



**Finance Committee Minutes**  
**Student Center, PDR, Room SC 203**  
**April 5, 2017**

**Attendees:** L. Brand, B. Donovan, T. Gorczyca, D. Lambropoulos, T. Machado, A. Morse, L. Nadeau, C. Nuncio, J. Zubrow, L. Buckley

Chair Andy Morse called the meeting to order at 2:05 pm. The minutes of the April 5th meeting was approved.

Andy asked the committee to review the points to be included in the letter to Lane, which will be submitted this month. The following items were discussed and included in the attached letter which is to be reviewed by the committee prior to submitting to Lane this month:

**Mission drift:**

In discussing our international endeavors, the committee discussed the importance of remembering our domestic and Merrimack Valley students. Although the college's core mission is supported during these difficult fiscal times, the committee thought that some of the current missions may be far from our core mission. Is the culture of inclusion with international and study abroad efforts losing part of our core mission? Is it out of balance? Or may the college need to reinvent itself as a smaller institution?

**Funding of Clubs:**

The committee discussed the recent process involving the funding of clubs and found the process was not fully understood due to a lack of communication. The committee suggested a conversation with Bill Heineman and the student senate was needed to improve this process.

**Dimitry Renovation:**

The Dimitry renovation will now impact two academic years, since the new starting date is March 2018, due to some complications with DCAMM's construction plans.

**Longer Budget Planning:**

It was noted that a longer planning budget range would allow better preparation for what future trends may exist for personnel.

**Donations/Gifts:**

The committee discussed the importance of allowing donations to be allocated to certain areas, rather than being put into a general fund.

**Cost of teaching online and face to face courses:**

The committee expressed the need to determine the implicit and explicit cost of these courses.

**Action item:**

To invite Noemi Custodia-Lora or Kelly Saretsky to speak at the next meeting.

With no further issues, the committee adjourned at 3:07 pm. The future chairperson will be elected at the next Finance Committee meeting, scheduled for April 19<sup>th</sup>.

Respectfully submitted by Linda Buckley

April 18, 2017

[Type here]



April 18, 2017

Dear President Glenn:

The members of the Finance Committee would like to thank Vice President William Heineman, Vice President of Administration and Finance Michael McCarthy, Chief Information Officer Jeff Bickford, and yourself for appearing at our meetings this year. Your input, and that of the other college administrators, has been vital in helping us to formulate our recommendations.

### **Summer Classes**

The committee applauds the recent trends in running summer classes. Fewer and fewer of these courses are being cancelled for lack of enrollment. As we have mentioned in previous letters, cancelling summer classes leaves students with few options for finding other classes to take.

### **Mission Drift**

The members of the Finance Committee are concerned about the possibility of "mission drift." During difficult financial times, the college must rededicate itself to its core mission. For example, are attempts to recruit foreign students necessarily a part of our core mission? Some questions must be raised concerning the expense of these programs. Can these expenses be justified by our return on these investments? No doubt, efforts to recruit foreign students, and to have our students study abroad, can be worthwhile. We would not want these efforts to be ended entirely. Rather, the committee members are concerned that these programs may be consuming more time and money than is consistent with our core mission.

### **Budget Planning**

We would like to see the college plan its budgets for a longer term than just one year. By mapping out a budget for the next three or four years, we can get a better idea what will be needed financially. Longer planning horizons would allow us to better prepare for cuts in personnel. Since layoffs of faculty and others have already begun, it is only fair that those who are employed in programs that are likely to be cut be made aware as soon as possible of their chances for dismissal.

### **65% Rule**

The college should reaffirm its commitment to the goal of having at least sixty-five per cent of our day classes taught by full-time professors.

### **Cost of Classes**

The committee members would like the administration to clarify its procedures in figuring the cost of courses. What are the explicit costs involved in running (1) a "live" class; (2) an online class; and (3) a hybrid class? We respectfully request this information.

## **Donations to the College**

The committee also recommends that those who wish to contribute money to the college be given more flexibility in making their donations. On the Giving to NECC web page and in the mailed brochure for giving, there is no box to check for a designated or restricted gift. The college may be missing opportunities to appeal to donors who have specific reasons to give – beyond those mentioned (scholarships and general operations). For example, individuals may be interested in helping to subsidize study abroad for students, or athletic team expenses. Why not establish a policy for receiving and disbursing restricted or designated tax-deductible contributions?

Sincerely,

*Andrew Morse*

On behalf of the Finance Committee:

Donna Bertolino  
Martha Bixby  
Liliana Brand  
Tommie Corbett  
Beth Donovan  
Frank Dushame  
Linda Giampa  
Thomas Gorczyca  
Eileen Hayes Johnson  
Despina Lambropoulos  
Scott Lancaster  
Tricia Machado  
Marilyn McCarthy  
Lynne Nadeau  
Cristina Nuncio  
Bill Zannini  
Judith Zubrow