteen (15) days of paid military leave per training year to engage in temporary active duty when such duty is in conflict with the employee's work schedule.

23.3 Any full-time covered employee, who is required to engage in active military duty and whose military leave has been exhausted for that training year, may request the utilization of accrued annual leave, up to fifteen (15) days of sick leave, personal days, compensatory time, or leave without pay, the approval of which shall not be unreasonably withheld.

23.4 Any full-time covered employee who is in an active military status and who is in a without pay status, shall not be entitled to accrue any form of leave.

23.5 In time of armed conflict, members of the National Guard or Armed Forces Reserves, who are assigned duties related to notification of next of kin, ceremonial or funeral details shall be released from their regular duties without loss of leave or pay. Such employees shall provide their supervisor with notice as soon as possible as to the date and expected duration of such assignments.

## **Article 24**

### ***CIVIL LEAVE/JURY DUTY***

24.1 Any covered employee shall be granted civil leave without loss of pay or accrued leave when performing jury duty or when subpoenaed to appear before a court, public body, or administrative tribunal. Such civil leave shall only be granted when the time period of service coincides with the employee's regular work schedule. A covered employee shall report to work when not impaneled for actual service or s/he is on call.

24.2 Employees working a shift immediately prior to or after a period of time for which civil leave is granted shall not be denied the utilization of accumulated annual, personal days, or compensatory time for that shift.

24.3 An employee on civil leave shall surrender to the CCSNH any fees received for such activity, less mileage reimbursement for use of the employee's own vehicle, provided the employee is being paid by CCSNH for such time involved in the activity as defined in Article 24.1 above.

24.4 Under normal circumstances, the CCSNH will not request that a covered employee seek a jury duty deferment. However, should the release of an employee create an undue hardship for the employing institution, management may request that the employee provide information to the designated court for deferral consideration.



## **Article 25**

### ***EDUCATIONAL LEAVE***

The CCSNH encourages participation in educational programs that develop and advance an employee's job-related skills and knowledge, enhance job performance, or prepare the employee for advancement in CCSNH employment. Educational leave with or without pay may be granted, at the discretion of the CCSNH, for the purpose of allowing employees time to further their education through an approved full-time course of study or comparable professional development activity directly related to their work or that of the Community College System. Such leaves shall be available as a matter of privilege rather than a right.

#### ***25.1 Educational Leave Without Pay***

25.1.1 A full-time covered employee who has completed two (2) years of continuous employment and has satisfactory job performance in his/her current position is eligible to apply for an educational leave without pay. Such application shall be made in accordance with CCSNH policies and procedures. Approval of educational leave without pay shall not be unreasonably denied.

25.1.2 An educational leave without pay shall not be granted for more than 12 consecutive months and shall be granted only at a time when it will not disrupt the operations or teaching programs of the Community College System or its colleges.

25.1.3 During an approved educational leave without pay no annual leave, sick leave, or personal days shall be accumulated and the employee's increment, and seniority dates shall be adjusted based on the total number of calendar days without pay. The continuation of health, dental, retirement, and other voluntary benefits shall be processed in accordance with federal laws, the provisions of this Agreement, and human resources policies and procedures.

#### ***25.2 Educational Leave With Pay***

25.2.1 A full-time covered employee who has completed six (6) years of continuous employment at the CCSNH and has satisfactory job performance in his/her current position is eligible to apply for an educational leave with pay. Such application shall be made in accordance with CCSNH policies and procedures. Approval of an educational leave with pay shall not be unreasonably denied.

25.2.2 An eligible employee may be granted full-time educational leave not to exceed six (6) months at half pay after six (6) years of service with the CCSNH. An eligible employee with ten (10) years or more service with the CCSNH, may be granted full-time leave not to exceed one (1) year (12 months) at half pay.

25.2.3 An educational leave with pay will not be granted for more than 12 consecutive months and shall be granted only at a time when it will not disrupt the operations or teaching programs of the Community College System or its colleges.

25.2.4 During an approved educational leave with pay, the employee shall receive his/her increment and longevity benefits, but is not entitled to accumulate annual or sick leave. The employee's health, dental, and other insurance benefits will be continued in the normal manner. Those benefits which are salary dependent (i.e. retirement deductions) shall continue at the employee's normal percentage rate on the salary being paid during the leave time.

### 25.3 *Limitations*

25.3.1 The beginning and ending of an educational leave for a full-time covered employee shall be scheduled at times reasonable and convenient to the employee's department or work unit.

25.3.2 The CCSNH reserves the right to limit educational leaves due to financial, programming, operational and/or staffing considerations.

## **Article 26**

### ***OTHER LEAVE & VOLUNTEER EMERGENCY SERVICE***

26.1 *Blood Donations and Bone Marrow Registry Testing:* Full-time or regularly scheduled part-time employees shall not be unreasonably denied time off without loss of pay or leave for the purpose of making blood donations or undergoing bone marrow registry testing.

26.2 *Employee Assistance Program:* Full-time or regularly scheduled part-time employees may be granted up to three (3) hours of paid administrative leave per fiscal year for the purpose of attending appointments with a representative from the CCSNH recognized Employees Assistance Program (EAP). The use of such leave must be coordinated with the employee's supervisor prior to leaving the workplace to attend an EAP meeting.

26.3 *Volunteer Emergency Service:* A full-time employee who serves as a volunteer fire fighter, licensed ambulance attendant, emergency medical technician, disaster relief worker, search and rescue responder, or licensed rescue squad attendant and who is called from work, delayed in reporting to work, or absent from work due to emergency service shall be granted the use of annual leave, personal days, and/or accrued compensatory time to cover the period of such absence. An employee shall notify his/her immediate supervisor of such emergency service and of his/her need to be absent from work as soon as practical. The performance of said duties may be verified by management.

## **Article 27**

### ***INSTITUTIONAL CLOSURE***

27.1 As a condition of employment, all employees of the CCSNH are expected to work at their assigned times and schedules regardless of weather conditions or other circumstances. A CCSNH institution may close due to an emergency or extreme weather condition, when it is determined that the health or safety of employees would be placed at risk or that conditions or events prevent the performance of regular operations, services, or programs. At such times an institutional closure may be declared and authorized by the Chancellor, the College President for his/her institution, or the appointed designee. The cancellation of classes for students by itself does not constitute "an institutional closure."

### 27.2 *Personnel Designations and Treatment of Absences*

27.2.1 Each CCSNH institution shall be responsible for designating essential personnel and communicating that designation to such personnel at the time of an official institutional closure. Essential personnel shall be required to report to work as scheduled. Essential personnel classified as non-exempt shall receive premium compensation at the rate of time and one-half for their scheduled work hours. Such premium pay shall not be

cumulative to overtime wages that may otherwise be owed. Essential personnel classified as exempt shall receive their regular rate of pay/salary for time worked.

27.2.2 All other personnel who are not required to report to work or remain at work because of an official institutional closure shall be considered absent with pay and such absences will not be charged to any accrued leave or compensatory time for the designated time period of the institutional closure. Employees who do not report to work before an institutional closure is declared, shall be required to utilize accrued leave time for the time not covered by the institutional closure.

27.2.3 Covered employees who are not directly affected by the conditions warranting the institutional closure or who are not scheduled to work during such times, shall not accrue any right to, and shall not be compensated in any manner for, any absence that may be authorized for those covered employees directly affected.

27.3 In cases when operations are not delayed or closed, covered employees who are unable to report to work due to weather conditions shall be entitled to utilize accrued annual leave, personal days, or compensatory time. Under such circumstances, employees shall report said absences in accordance with their institution's policy for reporting absences. At the discretion of management, employees may be permitted to make up missed work time within the designated pay week.

## **Article 28**

### ***UNIFORMS AND EQUIPMENT***

28.1 Each CCSNH institution retains the right to establish standards for uniform wear. Uniforms are attire required and selected by the CCSNH institution to be worn in the performance of assigned duties. Uniform clothing as defined in this section shall be administered in accordance with CCSNH policies and procedures.

28.1.1 Each college and the system office, as applicable, shall provide maintenance, security, and food service personnel required to wear uniforms with up to five (5) sets of uniforms each fiscal year, such that each employee has one complete uniform set for each workday of the employee's regularly assigned work week. The care and laundering of assigned uniforms shall be the employee's responsibility. Uniform clothing damaged due to a job related activity or through normal wear and tear will be replaced at no cost to the covered employee.

28.1.2 Each college and the system office, as applicable, shall provide maintenance and security personnel who are required to work outdoors with a winter jacket, hat, and/or gloves. The care and cleaning of such outerwear shall be the employee's responsibility. The designated college or system office shall replace the winter jacket, if there is a demonstrated need for replacement. Outerwear damaged due to a job related activity or through normal wear and tear will be repaired or replaced at no cost to the covered employee.

28.1.3 Each college and the system office, as applicable, shall make available rain gear for on-the-job use by maintenance and security personnel who are required to work outdoors during such periods of inclement weather. The amount of rain gear available for such personnel shall be determined by the designated college or system office. Such rain gear shall be stored at the worksite and shall be maintained by the institution.

28.1.4 CCSNH shall reimburse a covered employee, whose individual Personal Protective Equipment (PPE) Assessment indicates a need for safety footwear pursuant to current occupational safety and health standards, for the cost of safety footwear in an amount of up to \$150.00. An additional allowance shall be paid only when the footwear is damaged due to a job related activity or through normal wear and tear. The CCSNH retains the right to determine the appropriate style of safety footwear and such footwear shall meet current standards for personal protective equipment. PPE assessments shall be conducted within 30 calendar days of a request.

28.1.5 Each college and the system office, as applicable, shall provide employees who are required to attend graduation and participate in the graduation procession, with a cap, gown, and other appropriate regalia. The care and laundering of assigned graduation clothing shall be the employee's responsibility.

28.1.6 Lab assistants, where appropriate, shall be provided with lab coats.

28.2 The CCSNH shall issue or make available such protective clothing and equipment as deemed necessary to provide for the health and safety of employees.

28.3 The CCSNH shall incur all costs associated with the repair/replacement of equipment lost or damaged by an employee during the normal performance of his/her assigned job duties. The employee shall be assessed a charge for the repair or replacement of equipment lost or damaged due to the employee's willful behavior or gross negligence.

## **Article 29**

### ***PAYROLL INFORMATION***

29.1 All covered employees shall be paid on a bi-weekly basis in accordance with the designated CCSNH payroll calendar.

29.2 All covered employees shall be paid by direct deposit. For those covered employees who elect to opt out of direct deposit, a paper payroll check will be generated and mailed to the employee's designated work address for distribution. Such payroll checks will normally not be distributed to employees earlier than the designated payment date for the particular pay period.

29.3 Payroll detail information shall include a clear designation as to the amount and category, e.g., regular, overtime, or holiday pay, of compensation for which payment is being made.

29.4 Any applicable compensation for overtime and holidays shall be paid in conjunction with the covered employee's regular pay check for the pay period in which such work was performed.

29.5 Ten (10) month professional, administrative, and technical staff shall be granted the option of receiving their earnings in twenty (20) bi-weekly payments or in twenty-six (26) bi-weekly payments. Payment elections must be made prior to the start of the work period and cannot be changed after the work period begins.

29.6 Payroll checks, payroll advice forms, and other such payroll documents shall be distributed in a manner that maintains the confidentiality of personal and payroll information. Maintenance of confidentiality shall not, however, be interpreted so as to hinder the normal functioning of the payroll

system, or to limit access to personal and payroll information by employees whose job functions require such access.

### **Article 30**

#### ***TRAVEL REIMBURSEMENT AND ADVANCES***

30.1 Reimbursement for travel and meals shall conform to the terms of this Agreement and the policies and procedures established by the CCSNH. The CCSNH shall reimburse covered employees for reasonable and necessary expenses incurred due to authorized CCSNH travel. CCSNH agrees that it will not alter any travel or meal reimbursement amounts for covered employees without first consulting with the Association.

30.2 Employees who are on travel status are expected to exercise good judgment when incurring travel costs. All business travel must be pre-approved and prudently planned so that the best interests of the CCSNH institution are served at the most reasonable costs. The CCSNH institution shall provide reimbursement for business travel expenses only if such expenses are reasonable, properly authorized, appropriately documented, and within the guidelines of established financial and travel policies and procedures. No portion of costs associated with personal travel will be paid by the CCSNH institution.

30.3 The CCSNH agrees to reimburse covered employees for valid travel expenses within fifteen (15) working days of the date the employee submits to the CCSNH a properly completed and authorized travel expense form along with itemized receipts. The CCSNH agrees to treat travel reimbursement requests with the same priority as payroll.

#### **30.4 *Mileage Reimbursement***

30.4.1 The CCSNH shall provide reimbursement to covered employees required to use their personal vehicle for authorized CCSNH business travel. A valid drivers' license issued within the United States and safe driving record are required. Proof of a valid drivers' license must be provided by the employee to the CCSNH to be eligible for mileage reimbursement. Verification of safe driving record may be required. The cost of obtaining such record, if any, shall be borne by CCSNH, except as otherwise identified as a job requirement.

30.4.2 The Parties agree that all covered employees who are required to use their private vehicles for CCSNH business shall be reimbursed for all miles incurred at the maximum mileage rate then allowable by the U.S. Internal Revenue Service for the first mile of travel. The Parties further agree that any changes in the mileage reimbursement rate, as a result of U.S. Internal Revenue Service action, shall be made prospectively. The parties further agree that an employee shall record mileage incurred on CCSNH business from the odometer readings on his/her vehicle and the CCSNH shall reimburse for all reasonable travel incurred. In the absence of odometer readings, travel mileage shall be computed based on official state highway maps or Map Quest queries, and shall be reimbursed based on the most expedient, commonly traveled direct routes. In no instance, however, shall the CCSNH reimburse for travel incurred from an employee's home to or through the site of his/her official headquarters, or vice versa, unless such reimbursement is specifically authorized by this Agreement.

30.4.3 A valid receipt is required for the reimbursement of tolls. If a valid receipt is not presented, the covered employee will be reimbursed at the E-Z pass rate that is in effect at the time of travel.

30.4.4 A valid receipt is required for the reimbursement of parking expenses associated with business travel.

30.4.5 Covered employees shall receive portal to portal mileage reimbursement when on call back.

### 30.5 *Meals*

30.5.1 When associated with authorized CCSNH travel, covered employees shall be reimbursed for meals, taxes, and tips in accordance with the following conditions and schedules:

a. Employees presenting an itemized receipt shall be reimbursed for the actual reasonable cost of breakfast, lunch, or dinner, the meal tax, and a service tip, up to a maximum of 15%.

b. In-State Travel: Without a receipt for incurred travel expenses, employees shall be reimbursed at the then current travel per diem rate set by the General Services Administration for Merrimack County. Such reimbursement shall be calculated at the following percentages:

Breakfast –	20%
Lunch -	25%
Dinner -	55%

c. Out-of-State Travel: Without a receipt for incurred travel expenses, employees shall be reimbursed for meals at rates consistent with the General Services Administration (GSA) Travel Per Diem Rates in effect at the time of travel for the destination. GSA rates may be obtained at [www.gsa.gov](http://www.gsa.gov).

d. The CCSNH may authorize meal reimbursement for a covered employee who is required to work beyond his/her regularly scheduled hours or who requests to attend an official function, banquet, dinner, or meeting associated with a meal, provided that authorization is given in advance and in writing. The CCSNH shall not require an employee to attend an official function, banquet, dinner, or meeting associated with a meal if reimbursement is not authorized.

e. Reimbursement shall not be authorized for meals included within the lodging fee or included as part of the registration fees for a conference, workshop, or training session.

f. Reimbursement shall not be authorized for alcoholic beverages.

### 30.6 *Lodging Reimbursement*

30.6.1 The CCSNH agrees to reimburse covered employees for the reasonable costs of lodging expenses incurred while on authorized CCSNH business travel that is fifty (50) miles or more from the traveler's home or primary work site. Exceptions to the fifty (50) mile limit may be authorized by the Chancellor or designated College President. Reimbursement for lodging expenses shall be processed at single occupancy or standard business room rates. When the lodging is at the location of the conference, reimbursement will be limited to the conference rate. Reimbursement shall include costs associated with the room tax and a maximum non-meal tip allowance of \$3.00 per day to be used for lodging related services such as maid, concierge, bell

hop, or valet services. For reimbursement employees must submit an original itemized hotel invoice and the completed and authorized travel expense forms.

### 30.7 *Air Travel*

30.7.1 When coordinating travel for authorized CCSNH business, covered employees may utilize a CCSNH approved travel vendor to arrange air travel, which shall be directly invoiced to the CCSNH for payment. Covered employees may elect to coordinate their own travel arrangements by incurring the costs associated with the business travel. The CCSNH agrees to reimburse covered employees for the reasonable costs of air fare. For reimbursement, employees must submit a paid itemized invoice and the completed and authorized travel expense forms. Employees are required to travel at the economy rate and shall make every effort to plan the trip early and/or be flexible in their flight times to take advantage of the best rate available. Employees are directed to seek out the least expensive modes of transportation (bus, hotel shuttle, etc.) when getting to and from airports.

30.7.2 Upon request, the CCSNH agrees to provide travel cash advances and/or pre-payment of lodging and/or air travel expenses for authorized business travel due to specific situations that would cause undue financial hardship to the employee. Expenses associated with the travel must be reconciled and substantiated within 15 calendar days from the return date of travel. The traveler must repay the CCSNH for any advance in excess of the approved reimbursable expenses. Requests for travel cash advances shall be processed in accordance with CCSNH policies and procedures.

## **Article 31**

### ***TRAINING AND EDUCATION***

31.1 CCSNH institutions, may use institutional funds to reimburse eligible employees for participation in professional development activities. Payment for professional development activities shall be subject to the availability of funds and shall be limited to the reimbursement of registration fees and travel costs only. Requests for professional development funding including cash advances shall be processed in accordance with CCSNH policies and procedures and the provisions of Article 30, Travel Reimbursement & Advances, of this Agreement.

31.2 CCSNH institutions, may use institutional funds to reimburse eligible employees for tuition costs associated with credit coursework completed in a satisfactory manner at a regionally accredited, degree-granting college or university. Tuition reimbursement shall be subject to the availability of funds and shall be limited to the cost of tuition. Requests for tuition reimbursement shall be processed in accordance with CCSNH policies and procedures.

31.3 *Expense Reimbursement:* A covered employee who is selected and authorized by the Employer to participate in any organized training, retraining, or staff development program offered by the CCSNH during on-duty hours, will be reimbursed for required expenses associated with such training.

31.4 *Education Schedule Adjustments:* The CCSNH shall allow when practical, for a covered employee to make adjustments in his/her work schedules to complete approved job related training. Approved training, when during the normally work scheduled day, shall not require the use of leave time.

31.5 Information, instruction, and training, when necessary, shall be provided to an employee or group of employees who are subject to new technology, processes and/or responsibilities related to their assigned job duties.

#### 31.6 *Tuition Benefit*

31.6.1 Pursuant to RSA 188-F:15, II, as amended, full-time covered employees who have completed one year of previous service at the CCSNH shall be entitled to enroll in any credit or non-credit course offered by a CCSNH College, where the tuition is paid to the CCSNH entity, at a 100% tuition discount and waiver of the Comprehensive Student Services fee and Academic Instruction fee. The employee tuition benefit shall be processed in accordance with CCSNH policies and procedures.

31.6.2 Pursuant to RSA 188-F:15, as amended, the dependents of eligible full-time employees may enroll in any of the regular credit courses offered by a CCSNH college at a 50% tuition discount of the current in-state tuition rate. This benefit is not cumulative; that is, if both parents are employed on a full-time basis by the CCSNH, one-half (50%) of the current in-state tuition for their dependent child or children must be paid. The dependent tuition benefit shall be processed in accordance with CCSNH policies and procedures.

31.6.3 To the extent that RSA 188-F:15 is modified during the term of this Agreement, such changes will apply to the tuition benefit described in this section.

### **Article 32** ***INTELLECTUAL PROPERTY***

32.1 *Applicability:* This provision applies to all covered employees involved in carrying out the CCSNH's mission while under the auspices of the CCSNH.

#### 32.2 *Definitions.*

32.2.1 *Intellectual Property.* As used in this provision, intellectual property includes not only technology such as inventions, discoveries, creations, or authored works which may be protected legally (such as with Patents and Copyrights), but also the physical or tangible embodiment of the technology, such as biological organisms, plant varieties, or computer software based on or derived from research data.

32.2.2 *Scholarly Works.* Traditional publications in academia regardless of their medium of expression, such as books, case studies, peer-reviewed manuscripts, journal articles, glossaries, bibliographies, creative works, etc.

32.2.3 *Course Material.* Those elements that constitute an academic course delivered in traditional and non-traditional (online, e.g.) mode, including but not limited to: syllabi, course descriptions, class and lecture notes, quizzes, tests, assignments, laboratories, study guides, and content.



### 32.3 *Provision for Ownership:*

32.3.1 The CCSNH relinquishes any claim to ownership of scholarly works and assigns intellectual property rights to the covered employee.

32.3.2 Course material created by the covered employee in the fulfillment of the employee's normal duties and responsibilities under this collective bargaining agreement is presumed to belong to the employee for proprietary or marketing purposes outside of the college but is available to the college for internal review, use and distribution within the CCSNH and to external accrediting agencies.

32.3.3 If a covered employee retains title to copyright of course material or scholarly works developed as part of his/her regular employment responsibilities, the employee shall grant to the CCSNH a non-exclusive, irrevocable, royalty-free right to use, display, duplicate, create derivative works and/or distribute the materials with appropriate attribution for educational, grant fulfillment, and/or research purposes.

32.3.4 The CCSNH shall retain ownership and intellectual property rights to work commissioned by the college pursuant to a written contract or memorandum of understanding (MOU) with the covered employee.

## **Article 33** ***HEALTH AND SAFETY***

33.1 The CCSNH shall use its best efforts to provide and maintain safe, secure, and healthy working conditions and the Association shall fully cooperate by encouraging covered employees to perform their assigned tasks in a safe manner and to report safety concerns to management.

33.2 No employee shall be required to perform any work under conditions that may reasonably endanger his or her health, safety, or physical wellbeing.

33.3 A Safety Committee composed of equal members of management and covered employees shall be established at each CCSNH college and system office. The purpose of such safety committees shall be to develop programs of safety education and training, health protection and reasonable standards for compliance by both employer and employee. Each safety committee shall meet at least quarterly to develop and carry out workplace safety programs. Covered employee representatives shall be appointed by the Association.

33.4 As reflected in the composition of the Safety Committees as noted in 33.3 above, institutional safety is a joint responsibility of management and its employees. Each Safety Committee will be responsible for carefully analyzing all of the particular circumstances and conditions of its environment and for making well-considered written recommendations regarding safety practices, equipment, and personnel to the College or System Office administration. Such recommendations will be responded to in writing within thirty (30) calendar days of submission.

33.5 Each CCSNH institution agrees to maintain up-to-date first aid kits located in secure but readily accessible areas. All on-the-job injuries, regardless of seriousness, shall be immediately reported to the employee's supervisor. The names and telephone numbers of emergency services, e.g. police, fire, licensed ambulance services and the poison control center shall be posted on official bulletin boards and in each room near the telephone.

33.6 Each CCSNH institution shall have an emergency response and notification plan in place and such plan shall include appropriate trainings and be communicated effectively to all covered employees.

33.7 In the event that inmate labor from a correctional facility is to be used at any College or the System Office, all covered employees at the designated location shall be advised at least seven (7) calendar days prior to the arrival of any such inmate of where such labor is to be performed and as to the nature of the work to be performed. Such notice shall also be provided to the Association.

33.8 Mothers' Health Care: The CCSNH, when feasible, shall provide a private area and sufficient time for covered employee postnatal mothers to tend to lactation needs.

33.9 CCSNH institutions maintain electronic surveillance systems for the purpose of providing a safe and secure environment. In the event that such surveillance data is used in relation to the discipline or discharge of an employee, CCSNH shall provide a copy of such surveillance data to the Association as early as practicable, but no later than Step 1 of the grievance process.

## **Article 34**

### ***PERSONNEL FILES***

34.1 A personnel file exists as a record of an individual's employment history, achievements, and activities. The CCSNH shall maintain one official personnel file for each covered employee. This file shall be maintained at the CCSNH Human Resources Office under the custody of the CCSNH Director of Human Resources. The contents of personnel files shall include documents used to support personnel actions such as, compensation, benefits, performance evaluations and related documentation, counseling letters, disciplinary actions, training, licensure, certification, awards, commendations, and other employment records or employment-related correspondence. The existence of the official personnel file shall not preclude duplicative or non-official files, but any such files shall not be considered the official file of the employee. In the event that information is omitted, absent, or missing from his/her personnel file, the employee shall be able to submit such information to the CCSNH Human Resources Office and the same shall be included in such personnel file.

34.2 Medical records shall not be part of the employee's official personnel file. A separate file shall be maintained by the CCSNH Human Resources Office for documents including medical records obtained in the course of employment including any permitted drug or alcohol testing; first reports of injury; applications and memos of payments related to workers' compensation benefits; and requests for reasonable accommodations. Such files shall be available to the employee for inspection and copying.

34.3 Documents obtained or generated during the course of an investigation involving a covered employee shall be maintained in a confidential manner in a separate file from the employee's official personnel file. Investigative documents pertaining to allegations that are determined to be unfounded shall be stored confidentially by the CCSNH Director of Human Resources for a period of five (5) years. After five (5) years, all such investigative documents shall be destroyed if there have been not further incidents within the five (5) year time period. However, any discipline or counseling resulting from such investigation shall be included in the employee's official personnel file as set forth in Section 34.1 above and Article 15 of this Agreement.

34.4 Documentation pertaining to disciplinary actions that are reversed or overturned through the process of formal or informal settlement shall be removed from the employee's official personnel file.

34.5 The employee, his/her authorized representative (with written authorization), and appropriate officials of the CCSNH and its colleges shall have the right to access an employee's personnel file. Third parties are not entitled to inspect personnel files, unless otherwise required by law.

34.6 Employees shall be allowed access to their official personnel file during normal business hours of the CCSNH Human Resources Office for inspection. Such inspection shall be made subject to prior arrangement with the CCSNH Human Resources Office. A single copy of documents requested by the employee shall be provided by the CCSNH Human Resources Office without charge.

34.7 Employees shall be provided with a copy of letters of complaint by a third party and letters of commendation at the same time such letters are placed in the personnel file. The personnel file shall not contain any anonymous correspondence.

34.8 An employee shall have the right to respond to any material placed in the personnel file and such response shall be made part of the personnel file appended to the original material. No material reflecting adversely on an employee's performance or related to any disciplinary action shall be placed in the personnel file until the employee has been given a copy or notified of the material.

34.9 No part of this provision shall be in violation of RSA 91-A, New Hampshire's "Right-to-Know" Law or RSA 275:56, and the parties agree to comply with the provisions of such statutes, as amended. Should new statutes become effective with regard to personnel files and records, the CCSNH will react appropriately to comply with those statutes and will notify all personnel accordingly.

## **Article 35**

### ***NO STRIKE OR LOCKOUT***

35.1 The Association on behalf of its officers, agents, and bargaining unit members agree that so long as this Agreement or any written extension hereof is in effect, there shall be no strike or other forms of job actions declared unlawful by RSA 273-A:13.

35.2 Any member of the unit who violates the provisions of this Article will be subject to discipline, including discharge.

35.3 In the event of a prohibited action under this Article, the Association agrees to use every reasonable effort to inform members of the unit of the illegality of such activity and of the Association's policy of opposition to such activity.

35.4 The CCSNH agrees that neither it nor any of its Trustees, officers, agents, or employees shall engage in any lockouts or other forms of job action that have been declared unlawful for the life of this Agreement or any written extension thereof.

## **Article 36**

### ***NOTICES***

36.1 Notice to Association: Whenever a written legal notice is required to be given by the CCSNH to the Association, such notice shall be given to the state organization of the State Employees Association of New Hampshire, Inc., with offices in Concord, New Hampshire.

36.2 Notice to CCSNH: Whenever written legal notice is required to be given by the Association to the CCSNH such notice shall be given to the Human Resources Director at the CCSNH System Office.

### **Article 37** ***WAIVER***

37.1 Waiver by either Party of the other's non-performance or violations of any term or condition of this Agreement shall not constitute a waiver of any other non-performance or violation of any other term or conditions of this Agreement, or of the same non-performance or violation in the future.

### **Article 38** ***SEPARABILITY***

38.1 In the event that any provisions of this Agreement at any time after execution shall be declared to be invalid by any court of competent jurisdiction, or abrogated by law, such decision or law shall not invalidate the entire Agreement, it being the expressed intention of the Parties hereto that all other provisions not thereby invalidated remain in full force and effect.

### **Article 39** ***DURATION***

39.1 This agreement as executed by the Parties shall continue in full force and effect from [the date of signing] until midnight June 30, 2017, or until such time as a new Agreement is executed.

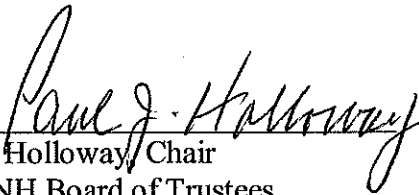
39.2 All provisions, economic and non-economic, of this Agreement will remain in full effect until the conclusion of any renegotiation of this Agreement and subsequent ratification by the membership of the Association and the CCSNH Board of Trustees.


39.3 The CCSNH and the Association shall have the right to reopen negotiations on any article of this Agreement upon mutual agreement.

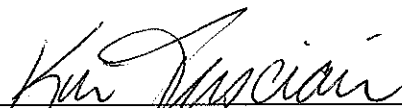
39.4 Renegotiation of this Agreement will be effected by written notice by one Party to the other not later than October 15 or earlier by mutual agreement. Negotiations shall commence within fifteen (15) calendar days after the receipt of such notice.

39.5 The Procedures of Impasse will be followed in accordance with RSA 273-A:12.

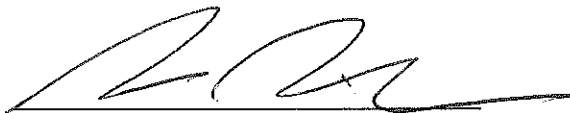
IN WITNESS WHEREOF, the Parties hereto by their authorized representatives have executed this contract on the 14th day of December, 2015.

  
Paul Holloway, Chair  
CCSNH Board of Trustees

  
Richard Gulla, President  
State Employees' Association of  
SEIU Local 1984

  
Kim M. Trisciani, Chair  
CCSNH BOT Personnel Committee

  
Gary Snyder, SEA Chief Negotiator

  
Dr. Ross Gittell, Chancellor

CCSNH Negotiating Committee

Larissa Baia  
Bruce Baker  
Steve Caccia  
Jeannie DiBella  
Lucille Jordan  
Lynn Moore  
Sara Sawyer  
Joseph P. McConnell, Chief Negotiator

SEA Negotiating Committee

Barbara Anstey  
Mike Burnham  
Rebecca Clerkin  
Steve Derosier  
Mark McGrath  
Wendy Parent  
Matt Perron  
Toni Theberge  
Michelle McCord, SEA Field Rep.  
Gary Snyder, Chief Negotiator

## APPENDICES

- Appendix A: List of PAT, & Operating Staff Classifications
- Appendix B: CCSNH Wage Schedules Effective 04-01-2016: A000; A130; A180; A216; & A234  
CCSNH Wage Schedules Effective 08-05-2016: A000; A130; A180; A216; & A234
- Appendix C: MOU – 11 month (A216) PAT's
- Appendix D: CCSNH – Dental Plan Summary
- Appendix E: CCSNH – Medical and Pharmacy Plan
- Appendix F: Domestic Partner Benefits Eligibility
- Appendix G: Bonus Leave Earned Prior to July 1, 1995
- Appendix H: Memorandum of Understanding – Medical and Dental Coverage for Married CCSNH Employees

# Appendix A

## List of Position Classifications by Employment Category

The following is a list of CCSNH job classifications grouped employment category (i.e. PAT, & Operating Staff). The determination exempt or non-exempt status for purposes of overtime compensation is also designated for each job classification.

<b><i>I. PAT</i></b>		
<b><u>Classification Title</u></b>	<b><u>Salary Grade</u></b>	<b><u>Exempt/Non-Exempt Status</u></b>
Administrator I	27	Exempt
Administrator II	29	Exempt
Administrator III	31	Exempt
Administrator IV	33	Exempt
Business Administrator II	24	Exempt
Business Administrator III	27	Exempt
Business Administrator IV	29	Exempt
Business Systems Analyst I	28	Exempt
CC Residence Director	14	Exempt
Data Base Administrator	30	Exempt
Director of Library Services	24	Exempt
Educational Consultant I	26	Exempt
Educational Consultant II	27	Exempt
Educational Consultant III	28	Exempt
Financial Aid Officer	25	Exempt
I/C Counselor I	21	Exempt
I/C Counselor II	23	Exempt
Librarian I	18	Exempt
Librarian II	21	Exempt
Librarian III	25	Exempt
Nursing Coordinator	27	Exempt
Plant Maintenance Engineer IV	24	Exempt
Plant Maintenance Engineer V	30	Exempt
Programs Information Officer	23	Exempt
Program Specialist III	23	Exempt
Program Specialist IV	25	Exempt
Registrar	21	Exempt
Supervisor III	23	Exempt
Supervisor IV	25	Exempt
Supervisor V	26	Exempt
Sys. Development Specialist IV	26	Exempt
Sys. Development Specialist V	28	Exempt
Sys. Development Specialist VI	30	Exempt
Teacher	14	Exempt
Technical Support Specialist IV	27	Exempt
Technical Support Specialist V	29	Exempt
Tech. Deployment Ctr. Mgr.	29	Exempt

<b>2. Operating Staff</b>		
<b><u>Classification Title</u></b>	<b><u>Salary Grade</u></b>	<b><u>Exempt/Non-Exempt Status</u></b>
Account Clerk II	07	Non-Exempt
Account Clerk III	09	Non-Exempt
Accountant I	16	Non-Exempt
Accountant II	18	Non-Exempt
Accountant III	21	Non-Exempt
Accounting Technician	12	Non-Exempt
Administrative Assistant I	16	Non-Exempt
Administrative Assistant II	19	Non-Exempt
Administrative Secretary	14	Non-Exempt
Assistant Chief Security Officer	14	Non-Exempt
Asst. Supt. of Grounds	16	Non-Exempt
Audio Visual Specialist	17	Non-Exempt
Bldg. & Grounds Utility Person	08	Non-Exempt
Building Maintenance Supervisor	15	Non-Exempt
Building Service Worker I	03	Non-Exempt
Building Service Worker II	05	Non-Exempt
Building Service Worker III	08	Non-Exempt
Building Services Supervisor	11	Non-Exempt
Business Administrator I	21	Non-Exempt
Carpenter I	12	Non-Exempt
Carpenter II	14	Non-Exempt
Cashier	09	Non-Exempt
Chief Security Officer	16	Non-Exempt
Clerk I	02	Non-Exempt
Clerk II	05	Non-Exempt
Clerk III	08	Non-Exempt
Clerk IV	12	Non-Exempt
Cook I	07	Non-Exempt
Cook II	09	Non-Exempt
Electrician Supervisor I	16	Non-Exempt
Executive Secretary	11	Non-Exempt
Food Service Worker I	03	Non-Exempt
Food Service Worker II	05	Non-Exempt
Informational Representative I	18	Non-Exempt
Internal Auditor I	19	Non-Exempt
Journeyman Electrician	14	Non-Exempt
Laboratory Assistant I	09	Non-Exempt
Laboratory Assistant II	12	Non-Exempt
Laboratory Assistant III	14	Non-Exempt
Laboratory Helper	05	Non-Exempt
Laborer	05	Non-Exempt



<b>2. Operating Staff (cont.)</b>		
<b><u>Classification Title</u></b>	<b><u>Salary Grade</u></b>	<b><u>Exempt/Non-Exempt Status</u></b>
Library Aide	06	Non-Exempt
Library Assistant I	04	Non-Exempt
Library Assistant II	08	Non-Exempt
Library Associate I	14	Non-Exempt
Library Technician I	11	Non-Exempt
Library Technician II	13	Non-Exempt
Licensed Practical Nurse I	16	Non-Exempt
Maintenance Assistant	10	Non-Exempt
Maintenance Mechanic I	08	Non-Exempt
Maintenance Mechanic II	12	Non-Exempt
Maintenance Mechanic Foreman	15	Non-Exempt
Media Generalist	17	Non-Exempt
Painter	11	Non-Exempt
Plant Maintenance Engineer I	17	Non-Exempt
Plant Maintenance Engineer II	19	Non-Exempt
Plant Maintenance Engineer III	21	Non-Exempt
Plumber	14	Non-Exempt
Program Assistant I	12	Non-Exempt
Program Assistant II	15	Non-Exempt
Program Planner I	19	Non-Exempt
Program Planner II	21	Non-Exempt
Program Specialist I	19	Non-Exempt
Program Specialist II	21	Non-Exempt
Purchasing Assistant	12	Non-Exempt
Secretary I	07	Non-Exempt
Secretary II	09	Non-Exempt
Secretary Typist I	06	Non-Exempt
Secretary Typist II	08	Non-Exempt
Security Officer	12	Non-Exempt
Senior Accounting Technician	14	Non-Exempt
Statistician II	19	Non-Exempt
Stock Clerk II	08	Non-Exempt
Stock Clerk III	11	Non-Exempt
Stock Control Supervisor	12	Non-Exempt
Supervisor I	19	Non-Exempt
Supervisor II	21	Non-Exempt
Sys. Development Specialist I	18	Non-Exempt
Sys. Development Specialist II	21	Non-Exempt
Sys. Development Specialist III	23	Non-Exempt
Teacher Aide	08	Non-Exempt
Teacher Assistant	11	Non-Exempt
Technical Support Specialist I	17	Non-Exempt
Technical Support Specialist II	21	Non-Exempt
Technical Support Specialist III	25	Non-Exempt
Telephone Operator	07	Non-Exempt

## **Appendix B -CCSNH Wage Schedules**

A000 - 37.5 hours per week

A130 - 40.0 hours per week

A180 - 10 month 180 Day Academic Staff

A216 – 11 month 216 Day Academic Staff\*

A234 - 12 month (Year-Round) Academic Staff

\*Applicable Pursuant to Appendix C of this Agreement

Community College System of NH  
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GRADE		STEP 01	STEP 02	STEP 03	STEP 04	STEP 05	STEP 06	STEP 07	STEP 08	STEP 09
01	ANNUAL	21,338.20	21,855.39	22,413.95	23,013.89	23,634.52	24,296.52	24,917.14	25,537.77	26,220.46
	BI-WEEKLY	820.70	840.59	862.08	885.15	909.02	934.48	958.35	982.22	1008.48
	HOURLY	10.9427	11.2079	11.4943	11.8020	12.1203	12.4598	12.7780	13.0963	13.4464
02	ANNUAL	21,855.39	22,413.95	23,013.89	23,634.52	24,296.52	24,917.14	25,537.77	26,220.46	26,965.21
	BI-WEEKLY	840.59	862.08	885.15	909.02	934.48	958.35	982.22	1008.48	1037.12
	HOURLY	11.2079	11.4943	11.8020	12.1203	12.4598	12.7780	13.0963	13.4464	13.8283
03	ANNUAL	22,413.95	23,013.89	23,634.52	24,296.52	24,917.14	25,537.77	26,220.46	26,965.21	28,702.97
	BI-WEEKLY	862.08	885.15	909.02	934.48	958.35	982.22	1008.48	1037.12	1103.96
	HOURLY	11.4943	11.8020	12.1203	12.4598	12.7780	13.0963	13.4464	13.8283	14.7195
04	ANNUAL	23,013.89	23,634.52	24,296.52	24,917.14	25,537.77	26,220.46	26,965.21	28,702.97	29,716.66
	BI-WEEKLY	885.15	909.02	934.48	958.35	982.22	1008.48	1037.12	1103.96	1142.95
	HOURLY	11.8020	12.1203	12.4598	12.7780	13.0963	13.4464	13.8283	14.7195	15.2393
05	ANNUAL	23,634.52	24,296.52	24,917.14	25,537.77	26,220.46	26,965.21	28,702.97	29,716.66	30,751.03
	BI-WEEKLY	909.02	934.48	958.35	982.22	1008.48	1037.12	1103.96	1142.95	1182.73
	HOURLY	12.1203	12.4598	12.7780	13.0963	13.4464	13.8283	14.7195	15.2393	15.7698
06	ANNUAL	24,296.52	24,917.14	25,537.77	26,220.46	26,965.21	28,702.97	29,716.66	30,751.03	31,950.91
	BI-WEEKLY	934.48	958.35	982.22	1008.48	1037.12	1103.96	1142.95	1182.73	1228.88
	HOURLY	12.4598	12.7780	13.0963	13.4464	13.8283	14.7195	15.2393	15.7698	16.3851
07	ANNUAL	24,917.14	25,744.65	26,716.96	27,689.28	28,702.97	29,716.66	30,751.03	31,950.91	33,088.73
	BI-WEEKLY	958.35	990.18	1027.58	1064.97	1103.96	1142.95	1182.73	1228.88	1272.64
	HOURLY	12.7780	13.2024	13.7010	14.1996	14.7195	15.2393	15.7698	16.3851	16.9686
08	ANNUAL	25,744.65	26,716.96	27,689.28	28,702.97	29,716.66	30,751.03	31,950.91	33,088.73	34,329.98
	BI-WEEKLY	990.18	1027.58	1064.97	1103.96	1142.95	1182.73	1228.88	1272.64	1320.38
	HOURLY	13.2024	13.7010	14.1996	14.7195	15.2393	15.7698	16.3851	16.9686	17.6051
09	ANNUAL	26,716.96	27,689.28	28,702.97	29,716.66	30,751.03	31,950.91	33,088.73	34,329.98	35,612.61
	BI-WEEKLY	1027.58	1064.97	1103.96	1142.95	1182.73	1228.88	1272.64	1320.38	1369.72
	HOURLY	13.7010	14.1996	14.7195	15.2393	15.7698	16.3851	16.9686	17.6051	18.2629

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GRADE		STEP 01	STEP 02	STEP 03	STEP 04	STEP 05	STEP 06	STEP 07	STEP 08	STEP 09
10	ANNUAL	27,689.28	28,702.97	29,716.66	30,751.03	31,950.91	33,088.73	34,329.98	35,612.61	36,977.99
	BI-WEEKLY	1064.97	1103.96	1142.95	1182.73	1228.88	1272.64	1320.38	1369.72	1422.23
	HOURLY	14.1996	14.7195	15.2393	15.7698	16.3851	16.9686	17.6051	18.2629	18.9631
11	ANNUAL	28,702.97	29,716.66	30,751.03	31,950.91	33,088.73	34,329.98	35,612.61	36,977.99	38,550.24
	BI-WEEKLY	1103.96	1142.95	1182.73	1228.88	1272.64	1320.38	1369.72	1422.23	1482.70
	HOURLY	14.7195	15.2393	15.7698	16.3851	16.9686	17.6051	18.2629	18.9631	19.7694
12	ANNUAL	29,716.66	30,751.03	31,950.91	33,088.73	34,329.98	35,612.61	36,977.99	38,550.24	40,060.43
	BI-WEEKLY	1142.95	1182.73	1228.88	1272.64	1320.38	1369.72	1422.23	1482.70	1540.79
	HOURLY	15.2393	15.7698	16.3851	16.9686	17.6051	18.2629	18.9631	19.7694	20.5438
13	ANNUAL	30,751.03	31,950.91	33,088.73	34,329.98	35,612.61	36,977.99	38,550.24	40,060.43	41,715.43
	BI-WEEKLY	1182.73	1228.88	1272.64	1320.38	1369.72	1422.23	1482.70	1540.79	1604.44
	HOURLY	15.7698	16.3851	16.9686	17.6051	18.2629	18.9631	19.7694	20.5438	21.3925
14	ANNUAL	31,950.91	33,088.73	34,329.98	35,612.61	36,977.99	38,550.24	40,060.43	41,715.43	43,349.75
	BI-WEEKLY	1228.88	1272.64	1320.38	1369.72	1422.23	1482.70	1540.79	1604.44	1667.30
	HOURLY	16.3851	16.9686	17.6051	18.2629	18.9631	19.7694	20.5438	21.3925	22.2306
15	ANNUAL	33,088.73	34,433.42	35,757.42	37,143.49	38,550.24	40,060.43	41,715.43	43,349.75	45,149.57
	BI-WEEKLY	1272.64	1324.36	1375.29	1428.60	1482.70	1540.79	1604.44	1667.30	1736.52
	HOURLY	16.9686	17.6582	18.3371	19.0479	19.7694	20.5438	21.3925	22.2306	23.1536
16	ANNUAL	34,433.42	35,757.42	37,143.49	38,550.24	40,060.43	41,715.43	43,349.75	45,149.57	46,908.01
	BI-WEEKLY	1324.36	1375.29	1428.60	1482.70	1540.79	1604.44	1667.30	1736.52	1804.15
	HOURLY	17.6582	18.3371	19.0479	19.7694	20.5438	21.3925	22.2306	23.1536	24.0554
17	ANNUAL	35,757.42	37,143.49	38,550.24	40,060.43	41,715.43	43,349.75	45,149.57	46,908.01	48,811.26
	BI-WEEKLY	1375.29	1428.60	1482.70	1540.79	1604.44	1667.30	1736.52	1804.15	1877.36
	HOURLY	18.3371	19.0479	19.7694	20.5438	21.3925	22.2306	23.1536	24.0554	25.0314
18	ANNUAL	37,143.49	38,550.24	40,060.43	41,715.43	43,349.75	45,149.57	46,908.01	48,811.26	50,797.27
	BI-WEEKLY	1428.60	1482.70	1540.79	1604.44	1667.30	1736.52	1804.15	1877.36	1953.74
	HOURLY	19.0479	19.7694	20.5438	21.3925	22.2306	23.1536	24.0554	25.0314	26.0499

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GRADE		STEP 01	STEP 02	STEP 03	STEP 04	STEP 05	STEP 06	STEP 07	STEP 08	STEP 09
19	ANNUAL	38,550.24	40,060.43	41,715.43	43,349.75	45,149.57	46,908.01	48,811.26	50,797.27	53,300.46
	BI-WEEKLY	1482.70	1540.79	1604.44	1667.30	1736.52	1804.15	1877.36	1953.74	2050.02
	HOURLY	19.7694	20.5438	21.3925	22.2306	23.1536	24.0554	25.0314	26.0499	27.3336
20	ANNUAL	40,060.43	41,715.43	43,349.75	45,149.57	46,908.01	48,811.26	50,797.27	53,300.46	55,576.09
	BI-WEEKLY	1540.79	1604.44	1667.30	1736.52	1804.15	1877.36	1953.74	2050.02	2137.54
	HOURLY	20.5438	21.3925	22.2306	23.1536	24.0554	25.0314	26.0499	27.3336	28.5006
21	ANNUAL	41,715.43	43,349.75	45,149.57	46,908.01	48,811.26	50,797.27	53,300.46	55,576.09	57,934.47
	BI-WEEKLY	1604.44	1667.30	1736.52	1804.15	1877.36	1953.74	2050.02	2137.54	2228.25
	HOURLY	21.3925	22.2306	23.1536	24.0554	25.0314	26.0499	27.3336	28.5006	29.7100
22	ANNUAL	43,349.75	45,149.57	46,908.01	48,811.26	50,797.27	53,300.46	55,576.09	57,934.47	60,437.67
	BI-WEEKLY	1667.30	1736.52	1804.15	1877.36	1953.74	2050.02	2137.54	2228.25	2324.53
	HOURLY	22.2306	23.1536	24.0554	25.0314	26.0499	27.3336	28.5006	29.7100	30.9937
23	ANNUAL	45,149.57	47,011.45	49,038.83	51,128.27	53,300.46	55,576.09	57,934.47	60,437.67	63,023.61
	BI-WEEKLY	1736.52	1808.13	1886.11	1966.47	2050.02	2137.54	2228.25	2324.53	2423.99
	HOURLY	23.1536	24.1084	25.1481	26.2196	27.3336	28.5006	29.7100	30.9937	32.3198
24	ANNUAL	47,011.45	49,038.83	51,128.27	53,300.46	55,576.09	57,934.47	60,437.67	63,023.61	65,816.43
	BI-WEEKLY	1808.13	1886.11	1966.47	2050.02	2137.54	2228.25	2324.53	2423.99	2531.40
	HOURLY	24.1084	25.1481	26.2196	27.3336	28.5006	29.7100	30.9937	32.3198	33.7520
25	ANNUAL	49,038.83	51,128.27	53,300.46	55,576.09	57,934.47	60,437.67	63,023.61	65,816.43	68,588.56
	BI-WEEKLY	1886.11	1966.47	2050.02	2137.54	2228.25	2324.53	2423.99	2531.40	2638.02
	HOURLY	25.1481	26.2196	27.3336	28.5006	29.7100	30.9937	32.3198	33.7520	35.1736
26	ANNUAL	51,128.27	53,300.46	55,576.09	57,934.47	60,437.67	63,023.61	65,816.43	68,588.56	71,588.26
	BI-WEEKLY	1966.47	2050.02	2137.54	2228.25	2324.53	2423.99	2531.40	2638.02	2753.39
	HOURLY	26.2196	27.3336	28.5006	29.7100	30.9937	32.3198	33.7520	35.1736	36.7119
27	ANNUAL	53,300.46	55,576.09	57,934.47	60,437.67	63,023.61	65,816.43	68,588.56	71,588.26	75,353.39
	BI-WEEKLY	2050.02	2137.54	2228.25	2324.53	2423.99	2531.40	2638.02	2753.39	2898.21
	HOURLY	27.3336	28.5006	29.7100	30.9937	32.3198	33.7520	35.1736	36.7119	38.6428

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GRADE		STEP 01	STEP 02	STEP 03	STEP 04	STEP 05	STEP 06	STEP 07	STEP 08	STEP 09
28	ANNUAL	55,576.09	57,934.47	60,437.67	63,023.61	65,816.43	68,588.56	71,588.26	75,353.39	78,849.59
	BI-WEEKLY	2137.54	2228.25	2324.53	2423.99	2531.40	2638.02	2753.39	2898.21	3032.68
	HOURLY	28.5006	29.7100	30.9937	32.3198	33.7520	35.1736	36.7119	38.6428	40.4357
29	ANNUAL	57,934.47	60,437.67	63,023.61	65,816.43	68,588.56	71,588.26	75,353.39	78,849.59	82,387.16
	BI-WEEKLY	2228.25	2324.53	2423.99	2531.40	2638.02	2753.39	2898.21	3032.68	3168.74
	HOURLY	29.7100	30.9937	32.3198	33.7520	35.1736	36.7119	38.6428	40.4357	42.2498
30	ANNUAL	60,437.67	63,023.61	65,816.43	68,588.56	71,588.26	75,353.39	78,849.59	82,387.16	86,193.67
	BI-WEEKLY	2324.53	2423.99	2531.40	2638.02	2753.39	2898.21	3032.68	3168.74	3315.14
	HOURLY	30.9937	32.3198	33.7520	35.1736	36.7119	38.6428	40.4357	42.2498	44.2019
31	ANNUAL	63,023.61	65,940.56	68,960.94	72,022.70	75,353.39	78,849.59	82,387.16	86,193.67	90,020.86
	BI-WEEKLY	2423.99	2536.18	2652.34	2770.10	2898.21	3032.68	3168.74	3315.14	3462.34
	HOURLY	32.3198	33.8157	35.3646	36.9347	38.6428	40.4357	42.2498	44.2019	46.1645
32	ANNUAL	65,940.56	68,960.94	72,022.70	75,353.39	78,849.59	82,387.16	86,193.67	90,020.86	93,848.06
	BI-WEEKLY	2536.18	2652.34	2770.10	2898.21	3032.68	3168.74	3315.14	3462.34	3609.54
	HOURLY	33.8157	35.3646	36.9347	38.6428	40.4357	42.2498	44.2019	46.1645	48.1272
33	ANNUAL	68,960.94	72,022.70	75,353.39	78,849.59	82,387.16	86,193.67	90,020.86	93,848.06	97,633.88
	BI-WEEKLY	2652.34	2770.10	2898.21	3032.68	3168.74	3315.14	3462.34	3609.54	3755.15
	HOURLY	35.3646	36.9347	38.6428	40.4357	42.2498	44.2019	46.1645	48.1272	50.0687
34	ANNUAL	72,022.70	75,353.39	78,849.59	82,387.16	86,193.67	90,020.86	93,848.06	97,633.88	101,461.08
	BI-WEEKLY	2770.10	2898.21	3032.68	3168.74	3315.14	3462.34	3609.54	3755.15	3902.35
	HOURLY	36.9347	38.6428	40.4357	42.2498	44.2019	46.1645	48.1272	50.0687	52.0313
35	ANNUAL	75,353.39	78,849.59	82,387.16	86,193.67	90,020.86	93,848.06	97,633.88	101,461.08	105,499.52
	BI-WEEKLY	2898.21	3032.68	3168.74	3315.14	3462.34	3609.54	3755.15	3902.35	4057.67
	HOURLY	38.6428	40.4357	42.2498	44.2019	46.1645	48.1272	50.0687	52.0313	54.1023

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GRADE		STEP 01	STEP 02	STEP 03	STEP 04	STEP 05	STEP 06	STEP 07	STEP 08	STEP 09
01	ANNUAL	22,727.41	23,279.08	23,874.88	24,514.82	25,176.82	25,882.95	26,544.95	27,206.96	27,935.16
	BI-WEEKLY	874.13	895.35	918.26	942.88	968.34	995.50	1020.96	1046.42	1074.43
	HOURLY	10.9266	11.1919	11.4783	11.7860	12.1042	12.4437	12.7620	13.0803	13.4304
02	ANNUAL	23,279.08	23,874.88	24,514.82	25,176.82	25,882.95	26,544.95	27,206.96	27,935.16	28,729.56
	BI-WEEKLY	895.35	918.26	942.88	968.34	995.50	1020.96	1046.42	1074.43	1104.98
	HOURLY	11.1919	11.4783	11.7860	12.1042	12.4437	12.7620	13.0803	13.4304	13.8123
03	ANNUAL	23,874.88	24,514.82	25,176.82	25,882.95	26,544.95	27,206.96	27,935.16	28,729.56	30,583.16
	BI-WEEKLY	918.26	942.88	968.34	995.50	1020.96	1046.42	1074.43	1104.98	1176.28
	HOURLY	11.4783	11.7860	12.1042	12.4437	12.7620	13.0803	13.4304	13.8123	14.7034
04	ANNUAL	24,514.82	25,176.82	25,882.95	26,544.95	27,206.96	27,935.16	28,729.56	30,583.16	31,664.43
	BI-WEEKLY	942.88	968.34	995.50	1020.96	1046.42	1074.43	1104.98	1176.28	1217.86
	HOURLY	11.7860	12.1042	12.4437	12.7620	13.0803	13.4304	13.8123	14.7034	15.2233
05	ANNUAL	25,176.82	25,882.95	26,544.95	27,206.96	27,935.16	28,729.56	30,583.16	31,664.43	32,767.77
	BI-WEEKLY	968.34	995.50	1020.96	1046.42	1074.43	1104.98	1176.28	1217.86	1260.30
	HOURLY	12.1042	12.4437	12.7620	13.0803	13.4304	13.8123	14.7034	15.2233	15.7537
06	ANNUAL	25,882.95	26,544.95	27,206.96	27,935.16	28,729.56	30,583.16	31,664.43	32,767.77	34,047.64
	BI-WEEKLY	995.50	1020.96	1046.42	1074.43	1104.98	1176.28	1217.86	1260.30	1309.52
	HOURLY	12.4437	12.7620	13.0803	13.4304	13.8123	14.7034	15.2233	15.7537	16.3691
07	ANNUAL	26,544.95	27,427.62	28,464.76	29,501.89	30,583.16	31,664.43	32,767.77	34,047.64	35,261.31
	BI-WEEKLY	1020.96	1054.91	1094.80	1134.69	1176.28	1217.86	1260.30	1309.52	1356.20
	HOURLY	12.7620	13.1864	13.6850	14.1836	14.7034	15.2233	15.7537	16.3691	16.9526
08	ANNUAL	27,427.62	28,464.76	29,501.89	30,583.16	31,664.43	32,767.77	34,047.64	35,261.31	36,585.31
	BI-WEEKLY	1054.91	1094.80	1134.69	1176.28	1217.86	1260.30	1309.52	1356.20	1407.13
	HOURLY	13.1864	13.6850	14.1836	14.7034	15.2233	15.7537	16.3691	16.9526	17.5891
09	ANNUAL	28,464.76	29,501.89	30,583.16	31,664.43	32,767.77	34,047.64	35,261.31	36,585.31	37,953.45
	BI-WEEKLY	1094.80	1134.69	1176.28	1217.86	1260.30	1309.52	1356.20	1407.13	1459.75
	HOURLY	13.6850	14.1836	14.7034	15.2233	15.7537	16.3691	16.9526	17.5891	18.2468

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GRADE		STEP 01	STEP 02	STEP 03	STEP 04	STEP 05	STEP 06	STEP 07	STEP 08	STEP 09
10	ANNUAL	29,501.89	30,583.16	31,664.43	32,767.77	34,047.64	35,261.31	36,585.31	37,953.45	39,409.85
	BI-WEEKLY	1134.69	1176.28	1217.86	1260.30	1309.52	1356.20	1407.13	1459.75	1515.76
	HOURLY	14.1836	14.7034	15.2233	15.7537	16.3691	16.9526	17.5891	18.2468	18.9470
11	ANNUAL	30,583.16	31,664.43	32,767.77	34,047.64	35,261.31	36,585.31	37,953.45	39,409.85	41,086.92
	BI-WEEKLY	1176.28	1217.86	1260.30	1309.52	1356.20	1407.13	1459.75	1515.76	1580.27
	HOURLY	14.7034	15.2233	15.7537	16.3691	16.9526	17.5891	18.2468	18.9470	19.7533
12	ANNUAL	31,664.43	32,767.77	34,047.64	35,261.31	36,585.31	37,953.45	39,409.85	41,086.92	42,697.79
	BI-WEEKLY	1217.86	1260.30	1309.52	1356.20	1407.13	1459.75	1515.76	1580.27	1642.22
	HOURLY	15.2233	15.7537	16.3691	16.9526	17.5891	18.2468	18.9470	19.7533	20.5278
13	ANNUAL	32,767.77	34,047.64	35,261.31	36,585.31	37,953.45	39,409.85	41,086.92	42,697.79	44,463.13
	BI-WEEKLY	1260.30	1309.52	1356.20	1407.13	1459.75	1515.76	1580.27	1642.22	1710.12
	HOURLY	15.7537	16.3691	16.9526	17.5891	18.2468	18.9470	19.7533	20.5278	21.3765
14	ANNUAL	34,047.64	35,261.31	36,585.31	37,953.45	39,409.85	41,086.92	42,697.79	44,463.13	46,206.40
	BI-WEEKLY	1309.52	1356.20	1407.13	1459.75	1515.76	1580.27	1642.22	1710.12	1777.17
	HOURLY	16.3691	16.9526	17.5891	18.2468	18.9470	19.7533	20.5278	21.3765	22.2146
15	ANNUAL	35,261.31	36,695.64	38,107.91	39,586.39	41,086.92	42,697.79	44,463.13	46,206.40	48,126.21
	BI-WEEKLY	1356.20	1411.37	1465.69	1522.55	1580.27	1642.22	1710.12	1777.17	1851.01
	HOURLY	16.9526	17.6421	18.3211	19.0319	19.7533	20.5278	21.3765	22.2146	23.1376
16	ANNUAL	36,695.64	38,107.91	39,586.39	41,086.92	42,697.79	44,463.13	46,206.40	48,126.21	50,001.88
	BI-WEEKLY	1411.37	1465.69	1522.55	1580.27	1642.22	1710.12	1777.17	1851.01	1923.15
	HOURLY	17.6421	18.3211	19.0319	19.7533	20.5278	21.3765	22.2146	23.1376	24.0394
17	ANNUAL	38,107.91	39,586.39	41,086.92	42,697.79	44,463.13	46,206.40	48,126.21	50,001.88	52,032.02
	BI-WEEKLY	1465.69	1522.55	1580.27	1642.22	1710.12	1777.17	1851.01	1923.15	2001.23
	HOURLY	18.3211	19.0319	19.7533	20.5278	21.3765	22.2146	23.1376	24.0394	25.0154
18	ANNUAL	39,586.39	41,086.92	42,697.79	44,463.13	46,206.40	48,126.21	50,001.88	52,032.02	54,150.42
	BI-WEEKLY	1522.55	1580.27	1642.22	1710.12	1777.17	1851.01	1923.15	2001.23	2082.71
	HOURLY	19.0319	19.7533	20.5278	21.3765	22.2146	23.1376	24.0394	25.0154	26.0339



Community College System of NH  
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GRADE		STEP 01	STEP 02	STEP 03	STEP 04	STEP 05	STEP 06	STEP 07	STEP 08	STEP 09
19	ANNUAL	41,086.92	42,697.79	44,463.13	46,206.40	48,126.21	50,001.88	52,032.02	54,150.42	56,820.49
	BI-WEEKLY	1580.27	1642.22	1710.12	1777.17	1851.01	1923.15	2001.23	2082.71	2185.40
	HOURLY	19.7533	20.5278	21.3765	22.2146	23.1376	24.0394	25.0154	26.0339	27.3175
20	ANNUAL	42,697.79	44,463.13	46,206.40	48,126.21	50,001.88	52,032.02	54,150.42	56,820.49	59,247.83
	BI-WEEKLY	1642.22	1710.12	1777.17	1851.01	1923.15	2001.23	2082.71	2185.40	2278.76
	HOURLY	20.5278	21.3765	22.2146	23.1376	24.0394	25.0154	26.0339	27.3175	28.4845
21	ANNUAL	44,463.13	46,206.40	48,126.21	50,001.88	52,032.02	54,150.42	56,820.49	59,247.83	61,763.44
	BI-WEEKLY	1710.12	1777.17	1851.01	1923.15	2001.23	2082.71	2185.40	2278.76	2375.52
	HOURLY	21.3765	22.2146	23.1376	24.0394	25.0154	26.0339	27.3175	28.4845	29.6940
22	ANNUAL	46,206.40	48,126.21	50,001.88	52,032.02	54,150.42	56,820.49	59,247.83	61,763.44	64,433.51
	BI-WEEKLY	1777.17	1851.01	1923.15	2001.23	2082.71	2185.40	2278.76	2375.52	2478.21
	HOURLY	22.2146	23.1376	24.0394	25.0154	26.0339	27.3175	28.4845	29.6940	30.9776
23	ANNUAL	48,126.21	50,112.21	52,274.75	54,503.49	56,820.49	59,247.83	61,763.44	64,433.51	67,191.85
	BI-WEEKLY	1851.01	1927.39	2010.57	2096.29	2185.40	2278.76	2375.52	2478.21	2584.30
	HOURLY	23.1376	24.0924	25.1321	26.2036	27.3175	28.4845	29.6940	30.9776	32.3038
24	ANNUAL	50,112.21	52,274.75	54,503.49	56,820.49	59,247.83	61,763.44	64,433.51	67,191.85	70,170.86
	BI-WEEKLY	1927.39	2010.57	2096.29	2185.40	2278.76	2375.52	2478.21	2584.30	2698.88
	HOURLY	24.0924	25.1321	26.2036	27.3175	28.4845	29.6940	30.9776	32.3038	33.7360
25	ANNUAL	52,274.75	54,503.49	56,820.49	59,247.83	61,763.44	64,433.51	67,191.85	70,170.86	73,127.80
	BI-WEEKLY	2010.57	2096.29	2185.40	2278.76	2375.52	2478.21	2584.30	2698.88	2812.61
	HOURLY	25.1321	26.2036	27.3175	28.4845	29.6940	30.9776	32.3038	33.7360	35.1576
26	ANNUAL	54,503.49	56,820.49	59,247.83	61,763.44	64,433.51	67,191.85	70,170.86	73,127.80	76,327.47
	BI-WEEKLY	2096.29	2185.40	2278.76	2375.52	2478.21	2584.30	2698.88	2812.61	2935.67
	HOURLY	26.2036	27.3175	28.4845	29.6940	30.9776	32.3038	33.7360	35.1576	36.6959
27	ANNUAL	56,820.49	59,247.83	61,763.44	64,433.51	67,191.85	70,170.86	73,127.80	76,327.47	80,343.62
	BI-WEEKLY	2185.40	2278.76	2375.52	2478.21	2584.30	2698.88	2812.61	2935.67	3090.14
	HOURLY	27.3175	28.4845	29.6940	30.9776	32.3038	33.7360	35.1576	36.6959	38.6267

Community College System of NH  
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GRADE		STEP 01	STEP 02	STEP 03	STEP 04	STEP 05	STEP 06	STEP 07	STEP 08	STEP 09
28	ANNUAL	59,247.83	61,763.44	64,433.51	67,191.85	70,170.86	73,127.80	76,327.47	80,343.62	84,072.89
	BI-WEEKLY	2278.76	2375.52	2478.21	2584.30	2698.88	2812.61	2935.67	3090.14	3233.57
	HOURLY	28.4845	29.6940	30.9776	32.3038	33.7360	35.1576	36.6959	38.6267	40.4197
29	ANNUAL	61,763.44	64,433.51	67,191.85	70,170.86	73,127.80	76,327.47	80,343.62	84,072.89	87,846.30
	BI-WEEKLY	2375.52	2478.21	2584.30	2698.88	2812.61	2935.67	3090.14	3233.57	3378.70
	HOURLY	29.6940	30.9776	32.3038	33.7360	35.1576	36.6959	38.6267	40.4197	42.2338
30	ANNUAL	64,433.51	67,191.85	70,170.86	73,127.80	76,327.47	80,343.62	84,072.89	87,846.30	91,906.58
	BI-WEEKLY	2478.21	2584.30	2698.88	2812.61	2935.67	3090.14	3233.57	3378.70	3534.87
	HOURLY	30.9776	32.3038	33.7360	35.1576	36.6959	38.6267	40.4197	42.2338	44.1859
31	ANNUAL	67,191.85	70,303.26	73,525.00	76,790.87	80,343.62	84,072.89	87,846.30	91,906.58	95,988.92
	BI-WEEKLY	2584.30	2703.97	2827.88	2953.50	3090.14	3233.57	3378.70	3534.87	3691.88
	HOURLY	32.3038	33.7996	35.3486	36.9187	38.6267	40.4197	42.2338	44.1859	46.1485
32	ANNUAL	70,303.26	73,525.00	76,790.87	80,343.62	84,072.89	87,846.30	91,906.58	95,988.92	100,071.26
	BI-WEEKLY	2703.97	2827.88	2953.50	3090.14	3233.57	3378.70	3534.87	3691.88	3848.89
	HOURLY	33.7996	35.3486	36.9187	38.6267	40.4197	42.2338	44.1859	46.1485	48.1112
33	ANNUAL	73,525.00	76,790.87	80,343.62	84,072.89	87,846.30	91,906.58	95,988.92	100,071.26	104,109.47
	BI-WEEKLY	2827.88	2953.50	3090.14	3233.57	3378.70	3534.87	3691.88	3848.89	4004.21
	HOURLY	35.3486	36.9187	38.6267	40.4197	42.2338	44.1859	46.1485	48.1112	50.0526
34	ANNUAL	76,790.87	80,343.62	84,072.89	87,846.30	91,906.58	95,988.92	100,071.26	104,109.47	108,191.82
	BI-WEEKLY	2953.50	3090.14	3233.57	3378.70	3534.87	3691.88	3848.89	4004.21	4161.22
	HOURLY	36.9187	38.6267	40.4197	42.2338	44.1859	46.1485	48.1112	50.0526	52.0153
35	ANNUAL	80,343.62	84,072.89	87,846.30	91,906.58	95,988.92	100,071.26	104,109.47	108,191.82	112,499.49
	BI-WEEKLY	3090.14	3233.57	3378.70	3534.87	3691.88	3848.89	4004.21	4161.22	4326.90
	HOURLY	38.6267	40.4197	42.2338	44.1859	46.1485	48.1112	50.0526	52.0153	54.0863

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Wage Schedule A180 - 20 Payments (180 Day Academic Staff)  
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GRADE		STEP 01	STEP 02	STEP 03	STEP 04	STEP 05	STEP 06	STEP 07	STEP 08	STEP 09
01	ANNUAL	21,336.92	21,854.01	22,412.47	23,012.72	23,632.71	24,294.50	24,915.98	25,536.18	26,219.40
	BI-WEEKLY	1066.85	1092.70	1120.62	1150.64	1181.64	1214.73	1245.80	1276.81	1310.97
	HOURLY	15.8051	16.1882	16.6018	17.0465	17.5057	17.9959	18.4563	18.9157	19.4218
02	ANNUAL	21,854.01	22,412.47	23,012.72	23,632.71	24,294.50	24,915.98	25,536.18	26,219.40	26,964.15
	BI-WEEKLY	1092.70	1120.62	1150.64	1181.64	1214.73	1245.80	1276.81	1310.97	1348.21
	HOURLY	16.1882	16.6018	17.0465	17.5057	17.9959	18.4563	18.9157	19.4218	19.9734
03	ANNUAL	22,412.47	23,012.72	23,632.71	24,294.50	24,915.98	25,536.18	26,219.40	26,964.15	28,701.48
	BI-WEEKLY	1120.62	1150.64	1181.64	1214.73	1245.80	1276.81	1310.97	1348.21	1435.07
	HOURLY	16.6018	17.0465	17.5057	17.9959	18.4563	18.9157	19.4218	19.9734	21.2604
04	ANNUAL	23,012.72	23,632.71	24,294.50	24,915.98	25,536.18	26,219.40	26,964.15	28,701.48	29,715.49
	BI-WEEKLY	1150.64	1181.64	1214.73	1245.80	1276.81	1310.97	1348.21	1435.07	1485.77
	HOURLY	17.0465	17.5057	17.9959	18.4563	18.9157	19.4218	19.9734	21.2604	22.0115
05	ANNUAL	23,632.71	24,294.50	24,915.98	25,536.18	26,219.40	26,964.15	28,701.48	29,715.49	30,749.44
	BI-WEEKLY	1181.64	1214.73	1245.80	1276.81	1310.97	1348.21	1435.07	1485.77	1537.47
	HOURLY	17.5057	17.9959	18.4563	18.9157	19.4218	19.9734	21.2604	22.0115	22.7774
06	ANNUAL	24,294.50	24,915.98	25,536.18	26,219.40	26,964.15	28,701.48	29,715.49	30,749.44	31,949.74
	BI-WEEKLY	1214.73	1245.80	1276.81	1310.97	1348.21	1435.07	1485.77	1537.47	1597.49
	HOURLY	17.9959	18.4563	18.9157	19.4218	19.9734	21.2604	22.0115	22.7774	23.6665
07	ANNUAL	24,915.98	25,743.90	26,714.84	27,687.47	28,701.48	29,715.49	30,749.44	31,949.74	33,086.82
	BI-WEEKLY	1245.80	1287.20	1335.74	1384.37	1435.07	1485.77	1537.47	1597.49	1654.34
	HOURLY	18.4563	19.0696	19.7888	20.5092	21.2604	22.0115	22.7774	23.6665	24.5088
08	ANNUAL	25,743.90	26,714.84	27,687.47	28,701.48	29,715.49	30,749.44	31,949.74	33,086.82	34,328.49
	BI-WEEKLY	1287.20	1335.74	1384.37	1435.07	1485.77	1537.47	1597.49	1654.34	1716.42
	HOURLY	19.0696	19.7888	20.5092	21.2604	22.0115	22.7774	23.6665	24.5088	25.4285
09	ANNUAL	26,714.84	27,687.47	28,701.48	29,715.49	30,749.44	31,949.74	33,086.82	34,328.49	35,610.49
	BI-WEEKLY	1335.74	1384.37	1435.07	1485.77	1537.47	1597.49	1654.34	1716.42	1780.52
	HOURLY	19.7888	20.5092	21.2604	22.0115	22.7774	23.6665	24.5088	25.4285	26.3781

Community College System of NH  
Wage Schedule A180 - 20 Payments (180 Day Academic Staff)  
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GRADE		STEP 01	STEP 02	STEP 03	STEP 04	STEP 05	STEP 06	STEP 07	STEP 08	STEP 09
10	ANNUAL	27,687.47	28,701.48	29,715.49	30,749.44	31,949.74	33,086.82	34,328.49	35,610.49	36,976.71
	BI-WEEKLY	1384.37	1435.07	1485.77	1537.47	1597.49	1654.34	1716.42	1780.52	1848.84
	HOURLY	20.5092	21.2604	22.0115	22.7774	23.6665	24.5088	25.4285	26.3781	27.3902
11	ANNUAL	28,701.48	29,715.49	30,749.44	31,949.74	33,086.82	34,328.49	35,610.49	36,976.71	38,547.91
	BI-WEEKLY	1435.07	1485.77	1537.47	1597.49	1654.34	1716.42	1780.52	1848.84	1927.40
	HOURLY	21.2604	22.0115	22.7774	23.6665	24.5088	25.4285	26.3781	27.3902	28.5540
12	ANNUAL	29,715.49	30,749.44	31,949.74	33,086.82	34,328.49	35,610.49	36,976.71	38,547.91	40,058.84
	BI-WEEKLY	1485.77	1537.47	1597.49	1654.34	1716.42	1780.52	1848.84	1927.40	2002.94
	HOURLY	22.0115	22.7774	23.6665	24.5088	25.4285	26.3781	27.3902	28.5540	29.6732
13	ANNUAL	30,749.44	31,949.74	33,086.82	34,328.49	35,610.49	36,976.71	38,547.91	40,058.84	41,712.99
	BI-WEEKLY	1537.47	1597.49	1654.34	1716.42	1780.52	1848.84	1927.40	2002.94	2085.65
	HOURLY	22.7774	23.6665	24.5088	25.4285	26.3781	27.3902	28.5540	29.6732	30.8985
14	ANNUAL	31,949.74	33,086.82	34,328.49	35,610.49	36,976.71	38,547.91	40,058.84	41,712.99	43,347.20
	BI-WEEKLY	1597.49	1654.34	1716.42	1780.52	1848.84	1927.40	2002.94	2085.65	2167.36
	HOURLY	23.6665	24.5088	25.4285	26.3781	27.3902	28.5540	29.6732	30.8985	32.1090
15	ANNUAL	33,086.82	34,431.61	35,754.98	37,141.36	38,547.91	40,058.84	41,712.99	43,347.20	45,147.55
	BI-WEEKLY	1654.34	1721.58	1787.75	1857.07	1927.40	2002.94	2085.65	2167.36	2257.38
	HOURLY	24.5088	25.5049	26.4852	27.5121	28.5540	29.6732	30.8985	32.1090	33.4426
16	ANNUAL	34,431.61	35,754.98	37,141.36	38,547.91	40,058.84	41,712.99	43,347.20	45,147.55	46,906.31
	BI-WEEKLY	1721.58	1787.75	1857.07	1927.40	2002.94	2085.65	2167.36	2257.38	2345.32
	HOURLY	25.5049	26.4852	27.5121	28.5540	29.6732	30.8985	32.1090	33.4426	34.7454
17	ANNUAL	35,754.98	37,141.36	38,547.91	40,058.84	41,712.99	43,347.20	45,147.55	46,906.31	48,809.78
	BI-WEEKLY	1787.75	1857.07	1927.40	2002.94	2085.65	2167.36	2257.38	2345.32	2440.49
	HOURLY	26.4852	27.5121	28.5540	29.6732	30.8985	32.1090	33.4426	34.7454	36.1554
18	ANNUAL	37,141.36	38,547.91	40,058.84	41,712.99	43,347.20	45,147.55	46,906.31	48,809.78	50,794.72
	BI-WEEKLY	1857.07	1927.40	2002.94	2085.65	2167.36	2257.38	2345.32	2440.49	2539.74
	HOURLY	27.5121	28.5540	29.6732	30.8985	32.1090	33.4426	34.7454	36.1554	37.6257

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GRADE		STEP 01	STEP 02	STEP 03	STEP 04	STEP 05	STEP 06	STEP 07	STEP 08	STEP 09
19	ANNUAL	38,547.91	40,058.84	41,712.99	43,347.20	45,147.55	46,906.31	48,809.78	50,794.72	53,298.23
	BI-WEEKLY	1927.40	2002.94	2085.65	2167.36	2257.38	2345.32	2440.49	2539.74	2664.91
	HOURLY	28.5540	29.6732	30.8985	32.1090	33.4426	34.7454	36.1554	37.6257	39.4802
20	ANNUAL	40,058.84	41,712.99	43,347.20	45,147.55	46,906.31	48,809.78	50,794.72	53,298.23	55,574.08
	BI-WEEKLY	2002.94	2085.65	2167.36	2257.38	2345.32	2440.49	2539.74	2664.91	2778.70
	HOURLY	29.6732	30.8985	32.1090	33.4426	34.7454	36.1554	37.6257	39.4802	41.1660
21	ANNUAL	41,712.99	43,347.20	45,147.55	46,906.31	48,809.78	50,794.72	53,298.23	55,574.08	57,931.40
	BI-WEEKLY	2085.65	2167.36	2257.38	2345.32	2440.49	2539.74	2664.91	2778.70	2896.57
	HOURLY	30.8985	32.1090	33.4426	34.7454	36.1554	37.6257	39.4802	41.1660	42.9121
22	ANNUAL	43,347.20	45,147.55	46,906.31	48,809.78	50,794.72	53,298.23	55,574.08	57,931.40	60,434.91
	BI-WEEKLY	2167.36	2257.38	2345.32	2440.49	2539.74	2664.91	2778.70	2896.57	3021.75
	HOURLY	32.1090	33.4426	34.7454	36.1554	37.6257	39.4802	41.1660	42.9121	44.7666
23	ANNUAL	45,147.55	47,009.43	49,035.96	51,125.51	53,298.23	55,574.08	57,931.40	60,434.91	63,021.60
	BI-WEEKLY	2257.38	2350.47	2451.80	2556.28	2664.91	2778.70	2896.57	3021.75	3151.08
	HOURLY	33.4426	34.8218	36.3229	37.8707	39.4802	41.1660	42.9121	44.7666	46.6827
24	ANNUAL	47,009.43	49,035.96	51,125.51	53,298.23	55,574.08	57,931.40	60,434.91	63,021.60	65,814.31
	BI-WEEKLY	2350.47	2451.80	2556.28	2664.91	2778.70	2896.57	3021.75	3151.08	3290.72
	HOURLY	34.8218	36.3229	37.8707	39.4802	41.1660	42.9121	44.7666	46.6827	48.7513
25	ANNUAL	49,035.96	51,125.51	53,298.23	55,574.08	57,931.40	60,434.91	63,021.60	65,814.31	68,585.80
	BI-WEEKLY	2451.80	2556.28	2664.91	2778.70	2896.57	3021.75	3151.08	3290.72	3429.29
	HOURLY	36.3229	37.8707	39.4802	41.1660	42.9121	44.7666	46.6827	48.7513	50.8043
26	ANNUAL	51,125.51	53,298.23	55,574.08	57,931.40	60,434.91	63,021.60	65,814.31	68,585.80	71,584.76
	BI-WEEKLY	2556.28	2664.91	2778.70	2896.57	3021.75	3151.08	3290.72	3429.29	3579.24
	HOURLY	37.8707	39.4802	41.1660	42.9121	44.7666	46.6827	48.7513	50.8043	53.0257
27	ANNUAL	53,298.23	55,574.08	57,931.40	60,434.91	63,021.60	65,814.31	68,585.80	71,584.76	75,350.10
	BI-WEEKLY	2664.91	2778.70	2896.57	3021.75	3151.08	3290.72	3429.29	3579.24	3767.51
	HOURLY	39.4802	41.1660	42.9121	44.7666	46.6827	48.7513	50.8043	53.0257	55.8149

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28	ANNUAL	55,574.08	57,931.40	60,434.91	63,021.60	65,814.31	68,585.80	71,584.76	75,350.10	78,846.19
	BI-WEEKLY	2778.70	2896.57	3021.75	3151.08	3290.72	3429.29	3579.24	3767.51	3942.31
	HOURLY	41.1660	42.9121	44.7666	46.6827	48.7513	50.8043	53.0257	55.8149	58.4046
29	ANNUAL	57,931.40	60,434.91	63,021.60	65,814.31	68,585.80	71,584.76	75,350.10	78,846.19	82,383.66
	BI-WEEKLY	2896.57	3021.75	3151.08	3290.72	3429.29	3579.24	3767.51	3942.31	4119.18
	HOURLY	42.9121	44.7666	46.6827	48.7513	50.8043	53.0257	55.8149	58.4046	61.0249
30	ANNUAL	60,434.91	63,021.60	65,814.31	68,585.80	71,584.76	75,350.10	78,846.19	82,383.66	86,190.59
	BI-WEEKLY	3021.75	3151.08	3290.72	3429.29	3579.24	3767.51	3942.31	4119.18	4309.53
	HOURLY	44.7666	46.6827	48.7513	50.8043	53.0257	55.8149	58.4046	61.0249	63.8449
31	ANNUAL	63,021.60	65,937.59	68,958.18	72,020.15	75,350.10	78,846.19	82,383.66	86,190.59	90,017.47
	BI-WEEKLY	3151.08	3296.88	3447.91	3601.01	3767.51	3942.31	4119.18	4309.53	4500.87
	HOURLY	46.6827	48.8427	51.0801	53.3483	55.8149	58.4046	61.0249	63.8449	66.6796
32	ANNUAL	65,937.59	68,958.18	72,020.15	75,350.10	78,846.19	82,383.66	86,190.59	90,017.47	93,844.35
	BI-WEEKLY	3296.88	3447.91	3601.01	3767.51	3942.31	4119.18	4309.53	4500.87	4692.22
	HOURLY	48.8427	51.0801	53.3483	55.8149	58.4046	61.0249	63.8449	66.6796	69.5143
33	ANNUAL	68,958.18	72,020.15	75,350.10	78,846.19	82,383.66	86,190.59	90,017.47	93,844.35	97,629.64
	BI-WEEKLY	3447.91	3601.01	3767.51	3942.31	4119.18	4309.53	4500.87	4692.22	4881.48
	HOURLY	51.0801	53.3483	55.8149	58.4046	61.0249	63.8449	66.6796	69.5143	72.3183
34	ANNUAL	72,020.15	75,350.10	78,846.19	82,383.66	86,190.59	90,017.47	93,844.35	97,629.64	101,458.00
	BI-WEEKLY	3601.01	3767.51	3942.31	4119.18	4309.53	4500.87	4692.22	4881.48	5072.90
	HOURLY	53.3483	55.8149	58.4046	61.0249	63.8449	66.6796	69.5143	72.3183	75.1541
35	ANNUAL	75,350.10	78,846.19	82,383.66	86,190.59	90,017.47	93,844.35	97,629.64	101,458.00	105,496.32
	BI-WEEKLY	3767.51	3942.31	4119.18	4309.53	4500.87	4692.22	4881.48	5072.90	5274.82
	HOURLY	55.8149	58.4046	61.0249	63.8449	66.6796	69.5143	72.3183	75.1541	78.1454

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01	ANNUAL	21,336.92	21,854.01	22,412.47	23,012.72	23,632.71	24,294.50	24,915.98	25,536.18	26,219.40
	BI-WEEKLY	820.65	840.54	862.02	885.10	908.95	934.40	958.31	982.16	1008.44
	HOURLY	15.8052	16.1882	16.6019	17.0465	17.5057	17.9960	18.4563	18.9157	19.4218
02	ANNUAL	21,854.01	22,412.47	23,012.72	23,632.71	24,294.50	24,915.98	25,536.18	26,219.40	26,964.15
	BI-WEEKLY	840.54	862.02	885.10	908.95	934.40	958.31	982.16	1008.44	1037.08
	HOURLY	16.1882	16.6019	17.0465	17.5057	17.9960	18.4563	18.9157	19.4218	19.9735
03	ANNUAL	22,412.47	23,012.72	23,632.71	24,294.50	24,915.98	25,536.18	26,219.40	26,964.15	28,701.48
	BI-WEEKLY	862.02	885.10	908.95	934.40	958.31	982.16	1008.44	1037.08	1103.90
	HOURLY	16.6019	17.0465	17.5057	17.9960	18.4563	18.9157	19.4218	19.9735	21.2604
04	ANNUAL	23,012.72	23,632.71	24,294.50	24,915.98	25,536.18	26,219.40	26,964.15	28,701.48	29,715.49
	BI-WEEKLY	885.10	908.95	934.40	958.31	982.16	1008.44	1037.08	1103.90	1142.90
	HOURLY	17.0465	17.5057	17.9960	18.4563	18.9157	19.4218	19.9735	21.2604	22.0115
05	ANNUAL	23,632.71	24,294.50	24,915.98	25,536.18	26,219.40	26,964.15	28,701.48	29,715.49	30,749.44
	BI-WEEKLY	908.95	934.40	958.31	982.16	1008.44	1037.08	1103.90	1142.90	1182.67
	HOURLY	17.5057	17.9960	18.4563	18.9157	19.4218	19.9735	21.2604	22.0115	22.7774
06	ANNUAL	24,294.50	24,915.98	25,536.18	26,219.40	26,964.15	28,701.48	29,715.49	30,749.44	31,949.74
	BI-WEEKLY	934.40	958.31	982.16	1008.44	1037.08	1103.90	1142.90	1182.67	1228.84
	HOURLY	17.9960	18.4563	18.9157	19.4218	19.9735	21.2604	22.0115	22.7774	23.6665
07	ANNUAL	24,915.98	25,743.90	26,714.84	27,687.47	28,701.48	29,715.49	30,749.44	31,949.74	33,086.82
	BI-WEEKLY	958.31	990.15	1027.49	1064.90	1103.90	1142.90	1182.67	1228.84	1272.57
	HOURLY	18.4563	19.0696	19.7888	20.5093	21.2604	22.0115	22.7774	23.6665	24.5088
08	ANNUAL	25,743.90	26,714.84	27,687.47	28,701.48	29,715.49	30,749.44	31,949.74	33,086.82	34,328.49
	BI-WEEKLY	990.15	1027.49	1064.90	1103.90	1142.90	1182.67	1228.84	1272.57	1320.33
	HOURLY	19.0696	19.7888	20.5093	21.2604	22.0115	22.7774	23.6665	24.5088	25.4286
09	ANNUAL	26,714.84	27,687.47	28,701.48	29,715.49	30,749.44	31,949.74	33,086.82	34,328.49	35,610.49
	BI-WEEKLY	1027.49	1064.90	1103.90	1142.90	1182.67	1228.84	1272.57	1320.33	1369.63
	HOURLY	19.7888	20.5093	21.2604	22.0115	22.7774	23.6665	24.5088	25.4286	26.3782

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10	ANNUAL	27,687.47	28,701.48	29,715.49	30,749.44	31,949.74	33,086.82	34,328.49	35,610.49	36,976.71
	BI-WEEKLY	1064.90	1103.90	1142.90	1182.67	1228.84	1272.57	1320.33	1369.63	1422.18
	HOURLY	20.5093	21.2604	22.0115	22.7774	23.6665	24.5088	25.4286	26.3782	27.3902
11	ANNUAL	28,701.48	29,715.49	30,749.44	31,949.74	33,086.82	34,328.49	35,610.49	36,976.71	38,547.91
	BI-WEEKLY	1103.90	1142.90	1182.67	1228.84	1272.57	1320.33	1369.63	1422.18	1482.61
	HOURLY	21.2604	22.0115	22.7774	23.6665	24.5088	25.4286	26.3782	27.3902	28.5540
12	ANNUAL	29,715.49	30,749.44	31,949.74	33,086.82	34,328.49	35,610.49	36,976.71	38,547.91	40,058.84
	BI-WEEKLY	1142.90	1182.67	1228.84	1272.57	1320.33	1369.63	1422.18	1482.61	1540.72
	HOURLY	22.0115	22.7774	23.6665	24.5088	25.4286	26.3782	27.3902	28.5540	29.6733
13	ANNUAL	30,749.44	31,949.74	33,086.82	34,328.49	35,610.49	36,976.71	38,547.91	40,058.84	41,712.99
	BI-WEEKLY	1182.67	1228.84	1272.57	1320.33	1369.63	1422.18	1482.61	1540.72	1604.35
	HOURLY	22.7774	23.6665	24.5088	25.4286	26.3782	27.3902	28.5540	29.6733	30.8986
14	ANNUAL	31,949.74	33,086.82	34,328.49	35,610.49	36,976.71	38,547.91	40,058.84	41,712.99	43,347.20
	BI-WEEKLY	1228.84	1272.57	1320.33	1369.63	1422.18	1482.61	1540.72	1604.35	1667.20
	HOURLY	23.6665	24.5088	25.4286	26.3782	27.3902	28.5540	29.6733	30.8986	32.1091
15	ANNUAL	33,086.82	34,431.61	35,754.98	37,141.36	38,547.91	40,058.84	41,712.99	43,347.20	45,147.55
	BI-WEEKLY	1272.57	1324.29	1375.19	1428.51	1482.61	1540.72	1604.35	1667.20	1736.44
	HOURLY	24.5088	25.5049	26.4852	27.5122	28.5540	29.6733	30.8986	32.1091	33.4427
16	ANNUAL	34,431.61	35,754.98	37,141.36	38,547.91	40,058.84	41,712.99	43,347.20	45,147.55	46,906.31
	BI-WEEKLY	1324.29	1375.19	1428.51	1482.61	1540.72	1604.35	1667.20	1736.44	1804.09
	HOURLY	25.5049	26.4852	27.5122	28.5540	29.6733	30.8986	32.1091	33.4427	34.7455
17	ANNUAL	35,754.98	37,141.36	38,547.91	40,058.84	41,712.99	43,347.20	45,147.55	46,906.31	48,809.78
	BI-WEEKLY	1375.19	1428.51	1482.61	1540.72	1604.35	1667.20	1736.44	1804.09	1877.30
	HOURLY	26.4852	27.5122	28.5540	29.6733	30.8986	32.1091	33.4427	34.7455	36.1554
18	ANNUAL	37,141.36	38,547.91	40,058.84	41,712.99	43,347.20	45,147.55	46,906.31	48,809.78	50,794.72
	BI-WEEKLY	1428.51	1482.61	1540.72	1604.35	1667.20	1736.44	1804.09	1877.30	1953.64
	HOURLY	27.5122	28.5540	29.6733	30.8986	32.1091	33.4427	34.7455	36.1554	37.6258



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19	ANNUAL	38,547.91	40,058.84	41,712.99	43,347.20	45,147.55	46,906.31	48,809.78	50,794.72	53,298.23
	BI-WEEKLY	1482.61	1540.72	1604.35	1667.20	1736.44	1804.09	1877.30	1953.64	2049.93
	HOURLY	28.5540	29.6733	30.8986	32.1091	33.4427	34.7455	36.1554	37.6258	39.4802
20	ANNUAL	40,058.84	41,712.99	43,347.20	45,147.55	46,906.31	48,809.78	50,794.72	53,298.23	55,574.08
	BI-WEEKLY	1540.72	1604.35	1667.20	1736.44	1804.09	1877.30	1953.64	2049.93	2137.46
	HOURLY	29.6733	30.8986	32.1091	33.4427	34.7455	36.1554	37.6258	39.4802	41.1660
21	ANNUAL	41,712.99	43,347.20	45,147.55	46,906.31	48,809.78	50,794.72	53,298.23	55,574.08	57,931.40
	BI-WEEKLY	1604.35	1667.20	1736.44	1804.09	1877.30	1953.64	2049.93	2137.46	2228.13
	HOURLY	30.8986	32.1091	33.4427	34.7455	36.1554	37.6258	39.4802	41.1660	42.9122
22	ANNUAL	43,347.20	45,147.55	46,906.31	48,809.78	50,794.72	53,298.23	55,574.08	57,931.40	60,434.91
	BI-WEEKLY	1667.20	1736.44	1804.09	1877.30	1953.64	2049.93	2137.46	2228.13	2324.42
	HOURLY	32.1091	33.4427	34.7455	36.1554	37.6258	39.4802	41.1660	42.9122	44.7667
23	ANNUAL	45,147.55	47,009.43	49,035.96	51,125.51	53,298.23	55,574.08	57,931.40	60,434.91	63,021.60
	BI-WEEKLY	1736.44	1808.06	1886.00	1966.37	2049.93	2137.46	2228.13	2324.42	2423.91
	HOURLY	33.4427	34.8219	36.3230	37.8708	39.4802	41.1660	42.9122	44.7667	46.6827
24	ANNUAL	47,009.43	49,035.96	51,125.51	53,298.23	55,574.08	57,931.40	60,434.91	63,021.60	65,814.31
	BI-WEEKLY	1808.06	1886.00	1966.37	2049.93	2137.46	2228.13	2324.42	2423.91	2531.32
	HOURLY	34.8219	36.3230	37.8708	39.4802	41.1660	42.9122	44.7667	46.6827	48.7514
25	ANNUAL	49,035.96	51,125.51	53,298.23	55,574.08	57,931.40	60,434.91	63,021.60	65,814.31	68,585.80
	BI-WEEKLY	1886.00	1966.37	2049.93	2137.46	2228.13	2324.42	2423.91	2531.32	2637.92
	HOURLY	36.3230	37.8708	39.4802	41.1660	42.9122	44.7667	46.6827	48.7514	50.8044
26	ANNUAL	51,125.51	53,298.23	55,574.08	57,931.40	60,434.91	63,021.60	65,814.31	68,585.80	71,584.76
	BI-WEEKLY	1966.37	2049.93	2137.46	2228.13	2324.42	2423.91	2531.32	2637.92	2753.26
	HOURLY	37.8708	39.4802	41.1660	42.9122	44.7667	46.6827	48.7514	50.8044	53.0258
27	ANNUAL	53,298.23	55,574.08	57,931.40	60,434.91	63,021.60	65,814.31	68,585.80	71,584.76	75,350.10
	BI-WEEKLY	2049.93	2137.46	2228.13	2324.42	2423.91	2531.32	2637.92	2753.26	2898.08
	HOURLY	39.4802	41.1660	42.9122	44.7667	46.6827	48.7514	50.8044	53.0258	55.8150

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28	ANNUAL	55,574.08	57,931.40	60,434.91	63,021.60	65,814.31	68,585.80	71,584.76	75,350.10	78,846.19
	BI-WEEKLY	2137.46	2228.13	2324.42	2423.91	2531.32	2637.92	2753.26	2898.08	3032.55
	HOURLY	41.1660	42.9122	44.7667	46.6827	48.7514	50.8044	53.0258	55.8150	58.4047
29	ANNUAL	57,931.40	60,434.91	63,021.60	65,814.31	68,585.80	71,584.76	75,350.10	78,846.19	82,383.66
	BI-WEEKLY	2228.13	2324.42	2423.91	2531.32	2637.92	2753.26	2898.08	3032.55	3168.60
	HOURLY	42.9122	44.7667	46.6827	48.7514	50.8044	53.0258	55.8150	58.4047	61.0250
30	ANNUAL	60,434.91	63,021.60	65,814.31	68,585.80	71,584.76	75,350.10	78,846.19	82,383.66	86,190.59
	BI-WEEKLY	2324.42	2423.91	2531.32	2637.92	2753.26	2898.08	3032.55	3168.60	3315.02
	HOURLY	44.7667	46.6827	48.7514	50.8044	53.0258	55.8150	58.4047	61.0250	63.8450
31	ANNUAL	63,021.60	65,937.59	68,958.18	72,020.15	75,350.10	78,846.19	82,383.66	86,190.59	90,017.47
	BI-WEEKLY	2423.91	2536.06	2652.24	2770.01	2898.08	3032.55	3168.60	3315.02	3462.21
	HOURLY	46.6827	48.8427	51.0802	53.3483	55.8150	58.4047	61.0250	63.8450	66.6797
32	ANNUAL	65,937.59	68,958.18	72,020.15	75,350.10	78,846.19	82,383.66	86,190.59	90,017.47	93,844.35
	BI-WEEKLY	2536.06	2652.24	2770.01	2898.08	3032.55	3168.60	3315.02	3462.21	3609.40
	HOURLY	48.8427	51.0802	53.3483	55.8150	58.4047	61.0250	63.8450	66.6797	69.5144
33	ANNUAL	68,958.18	72,020.15	75,350.10	78,846.19	82,383.66	86,190.59	90,017.47	93,844.35	97,629.64
	BI-WEEKLY	2652.24	2770.01	2898.08	3032.55	3168.60	3315.02	3462.21	3609.40	3754.99
	HOURLY	51.0802	53.3483	55.8150	58.4047	61.0250	63.8450	66.6797	69.5144	72.3184
34	ANNUAL	72,020.15	75,350.10	78,846.19	82,383.66	86,190.59	90,017.47	93,844.35	97,629.64	101,458.00
	BI-WEEKLY	2770.01	2898.08	3032.55	3168.60	3315.02	3462.21	3609.40	3754.99	3902.23
	HOURLY	53.3483	55.8150	58.4047	61.0250	63.8450	66.6797	69.5144	72.3184	75.1542
35	ANNUAL	75,350.10	78,846.19	82,383.66	86,190.59	90,017.47	93,844.35	97,629.64	101,458.00	105,496.32
	BI-WEEKLY	2898.08	3032.55	3168.60	3315.02	3462.21	3609.40	3754.99	3902.23	4057.55
	HOURLY	55.8150	58.4047	61.0250	63.8450	66.6797	69.5144	72.3184	75.1542	78.1455

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01	ANNUAL	25,504.31	26,124.81	26,794.96	27,515.27	28,259.25	29,053.40	29,799.17	30,543.41	31,363.28
	BI-WEEKLY	1062.68	1088.53	1116.46	1146.47	1177.47	1210.56	1241.63	1272.64	1306.80
	HOURLY	15.7434	16.1264	16.5401	16.9847	17.4440	17.9342	18.3946	18.8540	19.3600
02	ANNUAL	26,124.81	26,794.96	27,515.27	28,259.25	29,053.40	29,799.17	30,543.41	31,363.28	32,256.98
	BI-WEEKLY	1088.53	1116.46	1146.47	1177.47	1210.56	1241.63	1272.64	1306.80	1344.04
	HOURLY	16.1264	16.5401	16.9847	17.4440	17.9342	18.3946	18.8540	19.3600	19.9117
03	ANNUAL	26,794.96	27,515.27	28,259.25	29,053.40	29,799.17	30,543.41	31,363.28	32,256.98	34,341.78
	BI-WEEKLY	1116.46	1146.47	1177.47	1210.56	1241.63	1272.64	1306.80	1344.04	1430.91
	HOURLY	16.5401	16.9847	17.4440	17.9342	18.3946	18.8540	19.3600	19.9117	21.1986
04	ANNUAL	27,515.27	28,259.25	29,053.40	29,799.17	30,543.41	31,363.28	32,256.98	34,341.78	35,558.59
	BI-WEEKLY	1146.47	1177.47	1210.56	1241.63	1272.64	1306.80	1344.04	1430.91	1481.61
	HOURLY	16.9847	17.4440	17.9342	18.3946	18.8540	19.3600	19.9117	21.1986	21.9497
05	ANNUAL	28,259.25	29,053.40	29,799.17	30,543.41	31,363.28	32,256.98	34,341.78	35,558.59	36,799.33
	BI-WEEKLY	1177.47	1210.56	1241.63	1272.64	1306.80	1344.04	1430.91	1481.61	1533.31
	HOURLY	17.4440	17.9342	18.3946	18.8540	19.3600	19.9117	21.1986	21.9497	22.7156
06	ANNUAL	29,053.40	29,799.17	30,543.41	31,363.28	32,256.98	34,341.78	35,558.59	36,799.33	38,239.69
	BI-WEEKLY	1210.56	1241.63	1272.64	1306.80	1344.04	1430.91	1481.61	1533.31	1593.32
	HOURLY	17.9342	18.3946	18.8540	19.3600	19.9117	21.1986	21.9497	22.7156	23.6047
07	ANNUAL	29,799.17	30,792.68	31,957.81	33,124.97	34,341.78	35,558.59	36,799.33	38,239.69	39,604.18
	BI-WEEKLY	1241.63	1283.03	1331.58	1380.21	1430.91	1481.61	1533.31	1593.32	1650.17
	HOURLY	18.3946	19.0078	19.7270	20.4475	21.1986	21.9497	22.7156	23.6047	24.4470
08	ANNUAL	30,792.68	31,957.81	33,124.97	34,341.78	35,558.59	36,799.33	38,239.69	39,604.18	41,094.19
	BI-WEEKLY	1283.03	1331.58	1380.21	1430.91	1481.61	1533.31	1593.32	1650.17	1712.26
	HOURLY	19.0078	19.7270	20.4475	21.1986	21.9497	22.7156	23.6047	24.4470	25.3668
09	ANNUAL	31,957.81	33,124.97	34,341.78	35,558.59	36,799.33	38,239.69	39,604.18	41,094.19	42,632.58
	BI-WEEKLY	1331.58	1380.21	1430.91	1481.61	1533.31	1593.32	1650.17	1712.26	1776.36
	HOURLY	19.7270	20.4475	21.1986	21.9497	22.7156	23.6047	24.4470	25.3668	26.3164

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10	ANNUAL	33,124.97	34,341.78	35,558.59	36,799.33	38,239.69	39,604.18	41,094.19	42,632.58	44,272.06
	BI-WEEKLY	1380.21	1430.91	1481.61	1533.31	1593.32	1650.17	1712.26	1776.36	1844.67
	HOURLY	20.4475	21.1986	21.9497	22.7156	23.6047	24.4470	25.3668	26.3164	27.3284
11	ANNUAL	34,341.78	35,558.59	36,799.33	38,239.69	39,604.18	41,094.19	42,632.58	44,272.06	46,157.49
	BI-WEEKLY	1430.91	1481.61	1533.31	1593.32	1650.17	1712.26	1776.36	1844.67	1923.23
	HOURLY	21.1986	21.9497	22.7156	23.6047	24.4470	25.3668	26.3164	27.3284	28.4923
12	ANNUAL	35,558.59	36,799.33	38,239.69	39,604.18	41,094.19	42,632.58	44,272.06	46,157.49	47,970.61
	BI-WEEKLY	1481.61	1533.31	1593.32	1650.17	1712.26	1776.36	1844.67	1923.23	1998.78
	HOURLY	21.9497	22.7156	23.6047	24.4470	25.3668	26.3164	27.3284	28.4923	29.6115
13	ANNUAL	36,799.33	38,239.69	39,604.18	41,094.19	42,632.58	44,272.06	46,157.49	47,970.61	49,955.59
	BI-WEEKLY	1533.31	1593.32	1650.17	1712.26	1776.36	1844.67	1923.23	1998.78	2081.48
	HOURLY	22.7156	23.6047	24.4470	25.3668	26.3164	27.3284	28.4923	29.6115	30.8368
14	ANNUAL	38,239.69	39,604.18	41,094.19	42,632.58	44,272.06	46,157.49	47,970.61	49,955.59	51,916.65
	BI-WEEKLY	1593.32	1650.17	1712.26	1776.36	1844.67	1923.23	1998.78	2081.48	2163.19
	HOURLY	23.6047	24.4470	25.3668	26.3164	27.3284	28.4923	29.6115	30.8368	32.0473
15	ANNUAL	39,604.18	41,217.94	42,805.98	44,469.64	46,157.49	47,970.61	49,955.59	51,916.65	54,077.06
	BI-WEEKLY	1650.17	1717.41	1783.58	1852.90	1923.23	1998.78	2081.48	2163.19	2253.21
	HOURLY	24.4470	25.4432	26.4234	27.4504	28.4923	29.6115	30.8368	32.0473	33.3809
16	ANNUAL	41,217.94	42,805.98	44,469.64	46,157.49	47,970.61	49,955.59	51,916.65	54,077.06	56,187.57
	BI-WEEKLY	1717.41	1783.58	1852.90	1923.23	1998.78	2081.48	2163.19	2253.21	2341.15
	HOURLY	25.4432	26.4234	27.4504	28.4923	29.6115	30.8368	32.0473	33.3809	34.6837
17	ANNUAL	42,805.98	44,469.64	46,157.49	47,970.61	49,955.59	51,916.65	54,077.06	56,187.57	58,471.73
	BI-WEEKLY	1783.58	1852.90	1923.23	1998.78	2081.48	2163.19	2253.21	2341.15	2436.32
	HOURLY	26.4234	27.4504	28.4923	29.6115	30.8368	32.0473	33.3809	34.6837	36.0937
18	ANNUAL	44,469.64	46,157.49	47,970.61	49,955.59	51,916.65	54,077.06	56,187.57	58,471.73	60,853.67
	BI-WEEKLY	1852.90	1923.23	1998.78	2081.48	2163.19	2253.21	2341.15	2436.32	2535.57
	HOURLY	27.4504	28.4923	29.6115	30.8368	32.0473	33.3809	34.6837	36.0937	37.5640

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19	ANNUAL	46,157.49	47,970.61	49,955.59	51,916.65	54,077.06	56,187.57	58,471.73	60,853.67	63,857.88
	BI-WEEKLY	1923.23	1998.78	2081.48	2163.19	2253.21	2341.15	2436.32	2535.57	2660.75
	HOURLY	28.4923	29.6115	30.8368	32.0473	33.3809	34.6837	36.0937	37.5640	39.4184
20	ANNUAL	47,970.61	49,955.59	51,916.65	54,077.06	56,187.57	58,471.73	60,853.67	63,857.88	66,588.89
	BI-WEEKLY	1998.78	2081.48	2163.19	2253.21	2341.15	2436.32	2535.57	2660.75	2774.54
	HOURLY	29.6115	30.8368	32.0473	33.3809	34.6837	36.0937	37.5640	39.4184	41.1043
21	ANNUAL	49,955.59	51,916.65	54,077.06	56,187.57	58,471.73	60,853.67	63,857.88	66,588.89	69,417.68
	BI-WEEKLY	2081.48	2163.19	2253.21	2341.15	2436.32	2535.57	2660.75	2774.54	2892.40
	HOURLY	30.8368	32.0473	33.3809	34.6837	36.0937	37.5640	39.4184	41.1043	42.8504
22	ANNUAL	51,916.65	54,077.06	56,187.57	58,471.73	60,853.67	63,857.88	66,588.89	69,417.68	72,421.89
	BI-WEEKLY	2163.19	2253.21	2341.15	2436.32	2535.57	2660.75	2774.54	2892.40	3017.58
	HOURLY	32.0473	33.3809	34.6837	36.0937	37.5640	39.4184	41.1043	42.8504	44.7049
23	ANNUAL	54,077.06	56,311.32	58,743.16	61,250.61	63,857.88	66,588.89	69,417.68	72,421.89	75,525.91
	BI-WEEKLY	2253.21	2346.30	2447.63	2552.11	2660.75	2774.54	2892.40	3017.58	3146.91
	HOURLY	33.3809	34.7601	36.2612	37.8090	39.4184	41.1043	42.8504	44.7049	46.6209
24	ANNUAL	56,311.32	58,743.16	61,250.61	63,857.88	66,588.89	69,417.68	72,421.89	75,525.91	78,877.17
	BI-WEEKLY	2346.30	2447.63	2552.11	2660.75	2774.54	2892.40	3017.58	3146.91	3286.55
	HOURLY	34.7601	36.2612	37.8090	39.4184	41.1043	42.8504	44.7049	46.6209	48.6896
25	ANNUAL	58,743.16	61,250.61	63,857.88	66,588.89	69,417.68	72,421.89	75,525.91	78,877.17	82,202.96
	BI-WEEKLY	2447.63	2552.11	2660.75	2774.54	2892.40	3017.58	3146.91	3286.55	3425.12
	HOURLY	36.2612	37.8090	39.4184	41.1043	42.8504	44.7049	46.6209	48.6896	50.7426
26	ANNUAL	61,250.61	63,857.88	66,588.89	69,417.68	72,421.89	75,525.91	78,877.17	82,202.96	85,801.71
	BI-WEEKLY	2552.11	2660.75	2774.54	2892.40	3017.58	3146.91	3286.55	3425.12	3575.07
	HOURLY	37.8090	39.4184	41.1043	42.8504	44.7049	46.6209	48.6896	50.7426	52.9640
27	ANNUAL	63,857.88	66,588.89	69,417.68	72,421.89	75,525.91	78,877.17	82,202.96	85,801.71	90,320.12
	BI-WEEKLY	2660.75	2774.54	2892.40	3017.58	3146.91	3286.55	3425.12	3575.07	3763.34
	HOURLY	39.4184	41.1043	42.8504	44.7049	46.6209	48.6896	50.7426	52.9640	55.7532

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28	ANNUAL	66,588.89	69,417.68	72,421.89	75,525.91	78,877.17	82,202.96	85,801.71	90,320.12	94,515.43
	BI-WEEKLY	2774.54	2892.40	3017.58	3146.91	3286.55	3425.12	3575.07	3763.34	3938.14
	HOURLY	41.1043	42.8504	44.7049	46.6209	48.6896	50.7426	52.9640	55.7532	58.3429
29	ANNUAL	69,417.68	72,421.89	75,525.91	78,877.17	82,202.96	85,801.71	90,320.12	94,515.43	98,760.39
	BI-WEEKLY	2892.40	3017.58	3146.91	3286.55	3425.12	3575.07	3763.34	3938.14	4115.02
	HOURLY	42.8504	44.7049	46.6209	48.6896	50.7426	52.9640	55.7532	58.3429	60.9632
30	ANNUAL	72,421.89	75,525.91	78,877.17	82,202.96	85,801.71	90,320.12	94,515.43	98,760.39	103,328.71
	BI-WEEKLY	3017.58	3146.91	3286.55	3425.12	3575.07	3763.34	3938.14	4115.02	4305.36
	HOURLY	44.7049	46.6209	48.6896	50.7426	52.9640	55.7532	58.3429	60.9632	63.7832
31	ANNUAL	75,525.91	79,025.10	82,649.82	86,324.18	90,320.12	94,515.43	98,760.39	103,328.71	107,920.96
	BI-WEEKLY	3146.91	3292.71	3443.74	3596.84	3763.34	3938.14	4115.02	4305.36	4496.71
	HOURLY	46.6209	48.7809	51.0184	53.2865	55.7532	58.3429	60.9632	63.7832	66.6179
32	ANNUAL	79,025.10	82,649.82	86,324.18	90,320.12	94,515.43	98,760.39	103,328.71	107,920.96	112,513.22
	BI-WEEKLY	3292.71	3443.74	3596.84	3763.34	3938.14	4115.02	4305.36	4496.71	4688.05
	HOURLY	48.7809	51.0184	53.2865	55.7532	58.3429	60.9632	63.7832	66.6179	69.4526
33	ANNUAL	82,649.82	86,324.18	90,320.12	94,515.43	98,760.39	103,328.71	107,920.96	112,513.22	117,055.57
	BI-WEEKLY	3443.74	3596.84	3763.34	3938.14	4115.02	4305.36	4496.71	4688.05	4877.32
	HOURLY	51.0184	53.2865	55.7532	58.3429	60.9632	63.7832	66.6179	69.4526	72.2565
34	ANNUAL	86,324.18	90,320.12	94,515.43	98,760.39	103,328.71	107,920.96	112,513.22	117,055.57	121,649.60
	BI-WEEKLY	3596.84	3763.34	3938.14	4115.02	4305.36	4496.71	4688.05	4877.32	5068.73
	HOURLY	53.2865	55.7532	58.3429	60.9632	63.7832	66.6179	69.4526	72.2565	75.0923
35	ANNUAL	90,320.12	94,515.43	98,760.39	103,328.71	107,920.96	112,513.22	117,055.57	121,649.60	126,495.59
	BI-WEEKLY	3763.34	3938.14	4115.02	4305.36	4496.71	4688.05	4877.32	5068.73	5270.65
	HOURLY	55.7532	58.3429	60.9632	63.7832	66.6179	69.4526	72.2565	75.0923	78.0837

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01	ANNUAL	25,504.31	26,124.81	26,794.96	27,515.27	28,259.25	29,053.40	29,799.17	30,543.41	31,363.28
	BI-WEEKLY	980.93	1004.80	1030.58	1058.28	1086.89	1117.44	1146.12	1174.75	1206.28
	HOURLY	15.7438	16.1269	16.5405	16.9852	17.4445	17.9347	18.3951	18.8545	19.3606
02	ANNUAL	26,124.81	26,794.96	27,515.27	28,259.25	29,053.40	29,799.17	30,543.41	31,363.28	32,256.98
	BI-WEEKLY	1004.80	1030.58	1058.28	1086.89	1117.44	1146.12	1174.75	1206.28	1240.65
	HOURLY	16.1269	16.5405	16.9852	17.4445	17.9347	18.3951	18.8545	19.3606	19.9123
03	ANNUAL	26,794.96	27,515.27	28,259.25	29,053.40	29,799.17	30,543.41	31,363.28	32,256.98	34,341.78
	BI-WEEKLY	1030.58	1058.28	1086.89	1117.44	1146.12	1174.75	1206.28	1240.65	1320.84
	HOURLY	16.5405	16.9852	17.4445	17.9347	18.3951	18.8545	19.3606	19.9123	21.1992
04	ANNUAL	27,515.27	28,259.25	29,053.40	29,799.17	30,543.41	31,363.28	32,256.98	34,341.78	35,558.59
	BI-WEEKLY	1058.28	1086.89	1117.44	1146.12	1174.75	1206.28	1240.65	1320.84	1367.64
	HOURLY	16.9852	17.4445	17.9347	18.3951	18.8545	19.3606	19.9123	21.1992	21.9503
05	ANNUAL	28,259.25	29,053.40	29,799.17	30,543.41	31,363.28	32,256.98	34,341.78	35,558.59	36,799.33
	BI-WEEKLY	1086.89	1117.44	1146.12	1174.75	1206.28	1240.65	1320.84	1367.64	1415.36
	HOURLY	17.4445	17.9347	18.3951	18.8545	19.3606	19.9123	21.1992	21.9503	22.7163
06	ANNUAL	29,053.40	29,799.17	30,543.41	31,363.28	32,256.98	34,341.78	35,558.59	36,799.33	38,239.69
	BI-WEEKLY	1117.44	1146.12	1174.75	1206.28	1240.65	1320.84	1367.64	1415.36	1470.76
	HOURLY	17.9347	18.3951	18.8545	19.3606	19.9123	21.1992	21.9503	22.7163	23.6054
07	ANNUAL	29,799.17	30,792.68	31,957.81	33,124.97	34,341.78	35,558.59	36,799.33	38,239.69	39,604.18
	BI-WEEKLY	1146.12	1184.33	1229.15	1274.04	1320.84	1367.64	1415.36	1470.76	1523.24
	HOURLY	18.3951	19.0083	19.7276	20.4481	21.1992	21.9503	22.7163	23.6054	24.4477
08	ANNUAL	30,792.68	31,957.81	33,124.97	34,341.78	35,558.59	36,799.33	38,239.69	39,604.18	41,094.19
	BI-WEEKLY	1184.33	1229.15	1274.04	1320.84	1367.64	1415.36	1470.76	1523.24	1580.55
	HOURLY	19.0083	19.7276	20.4481	21.1992	21.9503	22.7163	23.6054	24.4477	25.3675
09	ANNUAL	31,957.81	33,124.97	34,341.78	35,558.59	36,799.33	38,239.69	39,604.18	41,094.19	42,632.58
	BI-WEEKLY	1229.15	1274.04	1320.84	1367.64	1415.36	1470.76	1523.24	1580.55	1639.71
	HOURLY	19.7276	20.4481	21.1992	21.9503	22.7163	23.6054	24.4477	25.3675	26.3171

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GRADE		STEP 01	STEP 02	STEP 03	STEP 04	STEP 05	STEP 06	STEP 07	STEP 08	STEP 09
10	ANNUAL	33,124.97	34,341.78	35,558.59	36,799.33	38,239.69	39,604.18	41,094.19	42,632.58	44,272.06
	BI-WEEKLY	1274.04	1320.84	1367.64	1415.36	1470.76	1523.24	1580.55	1639.71	1702.77
	HOURLY	20.4481	21.1992	21.9503	22.7163	23.6054	24.4477	25.3675	26.3171	27.3292
11	ANNUAL	34,341.78	35,558.59	36,799.33	38,239.69	39,604.18	41,094.19	42,632.58	44,272.06	46,157.49
	BI-WEEKLY	1320.84	1367.64	1415.36	1470.76	1523.24	1580.55	1639.71	1702.77	1775.29
	HOURLY	21.1992	21.9503	22.7163	23.6054	24.4477	25.3675	26.3171	27.3292	28.4930
12	ANNUAL	35,558.59	36,799.33	38,239.69	39,604.18	41,094.19	42,632.58	44,272.06	46,157.49	47,970.61
	BI-WEEKLY	1367.64	1415.36	1470.76	1523.24	1580.55	1639.71	1702.77	1775.29	1845.02
	HOURLY	21.9503	22.7163	23.6054	24.4477	25.3675	26.3171	27.3292	28.4930	29.6123
13	ANNUAL	36,799.33	38,239.69	39,604.18	41,094.19	42,632.58	44,272.06	46,157.49	47,970.61	49,955.59
	BI-WEEKLY	1415.36	1470.76	1523.24	1580.55	1639.71	1702.77	1775.29	1845.02	1921.37
	HOURLY	22.7163	23.6054	24.4477	25.3675	26.3171	27.3292	28.4930	29.6123	30.8376
14	ANNUAL	38,239.69	39,604.18	41,094.19	42,632.58	44,272.06	46,157.49	47,970.61	49,955.59	51,916.65
	BI-WEEKLY	1470.76	1523.24	1580.55	1639.71	1702.77	1775.29	1845.02	1921.37	1996.79
	HOURLY	23.6054	24.4477	25.3675	26.3171	27.3292	28.4930	29.6123	30.8376	32.0482
15	ANNUAL	39,604.18	41,217.94	42,805.98	44,469.64	46,157.49	47,970.61	49,955.59	51,916.65	54,077.06
	BI-WEEKLY	1523.24	1585.31	1646.38	1710.37	1775.29	1845.02	1921.37	1996.79	2079.89
	HOURLY	24.4477	25.4439	26.4242	27.4511	28.4930	29.6123	30.8376	32.0482	33.3818
16	ANNUAL	41,217.94	42,805.98	44,469.64	46,157.49	47,970.61	49,955.59	51,916.65	54,077.06	56,187.57
	BI-WEEKLY	1585.31	1646.38	1710.37	1775.29	1845.02	1921.37	1996.79	2079.89	2161.06
	HOURLY	25.4439	26.4242	27.4511	28.4930	29.6123	30.8376	32.0482	33.3818	34.6846
17	ANNUAL	42,805.98	44,469.64	46,157.49	47,970.61	49,955.59	51,916.65	54,077.06	56,187.57	58,471.73
	BI-WEEKLY	1646.38	1710.37	1775.29	1845.02	1921.37	1996.79	2079.89	2161.06	2248.91
	HOURLY	26.4242	27.4511	28.4930	29.6123	30.8376	32.0482	33.3818	34.6846	36.0946
18	ANNUAL	44,469.64	46,157.49	47,970.61	49,955.59	51,916.65	54,077.06	56,187.57	58,471.73	60,853.67
	BI-WEEKLY	1710.37	1775.29	1845.02	1921.37	1996.79	2079.89	2161.06	2248.91	2340.53
	HOURLY	27.4511	28.4930	29.6123	30.8376	32.0482	33.3818	34.6846	36.0946	37.5650



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GRADE		STEP 01	STEP 02	STEP 03	STEP 04	STEP 05	STEP 06	STEP 07	STEP 08	STEP 09
19	ANNUAL	46,157.49	47,970.61	49,955.59	51,916.65	54,077.06	56,187.57	58,471.73	60,853.67	63,857.88
	BI-WEEKLY	1775.29	1845.02	1921.37	1996.79	2079.89	2161.06	2248.91	2340.53	2456.07
	HOURLY	28.4930	29.6123	30.8376	32.0482	33.3818	34.6846	36.0946	37.5650	39.4195
20	ANNUAL	47,970.61	49,955.59	51,916.65	54,077.06	56,187.57	58,471.73	60,853.67	63,857.88	66,588.89
	BI-WEEKLY	1845.02	1921.37	1996.79	2079.89	2161.06	2248.91	2340.53	2456.07	2561.11
	HOURLY	29.6123	30.8376	32.0482	33.3818	34.6846	36.0946	37.5650	39.4195	41.1054
21	ANNUAL	49,955.59	51,916.65	54,077.06	56,187.57	58,471.73	60,853.67	63,857.88	66,588.89	69,417.68
	BI-WEEKLY	1921.37	1996.79	2079.89	2161.06	2248.91	2340.53	2456.07	2561.11	2669.91
	HOURLY	30.8376	32.0482	33.3818	34.6846	36.0946	37.5650	39.4195	41.1054	42.8516
22	ANNUAL	51,916.65	54,077.06	56,187.57	58,471.73	60,853.67	63,857.88	66,588.89	69,417.68	72,421.89
	BI-WEEKLY	1996.79	2079.89	2161.06	2248.91	2340.53	2456.07	2561.11	2669.91	2785.46
	HOURLY	32.0482	33.3818	34.6846	36.0946	37.5650	39.4195	41.1054	42.8516	44.7061
23	ANNUAL	54,077.06	56,311.32	58,743.16	61,250.61	63,857.88	66,588.89	69,417.68	72,421.89	75,525.91
	BI-WEEKLY	2079.89	2165.82	2259.35	2355.79	2456.07	2561.11	2669.91	2785.46	2904.84
	HOURLY	33.3818	34.7610	36.2622	37.8100	39.4195	41.1054	42.8516	44.7061	46.6222
24	ANNUAL	56,311.32	58,743.16	61,250.61	63,857.88	66,588.89	69,417.68	72,421.89	75,525.91	78,877.17
	BI-WEEKLY	2165.82	2259.35	2355.79	2456.07	2561.11	2669.91	2785.46	2904.84	3033.74
	HOURLY	34.7610	36.2622	37.8100	39.4195	41.1054	42.8516	44.7061	46.6222	48.6909
25	ANNUAL	58,743.16	61,250.61	63,857.88	66,588.89	69,417.68	72,421.89	75,525.91	78,877.17	82,202.96
	BI-WEEKLY	2259.35	2355.79	2456.07	2561.11	2669.91	2785.46	2904.84	3033.74	3161.65
	HOURLY	36.2622	37.8100	39.4195	41.1054	42.8516	44.7061	46.6222	48.6909	50.7439
26	ANNUAL	61,250.61	63,857.88	66,588.89	69,417.68	72,421.89	75,525.91	78,877.17	82,202.96	85,801.71
	BI-WEEKLY	2355.79	2456.07	2561.11	2669.91	2785.46	2904.84	3033.74	3161.65	3300.07
	HOURLY	37.8100	39.4195	41.1054	42.8516	44.7061	46.6222	48.6909	50.7439	52.9655
27	ANNUAL	63,857.88	66,588.89	69,417.68	72,421.89	75,525.91	78,877.17	82,202.96	85,801.71	90,320.12
	BI-WEEKLY	2456.07	2561.11	2669.91	2785.46	2904.84	3033.74	3161.65	3300.07	3473.85
	HOURLY	39.4195	41.1054	42.8516	44.7061	46.6222	48.6909	50.7439	52.9655	55.7547

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28	ANNUAL	66,588.89	69,417.68	72,421.89	75,525.91	78,877.17	82,202.96	85,801.71	90,320.12	94,515.43
	BI-WEEKLY	2561.11	2669.91	2785.46	2904.84	3033.74	3161.65	3300.07	3473.85	3635.21
	HOURLY	41.1054	42.8516	44.7061	46.6222	48.6909	50.7439	52.9655	55.7547	58.3444
29	ANNUAL	69,417.68	72,421.89	75,525.91	78,877.17	82,202.96	85,801.71	90,320.12	94,515.43	98,760.39
	BI-WEEKLY	2669.91	2785.46	2904.84	3033.74	3161.65	3300.07	3473.85	3635.21	3798.48
	HOURLY	42.8516	44.7061	46.6222	48.6909	50.7439	52.9655	55.7547	58.3444	60.9649
30	ANNUAL	72,421.89	75,525.91	78,877.17	82,202.96	85,801.71	90,320.12	94,515.43	98,760.39	103,328.71
	BI-WEEKLY	2785.46	2904.84	3033.74	3161.65	3300.07	3473.85	3635.21	3798.48	3974.18
	HOURLY	44.7061	46.6222	48.6909	50.7439	52.9655	55.7547	58.3444	60.9649	63.7849
31	ANNUAL	75,525.91	79,025.10	82,649.82	86,324.18	90,320.12	94,515.43	98,760.39	103,328.71	107,920.96
	BI-WEEKLY	2904.84	3039.43	3178.84	3320.16	3473.85	3635.21	3798.48	3974.18	4150.81
	HOURLY	46.6222	48.7823	51.0198	53.2880	55.7547	58.3444	60.9649	63.7849	66.6197
32	ANNUAL	79,025.10	82,649.82	86,324.18	90,320.12	94,515.43	98,760.39	103,328.71	107,920.96	112,513.22
	BI-WEEKLY	3039.43	3178.84	3320.16	3473.85	3635.21	3798.48	3974.18	4150.81	4327.43
	HOURLY	48.7823	51.0198	53.2880	55.7547	58.3444	60.9649	63.7849	66.6197	69.4545
33	ANNUAL	82,649.82	86,324.18	90,320.12	94,515.43	98,760.39	103,328.71	107,920.96	112,513.22	117,055.57
	BI-WEEKLY	3178.84	3320.16	3473.85	3635.21	3798.48	3974.18	4150.81	4327.43	4502.14
	HOURLY	51.0198	53.2880	55.7547	58.3444	60.9649	63.7849	66.6197	69.4545	72.2585
34	ANNUAL	86,324.18	90,320.12	94,515.43	98,760.39	103,328.71	107,920.96	112,513.22	117,055.57	121,649.60
	BI-WEEKLY	3320.16	3473.85	3635.21	3798.48	3974.18	4150.81	4327.43	4502.14	4678.83
	HOURLY	53.2880	55.7547	58.3444	60.9649	63.7849	66.6197	69.4545	72.2585	75.0944
35	ANNUAL	90,320.12	94,515.43	98,760.39	103,328.71	107,920.96	112,513.22	117,055.57	121,649.60	126,495.59
	BI-WEEKLY	3473.85	3635.21	3798.48	3974.18	4150.81	4327.43	4502.14	4678.83	4865.21
	HOURLY	55.7547	58.3444	60.9649	63.7849	66.6197	69.4545	72.2585	75.0944	78.0858

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GRADE		STEP 01	STEP 02	STEP 03	STEP 04	STEP 05	STEP 06	STEP 07	STEP 08	STEP 09
01	ANNUAL	27,588.00	28,260.21	28,986.20	29,766.54	30,572.53	31,432.85	32,240.77	33,047.03	33,935.22
	BI-WEEKLY	1061.08	1086.93	1114.85	1144.87	1175.87	1208.96	1240.03	1271.04	1305.20
	HOURLY	15.7197	16.1027	16.5164	16.9610	17.4202	17.9105	18.3708	18.8302	19.3363
02	ANNUAL	28,260.21	28,986.20	29,766.54	30,572.53	31,432.85	32,240.77	33,047.03	33,935.22	34,903.40
	BI-WEEKLY	1086.93	1114.85	1144.87	1175.87	1208.96	1240.03	1271.04	1305.20	1342.44
	HOURLY	16.1027	16.5164	16.9610	17.4202	17.9105	18.3708	18.8302	19.3363	19.8880
03	ANNUAL	28,986.20	29,766.54	30,572.53	31,432.85	32,240.77	33,047.03	33,935.22	34,903.40	37,161.92
	BI-WEEKLY	1114.85	1144.87	1175.87	1208.96	1240.03	1271.04	1305.20	1342.44	1429.30
	HOURLY	16.5164	16.9610	17.4202	17.9105	18.3708	18.8302	19.3363	19.8880	21.1749
04	ANNUAL	29,766.54	30,572.53	31,432.85	32,240.77	33,047.03	33,935.22	34,903.40	37,161.92	38,480.14
	BI-WEEKLY	1144.87	1175.87	1208.96	1240.03	1271.04	1305.20	1342.44	1429.30	1480.01
	HOURLY	16.9610	17.4202	17.9105	18.3708	18.8302	19.3363	19.8880	21.1749	21.9260
05	ANNUAL	30,572.53	31,432.85	32,240.77	33,047.03	33,935.22	34,903.40	37,161.92	38,480.14	39,824.27
	BI-WEEKLY	1175.87	1208.96	1240.03	1271.04	1305.20	1342.44	1429.30	1480.01	1531.70
	HOURLY	17.4202	17.9105	18.3708	18.8302	19.3363	19.8880	21.1749	21.9260	22.6919
06	ANNUAL	31,432.85	32,240.77	33,047.03	33,935.22	34,903.40	37,161.92	38,480.14	39,824.27	41,384.67
	BI-WEEKLY	1208.96	1240.03	1271.04	1305.20	1342.44	1429.30	1480.01	1531.70	1591.72
	HOURLY	17.9105	18.3708	18.8302	19.3363	19.8880	21.1749	21.9260	22.6919	23.5810
07	ANNUAL	32,240.77	33,317.07	34,579.29	35,843.71	37,161.92	38,480.14	39,824.27	41,384.67	42,862.86
	BI-WEEKLY	1240.03	1281.43	1329.97	1378.60	1429.30	1480.01	1531.70	1591.72	1648.57
	HOURLY	18.3708	18.9841	19.7033	20.4238	21.1749	21.9260	22.6919	23.5810	24.4233
08	ANNUAL	33,317.07	34,579.29	35,843.71	37,161.92	38,480.14	39,824.27	41,384.67	42,862.86	44,477.04
	BI-WEEKLY	1281.43	1329.97	1378.60	1429.30	1480.01	1531.70	1591.72	1648.57	1710.66
	HOURLY	18.9841	19.7033	20.4238	21.1749	21.9260	22.6919	23.5810	24.4233	25.3430
09	ANNUAL	34,579.29	35,843.71	37,161.92	38,480.14	39,824.27	41,384.67	42,862.86	44,477.04	46,143.63
	BI-WEEKLY	1329.97	1378.60	1429.30	1480.01	1531.70	1591.72	1648.57	1710.66	1774.76
	HOURLY	19.7033	20.4238	21.1749	21.9260	22.6919	23.5810	24.4233	25.3430	26.2927

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GRADE		STEP 01	STEP 02	STEP 03	STEP 04	STEP 05	STEP 06	STEP 07	STEP 08	STEP 09
10	ANNUAL	35,843.71	37,161.92	38,480.14	39,824.27	41,384.67	42,862.86	44,477.04	46,143.63	47,919.73
	BI-WEEKLY	1378.60	1429.30	1480.01	1531.70	1591.72	1648.57	1710.66	1774.76	1843.07
	HOURLY	20.4238	21.1749	21.9260	22.6919	23.5810	24.4233	25.3430	26.2927	27.3047
11	ANNUAL	37,161.92	38,480.14	39,824.27	41,384.67	42,862.86	44,477.04	46,143.63	47,919.73	49,962.28
	BI-WEEKLY	1429.30	1480.01	1531.70	1591.72	1648.57	1710.66	1774.76	1843.07	1921.63
	HOURLY	21.1749	21.9260	22.6919	23.5810	24.4233	25.3430	26.2927	27.3047	28.4685
12	ANNUAL	38,480.14	39,824.27	41,384.67	42,862.86	44,477.04	46,143.63	47,919.73	49,962.28	51,926.49
	BI-WEEKLY	1480.01	1531.70	1591.72	1648.57	1710.66	1774.76	1843.07	1921.63	1997.17
	HOURLY	21.9260	22.6919	23.5810	24.4233	25.3430	26.2927	27.3047	28.4685	29.5877
13	ANNUAL	39,824.27	41,384.67	42,862.86	44,477.04	46,143.63	47,919.73	49,962.28	51,926.49	54,076.89
	BI-WEEKLY	1531.70	1591.72	1648.57	1710.66	1774.76	1843.07	1921.63	1997.17	2079.88
	HOURLY	22.6919	23.5810	24.4233	25.3430	26.2927	27.3047	28.4685	29.5877	30.8130
14	ANNUAL	41,384.67	42,862.86	44,477.04	46,143.63	47,919.73	49,962.28	51,926.49	54,076.89	56,201.37
	BI-WEEKLY	1591.72	1648.57	1710.66	1774.76	1843.07	1921.63	1997.17	2079.88	2161.59
	HOURLY	23.5810	24.4233	25.3430	26.2927	27.3047	28.4685	29.5877	30.8130	32.0236
15	ANNUAL	42,862.86	44,611.10	46,331.47	48,133.77	49,962.28	51,926.49	54,076.89	56,201.37	58,541.82
	BI-WEEKLY	1648.57	1715.81	1781.98	1851.30	1921.63	1997.17	2079.88	2161.59	2251.61
	HOURLY	24.4233	25.4194	26.3997	27.4267	28.4685	29.5877	30.8130	32.0236	33.3572
16	ANNUAL	44,611.10	46,331.47	48,133.77	49,962.28	51,926.49	54,076.89	56,201.37	58,541.82	60,828.21
	BI-WEEKLY	1715.81	1781.98	1851.30	1921.63	1997.17	2079.88	2161.59	2251.61	2339.55
	HOURLY	25.4194	26.3997	27.4267	28.4685	29.5877	30.8130	32.0236	33.3572	34.6599
17	ANNUAL	46,331.47	48,133.77	49,962.28	51,926.49	54,076.89	56,201.37	58,541.82	60,828.21	63,302.71
	BI-WEEKLY	1781.98	1851.30	1921.63	1997.17	2079.88	2161.59	2251.61	2339.55	2434.72
	HOURLY	26.3997	27.4267	28.4685	29.5877	30.8130	32.0236	33.3572	34.6599	36.0699
18	ANNUAL	48,133.77	49,962.28	51,926.49	54,076.89	56,201.37	58,541.82	60,828.21	63,302.71	65,883.14
	BI-WEEKLY	1851.30	1921.63	1997.17	2079.88	2161.59	2251.61	2339.55	2434.72	2533.97
	HOURLY	27.4267	28.4685	29.5877	30.8130	32.0236	33.3572	34.6599	36.0699	37.5403

Community College System of NH  
Wage Schedule A234 - 26 Payments (12 Month Academic Staff)  
Effective April 1, 2016

GRADE		STEP 01	STEP 02	STEP 03	STEP 04	STEP 05	STEP 06	STEP 07	STEP 08	STEP 09
19	ANNUAL	49,962.28	51,926.49	54,076.89	56,201.37	58,541.82	60,828.21	63,302.71	65,883.14	69,137.71
	BI-WEEKLY	1921.63	1997.17	2079.88	2161.59	2251.61	2339.55	2434.72	2533.97	2659.14
	HOURLY	28.4685	29.5877	30.8130	32.0236	33.3572	34.6599	36.0699	37.5403	39.3947
20	ANNUAL	51,926.49	54,076.89	56,201.37	58,541.82	60,828.21	63,302.71	65,883.14	69,137.71	72,096.30
	BI-WEEKLY	1997.17	2079.88	2161.59	2251.61	2339.55	2434.72	2533.97	2659.14	2772.93
	HOURLY	29.5877	30.8130	32.0236	33.3572	34.6599	36.0699	37.5403	39.3947	41.0805
21	ANNUAL	54,076.89	56,201.37	58,541.82	60,828.21	63,302.71	65,883.14	69,137.71	72,096.30	75,160.82
	BI-WEEKLY	2079.88	2161.59	2251.61	2339.55	2434.72	2533.97	2659.14	2772.93	2890.80
	HOURLY	30.8130	32.0236	33.3572	34.6599	36.0699	37.5403	39.3947	41.0805	42.8267
22	ANNUAL	56,201.37	58,541.82	60,828.21	63,302.71	65,883.14	69,137.71	72,096.30	75,160.82	78,415.38
	BI-WEEKLY	2161.59	2251.61	2339.55	2434.72	2533.97	2659.14	2772.93	2890.80	3015.98
	HOURLY	32.0236	33.3572	34.6599	36.0699	37.5403	39.3947	41.0805	42.8267	44.6811
23	ANNUAL	58,541.82	60,962.26	63,596.75	66,313.16	69,137.71	72,096.30	75,160.82	78,415.38	81,778.07
	BI-WEEKLY	2251.61	2344.70	2446.03	2550.51	2659.14	2772.93	2890.80	3015.98	3145.31
	HOURLY	33.3572	34.7363	36.2375	37.7853	39.3947	41.0805	42.8267	44.6811	46.5972
24	ANNUAL	60,962.26	63,596.75	66,313.16	69,137.71	72,096.30	75,160.82	78,415.38	81,778.07	85,408.60
	BI-WEEKLY	2344.70	2446.03	2550.51	2659.14	2772.93	2890.80	3015.98	3145.31	3284.95
	HOURLY	34.7363	36.2375	37.7853	39.3947	41.0805	42.8267	44.6811	46.5972	48.6659
25	ANNUAL	63,596.75	66,313.16	69,137.71	72,096.30	75,160.82	78,415.38	81,778.07	85,408.60	89,011.54
	BI-WEEKLY	2446.03	2550.51	2659.14	2772.93	2890.80	3015.98	3145.31	3284.95	3423.52
	HOURLY	36.2375	37.7853	39.3947	41.0805	42.8267	44.6811	46.5972	48.6659	50.7188
26	ANNUAL	66,313.16	69,137.71	72,096.30	75,160.82	78,415.38	81,778.07	85,408.60	89,011.54	92,910.18
	BI-WEEKLY	2550.51	2659.14	2772.93	2890.80	3015.98	3145.31	3284.95	3423.52	3573.47
	HOURLY	37.7853	39.3947	41.0805	42.8267	44.6811	46.5972	48.6659	50.7188	52.9403
27	ANNUAL	69,137.71	72,096.30	75,160.82	78,415.38	81,778.07	85,408.60	89,011.54	92,910.18	97,805.13
	BI-WEEKLY	2659.14	2772.93	2890.80	3015.98	3145.31	3284.95	3423.52	3573.47	3761.74
	HOURLY	39.3947	41.0805	42.8267	44.6811	46.5972	48.6659	50.7188	52.9403	55.7294

Community College System of NH  
Wage Schedule A234 - 26 Payments (12 Month Academic Staff)  
Effective April 1, 2016

GRADE		STEP 01	STEP 02	STEP 03	STEP 04	STEP 05	STEP 06	STEP 07	STEP 08	STEP 09
28	ANNUAL	72,096.30	75,160.82	78,415.38	81,778.07	85,408.60	89,011.54	92,910.18	97,805.13	102,350.05
	BI-WEEKLY	2772.93	2890.80	3015.98	3145.31	3284.95	3423.52	3573.47	3761.74	3936.54
	HOURLY	41.0805	42.8267	44.6811	46.5972	48.6659	50.7188	52.9403	55.7294	58.3191
29	ANNUAL	75,160.82	78,415.38	81,778.07	85,408.60	89,011.54	92,910.18	97,805.13	102,350.05	106,948.75
	BI-WEEKLY	2890.80	3015.98	3145.31	3284.95	3423.52	3573.47	3761.74	3936.54	4113.41
	HOURLY	42.8267	44.6811	46.5972	48.6659	50.7188	52.9403	55.7294	58.3191	60.9395
30	ANNUAL	78,415.38	81,778.07	85,408.60	89,011.54	92,910.18	97,805.13	102,350.05	106,948.75	111,897.77
	BI-WEEKLY	3015.98	3145.31	3284.95	3423.52	3573.47	3761.74	3936.54	4113.41	4303.76
	HOURLY	44.6811	46.5972	48.6659	50.7188	52.9403	55.7294	58.3191	60.9395	63.7594
31	ANNUAL	81,778.07	85,568.86	89,495.63	93,476.19	97,805.13	102,350.05	106,948.75	111,897.77	116,872.71
	BI-WEEKLY	3145.31	3291.11	3442.14	3595.24	3761.74	3936.54	4113.41	4303.76	4495.10
	HOURLY	46.5972	48.7572	50.9947	53.2628	55.7294	58.3191	60.9395	63.7594	66.5941
32	ANNUAL	85,568.86	89,495.63	93,476.19	97,805.13	102,350.05	106,948.75	111,897.77	116,872.71	121,847.65
	BI-WEEKLY	3291.11	3442.14	3595.24	3761.74	3936.54	4113.41	4303.76	4495.10	4686.45
	HOURLY	48.7572	50.9947	53.2628	55.7294	58.3191	60.9395	63.7594	66.5941	69.4289
33	ANNUAL	89,495.63	93,476.19	97,805.13	102,350.05	106,948.75	111,897.77	116,872.71	121,847.65	126,768.53
	BI-WEEKLY	3442.14	3595.24	3761.74	3936.54	4113.41	4303.76	4495.10	4686.45	4875.71
	HOURLY	50.9947	53.2628	55.7294	58.3191	60.9395	63.7594	66.5941	69.4289	72.2328
34	ANNUAL	93,476.19	97,805.13	102,350.05	106,948.75	111,897.77	116,872.71	121,847.65	126,768.53	131,745.40
	BI-WEEKLY	3595.24	3761.74	3936.54	4113.41	4303.76	4495.10	4686.45	4875.71	5067.13
	HOURLY	53.2628	55.7294	58.3191	60.9395	63.7594	66.5941	69.4289	72.2328	75.0686
35	ANNUAL	97,805.13	102,350.05	106,948.75	111,897.77	116,872.71	121,847.65	126,768.53	131,745.40	136,995.22
	BI-WEEKLY	3761.74	3936.54	4113.41	4303.76	4495.10	4686.45	4875.71	5067.13	5269.05
	HOURLY	55.7294	58.3191	60.9395	63.7594	66.5941	69.4289	72.2328	75.0686	78.0600

Community College System of NH  
Wage Schedule A000 (37.5 Hours Per Week)  
Effective August 5, 2016

GRADE		STEP 01	STEP 02	STEP 03	STEP 04	STEP 05	STEP 06	STEP 07	STEP 08	STEP 09
01	ANNUAL	21,871.65	22,401.77	22,974.30	23,589.24	24,225.38	24,903.93	25,540.07	26,176.21	26,875.97
	BI-WEEKLY	841.22	861.61	883.63	907.28	931.75	957.84	982.31	1006.78	1033.69
	HOURLY	11.2162	11.4881	11.7817	12.0970	12.4233	12.7712	13.0975	13.4237	13.7825
02	ANNUAL	22,401.77	22,974.30	23,589.24	24,225.38	24,903.93	25,540.07	26,176.21	26,875.97	27,639.34
	BI-WEEKLY	861.61	883.63	907.28	931.75	957.84	982.31	1006.78	1033.69	1063.05
	HOURLY	11.4881	11.7817	12.0970	12.4233	12.7712	13.0975	13.4237	13.7825	14.1740
03	ANNUAL	22,974.30	23,589.24	24,225.38	24,903.93	25,540.07	26,176.21	26,875.97	27,639.34	29,420.54
	BI-WEEKLY	883.63	907.28	931.75	957.84	982.31	1006.78	1033.69	1063.05	1131.56
	HOURLY	11.7817	12.0970	12.4233	12.7712	13.0975	13.4237	13.7825	14.1740	15.0875
04	ANNUAL	23,589.24	24,225.38	24,903.93	25,540.07	26,176.21	26,875.97	27,639.34	29,420.54	30,459.57
	BI-WEEKLY	907.28	931.75	957.84	982.31	1006.78	1033.69	1063.05	1131.56	1171.52
	HOURLY	12.0970	12.4233	12.7712	13.0975	13.4237	13.7825	14.1740	15.0875	15.6203
05	ANNUAL	24,225.38	24,903.93	25,540.07	26,176.21	26,875.97	27,639.34	29,420.54	30,459.57	31,519.81
	BI-WEEKLY	931.75	957.84	982.31	1006.78	1033.69	1063.05	1131.56	1171.52	1212.30
	HOURLY	12.4233	12.7712	13.0975	13.4237	13.7825	14.1740	15.0875	15.6203	16.1640
06	ANNUAL	24,903.93	25,540.07	26,176.21	26,875.97	27,639.34	29,420.54	30,459.57	31,519.81	32,749.68
	BI-WEEKLY	957.84	982.31	1006.78	1033.69	1063.05	1131.56	1171.52	1212.30	1259.60
	HOURLY	12.7712	13.0975	13.4237	13.7825	14.1740	15.0875	15.6203	16.1640	16.7947
07	ANNUAL	25,540.07	26,388.26	27,384.88	28,381.51	29,420.54	30,459.57	31,519.81	32,749.68	33,915.94
	BI-WEEKLY	982.31	1014.93	1053.26	1091.60	1131.56	1171.52	1212.30	1259.60	1304.46
	HOURLY	13.0975	13.5324	14.0435	14.5546	15.0875	15.6203	16.1640	16.7947	17.3928
08	ANNUAL	26,388.26	27,384.88	28,381.51	29,420.54	30,459.57	31,519.81	32,749.68	33,915.94	35,188.23
	BI-WEEKLY	1014.93	1053.26	1091.60	1131.56	1171.52	1212.30	1259.60	1304.46	1353.39
	HOURLY	13.5324	14.0435	14.5546	15.0875	15.6203	16.1640	16.7947	17.3928	18.0452
09	ANNUAL	27,384.88	28,381.51	29,420.54	30,459.57	31,519.81	32,749.68	33,915.94	35,188.23	36,502.92
	BI-WEEKLY	1053.26	1091.60	1131.56	1171.52	1212.30	1259.60	1304.46	1353.39	1403.96
	HOURLY	14.0435	14.5546	15.0875	15.6203	16.1640	16.7947	17.3928	18.0452	18.7194

Community College System of NH  
Wage Schedule A000 (37.5 Hours Per Week)  
Effective August 5, 2016

GRADE		STEP 01	STEP 02	STEP 03	STEP 04	STEP 05	STEP 06	STEP 07	STEP 08	STEP 09
10	ANNUAL	28,381.51	29,420.54	30,459.57	31,519.81	32,749.68	33,915.94	35,188.23	36,502.92	37,902.44
	BI-WEEKLY	1091.60	1131.56	1171.52	1212.30	1259.60	1304.46	1353.39	1403.96	1457.79
	HOURLY	14.5546	15.0875	15.6203	16.1640	16.7947	17.3928	18.0452	18.7194	19.4371
11	ANNUAL	29,420.54	30,459.57	31,519.81	32,749.68	33,915.94	35,188.23	36,502.92	37,902.44	39,514.00
	BI-WEEKLY	1131.56	1171.52	1212.30	1259.60	1304.46	1353.39	1403.96	1457.79	1519.77
	HOURLY	15.0875	15.6203	16.1640	16.7947	17.3928	18.0452	18.7194	19.4371	20.2636
12	ANNUAL	30,459.57	31,519.81	32,749.68	33,915.94	35,188.23	36,502.92	37,902.44	39,514.00	41,061.94
	BI-WEEKLY	1171.52	1212.30	1259.60	1304.46	1353.39	1403.96	1457.79	1519.77	1579.31
	HOURLY	15.6203	16.1640	16.7947	17.3928	18.0452	18.7194	19.4371	20.2636	21.0574
13	ANNUAL	31,519.81	32,749.68	33,915.94	35,188.23	36,502.92	37,902.44	39,514.00	41,061.94	42,758.32
	BI-WEEKLY	1212.30	1259.60	1304.46	1353.39	1403.96	1457.79	1519.77	1579.31	1644.55
	HOURLY	16.1640	16.7947	17.3928	18.0452	18.7194	19.4371	20.2636	21.0574	21.9273
14	ANNUAL	32,749.68	33,915.94	35,188.23	36,502.92	37,902.44	39,514.00	41,061.94	42,758.32	44,433.49
	BI-WEEKLY	1259.60	1304.46	1353.39	1403.96	1457.79	1519.77	1579.31	1644.55	1708.98
	HOURLY	16.7947	17.3928	18.0452	18.7194	19.4371	20.2636	21.0574	21.9273	22.7864
15	ANNUAL	33,915.94	35,294.25	36,651.36	38,072.07	39,514.00	41,061.94	42,758.32	44,433.49	46,278.31
	BI-WEEKLY	1304.46	1357.47	1409.67	1464.31	1519.77	1579.31	1644.55	1708.98	1779.93
	HOURLY	17.3928	18.0996	18.7956	19.5241	20.2636	21.0574	21.9273	22.7864	23.7325
16	ANNUAL	35,294.25	36,651.36	38,072.07	39,514.00	41,061.94	42,758.32	44,433.49	46,278.31	48,080.71
	BI-WEEKLY	1357.47	1409.67	1464.31	1519.77	1579.31	1644.55	1708.98	1779.93	1849.26
	HOURLY	18.0996	18.7956	19.5241	20.2636	21.0574	21.9273	22.7864	23.7325	24.6568
17	ANNUAL	36,651.36	38,072.07	39,514.00	41,061.94	42,758.32	44,433.49	46,278.31	48,080.71	50,031.55
	BI-WEEKLY	1409.67	1464.31	1519.77	1579.31	1644.55	1708.98	1779.93	1849.26	1924.29
	HOURLY	18.7956	19.5241	20.2636	21.0574	21.9273	22.7864	23.7325	24.6568	25.6572
18	ANNUAL	38,072.07	39,514.00	41,061.94	42,758.32	44,433.49	46,278.31	48,080.71	50,031.55	52,067.20
	BI-WEEKLY	1464.31	1519.77	1579.31	1644.55	1708.98	1779.93	1849.26	1924.29	2002.58
	HOURLY	19.5241	20.2636	21.0574	21.9273	22.7864	23.7325	24.6568	25.6572	26.7011



Community College System of NH  
Wage Schedule A000 (37.5 Hours Per Week)  
Effective August 5, 2016

GRADE		STEP 01	STEP 02	STEP 03	STEP 04	STEP 05	STEP 06	STEP 07	STEP 08	STEP 09
19	ANNUAL	39,514.00	41,061.94	42,758.32	44,433.49	46,278.31	48,080.71	50,031.55	52,067.20	54,632.97
	BI-WEEKLY	1519.77	1579.31	1644.55	1708.98	1779.93	1849.26	1924.29	2002.58	2101.27
	HOURLY	20.2636	21.0574	21.9273	22.7864	23.7325	24.6568	25.6572	26.7011	28.0169
20	ANNUAL	41,061.94	42,758.32	44,433.49	46,278.31	48,080.71	50,031.55	52,067.20	54,632.97	56,965.50
	BI-WEEKLY	1579.31	1644.55	1708.98	1779.93	1849.26	1924.29	2002.58	2101.27	2190.98
	HOURLY	21.0574	21.9273	22.7864	23.7325	24.6568	25.6572	26.7011	28.0169	29.2131
21	ANNUAL	42,758.32	44,433.49	46,278.31	48,080.71	50,031.55	52,067.20	54,632.97	56,965.50	59,382.84
	BI-WEEKLY	1644.55	1708.98	1779.93	1849.26	1924.29	2002.58	2101.27	2190.98	2283.96
	HOURLY	21.9273	22.7864	23.7325	24.6568	25.6572	26.7011	28.0169	29.2131	30.4527
22	ANNUAL	44,433.49	46,278.31	48,080.71	50,031.55	52,067.20	54,632.97	56,965.50	59,382.84	61,948.61
	BI-WEEKLY	1708.98	1779.93	1849.26	1924.29	2002.58	2101.27	2190.98	2283.96	2382.64
	HOURLY	22.7864	23.7325	24.6568	25.6572	26.7011	28.0169	29.2131	30.4527	31.7685
23	ANNUAL	46,278.31	48,186.73	50,264.80	52,406.48	54,632.97	56,965.50	59,382.84	61,948.61	64,599.20
	BI-WEEKLY	1779.93	1853.34	1933.26	2015.63	2101.27	2190.98	2283.96	2382.64	2484.58
	HOURLY	23.7325	24.7111	25.7768	26.8751	28.0169	29.2131	30.4527	31.7685	33.1278
24	ANNUAL	48,186.73	50,264.80	52,406.48	54,632.97	56,965.50	59,382.84	61,948.61	64,599.20	67,461.84
	BI-WEEKLY	1853.34	1933.26	2015.63	2101.27	2190.98	2283.96	2382.64	2484.58	2594.69
	HOURLY	24.7111	25.7768	26.8751	28.0169	29.2131	30.4527	31.7685	33.1278	34.5958
25	ANNUAL	50,264.80	52,406.48	54,632.97	56,965.50	59,382.84	61,948.61	64,599.20	67,461.84	70,303.28
	BI-WEEKLY	1933.26	2015.63	2101.27	2190.98	2283.96	2382.64	2484.58	2594.69	2703.97
	HOURLY	25.7768	26.8751	28.0169	29.2131	30.4527	31.7685	33.1278	34.5958	36.0530
26	ANNUAL	52,406.48	54,632.97	56,965.50	59,382.84	61,948.61	64,599.20	67,461.84	70,303.28	73,377.96
	BI-WEEKLY	2015.63	2101.27	2190.98	2283.96	2382.64	2484.58	2594.69	2703.97	2822.23
	HOURLY	26.8751	28.0169	29.2131	30.4527	31.7685	33.1278	34.5958	36.0530	37.6297
27	ANNUAL	54,632.97	56,965.50	59,382.84	61,948.61	64,599.20	67,461.84	70,303.28	73,377.96	77,237.23
	BI-WEEKLY	2101.27	2190.98	2283.96	2382.64	2484.58	2594.69	2703.97	2822.23	2970.66
	HOURLY	28.0169	29.2131	30.4527	31.7685	33.1278	34.5958	36.0530	37.6297	39.6088

Community College System of NH  
Wage Schedule A000 (37.5 Hours Per Week)  
Effective August 5, 2016

GRADE		STEP 01	STEP 02	STEP 03	STEP 04	STEP 05	STEP 06	STEP 07	STEP 08	STEP 09
28	ANNUAL	56,965.50	59,382.84	61,948.61	64,599.20	67,461.84	70,303.28	73,377.96	77,237.23	80,820.83
	BI-WEEKLY	2190.98	2283.96	2382.64	2484.58	2594.69	2703.97	2822.23	2970.66	3108.49
	HOURLY	29.2131	30.4527	31.7685	33.1278	34.5958	36.0530	37.6297	39.6088	41.4466
29	ANNUAL	59,382.84	61,948.61	64,599.20	67,461.84	70,303.28	73,377.96	77,237.23	80,820.83	84,446.84
	BI-WEEKLY	2283.96	2382.64	2484.58	2594.69	2703.97	2822.23	2970.66	3108.49	3247.96
	HOURLY	30.4527	31.7685	33.1278	34.5958	36.0530	37.6297	39.6088	41.4466	43.3061
30	ANNUAL	61,948.61	64,599.20	67,461.84	70,303.28	73,377.96	77,237.23	80,820.83	84,446.84	88,348.51
	BI-WEEKLY	2382.64	2484.58	2594.69	2703.97	2822.23	2970.66	3108.49	3247.96	3398.02
	HOURLY	31.7685	33.1278	34.5958	36.0530	37.6297	39.6088	41.4466	43.3061	45.3069
31	ANNUAL	64,599.20	67,589.07	70,684.96	73,823.26	77,237.23	80,820.83	84,446.84	88,348.51	92,271.39
	BI-WEEKLY	2484.58	2599.58	2718.65	2839.36	2970.66	3108.49	3247.96	3398.02	3548.90
	HOURLY	33.1278	34.6611	36.2487	37.8581	39.6088	41.4466	43.3061	45.3069	47.3187
32	ANNUAL	67,589.07	70,684.96	73,823.26	77,237.23	80,820.83	84,446.84	88,348.51	92,271.39	96,194.26
	BI-WEEKLY	2599.58	2718.65	2839.36	2970.66	3108.49	3247.96	3398.02	3548.90	3699.78
	HOURLY	34.6611	36.2487	37.8581	39.6088	41.4466	43.3061	45.3069	47.3187	49.3304
33	ANNUAL	70,684.96	73,823.26	77,237.23	80,820.83	84,446.84	88,348.51	92,271.39	96,194.26	100,074.73
	BI-WEEKLY	2718.65	2839.36	2970.66	3108.49	3247.96	3398.02	3548.90	3699.78	3849.03
	HOURLY	36.2487	37.8581	39.6088	41.4466	43.3061	45.3069	47.3187	49.3304	51.3204
34	ANNUAL	73,823.26	77,237.23	80,820.83	84,446.84	88,348.51	92,271.39	96,194.26	100,074.73	103,997.61
	BI-WEEKLY	2839.36	2970.66	3108.49	3247.96	3398.02	3548.90	3699.78	3849.03	3999.91
	HOURLY	37.8581	39.6088	41.4466	43.3061	45.3069	47.3187	49.3304	51.3204	53.3321
35	ANNUAL	77,237.23	80,820.83	84,446.84	88,348.51	92,271.39	96,194.26	100,074.73	103,997.61	108,137.01
	BI-WEEKLY	2970.66	3108.49	3247.96	3398.02	3548.90	3699.78	3849.03	3999.91	4159.12
	HOURLY	39.6088	41.4466	43.3061	45.3069	47.3187	49.3304	51.3204	53.3321	55.4549

Community College System of NH  
Wage Schedule A130 (40 Hours Per Week)  
Effective August 5, 2016

GRADE		STEP 01	STEP 02	STEP 03	STEP 04	STEP 05	STEP 06	STEP 07	STEP 08	STEP 09
01	ANNUAL	23,295.60	23,861.06	24,471.75	25,127.69	25,806.24	26,530.03	27,208.58	27,887.13	28,633.54
	BI-WEEKLY	895.98	917.73	941.22	966.45	992.55	1020.39	1046.48	1072.58	1101.29
	HOURLY	11.1998	11.4717	11.7653	12.0806	12.4068	12.7548	13.0810	13.4073	13.7661
02	ANNUAL	23,861.06	24,471.75	25,127.69	25,806.24	26,530.03	27,208.58	27,887.13	28,633.54	29,447.80
	BI-WEEKLY	917.73	941.22	966.45	992.55	1020.39	1046.48	1072.58	1101.29	1132.61
	HOURLY	11.4717	11.7653	12.0806	12.4068	12.7548	13.0810	13.4073	13.7661	14.1576
03	ANNUAL	24,471.75	25,127.69	25,806.24	26,530.03	27,208.58	27,887.13	28,633.54	29,447.80	31,347.74
	BI-WEEKLY	941.22	966.45	992.55	1020.39	1046.48	1072.58	1101.29	1132.61	1205.68
	HOURLY	11.7653	12.0806	12.4068	12.7548	13.0810	13.4073	13.7661	14.1576	15.0710
04	ANNUAL	25,127.69	25,806.24	26,530.03	27,208.58	27,887.13	28,633.54	29,447.80	31,347.74	32,456.04
	BI-WEEKLY	966.45	992.55	1020.39	1046.48	1072.58	1101.29	1132.61	1205.68	1248.31
	HOURLY	12.0806	12.4068	12.7548	13.0810	13.4073	13.7661	14.1576	15.0710	15.6039
05	ANNUAL	25,806.24	26,530.03	27,208.58	27,887.13	28,633.54	29,447.80	31,347.74	32,456.04	33,586.96
	BI-WEEKLY	992.55	1020.39	1046.48	1072.58	1101.29	1132.61	1205.68	1248.31	1291.81
	HOURLY	12.4068	12.7548	13.0810	13.4073	13.7661	14.1576	15.0710	15.6039	16.1476
06	ANNUAL	26,530.03	27,208.58	27,887.13	28,633.54	29,447.80	31,347.74	32,456.04	33,586.96	34,898.83
	BI-WEEKLY	1020.39	1046.48	1072.58	1101.29	1132.61	1205.68	1248.31	1291.81	1342.26
	HOURLY	12.7548	13.0810	13.4073	13.7661	14.1576	15.0710	15.6039	16.1476	16.7783
07	ANNUAL	27,208.58	28,113.31	29,176.38	30,239.44	31,347.74	32,456.04	33,586.96	34,898.83	36,142.84
	BI-WEEKLY	1046.48	1081.28	1122.17	1163.06	1205.68	1248.31	1291.81	1342.26	1390.11
	HOURLY	13.0810	13.5160	14.0271	14.5382	15.0710	15.6039	16.1476	16.7783	17.3764
08	ANNUAL	28,113.31	29,176.38	30,239.44	31,347.74	32,456.04	33,586.96	34,898.83	36,142.84	37,499.94
	BI-WEEKLY	1081.28	1122.17	1163.06	1205.68	1248.31	1291.81	1342.26	1390.11	1442.31
	HOURLY	13.5160	14.0271	14.5382	15.0710	15.6039	16.1476	16.7783	17.3764	18.0288
09	ANNUAL	29,176.38	30,239.44	31,347.74	32,456.04	33,586.96	34,898.83	36,142.84	37,499.94	38,902.28
	BI-WEEKLY	1122.17	1163.06	1205.68	1248.31	1291.81	1342.26	1390.11	1442.31	1496.24
	HOURLY	14.0271	14.5382	15.0710	15.6039	16.1476	16.7783	17.3764	18.0288	18.7030

Community College System of NH  
Wage Schedule A130 (40 Hours Per Week)  
Effective August 5, 2016

GRADE		STEP 01	STEP 02	STEP 03	STEP 04	STEP 05	STEP 06	STEP 07	STEP 08	STEP 09
10	ANNUAL	30,239.44	31,347.74	32,456.04	33,586.96	34,898.83	36,142.84	37,499.94	38,902.28	40,395.10
	BI-WEEKLY	1163.06	1205.68	1248.31	1291.81	1342.26	1390.11	1442.31	1496.24	1553.66
	HOURLY	14.5382	15.0710	15.6039	16.1476	16.7783	17.3764	18.0288	18.7030	19.4207
11	ANNUAL	31,347.74	32,456.04	33,586.96	34,898.83	36,142.84	37,499.94	38,902.28	40,395.10	42,114.10
	BI-WEEKLY	1205.68	1248.31	1291.81	1342.26	1390.11	1442.31	1496.24	1553.66	1619.77
	HOURLY	15.0710	15.6039	16.1476	16.7783	17.3764	18.0288	18.7030	19.4207	20.2472
12	ANNUAL	32,456.04	33,586.96	34,898.83	36,142.84	37,499.94	38,902.28	40,395.10	42,114.10	43,765.24
	BI-WEEKLY	1248.31	1291.81	1342.26	1390.11	1442.31	1496.24	1553.66	1619.77	1683.28
	HOURLY	15.6039	16.1476	16.7783	17.3764	18.0288	18.7030	19.4207	20.2472	21.0410
13	ANNUAL	33,586.96	34,898.83	36,142.84	37,499.94	38,902.28	40,395.10	42,114.10	43,765.24	45,574.71
	BI-WEEKLY	1291.81	1342.26	1390.11	1442.31	1496.24	1553.66	1619.77	1683.28	1752.87
	HOURLY	16.1476	16.7783	17.3764	18.0288	18.7030	19.4207	20.2472	21.0410	21.9109
14	ANNUAL	34,898.83	36,142.84	37,499.94	38,902.28	40,395.10	42,114.10	43,765.24	45,574.71	47,361.56
	BI-WEEKLY	1342.26	1390.11	1442.31	1496.24	1553.66	1619.77	1683.28	1752.87	1821.60
	HOURLY	16.7783	17.3764	18.0288	18.7030	19.4207	20.2472	21.0410	21.9109	22.7700
15	ANNUAL	36,142.84	37,613.04	39,060.61	40,576.04	42,114.10	43,765.24	45,574.71	47,361.56	49,329.36
	BI-WEEKLY	1390.11	1446.66	1502.33	1560.62	1619.77	1683.28	1752.87	1821.60	1897.28
	HOURLY	17.3764	18.0832	18.7791	19.5077	20.2472	21.0410	21.9109	22.7700	23.7160
16	ANNUAL	37,613.04	39,060.61	40,576.04	42,114.10	43,765.24	45,574.71	47,361.56	49,329.36	51,251.92
	BI-WEEKLY	1446.66	1502.33	1560.62	1619.77	1683.28	1752.87	1821.60	1897.28	1971.23
	HOURLY	18.0832	18.7791	19.5077	20.2472	21.0410	21.9109	22.7700	23.7160	24.6403
17	ANNUAL	39,060.61	40,576.04	42,114.10	43,765.24	45,574.71	47,361.56	49,329.36	51,251.92	53,332.82
	BI-WEEKLY	1502.33	1560.62	1619.77	1683.28	1752.87	1821.60	1897.28	1971.23	2051.26
	HOURLY	18.7791	19.5077	20.2472	21.0410	21.9109	22.7700	23.7160	24.6403	25.6408
18	ANNUAL	40,576.04	42,114.10	43,765.24	45,574.71	47,361.56	49,329.36	51,251.92	53,332.82	55,504.18
	BI-WEEKLY	1560.62	1619.77	1683.28	1752.87	1821.60	1897.28	1971.23	2051.26	2134.78
	HOURLY	19.5077	20.2472	21.0410	21.9109	22.7700	23.7160	24.6403	25.6408	26.6847

Community College System of NH  
Wage Schedule A130 (40 Hours Per Week)  
Effective August 5, 2016

GRADE		STEP 01	STEP 02	STEP 03	STEP 04	STEP 05	STEP 06	STEP 07	STEP 08	STEP 09
19	ANNUAL	42,114.10	43,765.24	45,574.71	47,361.56	49,329.36	51,251.92	53,332.82	55,504.18	58,241.01
	BI-WEEKLY	1619.77	1683.28	1752.87	1821.60	1897.28	1971.23	2051.26	2134.78	2240.04
	HOURLY	20.2472	21.0410	21.9109	22.7700	23.7160	24.6403	25.6408	26.6847	28.0005
20	ANNUAL	43,765.24	45,574.71	47,361.56	49,329.36	51,251.92	53,332.82	55,504.18	58,241.01	60,729.03
	BI-WEEKLY	1683.28	1752.87	1821.60	1897.28	1971.23	2051.26	2134.78	2240.04	2335.73
	HOURLY	21.0410	21.9109	22.7700	23.7160	24.6403	25.6408	26.6847	28.0005	29.1966
21	ANNUAL	45,574.71	47,361.56	49,329.36	51,251.92	53,332.82	55,504.18	58,241.01	60,729.03	63,307.52
	BI-WEEKLY	1752.87	1821.60	1897.28	1971.23	2051.26	2134.78	2240.04	2335.73	2434.90
	HOURLY	21.9109	22.7700	23.7160	24.6403	25.6408	26.6847	28.0005	29.1966	30.4363
22	ANNUAL	47,361.56	49,329.36	51,251.92	53,332.82	55,504.18	58,241.01	60,729.03	63,307.52	66,044.35
	BI-WEEKLY	1821.60	1897.28	1971.23	2051.26	2134.78	2240.04	2335.73	2434.90	2540.17
	HOURLY	22.7700	23.7160	24.6403	25.6408	26.6847	28.0005	29.1966	30.4363	31.7521
23	ANNUAL	49,329.36	51,365.02	53,581.62	55,866.07	58,241.01	60,729.03	63,307.52	66,044.35	68,871.65
	BI-WEEKLY	1897.28	1975.58	2060.83	2148.70	2240.04	2335.73	2434.90	2540.17	2648.91
	HOURLY	23.7160	24.6947	25.7604	26.8587	28.0005	29.1966	30.4363	31.7521	33.1114
24	ANNUAL	51,365.02	53,581.62	55,866.07	58,241.01	60,729.03	63,307.52	66,044.35	68,871.65	71,925.13
	BI-WEEKLY	1975.58	2060.83	2148.70	2240.04	2335.73	2434.90	2540.17	2648.91	2766.35
	HOURLY	24.6947	25.7604	26.8587	28.0005	29.1966	30.4363	31.7521	33.1114	34.5794
25	ANNUAL	53,581.62	55,866.07	58,241.01	60,729.03	63,307.52	66,044.35	68,871.65	71,925.13	74,955.99
	BI-WEEKLY	2060.83	2148.70	2240.04	2335.73	2434.90	2540.17	2648.91	2766.35	2882.92
	HOURLY	25.7604	26.8587	28.0005	29.1966	30.4363	31.7521	33.1114	34.5794	36.0365
26	ANNUAL	55,866.07	58,241.01	60,729.03	63,307.52	66,044.35	68,871.65	71,925.13	74,955.99	78,235.66
	BI-WEEKLY	2148.70	2240.04	2335.73	2434.90	2540.17	2648.91	2766.35	2882.92	3009.06
	HOURLY	26.8587	28.0005	29.1966	30.4363	31.7521	33.1114	34.5794	36.0365	37.6133
27	ANNUAL	58,241.01	60,729.03	63,307.52	66,044.35	68,871.65	71,925.13	74,955.99	78,235.66	82,352.21
	BI-WEEKLY	2240.04	2335.73	2434.90	2540.17	2648.91	2766.35	2882.92	3009.06	3167.39
	HOURLY	28.0005	29.1966	30.4363	31.7521	33.1114	34.5794	36.0365	37.6133	39.5924

Community College System of NH  
Wage Schedule A130 (40 Hours Per Week)  
Effective August 5, 2016

GRADE		STEP 01	STEP 02	STEP 03	STEP 04	STEP 05	STEP 06	STEP 07	STEP 08	STEP 09
28	ANNUAL	60,729.03	63,307.52	66,044.35	68,871.65	71,925.13	74,955.99	78,235.66	82,352.21	86,174.71
	BI-WEEKLY	2335.73	2434.90	2540.17	2648.91	2766.35	2882.92	3009.06	3167.39	3314.41
	HOURLY	29.1966	30.4363	31.7521	33.1114	34.5794	36.0365	37.6133	39.5924	41.4302
29	ANNUAL	63,307.52	66,044.35	68,871.65	71,925.13	74,955.99	78,235.66	82,352.21	86,174.71	90,042.46
	BI-WEEKLY	2434.90	2540.17	2648.91	2766.35	2882.92	3009.06	3167.39	3314.41	3463.17
	HOURLY	30.4363	31.7521	33.1114	34.5794	36.0365	37.6133	39.5924	41.4302	43.2896
30	ANNUAL	66,044.35	68,871.65	71,925.13	74,955.99	78,235.66	82,352.21	86,174.71	90,042.46	94,204.24
	BI-WEEKLY	2540.17	2648.91	2766.35	2882.92	3009.06	3167.39	3314.41	3463.17	3623.24
	HOURLY	31.7521	33.1114	34.5794	36.0365	37.6133	39.5924	41.4302	43.2896	45.2905
31	ANNUAL	68,871.65	72,060.84	75,363.13	78,710.65	82,352.21	86,174.71	90,042.46	94,204.24	98,388.64
	BI-WEEKLY	2648.91	2771.57	2898.58	3027.33	3167.39	3314.41	3463.17	3623.24	3784.18
	HOURLY	33.1114	34.6446	36.2323	37.8417	39.5924	41.4302	43.2896	45.2905	47.3022
32	ANNUAL	72,060.84	75,363.13	78,710.65	82,352.21	86,174.71	90,042.46	94,204.24	98,388.64	102,573.05
	BI-WEEKLY	2771.57	2898.58	3027.33	3167.39	3314.41	3463.17	3623.24	3784.18	3945.12
	HOURLY	34.6446	36.2323	37.8417	39.5924	41.4302	43.2896	45.2905	47.3022	49.3140
33	ANNUAL	75,363.13	78,710.65	82,352.21	86,174.71	90,042.46	94,204.24	98,388.64	102,573.05	106,712.21
	BI-WEEKLY	2898.58	3027.33	3167.39	3314.41	3463.17	3623.24	3784.18	3945.12	4104.32
	HOURLY	36.2323	37.8417	39.5924	41.4302	43.2896	45.2905	47.3022	49.3140	51.3039
34	ANNUAL	78,710.65	82,352.21	86,174.71	90,042.46	94,204.24	98,388.64	102,573.05	106,712.21	110,896.61
	BI-WEEKLY	3027.33	3167.39	3314.41	3463.17	3623.24	3784.18	3945.12	4104.32	4265.25
	HOURLY	37.8417	39.5924	41.4302	43.2896	45.2905	47.3022	49.3140	51.3039	53.3157
35	ANNUAL	82,352.21	86,174.71	90,042.46	94,204.24	98,388.64	102,573.05	106,712.21	110,896.61	115,311.98
	BI-WEEKLY	3167.39	3314.41	3463.17	3623.24	3784.18	3945.12	4104.32	4265.25	4435.08
	HOURLY	39.5924	41.4302	43.2896	45.2905	47.3022	49.3140	51.3039	53.3157	55.4385

Community College System of NH  
Wage Schedule A180 - 20 Payments (180 Day Academic Staff)  
Effective August 5, 2016

GRADE		STEP 01	STEP 02	STEP 03	STEP 04	STEP 05	STEP 06	STEP 07	STEP 08	STEP 09
01	ANNUAL	21,870.35	22,400.36	22,972.78	23,588.04	24,223.53	24,901.86	25,538.88	26,174.58	26,874.88
	BI-WEEKLY	1093.52	1120.02	1148.64	1179.40	1211.18	1245.09	1276.94	1308.73	1343.74
	HOURLY	16.2003	16.5929	17.0169	17.4726	17.9434	18.4458	18.9177	19.3886	19.9073
02	ANNUAL	22,400.36	22,972.78	23,588.04	24,223.53	24,901.86	25,538.88	26,174.58	26,874.88	27,638.25
	BI-WEEKLY	1120.02	1148.64	1179.40	1211.18	1245.09	1276.94	1308.73	1343.74	1381.91
	HOURLY	16.5929	17.0169	17.4726	17.9434	18.4458	18.9177	19.3886	19.9073	20.4728
03	ANNUAL	22,972.78	23,588.04	24,223.53	24,901.86	25,538.88	26,174.58	26,874.88	27,638.25	29,419.02
	BI-WEEKLY	1148.64	1179.40	1211.18	1245.09	1276.94	1308.73	1343.74	1381.91	1470.95
	HOURLY	17.0169	17.4726	17.9434	18.4458	18.9177	19.3886	19.9073	20.4728	21.7919
04	ANNUAL	23,588.04	24,223.53	24,901.86	25,538.88	26,174.58	26,874.88	27,638.25	29,419.02	30,458.38
	BI-WEEKLY	1179.40	1211.18	1245.09	1276.94	1308.73	1343.74	1381.91	1470.95	1522.92
	HOURLY	17.4726	17.9434	18.4458	18.9177	19.3886	19.9073	20.4728	21.7919	22.5618
05	ANNUAL	24,223.53	24,901.86	25,538.88	26,174.58	26,874.88	27,638.25	29,419.02	30,458.38	31,518.18
	BI-WEEKLY	1211.18	1245.09	1276.94	1308.73	1343.74	1381.91	1470.95	1522.92	1575.91
	HOURLY	17.9434	18.4458	18.9177	19.3886	19.9073	20.4728	21.7919	22.5618	23.3468
06	ANNUAL	24,901.86	25,538.88	26,174.58	26,874.88	27,638.25	29,419.02	30,458.38	31,518.18	32,748.49
	BI-WEEKLY	1245.09	1276.94	1308.73	1343.74	1381.91	1470.95	1522.92	1575.91	1637.42
	HOURLY	18.4458	18.9177	19.3886	19.9073	20.4728	21.7919	22.5618	23.3468	24.2581
07	ANNUAL	25,538.88	26,387.50	27,382.71	28,379.66	29,419.02	30,458.38	31,518.18	32,748.49	33,913.99
	BI-WEEKLY	1276.94	1319.38	1369.14	1418.98	1470.95	1522.92	1575.91	1637.42	1695.70
	HOURLY	18.9177	19.5463	20.2835	21.0220	21.7919	22.5618	23.3468	24.2581	25.1215
08	ANNUAL	26,387.50	27,382.71	28,379.66	29,419.02	30,458.38	31,518.18	32,748.49	33,913.99	35,186.71
	BI-WEEKLY	1319.38	1369.14	1418.98	1470.95	1522.92	1575.91	1637.42	1695.70	1759.34
	HOURLY	19.5463	20.2835	21.0220	21.7919	22.5618	23.3468	24.2581	25.1215	26.0642
09	ANNUAL	27,382.71	28,379.66	29,419.02	30,458.38	31,518.18	32,748.49	33,913.99	35,186.71	36,500.75
	BI-WEEKLY	1369.14	1418.98	1470.95	1522.92	1575.91	1637.42	1695.70	1759.34	1825.04
	HOURLY	20.2835	21.0220	21.7919	22.5618	23.3468	24.2581	25.1215	26.0642	27.0376

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10	ANNUAL	28,379.66	29,419.02	30,458.38	31,518.18	32,748.49	33,913.99	35,186.71	36,500.75	37,901.13
	BI-WEEKLY	1418.98	1470.95	1522.92	1575.91	1637.42	1695.70	1759.34	1825.04	1895.06
	HOURLY	21.0220	21.7919	22.5618	23.3468	24.2581	25.1215	26.0642	27.0376	28.0749
11	ANNUAL	29,419.02	30,458.38	31,518.18	32,748.49	33,913.99	35,186.71	36,500.75	37,901.13	39,511.60
	BI-WEEKLY	1470.95	1522.92	1575.91	1637.42	1695.70	1759.34	1825.04	1895.06	1975.58
	HOURLY	21.7919	22.5618	23.3468	24.2581	25.1215	26.0642	27.0376	28.0749	29.2679
12	ANNUAL	30,458.38	31,518.18	32,748.49	33,913.99	35,186.71	36,500.75	37,901.13	39,511.60	41,060.31
	BI-WEEKLY	1522.92	1575.91	1637.42	1695.70	1759.34	1825.04	1895.06	1975.58	2053.02
	HOURLY	22.5618	23.3468	24.2581	25.1215	26.0642	27.0376	28.0749	29.2679	30.4150
13	ANNUAL	31,518.18	32,748.49	33,913.99	35,186.71	36,500.75	37,901.13	39,511.60	41,060.31	42,755.82
	BI-WEEKLY	1575.91	1637.42	1695.70	1759.34	1825.04	1895.06	1975.58	2053.02	2137.79
	HOURLY	23.3468	24.2581	25.1215	26.0642	27.0376	28.0749	29.2679	30.4150	31.6710
14	ANNUAL	32,748.49	33,913.99	35,186.71	36,500.75	37,901.13	39,511.60	41,060.31	42,755.82	44,430.88
	BI-WEEKLY	1637.42	1695.70	1759.34	1825.04	1895.06	1975.58	2053.02	2137.79	2221.54
	HOURLY	24.2581	25.1215	26.0642	27.0376	28.0749	29.2679	30.4150	31.6710	32.9118
15	ANNUAL	33,913.99	35,292.40	36,648.85	38,069.90	39,511.60	41,060.31	42,755.82	44,430.88	46,276.24
	BI-WEEKLY	1695.70	1764.62	1832.44	1903.49	1975.58	2053.02	2137.79	2221.54	2313.81
	HOURLY	25.1215	26.1425	27.1473	28.1999	29.2679	30.4150	31.6710	32.9118	34.2787
16	ANNUAL	35,292.40	36,648.85	38,069.90	39,511.60	41,060.31	42,755.82	44,430.88	46,276.24	48,078.97
	BI-WEEKLY	1764.62	1832.44	1903.49	1975.58	2053.02	2137.79	2221.54	2313.81	2403.95
	HOURLY	26.1425	27.1473	28.1999	29.2679	30.4150	31.6710	32.9118	34.2787	35.6141
17	ANNUAL	36,648.85	38,069.90	39,511.60	41,060.31	42,755.82	44,430.88	46,276.24	48,078.97	50,030.02
	BI-WEEKLY	1832.44	1903.49	1975.58	2053.02	2137.79	2221.54	2313.81	2403.95	2501.50
	HOURLY	27.1473	28.1999	29.2679	30.4150	31.6710	32.9118	34.2787	35.6141	37.0593
18	ANNUAL	38,069.90	39,511.60	41,060.31	42,755.82	44,430.88	46,276.24	48,078.97	50,030.02	52,064.59
	BI-WEEKLY	1903.49	1975.58	2053.02	2137.79	2221.54	2313.81	2403.95	2501.50	2603.23
	HOURLY	28.1999	29.2679	30.4150	31.6710	32.9118	34.2787	35.6141	37.0593	38.5664



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19	ANNUAL	39,511.60	41,060.31	42,755.82	44,430.88	46,276.24	48,078.97	50,030.02	52,064.59	54,630.69
	BI-WEEKLY	1975.58	2053.02	2137.79	2221.54	2313.81	2403.95	2501.50	2603.23	2731.53
	HOURLY	29.2679	30.4150	31.6710	32.9118	34.2787	35.6141	37.0593	38.5664	40.4672
20	ANNUAL	41,060.31	42,755.82	44,430.88	46,276.24	48,078.97	50,030.02	52,064.59	54,630.69	56,963.43
	BI-WEEKLY	2053.02	2137.79	2221.54	2313.81	2403.95	2501.50	2603.23	2731.53	2848.17
	HOURLY	30.4150	31.6710	32.9118	34.2787	35.6141	37.0593	38.5664	40.4672	42.1951
21	ANNUAL	42,755.82	44,430.88	46,276.24	48,078.97	50,030.02	52,064.59	54,630.69	56,963.43	59,379.68
	BI-WEEKLY	2137.79	2221.54	2313.81	2403.95	2501.50	2603.23	2731.53	2848.17	2968.98
	HOURLY	31.6710	32.9118	34.2787	35.6141	37.0593	38.5664	40.4672	42.1951	43.9849
22	ANNUAL	44,430.88	46,276.24	48,078.97	50,030.02	52,064.59	54,630.69	56,963.43	59,379.68	61,945.78
	BI-WEEKLY	2221.54	2313.81	2403.95	2501.50	2603.23	2731.53	2848.17	2968.98	3097.29
	HOURLY	32.9118	34.2787	35.6141	37.0593	38.5664	40.4672	42.1951	43.9849	45.8858
23	ANNUAL	46,276.24	48,184.67	50,261.86	52,403.65	54,630.69	56,963.43	59,379.68	61,945.78	64,597.14
	BI-WEEKLY	2313.81	2409.23	2513.09	2620.18	2731.53	2848.17	2968.98	3097.29	3229.86
	HOURLY	34.2787	35.6923	37.2310	38.8175	40.4672	42.1951	43.9849	45.8858	47.8497
24	ANNUAL	48,184.67	50,261.86	52,403.65	54,630.69	56,963.43	59,379.68	61,945.78	64,597.14	67,459.67
	BI-WEEKLY	2409.23	2513.09	2620.18	2731.53	2848.17	2968.98	3097.29	3229.86	3372.98
	HOURLY	35.6923	37.2310	38.8175	40.4672	42.1951	43.9849	45.8858	47.8497	49.9701
25	ANNUAL	50,261.86	52,403.65	54,630.69	56,963.43	59,379.68	61,945.78	64,597.14	67,459.67	70,300.45
	BI-WEEKLY	2513.09	2620.18	2731.53	2848.17	2968.98	3097.29	3229.86	3372.98	3515.02
	HOURLY	37.2310	38.8175	40.4672	42.1951	43.9849	45.8858	47.8497	49.9701	52.0744
26	ANNUAL	52,403.65	54,630.69	56,963.43	59,379.68	61,945.78	64,597.14	67,459.67	70,300.45	73,374.37
	BI-WEEKLY	2620.18	2731.53	2848.17	2968.98	3097.29	3229.86	3372.98	3515.02	3668.72
	HOURLY	38.8175	40.4672	42.1951	43.9849	45.8858	47.8497	49.9701	52.0744	54.3514
27	ANNUAL	54,630.69	56,963.43	59,379.68	61,945.78	64,597.14	67,459.67	70,300.45	73,374.37	77,233.85
	BI-WEEKLY	2731.53	2848.17	2968.98	3097.29	3229.86	3372.98	3515.02	3668.72	3861.69
	HOURLY	40.4672	42.1951	43.9849	45.8858	47.8497	49.9701	52.0744	54.3514	57.2103

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28	ANNUAL	56,963.43	59,379.68	61,945.78	64,597.14	67,459.67	70,300.45	73,374.37	77,233.85	80,817.35
	BI-WEEKLY	2848.17	2968.98	3097.29	3229.86	3372.98	3515.02	3668.72	3861.69	4040.87
	HOURLY	42.1951	43.9849	45.8858	47.8497	49.9701	52.0744	54.3514	57.2103	59.8647
29	ANNUAL	59,379.68	61,945.78	64,597.14	67,459.67	70,300.45	73,374.37	77,233.85	80,817.35	84,443.25
	BI-WEEKLY	2968.98	3097.29	3229.86	3372.98	3515.02	3668.72	3861.69	4040.87	4222.16
	HOURLY	43.9849	45.8858	47.8497	49.9701	52.0744	54.3514	57.2103	59.8647	62.5506
30	ANNUAL	61,945.78	64,597.14	67,459.67	70,300.45	73,374.37	77,233.85	80,817.35	84,443.25	88,345.36
	BI-WEEKLY	3097.29	3229.86	3372.98	3515.02	3668.72	3861.69	4040.87	4222.16	4417.27
	HOURLY	45.8858	47.8497	49.9701	52.0744	54.3514	57.2103	59.8647	62.5506	65.4410
31	ANNUAL	64,597.14	67,586.02	70,682.13	73,820.65	77,233.85	80,817.35	84,443.25	88,345.36	92,267.91
	BI-WEEKLY	3229.86	3379.30	3534.11	3691.03	3861.69	4040.87	4222.16	4417.27	4613.40
	HOURLY	47.8497	50.0637	52.3571	54.6820	57.2103	59.8647	62.5506	65.4410	68.3466
32	ANNUAL	67,586.02	70,682.13	73,820.65	77,233.85	80,817.35	84,443.25	88,345.36	92,267.91	96,190.46
	BI-WEEKLY	3379.30	3534.11	3691.03	3861.69	4040.87	4222.16	4417.27	4613.40	4809.52
	HOURLY	50.0637	52.3571	54.6820	57.2103	59.8647	62.5506	65.4410	68.3466	71.2522
33	ANNUAL	70,682.13	73,820.65	77,233.85	80,817.35	84,443.25	88,345.36	92,267.91	96,190.46	100,070.38
	BI-WEEKLY	3534.11	3691.03	3861.69	4040.87	4222.16	4417.27	4613.40	4809.52	5003.52
	HOURLY	52.3571	54.6820	57.2103	59.8647	62.5506	65.4410	68.3466	71.2522	74.1262
34	ANNUAL	73,820.65	77,233.85	80,817.35	84,443.25	88,345.36	92,267.91	96,190.46	100,070.38	103,994.45
	BI-WEEKLY	3691.03	3861.69	4040.87	4222.16	4417.27	4613.40	4809.52	5003.52	5199.72
	HOURLY	54.6820	57.2103	59.8647	62.5506	65.4410	68.3466	71.2522	74.1262	77.0329
35	ANNUAL	77,233.85	80,817.35	84,443.25	88,345.36	92,267.91	96,190.46	100,070.38	103,994.45	108,133.73
	BI-WEEKLY	3861.69	4040.87	4222.16	4417.27	4613.40	4809.52	5003.52	5199.72	5406.69
	HOURLY	57.2103	59.8647	62.5506	65.4410	68.3466	71.2522	74.1262	77.0329	80.0991

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01	ANNUAL	21,870.35	22,400.36	22,972.78	23,588.04	24,223.53	24,901.86	25,538.88	26,174.58	26,874.88
	BI-WEEKLY	841.17	861.55	883.57	907.23	931.67	957.76	982.26	1006.71	1033.65
	HOURLY	16.2003	16.5929	17.0169	17.4726	17.9434	18.4459	18.9177	19.3886	19.9074
02	ANNUAL	22,400.36	22,972.78	23,588.04	24,223.53	24,901.86	25,538.88	26,174.58	26,874.88	27,638.25
	BI-WEEKLY	861.55	883.57	907.23	931.67	957.76	982.26	1006.71	1033.65	1063.01
	HOURLY	16.5929	17.0169	17.4726	17.9434	18.4459	18.9177	19.3886	19.9074	20.4728
03	ANNUAL	22,972.78	23,588.04	24,223.53	24,901.86	25,538.88	26,174.58	26,874.88	27,638.25	29,419.02
	BI-WEEKLY	883.57	907.23	931.67	957.76	982.26	1006.71	1033.65	1063.01	1131.50
	HOURLY	17.0169	17.4726	17.9434	18.4459	18.9177	19.3886	19.9074	20.4728	21.7919
04	ANNUAL	23,588.04	24,223.53	24,901.86	25,538.88	26,174.58	26,874.88	27,638.25	29,419.02	30,458.38
	BI-WEEKLY	907.23	931.67	957.76	982.26	1006.71	1033.65	1063.01	1131.50	1171.48
	HOURLY	17.4726	17.9434	18.4459	18.9177	19.3886	19.9074	20.4728	21.7919	22.5618
05	ANNUAL	24,223.53	24,901.86	25,538.88	26,174.58	26,874.88	27,638.25	29,419.02	30,458.38	31,518.18
	BI-WEEKLY	931.67	957.76	982.26	1006.71	1033.65	1063.01	1131.50	1171.48	1212.24
	HOURLY	17.9434	18.4459	18.9177	19.3886	19.9074	20.4728	21.7919	22.5618	23.3468
06	ANNUAL	24,901.86	25,538.88	26,174.58	26,874.88	27,638.25	29,419.02	30,458.38	31,518.18	32,748.49
	BI-WEEKLY	957.76	982.26	1006.71	1033.65	1063.01	1131.50	1171.48	1212.24	1259.56
	HOURLY	18.4459	18.9177	19.3886	19.9074	20.4728	21.7919	22.5618	23.3468	24.2582
07	ANNUAL	25,538.88	26,387.50	27,382.71	28,379.66	29,419.02	30,458.38	31,518.18	32,748.49	33,913.99
	BI-WEEKLY	982.26	1014.90	1053.18	1091.53	1131.50	1171.48	1212.24	1259.56	1304.38
	HOURLY	18.9177	19.5463	20.2835	21.0220	21.7919	22.5618	23.3468	24.2582	25.1215
08	ANNUAL	26,387.50	27,382.71	28,379.66	29,419.02	30,458.38	31,518.18	32,748.49	33,913.99	35,186.71
	BI-WEEKLY	1014.90	1053.18	1091.53	1131.50	1171.48	1212.24	1259.56	1304.38	1353.33
	HOURLY	19.5463	20.2835	21.0220	21.7919	22.5618	23.3468	24.2582	25.1215	26.0643
09	ANNUAL	27,382.71	28,379.66	29,419.02	30,458.38	31,518.18	32,748.49	33,913.99	35,186.71	36,500.75
	BI-WEEKLY	1053.18	1091.53	1131.50	1171.48	1212.24	1259.56	1304.38	1353.33	1403.87
	HOURLY	20.2835	21.0220	21.7919	22.5618	23.3468	24.2582	25.1215	26.0643	27.0376

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10	ANNUAL	28,379.66	29,419.02	30,458.38	31,518.18	32,748.49	33,913.99	35,186.71	36,500.75	37,901.13
	BI-WEEKLY	1091.53	1131.50	1171.48	1212.24	1259.56	1304.38	1353.33	1403.87	1457.74
	HOURLY	21.0220	21.7919	22.5618	23.3468	24.2582	25.1215	26.0643	27.0376	28.0750
11	ANNUAL	29,419.02	30,458.38	31,518.18	32,748.49	33,913.99	35,186.71	36,500.75	37,901.13	39,511.60
	BI-WEEKLY	1131.50	1171.48	1212.24	1259.56	1304.38	1353.33	1403.87	1457.74	1519.68
	HOURLY	21.7919	22.5618	23.3468	24.2582	25.1215	26.0643	27.0376	28.0750	29.2679
12	ANNUAL	30,458.38	31,518.18	32,748.49	33,913.99	35,186.71	36,500.75	37,901.13	39,511.60	41,060.31
	BI-WEEKLY	1171.48	1212.24	1259.56	1304.38	1353.33	1403.87	1457.74	1519.68	1579.24
	HOURLY	22.5618	23.3468	24.2582	25.1215	26.0643	27.0376	28.0750	29.2679	30.4151
13	ANNUAL	31,518.18	32,748.49	33,913.99	35,186.71	36,500.75	37,901.13	39,511.60	41,060.31	42,755.82
	BI-WEEKLY	1212.24	1259.56	1304.38	1353.33	1403.87	1457.74	1519.68	1579.24	1644.45
	HOURLY	23.3468	24.2582	25.1215	26.0643	27.0376	28.0750	29.2679	30.4151	31.6710
14	ANNUAL	32,748.49	33,913.99	35,186.71	36,500.75	37,901.13	39,511.60	41,060.31	42,755.82	44,430.88
	BI-WEEKLY	1259.56	1304.38	1353.33	1403.87	1457.74	1519.68	1579.24	1644.45	1708.88
	HOURLY	24.2582	25.1215	26.0643	27.0376	28.0750	29.2679	30.4151	31.6710	32.9118
15	ANNUAL	33,913.99	35,292.40	36,648.85	38,069.90	39,511.60	41,060.31	42,755.82	44,430.88	46,276.24
	BI-WEEKLY	1304.38	1357.40	1409.57	1464.23	1519.68	1579.24	1644.45	1708.88	1779.86
	HOURLY	25.1215	26.1426	27.1473	28.2000	29.2679	30.4151	31.6710	32.9118	34.2787
16	ANNUAL	35,292.40	36,648.85	38,069.90	39,511.60	41,060.31	42,755.82	44,430.88	46,276.24	48,078.97
	BI-WEEKLY	1357.40	1409.57	1464.23	1519.68	1579.24	1644.45	1708.88	1779.86	1849.19
	HOURLY	26.1426	27.1473	28.2000	29.2679	30.4151	31.6710	32.9118	34.2787	35.6141
17	ANNUAL	36,648.85	38,069.90	39,511.60	41,060.31	42,755.82	44,430.88	46,276.24	48,078.97	50,030.02
	BI-WEEKLY	1409.57	1464.23	1519.68	1579.24	1644.45	1708.88	1779.86	1849.19	1924.23
	HOURLY	27.1473	28.2000	29.2679	30.4151	31.6710	32.9118	34.2787	35.6141	37.0593
18	ANNUAL	38,069.90	39,511.60	41,060.31	42,755.82	44,430.88	46,276.24	48,078.97	50,030.02	52,064.59
	BI-WEEKLY	1464.23	1519.68	1579.24	1644.45	1708.88	1779.86	1849.19	1924.23	2002.48
	HOURLY	28.2000	29.2679	30.4151	31.6710	32.9118	34.2787	35.6141	37.0593	38.5664

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GRADE		STEP 01	STEP 02	STEP 03	STEP 04	STEP 05	STEP 06	STEP 07	STEP 08	STEP 09
19	ANNUAL	39,511.60	41,060.31	42,755.82	44,430.88	46,276.24	48,078.97	50,030.02	52,064.59	54,630.69
	BI-WEEKLY	1519.68	1579.24	1644.45	1708.88	1779.86	1849.19	1924.23	2002.48	2101.18
	HOURLY	29.2679	30.4151	31.6710	32.9118	34.2787	35.6141	37.0593	38.5664	40.4672
20	ANNUAL	41,060.31	42,755.82	44,430.88	46,276.24	48,078.97	50,030.02	52,064.59	54,630.69	56,963.43
	BI-WEEKLY	1579.24	1644.45	1708.88	1779.86	1849.19	1924.23	2002.48	2101.18	2190.90
	HOURLY	30.4151	31.6710	32.9118	34.2787	35.6141	37.0593	38.5664	40.4672	42.1952
21	ANNUAL	42,755.82	44,430.88	46,276.24	48,078.97	50,030.02	52,064.59	54,630.69	56,963.43	59,379.68
	BI-WEEKLY	1644.45	1708.88	1779.86	1849.19	1924.23	2002.48	2101.18	2190.90	2283.83
	HOURLY	31.6710	32.9118	34.2787	35.6141	37.0593	38.5664	40.4672	42.1952	43.9850
22	ANNUAL	44,430.88	46,276.24	48,078.97	50,030.02	52,064.59	54,630.69	56,963.43	59,379.68	61,945.78
	BI-WEEKLY	1708.88	1779.86	1849.19	1924.23	2002.48	2101.18	2190.90	2283.83	2382.53
	HOURLY	32.9118	34.2787	35.6141	37.0593	38.5664	40.4672	42.1952	43.9850	45.8858
23	ANNUAL	46,276.24	48,184.67	50,261.86	52,403.65	54,630.69	56,963.43	59,379.68	61,945.78	64,597.14
	BI-WEEKLY	1779.86	1853.26	1933.15	2015.52	2101.18	2190.90	2283.83	2382.53	2484.51
	HOURLY	34.2787	35.6924	37.2311	38.8176	40.4672	42.1952	43.9850	45.8858	47.8498
24	ANNUAL	48,184.67	50,261.86	52,403.65	54,630.69	56,963.43	59,379.68	61,945.78	64,597.14	67,459.67
	BI-WEEKLY	1853.26	1933.15	2015.52	2101.18	2190.90	2283.83	2382.53	2484.51	2594.60
	HOURLY	35.6924	37.2311	38.8176	40.4672	42.1952	43.9850	45.8858	47.8498	49.9702
25	ANNUAL	50,261.86	52,403.65	54,630.69	56,963.43	59,379.68	61,945.78	64,597.14	67,459.67	70,300.45
	BI-WEEKLY	1933.15	2015.52	2101.18	2190.90	2283.83	2382.53	2484.51	2594.60	2703.86
	HOURLY	37.2311	38.8176	40.4672	42.1952	43.9850	45.8858	47.8498	49.9702	52.0745
26	ANNUAL	52,403.65	54,630.69	56,963.43	59,379.68	61,945.78	64,597.14	67,459.67	70,300.45	73,374.37
	BI-WEEKLY	2015.52	2101.18	2190.90	2283.83	2382.53	2484.51	2594.60	2703.86	2822.09
	HOURLY	38.8176	40.4672	42.1952	43.9850	45.8858	47.8498	49.9702	52.0745	54.3515
27	ANNUAL	54,630.69	56,963.43	59,379.68	61,945.78	64,597.14	67,459.67	70,300.45	73,374.37	77,233.85
	BI-WEEKLY	2101.18	2190.90	2283.83	2382.53	2484.51	2594.60	2703.86	2822.09	2970.53
	HOURLY	40.4672	42.1952	43.9850	45.8858	47.8498	49.9702	52.0745	54.3515	57.2103

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GRADE		STEP 01	STEP 02	STEP 03	STEP 04	STEP 05	STEP 06	STEP 07	STEP 08	STEP 09
28	ANNUAL	56,963.43	59,379.68	61,945.78	64,597.14	67,459.67	70,300.45	73,374.37	77,233.85	80,817.35
	BI-WEEKLY	2190.90	2283.83	2382.53	2484.51	2594.60	2703.86	2822.09	2970.53	3108.36
	HOURLY	42.1952	43.9850	45.8858	47.8498	49.9702	52.0745	54.3515	57.2103	59.8648
29	ANNUAL	59,379.68	61,945.78	64,597.14	67,459.67	70,300.45	73,374.37	77,233.85	80,817.35	84,443.25
	BI-WEEKLY	2283.83	2382.53	2484.51	2594.60	2703.86	2822.09	2970.53	3108.36	3247.82
	HOURLY	43.9850	45.8858	47.8498	49.9702	52.0745	54.3515	57.2103	59.8648	62.5506
30	ANNUAL	61,945.78	64,597.14	67,459.67	70,300.45	73,374.37	77,233.85	80,817.35	84,443.25	88,345.36
	BI-WEEKLY	2382.53	2484.51	2594.60	2703.86	2822.09	2970.53	3108.36	3247.82	3397.90
	HOURLY	45.8858	47.8498	49.9702	52.0745	54.3515	57.2103	59.8648	62.5506	65.4411
31	ANNUAL	64,597.14	67,586.02	70,682.13	73,820.65	77,233.85	80,817.35	84,443.25	88,345.36	92,267.91
	BI-WEEKLY	2484.51	2599.46	2718.54	2839.26	2970.53	3108.36	3247.82	3397.90	3548.77
	HOURLY	47.8498	50.0638	52.3572	54.6820	57.2103	59.8648	62.5506	65.4411	68.3467
32	ANNUAL	67,586.02	70,682.13	73,820.65	77,233.85	80,817.35	84,443.25	88,345.36	92,267.91	96,190.46
	BI-WEEKLY	2599.46	2718.54	2839.26	2970.53	3108.36	3247.82	3397.90	3548.77	3699.63
	HOURLY	50.0638	52.3572	54.6820	57.2103	59.8648	62.5506	65.4411	68.3467	71.2523
33	ANNUAL	70,682.13	73,820.65	77,233.85	80,817.35	84,443.25	88,345.36	92,267.91	96,190.46	100,070.38
	BI-WEEKLY	2718.54	2839.26	2970.53	3108.36	3247.82	3397.90	3548.77	3699.63	3848.86
	HOURLY	52.3572	54.6820	57.2103	59.8648	62.5506	65.4411	68.3467	71.2523	74.1263
34	ANNUAL	73,820.65	77,233.85	80,817.35	84,443.25	88,345.36	92,267.91	96,190.46	100,070.38	103,994.45
	BI-WEEKLY	2839.26	2970.53	3108.36	3247.82	3397.90	3548.77	3699.63	3848.86	3999.79
	HOURLY	54.6820	57.2103	59.8648	62.5506	65.4411	68.3467	71.2523	74.1263	77.0330
35	ANNUAL	77,233.85	80,817.35	84,443.25	88,345.36	92,267.91	96,190.46	100,070.38	103,994.45	108,133.73
	BI-WEEKLY	2970.53	3108.36	3247.82	3397.90	3548.77	3699.63	3848.86	3999.79	4158.99
	HOURLY	57.2103	59.8648	62.5506	65.4411	68.3467	71.2523	74.1263	77.0330	80.0992

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GRADE		STEP 01	STEP 02	STEP 03	STEP 04	STEP 05	STEP 06	STEP 07	STEP 08	STEP 09
01	ANNUAL	26,141.92	26,777.93	27,464.83	28,203.15	28,965.74	29,779.74	30,544.15	31,307.00	32,147.36
	BI-WEEKLY	1089.25	1115.75	1144.37	1175.13	1206.91	1240.82	1272.67	1304.46	1339.47
	HOURLY	16.1370	16.5296	16.9536	17.4094	17.8801	18.3826	18.8544	19.3253	19.8440
02	ANNUAL	26,777.93	27,464.83	28,203.15	28,965.74	29,779.74	30,544.15	31,307.00	32,147.36	33,063.41
	BI-WEEKLY	1115.75	1144.37	1175.13	1206.91	1240.82	1272.67	1304.46	1339.47	1377.64
	HOURLY	16.5296	16.9536	17.4094	17.8801	18.3826	18.8544	19.3253	19.8440	20.4095
03	ANNUAL	27,464.83	28,203.15	28,965.74	29,779.74	30,544.15	31,307.00	32,147.36	33,063.41	35,200.32
	BI-WEEKLY	1144.37	1175.13	1206.91	1240.82	1272.67	1304.46	1339.47	1377.64	1466.68
	HOURLY	16.9536	17.4094	17.8801	18.3826	18.8544	19.3253	19.8440	20.4095	21.7286
04	ANNUAL	28,203.15	28,965.74	29,779.74	30,544.15	31,307.00	32,147.36	33,063.41	35,200.32	36,447.55
	BI-WEEKLY	1175.13	1206.91	1240.82	1272.67	1304.46	1339.47	1377.64	1466.68	1518.65
	HOURLY	17.4094	17.8801	18.3826	18.8544	19.3253	19.8440	20.4095	21.7286	22.4985
05	ANNUAL	28,965.74	29,779.74	30,544.15	31,307.00	32,147.36	33,063.41	35,200.32	36,447.55	37,719.31
	BI-WEEKLY	1206.91	1240.82	1272.67	1304.46	1339.47	1377.64	1466.68	1518.65	1571.64
	HOURLY	17.8801	18.3826	18.8544	19.3253	19.8440	20.4095	21.7286	22.4985	23.2835
06	ANNUAL	29,779.74	30,544.15	31,307.00	32,147.36	33,063.41	35,200.32	36,447.55	37,719.31	39,195.69
	BI-WEEKLY	1240.82	1272.67	1304.46	1339.47	1377.64	1466.68	1518.65	1571.64	1633.15
	HOURLY	18.3826	18.8544	19.3253	19.8440	20.4095	21.7286	22.4985	23.2835	24.1949
07	ANNUAL	30,544.15	31,562.50	32,756.75	33,953.09	35,200.32	36,447.55	37,719.31	39,195.69	40,594.28
	BI-WEEKLY	1272.67	1315.10	1364.86	1414.71	1466.68	1518.65	1571.64	1633.15	1691.43
	HOURLY	18.8544	19.4830	20.2202	20.9587	21.7286	22.4985	23.2835	24.1949	25.0582
08	ANNUAL	31,562.50	32,756.75	33,953.09	35,200.32	36,447.55	37,719.31	39,195.69	40,594.28	42,121.55
	BI-WEEKLY	1315.10	1364.86	1414.71	1466.68	1518.65	1571.64	1633.15	1691.43	1755.06
	HOURLY	19.4830	20.2202	20.9587	21.7286	22.4985	23.2835	24.1949	25.0582	26.0010
09	ANNUAL	32,756.75	33,953.09	35,200.32	36,447.55	37,719.31	39,195.69	40,594.28	42,121.55	43,698.40
	BI-WEEKLY	1364.86	1414.71	1466.68	1518.65	1571.64	1633.15	1691.43	1755.06	1820.77
	HOURLY	20.2202	20.9587	21.7286	22.4985	23.2835	24.1949	25.0582	26.0010	26.9743

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10	ANNUAL	33,953.09	35,200.32	36,447.55	37,719.31	39,195.69	40,594.28	42,121.55	43,698.40	45,378.86
	BI-WEEKLY	1414.71	1466.68	1518.65	1571.64	1633.15	1691.43	1755.06	1820.77	1890.79
	HOURLY	20.9587	21.7286	22.4985	23.2835	24.1949	25.0582	26.0010	26.9743	28.0116
11	ANNUAL	35,200.32	36,447.55	37,719.31	39,195.69	40,594.28	42,121.55	43,698.40	45,378.86	47,311.42
	BI-WEEKLY	1466.68	1518.65	1571.64	1633.15	1691.43	1755.06	1820.77	1890.79	1971.31
	HOURLY	21.7286	22.4985	23.2835	24.1949	25.0582	26.0010	26.9743	28.0116	29.2046
12	ANNUAL	36,447.55	37,719.31	39,195.69	40,594.28	42,121.55	43,698.40	45,378.86	47,311.42	49,169.87
	BI-WEEKLY	1518.65	1571.64	1633.15	1691.43	1755.06	1820.77	1890.79	1971.31	2048.74
	HOURLY	22.4985	23.2835	24.1949	25.0582	26.0010	26.9743	28.0116	29.2046	30.3518
13	ANNUAL	37,719.31	39,195.69	40,594.28	42,121.55	43,698.40	45,378.86	47,311.42	49,169.87	51,204.48
	BI-WEEKLY	1571.64	1633.15	1691.43	1755.06	1820.77	1890.79	1971.31	2048.74	2133.52
	HOURLY	23.2835	24.1949	25.0582	26.0010	26.9743	28.0116	29.2046	30.3518	31.6077
14	ANNUAL	39,195.69	40,594.28	42,121.55	43,698.40	45,378.86	47,311.42	49,169.87	51,204.48	53,214.56
	BI-WEEKLY	1633.15	1691.43	1755.06	1820.77	1890.79	1971.31	2048.74	2133.52	2217.27
	HOURLY	24.1949	25.0582	26.0010	26.9743	28.0116	29.2046	30.3518	31.6077	32.8485
15	ANNUAL	40,594.28	42,248.38	43,876.13	45,581.38	47,311.42	49,169.87	51,204.48	53,214.56	55,428.99
	BI-WEEKLY	1691.43	1760.35	1828.17	1899.22	1971.31	2048.74	2133.52	2217.27	2309.54
	HOURLY	25.0582	26.0792	27.0840	28.1367	29.2046	30.3518	31.6077	32.8485	34.2154
16	ANNUAL	42,248.38	43,876.13	45,581.38	47,311.42	49,169.87	51,204.48	53,214.56	55,428.99	57,592.26
	BI-WEEKLY	1760.35	1828.17	1899.22	1971.31	2048.74	2133.52	2217.27	2309.54	2399.68
	HOURLY	26.0792	27.0840	28.1367	29.2046	30.3518	31.6077	32.8485	34.2154	35.5508
17	ANNUAL	43,876.13	45,581.38	47,311.42	49,169.87	51,204.48	53,214.56	55,428.99	57,592.26	59,933.53
	BI-WEEKLY	1828.17	1899.22	1971.31	2048.74	2133.52	2217.27	2309.54	2399.68	2497.23
	HOURLY	27.0840	28.1367	29.2046	30.3518	31.6077	32.8485	34.2154	35.5508	36.9960
18	ANNUAL	45,581.38	47,311.42	49,169.87	51,204.48	53,214.56	55,428.99	57,592.26	59,933.53	62,375.01
	BI-WEEKLY	1899.22	1971.31	2048.74	2133.52	2217.27	2309.54	2399.68	2497.23	2598.96
	HOURLY	28.1367	29.2046	30.3518	31.6077	32.8485	34.2154	35.5508	36.9960	38.5031



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19	ANNUAL	47,311.42	49,169.87	51,204.48	53,214.56	55,428.99	57,592.26	59,933.53	62,375.01	65,454.33
	BI-WEEKLY	1971.31	2048.74	2133.52	2217.27	2309.54	2399.68	2497.23	2598.96	2727.26
	HOURLY	29.2046	30.3518	31.6077	32.8485	34.2154	35.5508	36.9960	38.5031	40.4039
20	ANNUAL	49,169.87	51,204.48	53,214.56	55,428.99	57,592.26	59,933.53	62,375.01	65,454.33	68,253.62
	BI-WEEKLY	2048.74	2133.52	2217.27	2309.54	2399.68	2497.23	2598.96	2727.26	2843.90
	HOURLY	30.3518	31.6077	32.8485	34.2154	35.5508	36.9960	38.5031	40.4039	42.1319
21	ANNUAL	51,204.48	53,214.56	55,428.99	57,592.26	59,933.53	62,375.01	65,454.33	68,253.62	71,153.12
	BI-WEEKLY	2133.52	2217.27	2309.54	2399.68	2497.23	2598.96	2727.26	2843.90	2964.71
	HOURLY	31.6077	32.8485	34.2154	35.5508	36.9960	38.5031	40.4039	42.1319	43.9217
22	ANNUAL	53,214.56	55,428.99	57,592.26	59,933.53	62,375.01	65,454.33	68,253.62	71,153.12	74,232.44
	BI-WEEKLY	2217.27	2309.54	2399.68	2497.23	2598.96	2727.26	2843.90	2964.71	3093.02
	HOURLY	32.8485	34.2154	35.5508	36.9960	38.5031	40.4039	42.1319	43.9217	45.8225
23	ANNUAL	55,428.99	57,719.10	60,211.73	62,781.88	65,454.33	68,253.62	71,153.12	74,232.44	77,414.06
	BI-WEEKLY	2309.54	2404.96	2508.82	2615.91	2727.26	2843.90	2964.71	3093.02	3225.59
	HOURLY	34.2154	35.6291	37.1677	38.7542	40.4039	42.1319	43.9217	45.8225	47.7865
24	ANNUAL	57,719.10	60,211.73	62,781.88	65,454.33	68,253.62	71,153.12	74,232.44	77,414.06	80,849.10
	BI-WEEKLY	2404.96	2508.82	2615.91	2727.26	2843.90	2964.71	3093.02	3225.59	3368.71
	HOURLY	35.6291	37.1677	38.7542	40.4039	42.1319	43.9217	45.8225	47.7865	49.9069
25	ANNUAL	60,211.73	62,781.88	65,454.33	68,253.62	71,153.12	74,232.44	77,414.06	80,849.10	84,258.04
	BI-WEEKLY	2508.82	2615.91	2727.26	2843.90	2964.71	3093.02	3225.59	3368.71	3510.75
	HOURLY	37.1677	38.7542	40.4039	42.1319	43.9217	45.8225	47.7865	49.9069	52.0111
26	ANNUAL	62,781.88	65,454.33	68,253.62	71,153.12	74,232.44	77,414.06	80,849.10	84,258.04	87,946.75
	BI-WEEKLY	2615.91	2727.26	2843.90	2964.71	3093.02	3225.59	3368.71	3510.75	3664.45
	HOURLY	38.7542	40.4039	42.1319	43.9217	45.8225	47.7865	49.9069	52.0111	54.2881
27	ANNUAL	65,454.33	68,253.62	71,153.12	74,232.44	77,414.06	80,849.10	84,258.04	87,946.75	92,578.13
	BI-WEEKLY	2727.26	2843.90	2964.71	3093.02	3225.59	3368.71	3510.75	3664.45	3857.42
	HOURLY	40.4039	42.1319	43.9217	45.8225	47.7865	49.9069	52.0111	54.2881	57.1470

Community College System of NH  
Wage Schedule A216 - 24 Payments (216 Day Academic Staff)  
Effective August 5, 2016

GRADE		STEP 01	STEP 02	STEP 03	STEP 04	STEP 05	STEP 06	STEP 07	STEP 08	STEP 09
28	ANNUAL	68,253.62	71,153.12	74,232.44	77,414.06	80,849.10	84,258.04	87,946.75	92,578.13	96,878.32
	BI-WEEKLY	2843.90	2964.71	3093.02	3225.59	3368.71	3510.75	3664.45	3857.42	4036.60
	HOURLY	42.1319	43.9217	45.8225	47.7865	49.9069	52.0111	54.2881	57.1470	59.8014
29	ANNUAL	71,153.12	74,232.44	77,414.06	80,849.10	84,258.04	87,946.75	92,578.13	96,878.32	101,229.40
	BI-WEEKLY	2964.71	3093.02	3225.59	3368.71	3510.75	3664.45	3857.42	4036.60	4217.89
	HOURLY	43.9217	45.8225	47.7865	49.9069	52.0111	54.2881	57.1470	59.8014	62.4873
30	ANNUAL	74,232.44	77,414.06	80,849.10	84,258.04	87,946.75	92,578.13	96,878.32	101,229.40	105,911.93
	BI-WEEKLY	3093.02	3225.59	3368.71	3510.75	3664.45	3857.42	4036.60	4217.89	4413.00
	HOURLY	45.8225	47.7865	49.9069	52.0111	54.2881	57.1470	59.8014	62.4873	65.3777
31	ANNUAL	77,414.06	81,000.73	84,716.06	88,482.28	92,578.13	96,878.32	101,229.40	105,911.93	110,618.99
	BI-WEEKLY	3225.59	3375.03	3529.84	3686.76	3857.42	4036.60	4217.89	4413.00	4609.12
	HOURLY	47.7865	50.0005	52.2939	54.6187	57.1470	59.8014	62.4873	65.3777	68.2833
32	ANNUAL	81,000.73	84,716.06	88,482.28	92,578.13	96,878.32	101,229.40	105,911.93	110,618.99	115,326.05
	BI-WEEKLY	3375.03	3529.84	3686.76	3857.42	4036.60	4217.89	4413.00	4609.12	4805.25
	HOURLY	50.0005	52.2939	54.6187	57.1470	59.8014	62.4873	65.3777	68.2833	71.1889
33	ANNUAL	84,716.06	88,482.28	92,578.13	96,878.32	101,229.40	105,911.93	110,618.99	115,326.05	119,981.96
	BI-WEEKLY	3529.84	3686.76	3857.42	4036.60	4217.89	4413.00	4609.12	4805.25	4999.25
	HOURLY	52.2939	54.6187	57.1470	59.8014	62.4873	65.3777	68.2833	71.1889	74.0629
34	ANNUAL	88,482.28	92,578.13	96,878.32	101,229.40	105,911.93	110,618.99	115,326.05	119,981.96	124,690.84
	BI-WEEKLY	3686.76	3857.42	4036.60	4217.89	4413.00	4609.12	4805.25	4999.25	5195.45
	HOURLY	54.6187	57.1470	59.8014	62.4873	65.3777	68.2833	71.1889	74.0629	76.9697
35	ANNUAL	92,578.13	96,878.32	101,229.40	105,911.93	110,618.99	115,326.05	119,981.96	124,690.84	129,657.98
	BI-WEEKLY	3857.42	4036.60	4217.89	4413.00	4609.12	4805.25	4999.25	5195.45	5402.42
	HOURLY	57.1470	59.8014	62.4873	65.3777	68.2833	71.1889	74.0629	76.9697	80.0358

Community College System of NH  
Wage Schedule A216 - 26 Payments (216 Day Academic Staff)  
Effective August 5, 2016

GRADE		STEP 01	STEP 02	STEP 03	STEP 04	STEP 05	STEP 06	STEP 07	STEP 08	STEP 09
01	ANNUAL	26,141.92	26,777.93	27,464.83	28,203.15	28,965.74	29,779.74	30,544.15	31,307.00	32,147.36
	BI-WEEKLY	1005.46	1029.92	1056.34	1084.74	1114.07	1145.37	1174.78	1204.12	1236.44
	HOURLY	16.1374	16.5300	16.9541	17.4098	17.8806	18.3831	18.8549	19.3258	19.8446
02	ANNUAL	26,777.93	27,464.83	28,203.15	28,965.74	29,779.74	30,544.15	31,307.00	32,147.36	33,063.41
	BI-WEEKLY	1029.92	1056.34	1084.74	1114.07	1145.37	1174.78	1204.12	1236.44	1271.67
	HOURLY	16.5300	16.9541	17.4098	17.8806	18.3831	18.8549	19.3258	19.8446	20.4101
03	ANNUAL	27,464.83	28,203.15	28,965.74	29,779.74	30,544.15	31,307.00	32,147.36	33,063.41	35,200.32
	BI-WEEKLY	1056.34	1084.74	1114.07	1145.37	1174.78	1204.12	1236.44	1271.67	1353.86
	HOURLY	16.9541	17.4098	17.8806	18.3831	18.8549	19.3258	19.8446	20.4101	21.7292
04	ANNUAL	28,203.15	28,965.74	29,779.74	30,544.15	31,307.00	32,147.36	33,063.41	35,200.32	36,447.55
	BI-WEEKLY	1084.74	1114.07	1145.37	1174.78	1204.12	1236.44	1271.67	1353.86	1401.83
	HOURLY	17.4098	17.8806	18.3831	18.8549	19.3258	19.8446	20.4101	21.7292	22.4991
05	ANNUAL	28,965.74	29,779.74	30,544.15	31,307.00	32,147.36	33,063.41	35,200.32	36,447.55	37,719.31
	BI-WEEKLY	1114.07	1145.37	1174.78	1204.12	1236.44	1271.67	1353.86	1401.83	1450.74
	HOURLY	17.8806	18.3831	18.8549	19.3258	19.8446	20.4101	21.7292	22.4991	23.2842
06	ANNUAL	29,779.74	30,544.15	31,307.00	32,147.36	33,063.41	35,200.32	36,447.55	37,719.31	39,195.69
	BI-WEEKLY	1145.37	1174.78	1204.12	1236.44	1271.67	1353.86	1401.83	1450.74	1507.53
	HOURLY	18.3831	18.8549	19.3258	19.8446	20.4101	21.7292	22.4991	23.2842	24.1955
07	ANNUAL	30,544.15	31,562.50	32,756.75	33,953.09	35,200.32	36,447.55	37,719.31	39,195.69	40,594.28
	BI-WEEKLY	1174.78	1213.94	1259.88	1305.89	1353.86	1401.83	1450.74	1507.53	1561.32
	HOURLY	18.8549	19.4836	20.2208	20.9593	21.7292	22.4991	23.2842	24.1955	25.0589
08	ANNUAL	31,562.50	32,756.75	33,953.09	35,200.32	36,447.55	37,719.31	39,195.69	40,594.28	42,121.55
	BI-WEEKLY	1213.94	1259.88	1305.89	1353.86	1401.83	1450.74	1507.53	1561.32	1620.06
	HOURLY	19.4836	20.2208	20.9593	21.7292	22.4991	23.2842	24.1955	25.0589	26.0017
09	ANNUAL	32,756.75	33,953.09	35,200.32	36,447.55	37,719.31	39,195.69	40,594.28	42,121.55	43,698.40
	BI-WEEKLY	1259.88	1305.89	1353.86	1401.83	1450.74	1507.53	1561.32	1620.06	1680.71
	HOURLY	20.2208	20.9593	21.7292	22.4991	23.2842	24.1955	25.0589	26.0017	26.9751

Community College System of NH  
Wage Schedule A216 - 26 Payments (216 Day Academic Staff)  
Effective August 5, 2016

GRADE		STEP 01	STEP 02	STEP 03	STEP 04	STEP 05	STEP 06	STEP 07	STEP 08	STEP 09
10	ANNUAL	33,953.09	35,200.32	36,447.55	37,719.31	39,195.69	40,594.28	42,121.55	43,698.40	45,378.86
	BI-WEEKLY	1305.89	1353.86	1401.83	1450.74	1507.53	1561.32	1620.06	1680.71	1745.34
	HOURLY	20.9593	21.7292	22.4991	23.2842	24.1955	25.0589	26.0017	26.9751	28.0124
11	ANNUAL	35,200.32	36,447.55	37,719.31	39,195.69	40,594.28	42,121.55	43,698.40	45,378.86	47,311.42
	BI-WEEKLY	1353.86	1401.83	1450.74	1507.53	1561.32	1620.06	1680.71	1745.34	1819.67
	HOURLY	21.7292	22.4991	23.2842	24.1955	25.0589	26.0017	26.9751	28.0124	29.2054
12	ANNUAL	36,447.55	37,719.31	39,195.69	40,594.28	42,121.55	43,698.40	45,378.86	47,311.42	49,169.87
	BI-WEEKLY	1401.83	1450.74	1507.53	1561.32	1620.06	1680.71	1745.34	1819.67	1891.15
	HOURLY	22.4991	23.2842	24.1955	25.0589	26.0017	26.9751	28.0124	29.2054	30.3526
13	ANNUAL	37,719.31	39,195.69	40,594.28	42,121.55	43,698.40	45,378.86	47,311.42	49,169.87	51,204.48
	BI-WEEKLY	1450.74	1507.53	1561.32	1620.06	1680.71	1745.34	1819.67	1891.15	1969.40
	HOURLY	23.2842	24.1955	25.0589	26.0017	26.9751	28.0124	29.2054	30.3526	31.6086
14	ANNUAL	39,195.69	40,594.28	42,121.55	43,698.40	45,378.86	47,311.42	49,169.87	51,204.48	53,214.56
	BI-WEEKLY	1507.53	1561.32	1620.06	1680.71	1745.34	1819.67	1891.15	1969.40	2046.71
	HOURLY	24.1955	25.0589	26.0017	26.9751	28.0124	29.2054	30.3526	31.6086	32.8494
15	ANNUAL	40,594.28	42,248.38	43,876.13	45,581.38	47,311.42	49,169.87	51,204.48	53,214.56	55,428.99
	BI-WEEKLY	1561.32	1624.94	1687.54	1753.13	1819.67	1891.15	1969.40	2046.71	2131.88
	HOURLY	25.0589	26.0800	27.0848	28.1374	29.2054	30.3526	31.6086	32.8494	34.2164
16	ANNUAL	42,248.38	43,876.13	45,581.38	47,311.42	49,169.87	51,204.48	53,214.56	55,428.99	57,592.26
	BI-WEEKLY	1624.94	1687.54	1753.13	1819.67	1891.15	1969.40	2046.71	2131.88	2215.09
	HOURLY	26.0800	27.0848	28.1374	29.2054	30.3526	31.6086	32.8494	34.2164	35.5517
17	ANNUAL	43,876.13	45,581.38	47,311.42	49,169.87	51,204.48	53,214.56	55,428.99	57,592.26	59,933.53
	BI-WEEKLY	1687.54	1753.13	1819.67	1891.15	1969.40	2046.71	2131.88	2215.09	2305.14
	HOURLY	27.0848	28.1374	29.2054	30.3526	31.6086	32.8494	34.2164	35.5517	36.9970
18	ANNUAL	45,581.38	47,311.42	49,169.87	51,204.48	53,214.56	55,428.99	57,592.26	59,933.53	62,375.01
	BI-WEEKLY	1753.13	1819.67	1891.15	1969.40	2046.71	2131.88	2215.09	2305.14	2399.04
	HOURLY	28.1374	29.2054	30.3526	31.6086	32.8494	34.2164	35.5517	36.9970	38.5041

Community College System of NH  
Wage Schedule A216 - 26 Payments (216 Day Academic Staff)  
Effective August 5, 2016

GRADE		STEP 01	STEP 02	STEP 03	STEP 04	STEP 05	STEP 06	STEP 07	STEP 08	STEP 09
19	ANNUAL	47,311.42	49,169.87	51,204.48	53,214.56	55,428.99	57,592.26	59,933.53	62,375.01	65,454.33
	BI-WEEKLY	1819.67	1891.15	1969.40	2046.71	2131.88	2215.09	2305.14	2399.04	2517.47
	HOURLY	29.2054	30.3526	31.6086	32.8494	34.2164	35.5517	36.9970	38.5041	40.4050
20	ANNUAL	49,169.87	51,204.48	53,214.56	55,428.99	57,592.26	59,933.53	62,375.01	65,454.33	68,253.62
	BI-WEEKLY	1891.15	1969.40	2046.71	2131.88	2215.09	2305.14	2399.04	2517.47	2625.14
	HOURLY	30.3526	31.6086	32.8494	34.2164	35.5517	36.9970	38.5041	40.4050	42.1330
21	ANNUAL	51,204.48	53,214.56	55,428.99	57,592.26	59,933.53	62,375.01	65,454.33	68,253.62	71,153.12
	BI-WEEKLY	1969.40	2046.71	2131.88	2215.09	2305.14	2399.04	2517.47	2625.14	2736.66
	HOURLY	31.6086	32.8494	34.2164	35.5517	36.9970	38.5041	40.4050	42.1330	43.9229
22	ANNUAL	53,214.56	55,428.99	57,592.26	59,933.53	62,375.01	65,454.33	68,253.62	71,153.12	74,232.44
	BI-WEEKLY	2046.71	2131.88	2215.09	2305.14	2399.04	2517.47	2625.14	2736.66	2855.09
	HOURLY	32.8494	34.2164	35.5517	36.9970	38.5041	40.4050	42.1330	43.9229	45.8237
23	ANNUAL	55,428.99	57,719.10	60,211.73	62,781.88	65,454.33	68,253.62	71,153.12	74,232.44	77,414.06
	BI-WEEKLY	2131.88	2219.97	2315.84	2414.69	2517.47	2625.14	2736.66	2855.09	2977.46
	HOURLY	34.2164	35.6300	37.1687	38.7553	40.4050	42.1330	43.9229	45.8237	47.7878
24	ANNUAL	57,719.10	60,211.73	62,781.88	65,454.33	68,253.62	71,153.12	74,232.44	77,414.06	80,849.10
	BI-WEEKLY	2219.97	2315.84	2414.69	2517.47	2625.14	2736.66	2855.09	2977.46	3109.58
	HOURLY	35.6300	37.1687	38.7553	40.4050	42.1330	43.9229	45.8237	47.7878	49.9082
25	ANNUAL	60,211.73	62,781.88	65,454.33	68,253.62	71,153.12	74,232.44	77,414.06	80,849.10	84,258.04
	BI-WEEKLY	2315.84	2414.69	2517.47	2625.14	2736.66	2855.09	2977.46	3109.58	3240.69
	HOURLY	37.1687	38.7553	40.4050	42.1330	43.9229	45.8237	47.7878	49.9082	52.0125
26	ANNUAL	62,781.88	65,454.33	68,253.62	71,153.12	74,232.44	77,414.06	80,849.10	84,258.04	87,946.75
	BI-WEEKLY	2414.69	2517.47	2625.14	2736.66	2855.09	2977.46	3109.58	3240.69	3382.57
	HOURLY	38.7553	40.4050	42.1330	43.9229	45.8237	47.7878	49.9082	52.0125	54.2896
27	ANNUAL	65,454.33	68,253.62	71,153.12	74,232.44	77,414.06	80,849.10	84,258.04	87,946.75	92,578.13
	BI-WEEKLY	2517.47	2625.14	2736.66	2855.09	2977.46	3109.58	3240.69	3382.57	3560.70
	HOURLY	40.4050	42.1330	43.9229	45.8237	47.7878	49.9082	52.0125	54.2896	57.1485

Community College System of NH  
Wage Schedule A216 - 26 Payments (216 Day Academic Staff)  
Effective August 5, 2016

GRADE		STEP 01	STEP 02	STEP 03	STEP 04	STEP 05	STEP 06	STEP 07	STEP 08	STEP 09
28	ANNUAL	68,253.62	71,153.12	74,232.44	77,414.06	80,849.10	84,258.04	87,946.75	92,578.13	96,878.32
	BI-WEEKLY	2625.14	2736.66	2855.09	2977.46	3109.58	3240.69	3382.57	3560.70	3726.09
	HOURLY	42.1330	43.9229	45.8237	47.7878	49.9082	52.0125	54.2896	57.1485	59.8031
29	ANNUAL	71,153.12	74,232.44	77,414.06	80,849.10	84,258.04	87,946.75	92,578.13	96,878.32	101,229.40
	BI-WEEKLY	2736.66	2855.09	2977.46	3109.58	3240.69	3382.57	3560.70	3726.09	3893.44
	HOURLY	43.9229	45.8237	47.7878	49.9082	52.0125	54.2896	57.1485	59.8031	62.4890
30	ANNUAL	74,232.44	77,414.06	80,849.10	84,258.04	87,946.75	92,578.13	96,878.32	101,229.40	105,911.93
	BI-WEEKLY	2855.09	2977.46	3109.58	3240.69	3382.57	3560.70	3726.09	3893.44	4073.54
	HOURLY	45.8237	47.7878	49.9082	52.0125	54.2896	57.1485	59.8031	62.4890	65.3795
31	ANNUAL	77,414.06	81,000.73	84,716.06	88,482.28	92,578.13	96,878.32	101,229.40	105,911.93	110,618.99
	BI-WEEKLY	2977.46	3115.41	3258.31	3403.16	3560.70	3726.09	3893.44	4073.54	4254.58
	HOURLY	47.7878	50.0018	52.2953	54.6202	57.1485	59.8031	62.4890	65.3795	68.2852
32	ANNUAL	81,000.73	84,716.06	88,482.28	92,578.13	96,878.32	101,229.40	105,911.93	110,618.99	115,326.05
	BI-WEEKLY	3115.41	3258.31	3403.16	3560.70	3726.09	3893.44	4073.54	4254.58	4435.62
	HOURLY	50.0018	52.2953	54.6202	57.1485	59.8031	62.4890	65.3795	68.2852	71.1909
33	ANNUAL	84,716.06	88,482.28	92,578.13	96,878.32	101,229.40	105,911.93	110,618.99	115,326.05	119,981.96
	BI-WEEKLY	3258.31	3403.16	3560.70	3726.09	3893.44	4073.54	4254.58	4435.62	4614.69
	HOURLY	52.2953	54.6202	57.1485	59.8031	62.4890	65.3795	68.2852	71.1909	74.0649
34	ANNUAL	88,482.28	92,578.13	96,878.32	101,229.40	105,911.93	110,618.99	115,326.05	119,981.96	124,690.84
	BI-WEEKLY	3403.16	3560.70	3726.09	3893.44	4073.54	4254.58	4435.62	4614.69	4795.80
	HOURLY	54.6202	57.1485	59.8031	62.4890	65.3795	68.2852	71.1909	74.0649	76.9717
35	ANNUAL	92,578.13	96,878.32	101,229.40	105,911.93	110,618.99	115,326.05	119,981.96	124,690.84	129,657.98
	BI-WEEKLY	3560.70	3726.09	3893.44	4073.54	4254.58	4435.62	4614.69	4795.80	4986.85
	HOURLY	57.1485	59.8031	62.4890	65.3795	68.2852	71.1909	74.0649	76.9717	80.0380

Community College System of NH  
Wage Schedule A234 - 26 Payments (12 Month Academic Staff)  
Effective August 5, 2016

GRADE		STEP 01	STEP 02	STEP 03	STEP 04	STEP 05	STEP 06	STEP 07	STEP 08	STEP 09
01	ANNUAL	28,277.70	28,966.71	29,710.86	30,510.70	31,336.84	32,218.67	33,046.79	33,873.21	34,783.60
	BI-WEEKLY	1087.60	1114.10	1142.73	1173.49	1205.26	1239.18	1271.03	1302.82	1337.83
	HOURLY	16.1127	16.5053	16.9293	17.3850	17.8557	18.3582	18.8301	19.3010	19.8197
02	ANNUAL	28,966.71	29,710.86	30,510.70	31,336.84	32,218.67	33,046.79	33,873.21	34,783.60	35,775.98
	BI-WEEKLY	1114.10	1142.73	1173.49	1205.26	1239.18	1271.03	1302.82	1337.83	1376.00
	HOURLY	16.5053	16.9293	17.3850	17.8557	18.3582	18.8301	19.3010	19.8197	20.3852
03	ANNUAL	29,710.86	30,510.70	31,336.84	32,218.67	33,046.79	33,873.21	34,783.60	35,775.98	38,090.97
	BI-WEEKLY	1142.73	1173.49	1205.26	1239.18	1271.03	1302.82	1337.83	1376.00	1465.04
	HOURLY	16.9293	17.3850	17.8557	18.3582	18.8301	19.3010	19.8197	20.3852	21.7043
04	ANNUAL	30,510.70	31,336.84	32,218.67	33,046.79	33,873.21	34,783.60	35,775.98	38,090.97	39,442.14
	BI-WEEKLY	1173.49	1205.26	1239.18	1271.03	1302.82	1337.83	1376.00	1465.04	1517.01
	HOURLY	17.3850	17.8557	18.3582	18.8301	19.3010	19.8197	20.3852	21.7043	22.4742
05	ANNUAL	31,336.84	32,218.67	33,046.79	33,873.21	34,783.60	35,775.98	38,090.97	39,442.14	40,819.88
	BI-WEEKLY	1205.26	1239.18	1271.03	1302.82	1337.83	1376.00	1465.04	1517.01	1570.00
	HOURLY	17.8557	18.3582	18.8301	19.3010	19.8197	20.3852	21.7043	22.4742	23.2592
06	ANNUAL	32,218.67	33,046.79	33,873.21	34,783.60	35,775.98	38,090.97	39,442.14	40,819.88	42,419.28
	BI-WEEKLY	1239.18	1271.03	1302.82	1337.83	1376.00	1465.04	1517.01	1570.00	1631.51
	HOURLY	18.3582	18.8301	19.3010	19.8197	20.3852	21.7043	22.4742	23.2592	24.1705
07	ANNUAL	33,046.79	34,150.00	35,443.77	36,739.81	38,090.97	39,442.14	40,819.88	42,419.28	43,934.43
	BI-WEEKLY	1271.03	1313.46	1363.22	1413.07	1465.04	1517.01	1570.00	1631.51	1689.79
	HOURLY	18.8301	19.4587	20.1959	20.9344	21.7043	22.4742	23.2592	24.1705	25.0339
08	ANNUAL	34,150.00	35,443.77	36,739.81	38,090.97	39,442.14	40,819.88	42,419.28	43,934.43	45,588.97
	BI-WEEKLY	1313.46	1363.22	1413.07	1465.04	1517.01	1570.00	1631.51	1689.79	1753.42
	HOURLY	19.4587	20.1959	20.9344	21.7043	22.4742	23.2592	24.1705	25.0339	25.9766
09	ANNUAL	35,443.77	36,739.81	38,090.97	39,442.14	40,819.88	42,419.28	43,934.43	45,588.97	47,297.22
	BI-WEEKLY	1363.22	1413.07	1465.04	1517.01	1570.00	1631.51	1689.79	1753.42	1819.12
	HOURLY	20.1959	20.9344	21.7043	22.4742	23.2592	24.1705	25.0339	25.9766	26.9500

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GRADE		STEP 01	STEP 02	STEP 03	STEP 04	STEP 05	STEP 06	STEP 07	STEP 08	STEP 09
10	ANNUAL	36,739.81	38,090.97	39,442.14	40,819.88	42,419.28	43,934.43	45,588.97	47,297.22	49,117.72
	BI-WEEKLY	1413.07	1465.04	1517.01	1570.00	1631.51	1689.79	1753.42	1819.12	1889.14
	HOURLY	20.9344	21.7043	22.4742	23.2592	24.1705	25.0339	25.9766	26.9500	27.9873
11	ANNUAL	38,090.97	39,442.14	40,819.88	42,419.28	43,934.43	45,588.97	47,297.22	49,117.72	51,211.33
	BI-WEEKLY	1465.04	1517.01	1570.00	1631.51	1689.79	1753.42	1819.12	1889.14	1969.67
	HOURLY	21.7043	22.4742	23.2592	24.1705	25.0339	25.9766	26.9500	27.9873	29.1802
12	ANNUAL	39,442.14	40,819.88	42,419.28	43,934.43	45,588.97	47,297.22	49,117.72	51,211.33	53,224.65
	BI-WEEKLY	1517.01	1570.00	1631.51	1689.79	1753.42	1819.12	1889.14	1969.67	2047.10
	HOURLY	22.4742	23.2592	24.1705	25.0339	25.9766	26.9500	27.9873	29.1802	30.3274
13	ANNUAL	40,819.88	42,419.28	43,934.43	45,588.97	47,297.22	49,117.72	51,211.33	53,224.65	55,428.82
	BI-WEEKLY	1570.00	1631.51	1689.79	1753.42	1819.12	1889.14	1969.67	2047.10	2131.88
	HOURLY	23.2592	24.1705	25.0339	25.9766	26.9500	27.9873	29.1802	30.3274	31.5834
14	ANNUAL	42,419.28	43,934.43	45,588.97	47,297.22	49,117.72	51,211.33	53,224.65	55,428.82	57,606.40
	BI-WEEKLY	1631.51	1689.79	1753.42	1819.12	1889.14	1969.67	2047.10	2131.88	2215.63
	HOURLY	24.1705	25.0339	25.9766	26.9500	27.9873	29.1802	30.3274	31.5834	32.8242
15	ANNUAL	43,934.43	45,726.37	47,489.76	49,337.12	51,211.33	53,224.65	55,428.82	57,606.40	60,005.36
	BI-WEEKLY	1689.79	1758.71	1826.53	1897.58	1969.67	2047.10	2131.88	2215.63	2307.90
	HOURLY	25.0339	26.0549	27.0597	28.1123	29.1802	30.3274	31.5834	32.8242	34.1911
16	ANNUAL	45,726.37	47,489.76	49,337.12	51,211.33	53,224.65	55,428.82	57,606.40	60,005.36	62,348.91
	BI-WEEKLY	1758.71	1826.53	1897.58	1969.67	2047.10	2131.88	2215.63	2307.90	2398.04
	HOURLY	26.0549	27.0597	28.1123	29.1802	30.3274	31.5834	32.8242	34.1911	35.5264
17	ANNUAL	47,489.76	49,337.12	51,211.33	53,224.65	55,428.82	57,606.40	60,005.36	62,348.91	64,885.28
	BI-WEEKLY	1826.53	1897.58	1969.67	2047.10	2131.88	2215.63	2307.90	2398.04	2495.59
	HOURLY	27.0597	28.1123	29.1802	30.3274	31.5834	32.8242	34.1911	35.5264	36.9717
18	ANNUAL	49,337.12	51,211.33	53,224.65	55,428.82	57,606.40	60,005.36	62,348.91	64,885.28	67,530.22
	BI-WEEKLY	1897.58	1969.67	2047.10	2131.88	2215.63	2307.90	2398.04	2495.59	2597.32
	HOURLY	28.1123	29.1802	30.3274	31.5834	32.8242	34.1911	35.5264	36.9717	38.4788



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GRADE		STEP 01	STEP 02	STEP 03	STEP 04	STEP 05	STEP 06	STEP 07	STEP 08	STEP 09
19	ANNUAL	51,211.33	53,224.65	55,428.82	57,606.40	60,005.36	62,348.91	64,885.28	67,530.22	70,866.15
	BI-WEEKLY	1969.67	2047.10	2131.88	2215.63	2307.90	2398.04	2495.59	2597.32	2725.62
	HOURLY	29.1802	30.3274	31.5834	32.8242	34.1911	35.5264	36.9717	38.4788	40.3796
20	ANNUAL	53,224.65	55,428.82	57,606.40	60,005.36	62,348.91	64,885.28	67,530.22	70,866.15	73,898.71
	BI-WEEKLY	2047.10	2131.88	2215.63	2307.90	2398.04	2495.59	2597.32	2725.62	2842.26
	HOURLY	30.3274	31.5834	32.8242	34.1911	35.5264	36.9717	38.4788	40.3796	42.1075
21	ANNUAL	55,428.82	57,606.40	60,005.36	62,348.91	64,885.28	67,530.22	70,866.15	73,898.71	77,039.84
	BI-WEEKLY	2131.88	2215.63	2307.90	2398.04	2495.59	2597.32	2725.62	2842.26	2963.07
	HOURLY	31.5834	32.8242	34.1911	35.5264	36.9717	38.4788	40.3796	42.1075	43.8973
22	ANNUAL	57,606.40	60,005.36	62,348.91	64,885.28	67,530.22	70,866.15	73,898.71	77,039.84	80,375.77
	BI-WEEKLY	2215.63	2307.90	2398.04	2495.59	2597.32	2725.62	2842.26	2963.07	3091.38
	HOURLY	32.8242	34.1911	35.5264	36.9717	38.4788	40.3796	42.1075	43.8973	45.7982
23	ANNUAL	60,005.36	62,486.32	65,186.67	67,970.99	70,866.15	73,898.71	77,039.84	80,375.77	83,822.53
	BI-WEEKLY	2307.90	2403.32	2507.18	2614.27	2725.62	2842.26	2963.07	3091.38	3223.94
	HOURLY	34.1911	35.6047	37.1434	38.7299	40.3796	42.1075	43.8973	45.7982	47.7621
24	ANNUAL	62,486.32	65,186.67	67,970.99	70,866.15	73,898.71	77,039.84	80,375.77	83,822.53	87,543.82
	BI-WEEKLY	2403.32	2507.18	2614.27	2725.62	2842.26	2963.07	3091.38	3223.94	3367.07
	HOURLY	35.6047	37.1434	38.7299	40.3796	42.1075	43.8973	45.7982	47.7621	49.8825
25	ANNUAL	65,186.67	67,970.99	70,866.15	73,898.71	77,039.84	80,375.77	83,822.53	87,543.82	91,236.83
	BI-WEEKLY	2507.18	2614.27	2725.62	2842.26	2963.07	3091.38	3223.94	3367.07	3509.11
	HOURLY	37.1434	38.7299	40.3796	42.1075	43.8973	45.7982	47.7621	49.8825	51.9868
26	ANNUAL	67,970.99	70,866.15	73,898.71	77,039.84	80,375.77	83,822.53	87,543.82	91,236.83	95,232.94
	BI-WEEKLY	2614.27	2725.62	2842.26	2963.07	3091.38	3223.94	3367.07	3509.11	3662.81
	HOURLY	38.7299	40.3796	42.1075	43.8973	45.7982	47.7621	49.8825	51.9868	54.2638
27	ANNUAL	70,866.15	73,898.71	77,039.84	80,375.77	83,822.53	87,543.82	91,236.83	95,232.94	100,250.26
	BI-WEEKLY	2725.62	2842.26	2963.07	3091.38	3223.94	3367.07	3509.11	3662.81	3855.78
	HOURLY	40.3796	42.1075	43.8973	45.7982	47.7621	49.8825	51.9868	54.2638	57.1227

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GRADE		STEP 01	STEP 02	STEP 03	STEP 04	STEP 05	STEP 06	STEP 07	STEP 08	STEP 09
28	ANNUAL	73,898.71	77,039.84	80,375.77	83,822.53	87,543.82	91,236.83	95,232.94	100,250.26	104,908.80
	BI-WEEKLY	2842.26	2963.07	3091.38	3223.94	3367.07	3509.11	3662.81	3855.78	4034.95
	HOURLY	42.1075	43.8973	45.7982	47.7621	49.8825	51.9868	54.2638	57.1227	59.7771
29	ANNUAL	77,039.84	80,375.77	83,822.53	87,543.82	91,236.83	95,232.94	100,250.26	104,908.80	109,622.47
	BI-WEEKLY	2963.07	3091.38	3223.94	3367.07	3509.11	3662.81	3855.78	4034.95	4216.25
	HOURLY	43.8973	45.7982	47.7621	49.8825	51.9868	54.2638	57.1227	59.7771	62.4629
30	ANNUAL	80,375.77	83,822.53	87,543.82	91,236.83	95,232.94	100,250.26	104,908.80	109,622.47	114,695.21
	BI-WEEKLY	3091.38	3223.94	3367.07	3509.11	3662.81	3855.78	4034.95	4216.25	4411.35
	HOURLY	45.7982	47.7621	49.8825	51.9868	54.2638	57.1227	59.7771	62.4629	65.3534
31	ANNUAL	83,822.53	87,708.08	91,733.02	95,813.10	100,250.26	104,908.80	109,622.47	114,695.21	119,794.53
	BI-WEEKLY	3223.94	3373.39	3528.19	3685.12	3855.78	4034.95	4216.25	4411.35	4607.48
	HOURLY	47.7621	49.9761	52.2695	54.5944	57.1227	59.7771	62.4629	65.3534	68.2590
32	ANNUAL	87,708.08	91,733.02	95,813.10	100,250.26	104,908.80	109,622.47	114,695.21	119,794.53	124,893.84
	BI-WEEKLY	3373.39	3528.19	3685.12	3855.78	4034.95	4216.25	4411.35	4607.48	4803.61
	HOURLY	49.9761	52.2695	54.5944	57.1227	59.7771	62.4629	65.3534	68.2590	71.1646
33	ANNUAL	91,733.02	95,813.10	100,250.26	104,908.80	109,622.47	114,695.21	119,794.53	124,893.84	129,937.74
	BI-WEEKLY	3528.19	3685.12	3855.78	4034.95	4216.25	4411.35	4607.48	4803.61	4997.61
	HOURLY	52.2695	54.5944	57.1227	59.7771	62.4629	65.3534	68.2590	71.1646	74.0386
34	ANNUAL	95,813.10	100,250.26	104,908.80	109,622.47	114,695.21	119,794.53	124,893.84	129,937.74	135,039.04
	BI-WEEKLY	3685.12	3855.78	4034.95	4216.25	4411.35	4607.48	4803.61	4997.61	5193.81
	HOURLY	54.5944	57.1227	59.7771	62.4629	65.3534	68.2590	71.1646	74.0386	76.9453
35	ANNUAL	100,250.26	104,908.80	109,622.47	114,695.21	119,794.53	124,893.84	129,937.74	135,039.04	140,420.10
	BI-WEEKLY	3855.78	4034.95	4216.25	4411.35	4607.48	4803.61	4997.61	5193.81	5400.77
	HOURLY	57.1227	59.7771	62.4629	65.3534	68.2590	71.1646	74.0386	76.9453	80.0115

## APPENDIX C

### *Memorandum of Understanding Between the Community College System of New Hampshire and The State Employees' Association of New Hampshire, Inc.*

#### **1. Memorandum of Understanding on 11 Month (A216) Positions**

The parties acknowledge CCSNH's intent to eliminate new 11 month appointments paid pursuant to the A216 salary schedules, effective upon the signing of this Agreement. The parties agree that the CCSNH shall retain the 11 month 216 day appointments for those individuals paid pursuant to the A216 salary schedules at the time of the signing of this Agreement. However, pursuant to Article III, Management Rights, of this Agreement the CCSNH reserves the right to modify such appointments based on changes or demands within an institution. In accordance with CCSNH policies and procedures, covered employees assigned to the A216 salary schedules shall be eligible to receive their earnings in twenty-four (24) bi-weekly payments or over a period of twelve months in twenty-six (26) bi-weekly payments. Covered employees assigned to the A216 salary schedules at the signing of this Agreement are as follows:

<u>Institution</u>	<u>Employee</u>	<u>Position #</u>	<u>Classification</u>
Great Bay CC	C. Despres	<b>G1R00035</b>	I/C Counselor I
NHTI	P. Hogan	<b>C1R00123</b>	I/C Counselor II

Date of Last Revision: 09-29-2015

# **Appendix D**

## **CCSNH - Dental Plan Summary**



## Delta Dental PPO & Delta Dental Premier National Networks

This chart represents the level of coverage for services performed by dentists who participate in the Delta Dental PPO and Delta Dental Premier National Networks. Employees and their eligible dependents are free to visit *any* dentist, participating or nonparticipating. Visit our Web site at [www.nedelta.com](http://www.nedelta.com) for an updated list of participating dentists. This chart is provided for summary purposes only; certain benefit limitations may apply. Please refer to your Dental Plan Description (DPD) booklet for complete benefit information. In the event of a conflict or discrepancy between this benefit chart and either the Group Contract or the DPD, the Group Contract or DPD will prevail.

### Community College System of NH Group Number 11000

Diagnostic/Preventive Coverage A	Basic Restorative Coverage B	Major Restorative Coverage C	Orthodontics Coverage D
<b>Deductible:</b> None		<b>Deductible:</b> \$25 Per Person/Calendar Year**	<b>Deductible:</b> None
<b>*Covered at 100%</b>	<b>*Covered at 80%</b>	<b>*Covered at 50%</b>	<b>*Covered at 50%</b>
<b>Diagnostic:</b> Evaluations – twice in a calendar year  <b>X-rays:</b> Complete series or panoramic film, once in a 3-year period; bitewings, twice in a calendar year; x-rays of individual teeth as needed  Oral cancer screening- once in a 12-month period  <b>Preventive:</b> Cleanings – twice in a calendar year  Fluoride once in a calendar year to age 18  Space maintainers to age 16  Sealant application to permanent molar, once in a lifetime per tooth, for children to age 15	<b>Basic Restorative:</b> Amalgam (silver) fillings; Composite (white) fillings (anterior teeth only)  <b>Oral Surgery:</b> Surgical and routine extractions  <b>Endodontics:</b> Root canal therapy  <b>Periodontics:</b> Periodontal cleaning (maintenance procedures)  <i>Note: Only two cleanings are covered in a calendar year. This can be routine, (Preventive) or Periodontal (Basic) but not both.</i>  Treatment of gum disease  Clinical crown lengthening – once per lifetime per site  <b>Denture Repair:</b> Repair of a removable denture to its original condition  Rebase and reline (dentures)  <b>Emergency Palliative Treatment</b>	<b>Major Restorative:</b> Removable and fixed partial dentures (bridge)  Complete dentures  Restorative Crowns  Onlays  **Any expense incurred during the last 3 months of a calendar year which is applied against an individual's deductible will also reduce his/her deductible for the next calendar year.	<b>Orthodontics:</b> Correction of (crooked) teeth for adults and eligible children
<b>Calendar Year Maximum:</b> \$1,500 per person (Coverages A, B, and C combined)			<b>Lifetime Maximum:</b> \$1,500

\*Benefit percentages shown are based upon the actual charge submitted to a maximum of the participating dentist's approved fees, or Northeast Delta Dental's allowance for non-participating dentists.

01-2014

### **Delta Dental Premier Dentist Network**

You'll get the best value from your program when you receive your dental care from a Delta Dental PPO or Delta Dental Premier participating dentist:

▲ **No balance billing:** Because participating dentists accept Delta Dental's approved amount for service, you will normally pay less when you visit a participating dentist.

▲ **No claim forms:** Participating dentists will prepare and submit claim forms for you.

▲ **Direct payment:** Northeast Delta Dental pays the dentist directly, so you don't have to pay the covered amount up-front and wait for a reimbursement check.

To find out if your dentist is part of the Delta Dental Premier or Delta Dental PPO network, call your dentist or visit our web site at [www.nedelta.com](http://www.nedelta.com). Click on Locate a Dentist, then Local or National Dentist Directory. You can also call our Customer Service Department at 1-800-832-5700 or 603-223-1234.

### **Claim Submission Process for Participating Dentists**

▲ Present your ID card to the dentist at the time of your visit.

▲ The dentist will submit your claim to Northeast Delta Dental.

▲ Northeast Delta Dental will send you an Explanation of Benefits (EOB) detailing what has been processed under your program's coverage. You are responsible to pay any remaining balance directly to the dentist.

If you visit a non-participating dentist, you may be requested to bring a claim form that is available by calling Northeast Delta Dental or can be downloaded from [www.nedelta.com](http://www.nedelta.com). Payment will be made to you, the Subscriber, unless the state in which the services are rendered requires that assignments of benefits be honored and Northeast Delta Dental receives written notice of an assignment on the claim form before payment for benefits is made. Payment for treatment performed by a non-participating dentist will be limited to the lesser of the dentist's actual submitted charge or Delta Dental's allowance for non-participating dentists in the geographic area in which services are provided. It will be your responsibility to make full payment to the dentist. When there is not sufficient fee information available for a specific dental procedure, Northeast Delta Dental will determine an appropriate payment amount.



Northeast Delta Dental  
One Delta Drive  
P.O. Box 2002  
Concord, NH 03302-2002  
[www.nedelta.com](http://www.nedelta.com)

### **Predetermination of Benefits**

Northeast Delta Dental strongly encourages predetermination of cases involving costly or extensive treatment plans. Although it's not required, predetermination helps avoid any potential confusion regarding Delta Dental's payment and your financial obligation to the dentist.

### **Coordination of Benefits**

When a covered individual under this program has additional group dental coverage, the COB (Coordination of Benefits) provision described in your Dental Plan Description booklet will determine the sequence and extent of payment. If you have any questions, please contact our Customer Service department at 1-800-832-5700 or, 603-223-1234.

### **Identification Card**

Two identification cards from Delta Dental will be produced and distributed shortly after your enrollment. Both cards are issued in the subscriber's name, but can be used by everyone covered under the program.

### **Dental Plan Description Booklet**

Your employer has posted a Dental Plan Description booklet electronically. The booklet describes the benefits of your program and tells you how to use your plan. Please read it carefully to understand the benefits and provisions of your Northeast Delta Dental program.

### **Who is Eligible**

All eligible employees and their dependents, defined as: Spouse (and their eligible dependents); dependent children to age 26.

### **Guarantee Of Service Excellence<sup>sm</sup> Program**

Northeast Delta Dental is committed to providing extraordinary service to all its customers. We believe that when our people are inspired to pursue excellence in order to achieve a higher level of customer satisfaction, all those who share in Northeast Delta Dental will benefit. To emphasize our commitment, we guarantee seven major areas of service to our clients and reinforce them by our comprehensive group refund policy.

### **Claims Inquiry**

If you have further questions, please contact Northeast Delta Dental's Customer Service department at 1-800-832-5700 or, 603-223-1234. This information should be used only as a guideline for your dental benefits program. For detailed information on your group's terms, conditions, limitations, exclusions and guarantees, please refer to your Dental Plan Description booklet or consult your employer.

## **Appendix E**

### **CCSNH – Medical Insurance Plan Summaries**

#### **Health Insurance:**

a. Effective January 1, 2016, the CCSNH shall make available to all full-time covered employees and their eligible dependents a CDHP Lumenos BlueChoice New England Health Plan; a CDHP Lumenos National PPO Health Plan; and an Access Blue New England Health Maintenance Organization Site of Service (HMO SOS) Plan. The CCSNH shall provide a health reimbursement arrangement (HRA) for the purpose of funding 50% of the general in-network annual deductible costs established for each plan. The Association acknowledges that the medical plan(s) provider shall be chosen by the CCSNH, and that the election by any employee(s) to participate in a plan shall not entitle said employee(s) to any further benefits not expressly provided for by this Agreement. The plan design for the above referenced medical plans shall be described in the Appendix and posted on the CCSNH intranet site.

#### **b. Prescription Drugs:**

1. Effective January 1, 2016 the prescription drug plan shall include the following:

- Mandatory Mail Order for Maintenance Drugs after three (3) retail purchases per prescription, with employee opt-out.
- Mandatory Generic Substitution with DAW 2 (i.e., the only exception is physician ordered “Dispense as Written”)

2. Effective January 1, 2017 the prescription drug plan shall include four tiers (tier 1- generics; tier 2 – preferred brand name; tier 3 – non-preferred brand name drugs; and tier 4 – specialty drugs) with retail copayments set at \$10/\$35/\$50/30% coinsurance to a \$250 maximum.

c. **Health Reimbursement Arrangement:** The CCSNH shall establish a health reimbursement arrangement (HRA) for the purpose of funding 50% of the costs associated with the general in-network annual deductible costs established for each plan. The HRA claims payment process for deductible services shall be administered by a third party administrator selected by the CCSNH. The HRA administrator will process all annual deductible claims and make payment directly to the health care provider for the deductible medical services rendered to the employee or his/her dependent(s) covered under the CCSNH medical plan. Such payment(s) will be directly applied to the employee’s or his/her dependent’s patient account.

d. Married CCSNH full-time employees, who are covered under the CCSNH health insurance plan, shall each be entitled to receive the fitness equipment reimbursement or the health club benefit per calendar year.

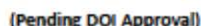
e. A Smoking Cessation Program will be established effective May 1, 2012.

f. Coverage shall be provided for dependents to age twenty-six (26) effective January 1, 2011 unless required earlier by federal law.

g. The Employer shall provide coverage under the health plans consistent with Chapter 321 of the Laws of 2006, and known as Michelle’s Law and codified in RSA 415.

h. **Medical Insurance Buy-Out Program:** The CCSNH shall offer an annual financial incentive, in the form of a cash payment, to full-time covered employees who elect to provide health insurance for themselves and their eligible dependents through a non-CCSNH source.





Underwritten by Matthew Thornton Health Plan, Inc., a wholly owned subsidiary of Anthem. The Lumenos® HRA plan is designed to empower you to take control of your health, as well as the dollars you spend on your health care. This plan gives you the benefits you would receive from a typical health plan, plus health care dollars to help offset your out-of-pocket health expenses.

<p><b>First -</b> Use your HRA to pay for covered services:  <b>Health Reimbursement Account</b>          With the Lumenos HRA, you receive an annual allocation from your employer in your HRA. Funds in your HRA and your Bridge are used to help meet your In Network annual deductible responsibility.</p>	<p><b>HRA Allocation from your employer</b>          \$2,000 individual coverage          \$4,000 family coverage          Unused funds will not roll over year to year.          HRA Allocation may be applied only to In Network services</p>														
<p><b>Plus -</b> To help you stay healthy, use:  <b>Preventive Care</b>          100% coverage for nationally recommended services.</p>	<p><b>Preventive Care</b>          No deductions from the HRA or out-of-pocket costs for you as long as you receive your preventive care from a network provider. If you choose to go to an out-of-network provider, your deductible or traditional health coverage benefits will apply.</p>														
<p><b>Then -</b>  <b>Your Bridge</b>          After you use all of the money in your HRA, you then pay a Bridge amount out of your pocket until you meet your annual deductible responsibility. Your HRA dollars plus your Bridge amount add up to your annual deductible responsibility.</p> <p><b>Health Account + Bridge = Deductible</b></p>	<p><b>Your Bridge</b></p> <table border="0"> <tr> <td><b>In Network</b></td> <td><b>Out of Network</b></td> </tr> <tr> <td colspan="2">You pay the difference between the HRA funds used and your annual deductible responsibility</td> </tr> <tr> <td colspan="2"><b>Annual Deductible Responsibility (Embedded)</b></td> </tr> <tr> <td><b>In Network</b></td> <td><b>Out of Network</b></td> </tr> <tr> <td>\$4,000 individual coverage</td> <td>\$8,000 individual coverage</td> </tr> <tr> <td>\$8,000 family coverage</td> <td>\$16,000 family coverage</td> </tr> <tr> <td colspan="2">In-Network and Out of Network deductibles do not cross accumulate.</td> </tr> </table>	<b>In Network</b>	<b>Out of Network</b>	You pay the difference between the HRA funds used and your annual deductible responsibility		<b>Annual Deductible Responsibility (Embedded)</b>		<b>In Network</b>	<b>Out of Network</b>	\$4,000 individual coverage	\$8,000 individual coverage	\$8,000 family coverage	\$16,000 family coverage	In-Network and Out of Network deductibles do not cross accumulate.	
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<p><b>If needed -</b>  <b>Traditional Health Coverage</b>          Your traditional health coverage begins after you have met your full annual deductible.</p> <p>Total annual deductible must be met before Tiered Rx copays apply</p>	<p><b>Traditional Health Coverage</b>          After you meet your In Network upfront deductible and/or annual deductible, the plan pays:</p> <table border="0"> <tr> <td>100% for network providers</td> <td>70% for out-of-network providers</td> </tr> <tr> <td colspan="2">After you meet your In Network upfront deductible and/or annual deductible, your coinsurance responsibility is:</td> </tr> <tr> <td>0% for network providers</td> <td>30% for out-of-network providers</td> </tr> <tr> <td>Rx: Retail: \$10/\$35/\$50</td> <td>30% for Out of Network providers.</td> </tr> <tr> <td>Mail: \$20/\$70/\$150 per 90 day fill</td> <td>30% for Out of network providers.</td> </tr> </table>	100% for network providers	70% for out-of-network providers	After you meet your In Network upfront deductible and/or annual deductible, your coinsurance responsibility is:		0% for network providers	30% for out-of-network providers	Rx: Retail: \$10/\$35/\$50	30% for Out of Network providers.	Mail: \$20/\$70/\$150 per 90 day fill	30% for Out of network providers.				
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<p><b>Additional protection:</b>          For your protection, the total amount you spend out of your pocket is limited. Once you spend that amount, the plan pays 100% of the cost for covered services for the remainder of the benefit year.</p> <p>Your annual out-of-pocket maximum consists of funds you spend from your HRA, your deductible responsibility and your coinsurance (and copay) amounts, unless otherwise indicated below. When a Member's Out-of-Pocket Limit is satisfied, the Member will not have to pay additional Deductible, Coinsurance or Copayments for the rest of the Benefit Period.</p> <p>When a family Out-of-Pocket Limit is met, no family Member will have to pay additional Deductible, Coinsurance or Copayments for the rest of the Benefit Period. No one Member may contribute more than his or her Out-of-Pocket Limit toward meeting the family Out-of-Pocket Limit. The Out-of-Pocket Limit does not include your premium, amounts over the Maximum Allowed Amount or charges for non-covered services.</p>	<p><b>Annual Out-of-Pocket Maximum</b></p> <table border="0"> <tr> <td><b>Network Providers</b></td> <td><b>Out-of-Network Providers</b></td> </tr> <tr> <td>\$6,850 Individual coverage</td> <td>\$16,000 Individual coverage</td> </tr> <tr> <td>\$13,700 Family coverage</td> <td>\$24,000 Family coverage</td> </tr> </table>	<b>Network Providers</b>	<b>Out-of-Network Providers</b>	\$6,850 Individual coverage	\$16,000 Individual coverage	\$13,700 Family coverage	\$24,000 Family coverage								
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If you have questions, please call toll-free 1-800-870-3122.





## BlueChoice™ New England HRA Lumenos Plan Summary

### Earn More Money for Your Account

What's special about your HRA plan is that you may earn additional funds for your health account with rewards for healthy behaviors.

### Earn Rewards

Members who participate and complete the below programs can earn up to \$650.

Program:	Reward:
• Future Moms for participation and completion	Up to \$200
• Healthy Lifestyles online participation	Up to \$150
• ConditionCare participation and completion.	Up to \$300

### Earn Rewards

Your employer will provide you with additional health care funds in your HRA for the following:

**Future Moms:** Individualized obstetric support for expectant high-risk and non-high-risk mothers. Members can earn up to a \$200 Future Mom's incentive. This includes three milestones: \$100 initial enrollment, \$50 interim, and \$50 postpartum; timing and rules apply.

**Healthy Lifestyles Online:** Each adult family member can earn up to \$150 each year. Members earn a \$50 incentive at each 3,000, 5,000 and 10,000 point milestone. Members can quickly achieve their first milestone of 3,000 points by completing the Well-Being Assessment and setting up their Well-Being Plan.

**Enroll in ConditionCare:** (Incentive \$100) Disease management for prevalent, high-cost conditions (asthma, diabetes, chronic obstructive pulmonary disease, coronary artery disease and heart failure). Each family member can get one incentive per year. In the first year and later years, members must stay qualified to enroll and earn incentives. Members who have more than one health problem will enroll in one combined program — not separate ones for each condition.

**Graduate from ConditionCare:** (Incentive \$200) There's no limit to the number of family members that can graduate and earn the incentive. Each family member can earn one credit per year. In the first year and later years, members must stay qualified to enroll, graduate and earn incentives. Members who have more than one health problem will graduate from one combined program — not separate ones for each condition.

### Summary of Covered Services

#### Preventive Care

Anthem's Lumenos HRA plan covers preventive services recommended by the U.S. Preventive Services Task Force, the American Cancer Society, the Advisory Committee on Immunization Practices and the American Academy of Pediatrics. The Preventive Care benefit includes screening tests, immunizations and counseling services designed to detect and treat medical conditions to help prevent avoidable premature injury, illness and death.

All preventive services received from a network provider are covered at 100%, are not deducted from your HRA and do not apply to your deductible. If you see an out-of-network provider, then your deductible or out-of-network coinsurance responsibility will apply. If you receive any of these services for diagnostic purposes — for example, a colonoscopy when symptoms are present — the appropriate plan deductible and coinsurance will apply and available account dollars may be used to cover costs.

### Summary of Covered Services (Continued)

The following is an overview of the types of preventive services covered:

#### Child Preventive Care

##### Office Visits for preventive services

**Screening Tests** for vision, hearing, and lead exposure. Also includes pelvic exam and Pap test for females who are age 18, or have been sexually active.

##### Immunizations:

Hepatitis A  
Hepatitis B  
Diphtheria, Tetanus, Pertussis (DtaP)  
Varicella (chicken pox)  
Influenza – flu shot  
Pneumococcal Conjugate (pneumonia)  
Human Papilloma Virus (HPV) – cervical cancer  
H. Influenza type b  
Polio  
Measles, Mumps, Rubella (MMR)

#### Adult Preventive Care

##### Office Visits for preventive services

**Screening Tests** for coronary artery disease, colorectal cancer, prostate cancer, diabetes, and osteoporosis. Also includes mammograms, as well as pelvic exams and Pap test.

##### Immunizations:

Hepatitis A  
Hepatitis B  
Diphtheria, Tetanus, Pertussis (DtaP)  
Varicella (chicken pox)  
Influenza – flu shot  
Pneumococcal Conjugate (pneumonia)  
Human Papilloma Virus (HPV) – cervical cancer

\*Included are preventive care services that meet the requirements of federal and state law, including certain screenings, immunizations and physician visits.

#### Medical Care

Anthem's Lumenos HRA plan covers a wide range of medical services to treat an illness or injury. You can use your available HRA funds to pay for these covered services. Once you spend up to your deductible amount shown on Page 1 for covered services, you will have traditional health coverage with the coinsurance listed on Page 1 to help pay for additional covered services.

The following is a summary of covered medical services under Anthem's Lumenos HRA plan:

- Physician Office Visits
- Inpatient Hospital Services
- Outpatient Surgery Services
- Diagnostic X-rays/Lab Tests
- Emergency Hospital Services (in-network coinsurance applies to both in-network and out-of-network)
- Inpatient and Outpatient Mental Health and Substance Abuse Services

- Maternity Care
- Chiropractic Care
- Prescription Drugs
- Home Health Care and Hospice Care
- Physical, Speech, and Occupational Therapy Services
- Durable Medical Equipment



## BlueChoice™ New England HRA Lumenos HRA Plan Summary

### Summary of Covered Services (Continued)

Some covered services may have limitations or other restrictions.\* With Anthem's Lumenos HRA plan, the following services are limited:

Skilled nursing facility services limited to 100 days per member per calendar year.

Home health care services are limited to unlimited days per member per calendar year.

Durable medical equipment benefit is unlimited per member per calendar year including one hearing aid per ear each time a hearing aid prescription changes and prosthetic limbs that replace an arm or leg in whole or in part.

Physical Therapy, Occupational Therapy and Speech Therapy services limited to a combined 60 visits per member per calendar year

Inpatient hospitalizations require authorization

Specific state mandates regarding limitations may apply.

#### Other:

- Fitness Equipment Reimbursement \$200 per full time employee per calendar year OR Health Club Benefit \$450 per full time employee per calendar year. This is a taxable benefit.
- Health Education Reimbursement : \$150 per family per calendar year
- Eyewear benefits: \$100 every two years per family member (Includes eyeglasses (frames and lenses) and contact lenses)

\*For a complete list of exclusions and limitations, please refer to your Certificate of Coverage. Some covered services may require pre-approval.



## BlueChoice™ New England HRA Lumenos HRA Plan Summary

Additional limitations and exclusions may apply. For a complete list of exclusions and limitations, please refer to your Certificate of Coverage. Some covered services may require pre-approval.

Questions regarding which protections of the Affordable Care Act apply and which protections do not apply to a grandfathered health plan and what might cause a plan to change from grandfathered health plan status can be directed to Anthem at the telephone number printed on the back of your member identification card, or contact your group benefits administrator if you do not have an identification card. For ERISA plans, you may also contact the Employee Benefits Security Administration, U.S. Department of Labor at 1-866-444-3272 or [www.dol.gov/ebsa/healthreform](http://www.dol.gov/ebsa/healthreform). This Web site has a table summarizing which protections do and do not apply to grandfathered health plans. For nonfederal governmental plans, you may also contact the U.S. Department of Health and Human Services at [www.healthreform.gov](http://www.healthreform.gov).

Included are preventive care services that meet the requirements of federal and state law, including certain screenings, immunizations and physician visits.

This summary of benefits has been updated to comply with federal and state requirements, including applicable provisions of the recently enacted federal health care reform laws. As we receive additional guidance and clarification on the new health care reform laws from the U.S. Department of Health and Human Services, Department of Labor and Internal Revenue Service, we may be required to make additional changes to this summary of benefits.

**Please note:** This summary is intended to be a brief outline of coverage and is not intended to be a legal contract. The entire provisions of benefits and exclusions are contained in the Group Master Contract, Certificate and Cost Sharing Schedule. In the event of a conflict between the Group Master Contract and this description, the terms of the Group Master Contract will prevail. This summary is for a full year in the Lumenos plan. If you join the plan mid-year or have a qualified change of status, your actual benefit levels may vary.

Additional limitations and exclusions may apply.

Anthem Blue Cross and Blue Shield is the trade name for the following: In Connecticut: Anthem Health Plans, Inc. In Maine: Anthem Health Plans of Maine, Inc. In New Hampshire: Anthem Health Plans of New Hampshire, Inc. Independent licensees of the Blue Cross and Blue Shield Association.

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(Pending DOI Approval)

## Lumenos HRA Plan Summary

The Lumenos® HRA plan is designed to empower you to take control of your health, as well as the dollars you spend on your health care. This plan gives you the benefits you would receive from a typical health plan, plus health care dollars to spend your way. And you'll have access to personalized services and online tools to help you reach your health potential.

### Your Lumenos HRA Plan

#### First - Use your HRA to pay for covered services:

##### Health Reimbursement Account

With the Lumenos Health Reimbursement Account (HRA), you receive an annual allocation from your employer in your HRA. Money in your HRA is used to help meet your annual deductible responsibility.

#### HRA Allocation from your employer

\$2,000 individual coverage  
\$4,000 family coverage

Unused dollars will no roll over from year to year

#### Earn More Money for Your Account

What's special about your HRA plan is that you may earn additional funds for your health account through the Healthy Rewards incentive program.

#### Earn Rewards

Members who participate and complete the below programs can earn up to \$650.

##### Program:

Future Moms for participation and completion	Reward: Up to \$200
Healthy Lifestyles online participation	Up to \$150
ConditionCare participation and completion.	Up to \$300

#### Plus - To help you stay healthy, use:

##### Preventive Care

100% coverage for nationally recommended services.

#### Preventive Care

No deductions from the HRA or out-of-pocket costs for you as long as you receive your preventive care from an in-network provider. If you choose to go to an out-of-network provider your deductible or traditional health coverage benefits will apply.

#### Then -

##### Your Bridge

After you use all of the money in your HRA, you then pay a Bridge amount out of your pocket until you meet your annual deductible responsibility. Your HRA dollars plus your Bridge amount add up to your annual deductible responsibility.

**Health Account + Bridge = Deductible**

#### Bridge

\$2,000 individual coverage  
\$4,000 family coverage

#### Annual Deductible Responsibility

\$4,000 individual coverage  
\$8,000 family coverage

#### If Needed -

##### Traditional Health Coverage

Your Traditional Health Coverage begins after you have paid your Bridge amount.

#### Traditional Health Coverage

After your bridge, the plan pays:

100% for in-network providers	70% for out-of-network providers
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#### Additional Protection

For your protection, the total amount you spend out of your pocket is limited. Once you spend that amount, the plan pays 100% of the cost for covered services for the remainder of the calendar year.

Your annual out-of-pocket maximum consists of funds you spend from your HRA, your deductible responsibility and your coinsurance [and copay] amounts, unless otherwise indicated below. When a Member's Out-of-Pocket Limit is satisfied, the Member will not have to pay additional Deductible, Coinsurance or Copayments for the rest of the Benefit Period.

When a family Out-of-Pocket Limit is met, no family Member will have to pay additional Deductible, Coinsurance or Copayments for the rest of the Benefit Period. No one Member may contribute more than his or her Out-of-Pocket Limit toward meeting the family Out-of-Pocket Limit. The Out-of-Pocket Limit does not include your premium, amounts over the Maximum Allowed Amount or charges for non-covered services.

#### Annual Out-of-Pocket Maximum

##### In-Network Providers

\$4,000 individual coverage  
\$8,000 family coverage

##### Out-of-Network Providers

\$6,000 individual coverage  
\$12,000 family coverage

Your annual out-of-pocket maximum consists of funds you spend from your HRA, your Bridge responsibility and your coinsurance amounts.

If you have questions, please call toll-free 1-888-224-4896.

GHRA696VI (LGHRA43V) NH (01/16)



## Lumenos HRA Plan Summary

### Healthy Rewards Program

Your employer will provide you with additional health care dollars in your HRA for the following:

**Future Moms:** Individualized obstetric support for expectant high-risk and non-high-risk mothers. Members can earn up to a \$200 Future Mom's incentive. This includes three milestones: \$100 initial enrollment, \$50 interim, and \$50 postpartum; timing and rules apply.

**Healthy Lifestyles Online:** Each adult family member can earn up to \$150 each year. Members earn a \$50 incentive at each 3,000, 5,000 and 10,000 point milestone. Members can quickly achieve their first milestone of 3,000 points by completing the Well-Being Assessment and setting up their Well-Being Plan.

**Enroll in ConditionCare:** (Incentive \$100) Disease management for prevalent, high-cost conditions (asthma, diabetes, chronic obstructive pulmonary disease, coronary artery disease and heart failure). Each family member can get one incentive per year. In the first year and later years, members must stay qualified to enroll and earn incentives. Members who have more than one health problem will enroll in one combined program — not separate ones for each condition.

**Graduate from ConditionCare:** (Incentive \$200) There's no limit to the number of family members that can graduate and earn the incentive. Each family member can earn one credit per year. In the first year and later years, members must stay qualified to enroll, graduate and earn incentives. Members who have more than one health problem will graduate from one combined program — not separate ones for each condition.

### Summary of Covered Services

#### Preventive Care

Anthem's Lumenos HRA plan covers preventive services recommended by the U.S. Preventive Services Task Force, the American Cancer Society, the Advisory Committee on Immunization Practices (ACIP) and the American Academy of Pediatrics. The Preventive Care benefit includes screening tests, immunizations and counseling services designed to detect and treat medical conditions to prevent avoidable premature injury, illness and death.

All preventive services received from an in-network provider are covered at 100%, are not deducted from your HRA and do not apply to your deductible. If you see an out-of-network provider, then your deductible or out-of-network coinsurance responsibility will apply.

The following is a list of covered preventive care services:

#### Well Baby and Well Child Preventive Care

**Office Visits** through age 18

**Screening Tests** for vision, hearing, and lead exposure. Also includes pelvic exam, Pap test and contraceptive management for females who are age 18, or have been sexually active.

#### Immunizations:

Hepatitis A  
Hepatitis B  
Diphtheria, Tetanus, Pertussis (DtaP)  
Varicella (chicken pox)  
Influenza – flu shot  
Pneumococcal Conjugate (pneumonia)  
Human Papilloma Virus (HPV) – cervical cancer  
H. Influenza type b  
Polio  
Measles, Mumps, Rubella (MMR)

#### Adult Preventive Care

**Office Visits** after age 18

**Screening Tests** for coronary artery disease, colorectal cancer, prostate cancer, diabetes, and osteoporosis. Also includes mammograms, as well as pelvic exams, Pap test and contraceptive management.

#### Immunizations:

Hepatitis A  
Hepatitis B  
Diphtheria, Tetanus, Pertussis (DtaP)  
Varicella (chicken pox)  
Influenza – flu shot  
Pneumococcal Conjugate (pneumonia)  
Human Papilloma Virus (HPV) – cervical cancer

If you have questions, please call toll-free 1-888-224-4896.

GHRA696VI (LGHRA43V) NH (01/16)



## Lumenos HRA Plan Summary

### Summary of Covered Services (Continued)

#### Medical Care

Anthem's Lumenos HRA plan covers a wide range of medical services to treat an illness or injury. You can use your available HRA funds to pay for these covered services. Once you spend up to your deductible amount for covered services, you will have Traditional Health Coverage available to help pay for additional covered services.

The following is a summary of covered medical services under Anthem's Lumenos HRA plan:

- Physician Office Visits
- Inpatient Hospital Services
- Outpatient Surgery Services
- Diagnostic X-rays/Lab Tests
- Emergency Hospital Services
- Inpatient and Outpatient Mental Health and Substance Abuse Services
- Maternity Care
- Chiropractic Care
- Prescription Drugs
- Home health care and hospice care
- Physical, Speech and Occupational Therapy Services

Some covered services may have limitations or other restrictions. With Anthem's Lumenos HRA plan, the following services may be limited:

- Skilled nursing facility services limited to 100 days per calendar year.
- Home health care services: unlimited days per member per calendar year
- Durable Medical Equipment: unlimited per member per calendar year including one hearing aid per ear each time a hearing aid prescription changes and prosthetic limbs that replace an arm or leg in whole or in part.
- Chiropractic Visits: unlimited per member per calendar year
- Physical Therapy, Occupational Therapy, and Speech Therapy, up to a combined maximum of 60 visits per member per calendar year.
- Nutritional Counseling: Unlimited visits per member per calendar year (in-network benefit only).
- Inpatient hospitalizations require authorizations.
- Your Lumenos HRA plan includes a lifetime maximum of unlimited.

\* For a complete list of exclusions and limitations, please reference your Certificate of Coverage.

#### Other

- Fitness Equipment Reimbursement \$200 per full time employee per calendar year **OR** Health Club Benefit \$450 per full time employee per calendar year. This is a taxable benefit.
- Health Education Reimbursement : \$150 per family per calendar year
- Eyewear benefits: \$100 every two years per family member (Includes eyeglasses (frames and lenses) and contact lenses).

If you have questions, please call toll-free 1-888-224-4896.

GHRA696VI (LGHRA43V) NH (01/16)



## Lumenos HRA Plan Summary

This summary is a brief outline of the benefits and coverage provided under the Lumenos plan. It is not intended to be a complete list of the benefits of the plan. This summary is for a full year in the Lumenos plan. If you join the plan mid-year or have a qualified change of status, your actual benefit levels may vary.

Additional limitations and exclusions may apply.



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If you have questions, please call toll-free 1-888-224-4896.

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## Access Blue New England (pending DOI Approval)

Underwritten by Matthew Thornton Health Plan, Inc., a wholly owned subsidiary of Anthem.

### Summary of Benefits

This is only a brief summary of your coverage. Benefits apply when care is medically necessary. Services are covered up to the Maximum Allowable Benefit (MAB). Network Providers agree to accept the MAB as payment in full.

Service Received	Your Share of the Cost
<b>You do not need a referral from your Primary Care Provider. However, you must receive covered services in the Access Blue Network.</b>	
<b>Preventive Care</b> <ul style="list-style-type: none"> <li>Immunization, lead screening, PSA (prostate screening)</li> <li>Routine physical exams for babies, children and adults, including family planning visits</li> <li>Routine hearing exams</li> </ul> See "Other Services" for additional Preventive Care information	Covered in full
<b>Other Outpatient Care</b> <ul style="list-style-type: none"> <li>Medical exams, injections (including allergy injections), office surgery and anesthesia</li> <li>Surgery and anesthesia in an independent ambulatory surgery center</li> <li>Lab tests furnished by an independent laboratory provider</li> <li>Physical therapy, occupational therapy, or speech therapy-up to 20 visits- per therapy per member, per calendar year</li> <li>Early Childhood Intervention therapy services for children</li> </ul>	\$25 per visit to your PCP \$50 per visit to any Specialist or Network Walk-in-Center  \$125 per admission Covered in full  \$50 per visit  \$25 per visit to your PCP \$50 per visit to any Specialist
Service Received	Your Share of the Cost
<ul style="list-style-type: none"> <li>Lab tests furnished by a hospital facility</li> <li>X-ray, CT Scan, MRI, outpatient facility fees</li> <li>Surgery in the outpatient department of a hospital or in a hospital's ambulatory surgery center</li> </ul>	Subject to:  \$4,000 deductible per member, no more than \$8,000 per family per calendar year
<b>Inpatient Care</b> (as a bed patient in an acute care hospital) <ul style="list-style-type: none"> <li>Semi-private room and board</li> <li>Physician in-hospital care, surgery, delivery, anesthesia, lab, X-ray, CT scan, MRI, medical supplies, medication and physical, occupational and speech therapy</li> </ul>	
<b>Skilled Nursing Facility Care</b> <ul style="list-style-type: none"> <li>Up to 100 inpatient days per member per calendar year</li> </ul> <b>Physical Rehabilitation Facility</b> <ul style="list-style-type: none"> <li>Up to 60 inpatient days per member, per calendar year</li> </ul>	
<b>Durable Medical Equipment (DME)</b> Including one hearing aid per ear each time a hearing aid prescription changes and prosthetic limbs that replace an arm or leg in whole or in part	\$100 DME deductible 20% coinsurance
<b>Other Services</b> <ul style="list-style-type: none"> <li>Routine vision exam --One exam every two years....</li> <li>OB/GYN care (performed by a network OB/GYN provider)               <ul style="list-style-type: none"> <li>Office visit for routine prenatal care.....</li> <li>Exam .....</li> <li>Mammogram and Pap smear .....</li> </ul> </li> <li>Chiropractic visit .....</li> <li>Chiropractic X-ray .....</li> </ul>	Covered in Full  Covered in Full Covered in Full Covered in full \$50 per visit Subject to deductible
<b>Emergency Room (ER) or Urgent Care Facility Visit</b> <ul style="list-style-type: none"> <li>ER charge (the copayment is waived if you are admitted)...</li> <li>Urgent Care facility charge .....</li> <li>ER/Urgent Care physician fee, CT scan, MRI, medical supplies, etc.</li> </ul>	\$250 per visit \$125 per visit Subject to deductible
<b>Ambulance</b> (medically necessary emergency transport only)	Subject to deductible

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Service Received	Your Share of the Cost
<b>Behavioral Health Care (Mental Health and Substance Abuse Care). You do not need a referral from your Primary Care Provider. However, you must receive covered services in the Network.</b>	
<b>Outpatient services</b> <ul style="list-style-type: none"> <li>Mental Health visits --unlimited visits per member, per calendar year</li> <li>Substance Abuse visits (for detoxification or rehabilitation) unlimited visits per member, per calendar year</li> </ul>	\$25 per visit
<b>Inpatient Services (Inpatient care must be authorized in advance by Anthem at 1-800-228-5975.)</b> Mental Health --unlimited inpatient days per member per, per calendar year  Substance Abuse - medically necessary inpatient days for medical detoxification and rehabilitation	Subject to deductible
<b>Out of Pocket Limitations</b>	
<b>Medical Out-of-Pocket Limitation</b> The Out-of-Pocket Limit includes all Deductibles, Coinsurance, and Copayments you pay during a Calendar Year. It does not include your Premium, amounts over the Maximum Allowable Benefit, or charges for non-covered services.	Once the Out-of- Pocket Limit is satisfied, you will not have to pay additional Deductibles, Coinsurance or Copayments for the rest of the Calendar Year. \$6,600 per Member, per Calendar Year \$13,200 per family, per Calendar Year.
<b>Prescription Drugs</b>	
Covered medications and diabetic supplies purchased at a network retail or mail order pharmacy. <b>Prescriptions may be filled up to a 90-day supply.</b> <ul style="list-style-type: none"> <li>You pay one copay per 30-day supply at a retail</li> <li>You pay additional copays for fills that exceed a 30-day supply. Example: you pay three copays per 90-day supply at a retail you pay one copay per 90-day supply at a mail order pharmacy.</li> </ul> <b>Important notes:</b> <ul style="list-style-type: none"> <li>Whenever available, your prescription will be filled generically. If you <b>choose</b> to buy a brand drug, you pay the generic copay, plus the difference in cost between the brand and generic drug.</li> <li>If, <b>due to medical necessity</b>, your physician must prescribe a brand drug, you pay the brand copay.</li> </ul> Refer to your prescription drug program flyer for details.	At Retail (30 day supply): \$10 generic copayment \$35 formulary brand copayment \$50 non-formulary brand  By Mail order (90-day supply): \$20 generic copayment \$70 formulary brand copayment \$150 non-formulary brand copayment
<b>Other</b>	
<ul style="list-style-type: none"> <li>Health Education Reimbursement : \$150 per family per calendar year*</li> <li>Fitness Equipment Reimbursement: \$200 per employee per calendar year <b>OR</b> Health Club Benefit: \$450 per employee per calendar year*</li> <li>Eyewear benefits: \$100 every two years per family member (Includes eyeglasses (frames and lenses) and contact lenses).</li> </ul>	

Pending DOI Approval

<b>Exclusions and Limitations</b>	
<b>The services listed below are not covered by this plan. Complete details on exclusions and limitations are stated in the Subscriber Certificate.</b>	
<ul style="list-style-type: none"> <li>• Any service that is not medically necessary</li> <li>• Any service required by a third party (court ordered services are covered if all of the other terms of the plan are met)</li> <li>• Cosmetic surgery</li> <li>• Custodial or convalescent care</li> <li>• Educational testing and therapy</li> <li>• Experimental and/or investigational services except as required by law for clinical trials</li> <li>• Hospitalization for conditions that are not covered</li> <li>• Human organ transplants other than those listed in the Subscriber Certificate as Covered Services</li> <li>• Miscellaneous devices, materials, and supplies, including, but not limited to, eyeglasses, contact lenses (except after cataract surgery), dentures and support devices for the feet and corrective shoes</li> <li>• Permanent dental restoration, most oral surgery (general anesthesia, hospital or surgical day care facility charges for dental procedures are covered for certain individuals only to the extent required by law)</li> <li>• Personal comfort items</li> <li>• Radial keratotomy or other surgery to correct vision</li> <li>• Routine podiatry</li> <li>• Services covered by government programs to the extent permitted by law</li> <li>• Services for work-related illness or injury</li> <li>• Sex changes</li> <li>• Services, treatments, procedures or programs for weight or appetite control, weight loss, weight management or control of obesity, except for diabetes education, nutrition counseling, and medically necessary surgical and non-surgical services to treat diseases and ailments caused by or resulting from obesity or morbid obesity</li> </ul>	
<b>Anthem Blue Cross and Blue Shield has the right to recover its costs for care of:</b>	
<ul style="list-style-type: none"> <li>• Injuries which are the responsibility of other parties</li> <li>• Services for which another insurance carrier or Medicare is primary</li> </ul>	

This is only a brief summary of your coverage. This summary of benefits is not a contract. It is a general description of the benefits and exclusions of this plan. Complete information about all benefits, limitations and exclusions is in the Subscriber Certificate, which will be mailed to you after you enroll. If you need further information, please call Customer Service at 1-800-870-3122.

# Appendix F

Same Sex Domestic Partner Benefit Eligibility shall be eliminated effective July 1, 2014.

A benefits-eligible employee may obtain benefits for their same sex domestic partner and their eligible dependents. Eligibility for same sex partner domestic partner coverage requires the filing of a complete and authorized “Affidavit of Same Sex Domestic Partnership.” Such documents must be filed with the CCSNH Human Resources Office. The Affidavit of Same Sex Domestic Partnership requires that the employee and the employee’s same sex domestic partner attest to the following:

1. The partners are of the same gender, are at least 18 years of age, and are mentally competent to consent to contract;
2. The parties are each other’s sole same sex domestic partner, responsible for each other’s common welfare and financial obligations;
3. Neither party is legally recognized as being married to another person or the common law spouse of another person in the State of New Hampshire, nor are the partners related by blood to a degree that would prohibit marriage in the State of New Hampshire;
4. The domestic partnership has been in existence for the past six (6) consecutive months prior to filing the Affidavit of Same Sex Domestic Partnership;
5. The employee and his/her same-sex domestic partner share a residence; and
6. One of the following four (4) conditions must exist for the partnership (the CCSNH employee may be asked to produce confirming documentation):
  - a. The parties have one of the following arrangements:
    - i. Joint ownership of a motor vehicle
    - ii. Joint bank account(s)
    - iii. Joint credit card account(s)
    - iv. Lease for a residence identifying both parties as tenants
    - v. Joint mortgage or ownership of residence.
  - b. The employee has designated the same sex domestic partner as:
    - i. A beneficiary of the employee’s life insurance coverage; or
    - ii. A beneficiary for the death benefit payable from the employee’s state retirement annuity; or
    - iii. A primary beneficiary in his/her will or trust
  - c. The parties have executed a “relationship contract” which obligates each of the parties to provide support for the other and provides, in the event of termination of the domestic partnership, for a substantially equal division of any property acquired during the relationship.
  - d. Proof of a legally issued and recognized civil marriage or civil union<sup>1</sup>.

<sup>1</sup> Civil marriage is the legal term currently used in New Hampshire to designate a marriage between same-sex parties pursuant to NH RSA 457. Civil union refers to any civil "marriage-equivalent" relationship between same-sex partners that is legally contracted outside of New Hampshire, by whatever name designated. Civil union and marriage are not intended to include common law marriage, even if such relationship is recognized by law in the jurisdiction of the employee's residence.

# **Appendix G**

## **Bonus Leave Earned Prior to July 1, 1995**

G.1 Bonus Leave Earned Prior to July 1, 1995: CCSNH employees, who possess a balance of bonus leave earned prior to July 1, 1995 shall be eligible to retain said balances of bonus leave in addition to any other forms of leave provided in this Agreement. Use of such earned bonus leave shall be administered in accordance with the Article 20 of this Agreement.

A covered employee who resigns, retires, or is dismissed shall receive a sum equal to the number of days of bonus leave earned prior to July 1, 1995 remaining to his/her credit, provided that any or all amounts may be applied to offset any amounts owed to the CCSNH by the employee. In the event of death, a sum equal to the number of days of said bonus leave remaining shall be paid to the employee's estate.

# Appendix H

*Memorandum of Understanding  
Between the Community College System of New Hampshire and  
The State Employees' Association of New Hampshire, Inc., SEIU Local 1984*

*Medical and Dental Insurance Coverage for Married CCSNH Employees*

The parties agree that Article 16, Section 16.2, of the said CBA shall be interpreted and enforced in the following way with respect to married couples, both of whom are benefit eligible employees of the CCSNH, when they elect to be covered by the CCSNH health and dental insurance plan(s) under section 16.2.1 and 16.2.2.

Marriage is the legally recognized union of two people. The CCSNH recognizes marriages legally contracted in or outside of the State of New Hampshire in accordance with NH RSA 457, as amended. Pursuant to NH RSA 457 civil marriage is the legal term to designate a marriage between same-sex parties. Civil union refers to any civil "marriage-equivalent" relationship between same-sex partners that is legally contracted outside of New Hampshire, by whatever name designated. Civil union and marriage are not intended to include common law marriage or domestic partner relationships, even if such relationship is recognized by law in the jurisdiction of the employee's residence.

1. For married couples with no dependents: the individuals may jointly elect one 2-Person Plan, or they may separately elect two 1-Person (Employee Only) Plans.
2. For married couples with one dependent: the individuals may jointly elect one Family Plan, or they may separately elect one 1-Person (Employee Only) Plan and one 2-Person Plan.
3. For married couples with two or more dependents: the individuals may jointly elect one Family Plan, or they may separately elect one 1-Person (Employee Only) Plan and one Family Plan.
4. No CCSNH employee or dependent will be covered by more than one health or dental insurance plan.

# Appendix I

## ***Contract Modification Agreement Between the Community College System of New Hampshire and the State Employees’ Association of New Hampshire, Inc., SEIU Local 1984***

The Community College System of New Hampshire (“CCSNH”) and State Employees’ Association of New Hampshire, Inc., SEIU Local 1984 (“SEA”) on behalf of the full-time and part-time staff, enter this Agreement related to health insurance benefits the CCSNH provides to its employees who are bargaining unit members represented by the SEA.

WHEREAS, the CCSNH and the SEA are parties to a Collective Bargaining Agreement (“CBA”) effective August 15, 2013 to June 30, 2015; and

WHEREAS, the CCSNH and SEA are engaged in subsequent collective bargaining negotiations regarding a successor agreement to the CBA, but have not yet completed these negotiations; and

WHEREAS, the CBA contains a clause, Section 40.2, that mandates that all provisions of the CBA remain in full effect until the conclusion of any renegotiation of the CBA; and

WHEREAS, the parties have agreed to modify Article 17.2.1 of the existing CBA related to health insurance coverage so that changes in health insurance can be implemented effective January 1, 2016, even though a successor CBA has not yet been fully resolved between the parties;

NOW, THEREFORE, in consideration of the mutual agreements contained herein and other good and valid consideration that the parties hereby acknowledge, the parties agree as follows:

- Article 17.2.1, Health Insurance, of the 2013-2015 CBA between CCSNH and SEA will be modified as follows:

<b><i>Effective January 1, 2016 – The CCSNH shall make available a CDHP Lumenos BlueChoice New England Health Plan with (1) General In-Network Deductibles at \$4000(Individual)/\$8000(Family); (2) a HRA funded at 50% by CCSNH (\$2000/\$4000); (3) Rx \$10/\$35/\$50 copay for retail (30 day fill) that applies after deductibles are met; &amp; (4) 100% Preventive Care coverage for nationally recommended services. Note: Plan is Embedded &amp; referred to as “POS HDHP - #NS BHRA1212VF.”</i></b>	<b><i>Effective January 1, 2016, CCSNH shall make available a CDHP Lumenos National PPO Health Plan with (1) General In-Network Deductibles at \$4000 (Individual)/\$8000(Family) &amp; (2) HRA funded at 50% by CCSNH (\$2000/\$4000) &amp; (3) 100% Preventive Care coverage for nationally recommended services. Rx on this plan goes towards deductible. Note: Plan is Embedded &amp; referred to as “PPO HDHP Lumenos with HRA - #NS GHRA696VI.”</i></b>	<b><i>Effective January 1, 2016, CCSNH shall make available a HMO Site of Service (SOS) Health Plan with (1) Office Copays set at \$25 for primary care and \$50 for specialty care; (2) laboratory services at an independent facility covered at 100% (3) General In-Network Deductibles at \$4000 (Individual)/\$8000 (Family); (4) HRA funded at 50% by CCSNH(\$2000/\$4000); (5) 100% Preventive Care coverage for nationally recommended services; &amp; (6) Rx at \$10/\$35/\$50 for retail 30 day fill. Note: Plan is Embedded &amp; referred to as “HMO SOS, #NS ABVP211VJ: SOS</i></b>
<b><i>Employee Contribution to Medical Plan for 2016 Plan Year</i></b>	<b><i>Employee Contribution to Medical Plan for 2016 Plan Year</i></b>	<b><i>Employee Contribution to Medical Plan for 2016 Plan Year</i></b>

<b><i>Employee Only (Single) Plan</i></b> \$35.00/pay period for 26 pay periods	<b><i>Employee Only (Single Plan)</i></b> The employee shall contribute \$35.00/pay period calculated based on 26 pay periods <u>plus</u> the amount of the premium difference between the PPO HDHP Plan and the POS HDHP Plan calculated based on 26 pay periods.	<b><i>Employee Only (Single Plan)</i></b> The employee shall contribute \$35.00/pay period calculated based on 26 pay periods.
<b><i>Family – 2 Persons Covered</i></b> \$57.00/pay period for 26 pay periods	<b><i>Family - 2 Persons Covered</i></b> The employee shall contribute \$57.00/pay period calculated based on 26 pay periods <u>plus</u> the amount of the premium difference between the PPO HDHP Plan and the POS HDHP Plan calculated based on 26 pay periods.	<b><i>Family - 2 Persons Covered</i></b> The employee shall contribute \$57.00/pay period calculated based on 26 pay periods
<b><i>Family – 3 + Persons Covered</i></b> \$73.00/pay period for 26 pay periods	<b><i>Family – 3 + Persons Covered</i></b> The employee shall contribute \$73.00/pay period calculated based on 26 pay periods <u>plus</u> the amount of the premium difference between the PPO HDHP Plan and the POS HDHP Plan calculated based on 26 pay periods.	<b><i>Family – 3 + Persons Covered</i></b> The employee shall contribute \$73.00/pay period calculated based on 26 pay periods.


2. In addition, the prescription drug plan shall be amended effective January 1, 2016 to include the following:


- Mandatory Mail Order for Maintenance Drugs after three (3) retail purchases per prescription, with employee opt-out.
- Mandatory Generic Substitution with DAW 2 (i.e., the only exception is physician ordered “Dispense as Written”)

3. In consideration of the foregoing, the CCSNH agrees that it will make the following payments:

- CCSNH agrees to a one-time, non-base payment of \$750.00 to all full-time covered CCSNH employees to be paid on January 8, 2016, the first pay date in January. This payment will be processed as a wage payment and will be subject to state and federal withholding.
- CCSNH agrees to add \$500.00 to base pay effective April 1, 2016. CCSNH Wage/Salary Schedules contained in Appendix B of the 2013 -2015 Agreement shall be recalculated to reflect this wage adjustment. Each covered employee shall be paid in accordance with the salary schedules contained in Appendix B of this Agreement.

4. Nothing in this Contract Modification Agreement is intended to, nor shall it, relieve either party of its obligation to continue bargaining in good faith regarding agreement on a successor CBA.

  
For the SEA  
Date: 11/4/15

  
For the CCSNH  
Date: 11-4-2015