



THE STATE OF NEW HAMPSHIRE
INSURANCE DEPARTMENT

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21 SOUTH FRUIT STREET SUITE 14
CONCORD, NEW HAMPSHIRE 03301

Roger A. Sevigny
Commissioner

Alexander K. Feldvebel
Deputy Commissioner

February 25, 2015

Her Excellency, Governor Margaret Wood Hassan
And the Honorable Council
State House
Concord, New Hampshire 03301

REQUESTED ACTION

The New Hampshire Insurance Department requests authorization to enter into an Educational Tuition Agreement and to pay costs not to exceed \$1,250.

INSTITUTION: College for America at Southern New Hampshire University

COURSES: **24 Completed Projects**
April 1, 2015 to October 1, 2015

EMPLOYEE: Marlene Sawicki
Research Assistant

DISTRIBUTION CODE: Funds to be encumbered from the following account:
02-24-24-24010-25200000-066-500544
Employee Training / Educational Training (Tuition)

TOTAL TUITION COST: \$1,250

STATE SHARE: \$1,250-Agency Income

SOURCE OF FUNDS: Insurance Department Administrative Assessment

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Page 2

EXPLANATION

College for America at Southern New Hampshire University has partnered with the State of New Hampshire to provide state employees with low-cost, competency-based associate and bachelor degree programs. The employee is required to complete competency based projects each semester that are tied to specific goals (attached) to earn either an Associate's Degree in General Studies or a Bachelor's Degree in Communications with a concentration in Healthcare Management.

This employee was hired by the Department as a Program Assistant II on May 14, 2012 and was promoted to a Research Assistant on January 25, 2013. In her current role, she provides research assistance and administrative support to the Consumer and Compliance Units for the New Hampshire Insurance Department. The employee will initially be pursuing an Associate's Degree in General Studies. Further development of the employee's communication skills and knowledge of management practices will build upon the employee's competency in interfacing with insurance carriers, interagency personnel and in the employee's ability to independently direct health care issues referred to the Department to the appropriate personnel. Successful completion of the program will add to the overall strength of the Department to perform its mission to the residents of New Hampshire.

The employee will be completing projects on her own personal time. A fully executed tuition agreement is attached.

Respectfully submitted,



Alexander K. Feldvebel
Deputy Commissioner

Three credits are earned with the mastery of each Goal. The tables that follow demonstrate which Cfa Goals are equivalent to which Southern New Hampshire University courses.

AA in General Studies

Cfa Goal Name	SNHU Course Name	Course Number
Leverage Business Tools	Introduction to Business	OL 110
Establish a Professional Presence	Business Communication	ENG 220
Investigate Business Ethics	Introduction to Ethics	PHL 212
Access Information	College Composition II	ENG 121
Build Teamwork Through Marketing	Introduction to Marketing	MKT 113
Manage People	Human Relations in Administration	OL 125
Analyze Data	Macroeconomics	ECO 202
Develop a Budget	Personal Financial Planning	FIN 250
Examine Ethical Perspectives	Introduction to Philosophy	PHL 210
Apply Economic Theories	Microeconomics	ECO 201
Confront Culture	Introduction to Cultural Anthropology	ATH 111
Experiment with Psychology	Research II Scientific Investigation	PSY 224
Evaluate Popular Psychology	Introduction to Psychology	PSY 108
Explore Writing	World Literature I: Foundations of Culture	LIT 201
Consider the Environment	Environmental Science	ENV 101
Decode Media	Language/Practice of Media Art	COM 128
Chart the Evolution of Media	Introduction to Mass Communication	COM 126
Plan for Success	Success Strategies for Online	SNHU 107
Experience Art	Introduction to Humanities I	FAS 201
Solve Problems	Principles of Management	OL 215



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STATE OF NEW HAMPSHIRE

EDUCATIONAL TUITION AGREEMENT
COLLEGE FOR AMERICA

AGREEMENT dated this 25th day of February 2015 by and through the New Hampshire Insurance Department (hereinafter referred to as the "State") and, Marlene Sawicki (hereinafter referred to as the "Recipient")

The State and the Recipient do hereby mutually agree as follows:

1. The State shall pay "per approval by Governor and Council" to the College for America the sum \$1,250 which monies shall be used for the sole purpose of enrolling the Recipient in a program for 24 projects to be earned within a 6 (six) month term being offered by College for America. The 6 month term shall commence on April 1, 2015 and will terminate on October 1, 2015.
2. The Recipient shall complete assigned projects in the 6 month term listed in paragraph 1.
3. Recipients enrolled in College for America shall provide documentation supporting projects completed per 6 month term.
4. Should the Recipient fail to complete any project during the 6 month term in paragraph 1, the Recipient shall pay to the State the sum set forth in paragraph 1, within 60 days from the date the term was to terminate, provided, however, that if more than one project was completed during the 6 month term, listed in paragraph 1, the amount which shall be paid to the State shall be calculated on a pro rata basis.
5. Upon the satisfactory completion of the 6 month term named in paragraph 1, the Recipient shall continue in the employ of the State in his/her current position (or in such other position, at equal or greater compensation, to which he/she may be assigned) for the period of twelve (12) months.
6. Should the Recipient breach any of the conditions set forth in paragraphs 3 and 4, the Recipient shall pay to the State a sum equal to all monies previously paid by the State for the Recipient pursuant to this Agreement, provided, however, that the Recipient shall receive a credit for each month in which he/she is employed by the State subsequent to the date upon which the named course(s) are satisfactorily completed, the value of said credit to be calculated on a pro rata basis.

IN WITNESS WHEREOF the representatives of the State, in his/her official capacity only, and without personal liability, and the Recipient, have hereunto set their hand on the date first above written.

RECIPIENT

THE STATE OF NEW HAMPSHIRE

Marlene M. Sawicki
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BY: Alexander K. Folsom
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STATE OF NEW HAMPSHIRE
COUNTY OF MERRIMACK

On this the 23rd day of, February, 2015
before me, Sarah Prescott, the undersigned officer,
personally appeared, Marlene M. Sawicki, known to me (or
satisfactorily proven) to be the person whose name is subscribed to the within instrument and
acknowledged that she/he executed the same for the purposes herein contained.

In witness whereof, I hereunto set my hand and official seal



(Signature of notarial officer)

SARAH K. PRESCOTT, Notary Public
My Commission Expires June 23, 2015

(Seal if any)

Notary Public
~~Justice of the Peace~~, State of New Hampshire
My commission expires June 23, 2015