



**Finance Committee Minutes
Student Center, PDR, April 6, 2016**

Attendees: D. Bertolino, R. Correia-Branco, L. Giampa, E. Hayes-Johnson, S. Lancaster, P. Machado, A. Morse, L. Nadeau, C. Nuncio, R. Silva, J. Zubrow, L. Buckley

Chair Andy Morse called the meeting to order at 2:00 pm. The minutes of the March 23rd committee meeting were approved.

The discussion for this meeting was aimed at the letter of recommendations which the Committee will send to Lane after the May 4th meeting. The recommendations listed below will encompass those having both immediate benefits and also long term goals and positive effects on the college.

Increasing Student Enrollment with International Students:

Chair Andy Morse began the discussion with several suggestions, one of which was to increase enrollment by partnering with the Dominican Republic and possibly Cuba and Puerto Rico. Andy noted that many faculty are fluent in Spanish and have travelled to Cuba. Judy Zubrow noted that Bill Heineman has appointed an enrollment team to work on this initiative.

Cost/Benefit Analysis

Several committee members expressed a strong interest in needing to address the financial aspects of the college by comparing budgets of the past few years and finding where changes have been made. A request will be made to Rick Haskell to provide this at the next meeting.

Breakdown of the 15 student attendance Rule:

Another topic that was addressed was the requirement to have 15 students enrolled in a course, even if it meant that the corresponding second semester course would be cancelled if 15 students were not enrolled. The committee would like a breakdown on revenue generated by a course and the rationale for cancelling it if under 15 enrollees.

iHealth

What is the anticipated cost due to the loss of iHealth and HEP partnership?

Grants

The committee also wanted to research grants – what happened when a grant has ended and what does the college budget have to absorb. .

Marketing our Sports Facilities

Ryan Silva, our student representative, noted that the college should market the benefits that result from our sports facilities. Ryan will prepare a few facts surrounding graduates of Northern Essex who have excelled in sports following their time at NECC.

Respectfully submitted by Linda Buckley

April 8, 2016