



**Finance Committee Meeting Minutes
Room SC203, Haverhill Campus, April 17, 2019**

Attendees: S. Acevedo, E. Colstad, B. Donovan, T. Gorczyca, D. Keating, P. Machado, C. Nuncio, A. Morse, J. Zubrow, L. Buckley
Guests: J. DiPrima

Chair Patricia Machado called the meeting to order at 2:06 p.m. The minutes of the April 3rd meeting were unanimously approved, with a motion presented by Sherri Acevedo and seconded by Andy Morse, following a correction stating that the position control chart was a work in progress and not a final copy.

Updates:

- The fee increase of \$6.00 for all credit courses and for Allied Health courses was approved by the Board of Trustees on April 3rd. The final budget will be presented to the Board of Trustees for approval on May 8th. The deficit is approximately \$100K.
- In the future, Mike McCarthy is planning on having open forums to promote greater transparency and to communicate how open positions are being funded.
- With the coordination of Sheila Muller, all the committee chairs are planning to meet with higher level people to keep the lines of communication open.
- Jeff DiPrima presented a more detailed list of the food expenses for the Org 3002, Academic Affairs. He noted that his department is looking at new systems that will allow for better management.
- Chair Machado noted that Scott Lancaster will be the new Assistant Dean in Health Professions and will take Judy Zubrow's NUP position on the Finance Committee. Judy is stepping aside after many years of participation on the committee. Scott McEnelly will be the new faculty rep replacing Scott Lancaster.
- There was concern regarding transparency surrounding the Huron Report. It was noted that the report is still under review prior to making it available for viewing.
- The committee noted several bullet points from Minutes of past meetings. Chair Machado will review these and incorporate them into a report to the ACA Executive Committee Chair and President Lane Glenn.
- A question arose concerning registration holds for students owing more than \$100.00. Andy Morse will do more research to see if there can be more leniency on these holds.
- It was noted that the number of meetings be reduced to four meetings per semester. The last meeting of the year will be held in Lawrence and members are welcome to bring a refreshment of some kind.

With no further issues, the meeting was adjourned at 3:02 with a motion presented by Erin Colstad and seconded by Andy Morse.

Respectfully submitted by Linda Buckley

April 30, 2019