



# Northern Essex Community College

## Finance Committee Minutes

Student Center, PDR, Room SC 214, November 18, 2015

**Attendees:** D. Bertolino, R. Correia-Branco, R. Haskell, T. Gorczyca, E. Hemes-Johnson, D. Lambropoulos, S. Lancaster, P. Machado, A. Morse, L. Nadeau, R. Silva, W. Zannini, , L. Buckley

**Guest:** Bill Heineman

Chair Andy Morse called the meeting to order at 2:00 pm. The Oct. 21<sup>th</sup> and Nov. 4<sup>th</sup> minutes were approved. Bill Heineman discussed the following topics concerning enrollment:

### **Local High Schools:**

There is a constant presence in the Lawrence and Methuen High Schools every week, with a growing number of applications being submitted from the Lawrence High School students.

### **Adult Learners:**

An additional outreach to employers, aimed at adult students over 25, is ongoing but quite challenging, since the enrollment of adult students decreases when the economy improves. The college is working on a flexible online course initiative, finding partnerships with other organizations that serve that population group. Competency-based education is the other major initiative involving adults accelerating to a degree. Next fall computer information science certificates and some art courses will be offered through that method.

### **International Students:**

Noemi Custodia-Lora is working with students from the Dominican Republic. International students bring a different perspective to the college and pay a much higher amount than other students. The development of housing in Lawrence for International students is being researched.

### **Marketing:**

We are modernizing ways to recruit and market to prospective students using technology that can track different types of student outreaching methods, thereby allowing us to drop ineffective marketing techniques.

### **New Programs:**

Next fall the college will offer a Community Healthworker Certificate program in collaboration with several health organizations in Lowell. These students may then participate in an Associate degree in Public Health, leading to a Public Health Bachelor's degree that Regis is going to start offering in Lawrence.

In January, we are hoping to begin our Automotive Certificate in collaboration with the Greater Lawrence Technical School. A new option also at Greater Lawrence will be our Engineering program beginning with Advanced Manufacturing. These programs are aimed at enlarging our small male population.

The most widespread program the college has at the present time is the General Studies Health Specialization program with over 1000 enrollees (one seventh of our students).

Although our enrollment number continue to drop significantly, down 11% (811 fewer students) from our 2010 peak enrollment year, the college is not as bad as many others, comparatively speaking. Of the other 14 community colleges, 9 are worse off, and 5 are better off.

### **Other Concerns Discussed:**

- 65% goal of full-time teachers – Following our new strategic plan in January, we will debate whether we should focus on full-time faculty in the budget at the expense of other things, such as part-time faculty. A team of 4 to 5 people from the Committee can investigate how the college is measuring success of full-time faculty.
- Grant money opportunities, for conference travel expenses only, seem to be uncommon.
- Enforcement of Code of Conduct Hearings and Title IX issues will involve much time and effort.
- A report of the number of Full Time Faculty and Administrative employees is needed for future discussion.
- Long-term plans for Riverwalk – will be used for swing space for renovations during three-year lease.
- Necessity to buy software applications with reporting capabilities or obtain quote from IT to do this.

Respectfully submitted by Linda Buckley

Dec. 1, 2015