



**Board of Trustees Audit and Finance Sub-Committee
El-Hefni Allied Health and Technology, Room LC 307
Lawrence Campus
Wednesday, May 9, 2018**

Attendees: Chairwoman Marianne Paley Nadel, Trustees William Cox, Jeffrey Linehan, and Mark Forman
President Lane Glenn, Michael McCarthy, Michelle Tremblay, Linda Buckley, and
Hannah Benning, Student-elected Trustee

Chairwoman Marianne Paley Nadel called the meeting to order at 4:05 pm. Meeting minutes from the April 11, 2018 meeting were approved with a motion made by William Cox, and seconded by Mark Forman. All were in favor, none opposed. The following items were discussed and approved:

Motion AFC-18-07: FY2019 College Fee - Regular

With a motion presented by Mark Forman and seconded by William Cox the Sub-Committee approved the mandatory fee of \$181 per credit which is assessed on all non-Health credit courses and is used for general operations. This fee, which is an increase of \$4 per credit, is projected to generate \$15,476.347, an increase of approximately \$394,559.

Motion AFC-18-08: FY2019 College Fee – Allied Health Courses

With a motion presented by William Cox and seconded by Mark Forman, the Sub-Committee approved the mandatory fee of \$261 per credit, which is assessed on all Allied Health credit courses. This fee represents an increase of \$4 per credit over the existing fee of \$257.

Motion AFC-18-09: FY2019 Facility Fee

With a motion presented by Mark Forman and seconded by William Cox, the Sub-Committee unanimously approved the increase of the Facility Fee by \$20 to help support the technology changes and upgrades, as well as facility projects and operational needs. This fee is projected to generate \$87,826 in additional revenue.

Motion AFC-18-10: FY2019 College Operating Budget

With a motion presented by William Cox and seconded by Mark Forman, the Sub-Committee unanimously approved the FY2019 Budget of \$42,666,128, based upon the state support, the increase in the Regular, the Allied Health, and the Facility College Fees.

Motion AFC-18-11: FY2019 Student Activity Fund Fee

With a motion presented by Mark Forman and seconded by William Cox, the Sub-Committee unanimously approved the mandatory fee of \$8 per credit, assessed on all credit courses except online courses. This fee represents a \$2 per credit increase over the existing \$6 fee.

Motion AFC-18-12: FY2019 Student Activity Fund Budget

With a motion presented by Mark Forman and seconded by William Cox, the Sub-Committee unanimously approved the FY2019 Student Activity Fee Fund Budget of \$634,031, which included expenses in the following categories: Personnel (397,686), Student Activities Administrative Expenses (98,970), Athletics/Fitness Administrative Expenses (65,560), and Allowance for Bad Debt/Uncollectables (71,816).

Other Business

It was agreed that the Sub-Committee will receive the detailed budget information two weeks prior to the monthly meeting, in order for the members to have adequate time to review and prepare for any follow-up discussion.

The committee also hoped to present the fees to the students earlier than in the past in order for them to know the cost and plan accordingly.

With no further business, the meeting was adjourned at 5:00 pm.

Respectfully submitted by Linda Buckley

May 11, 2018