



**Board of Trustees Audit and Finance Committee
Hartleb Technology Center, Haverhill Campus
Wednesday, June 14, 2017**

Attendees: President Lane Glenn, Michael McCarthy, Michelle Tremblay, Linda Buckley, Chairwoman Marianne Paley Nadel, and Trustees William Cox, Jeffrey Linehan

Chairwoman Marianne Paley Nadel called the meeting to order at 4:04 pm. Meeting minutes from the May 3, 2017 meeting were approved with a motion made by Trustee William Cox, and seconded by Chairwoman Nadel. All were in favor, none opposed. The following items were discussed:

FY2018 College Fee - Regular

The Committee recommended that the Board of Trustees approve the FY2018 College Fee – Regular, which is assessed on all credit coursed that are non-Health, to be \$177 per credit. This motion applies to the College Fee – Regular, which is used for general operations. This fee is a mandatory fee assessed on all non-Health credit courses, and represents an increase of \$9 per credit.

The College Fee- Regular is projected to generate \$15,335,988, an increase of approximately \$779,796. Though the state appropriation is budgeted to grow over the prior year, the growth is not sufficient to cover all of the collective bargaining costs, public safety, and facilities updates, as well as other expenses.

FY2018 College Fee – Allied Health Courses

The Committee recommends that the Board of Trustees approve the FY2018 College Fee for Allied Health courses to be \$257 per credit. This \$9 per credit increase raised the fee from \$248 to \$257. This motion applies to all Health courses including the iHealth program. .

The increase in the College Fee for Allied Health courses is necessary due to the expenses associated with offering these courses.

FY2018 High Cost Course Fees

The Committee recommends that the Board of Trustees increase the FY2018 High Cost Fees by \$2 per credit. There are several levels of High cost course Fees for non-iHealth and iHealth classes, currently ranging from \$5 per credit to \$15 per credit. Each range will be increased by \$2, adding approximately \$150,000 in additional revenue to support the operations of the College.

FY2018 College Operating Budget

The Committee recommended that the Board of Trustees approve the FY2018 budget of \$44,566,482. This budget was based upon the following: State support consistent with the Senate Budget, the increase in the College Fee- Regular and College Fee – Allied Health, the increase in the High Cost Course Fees, and an anticipated 5% enrollment decline. A detailed Summary Report was presented.

FY2018 Student Activity Fund Budget

The Committee recommended that the Board of Trustees approve the FY2018 Student Activity Fee Fund Budget of \$540,938. This fee is a mandatory \$6 fee assessed on all credit courses except online courses.

The above items were approved with motions made by Trustee William Cox, and seconded by Chairwoman Nadel. All were in favor, none opposed.

With no further issues, the meeting was adjourned at 4:45 pm.

Respectfully submitted by Linda Buckley

August 25, 2017