



Finance Committee Meeting Minutes
Room SC203, Haverhill Campus, November 14, 2018

Attendees: S. Acevedo, E. Colstad, L. Giampa, T. Goulet, E. Hayes Johnson, S. Lancaster, P. Machado, S. McDermot, A. Morse, L. Buckley **Guests:** Bill Heineman, Kelly Saretsky, Michael McCarthy

Chair Patricia Machado called the meeting to order at 2:04 p.m. The minutes of the October 31st meeting were unanimously approved, with a motion presented by Sherri Acevedo and seconded by Sharon McDermot.

Updates from Chair

- A formal request will be made to Amy Callahan and Sheila Muller to redesign the structure of the various groupings, in order to obtain an updated ACA meeting list.
- Sherri Acevedo will upload the minutes and agenda into Blackboard for everyone's convenience.
- Patricia is continuing a search for a student representative, since two interested students have declined.

Discussion with Bill Heineman

- Since Follett is not as successful as expected with the various shifts going on in that industry, they have needed to open temporarily in Lawrence on a much smaller basis. Every effort will be made to inform the faculty and students in advance.
- EAB Training and Implementation is an 18-month long process with different modules. By next spring there will be a soft Launch of two of the modules – one dealing with new students, the other with a wide spectrum of advising – such as financial, coaching, early alert, and interactions with advisors. Each module has a build team group that is working with connecting our Banner information to Navigator. The academic learning tool will be launched next fall. The committee expressed concern that they did not take part in any discussion prior to its purchase and suggested that the committees alert each other when these programs are being initiated.
- Regarding questions about retrenchments, Bill noted that there is a balance to be struck between protecting employee privacy and good governance decision making. Bill suggested that our desire to be involved in the hiring process is a matter to discuss with Lane.
- Bill noted that he is the person responsible for monitoring the expenses of the Integrated Student Experience expenses. Of the \$300K budget, \$100K ended up with personnel and \$200K was earmarked for equipment and construction. About \$100K has been spent so far, while \$100K remains, with the majority of that to be spent on Student Success in the Dimitry Building in Lawrence.
- Bill noted that the college does not have the resources to reach everyone; however it may be best to concentrate on the students that are here now. The committee emphasized the need for excellent customer service. Also, as noted by Mike McCarthy, signage is a work in progress, which will aim to increase a student's feeling of belonging to a community and improve the educational environment.

Discussion with Kelly Saretsky

- Kelly introduced the committee to a consulting firm, Huron, that will conduct an assessment of NECC's central IT and IR units with a focus on reviewing alignment with institutional strategy, organizational structure/staffing, technology investments/expenditures, governance, and service delivery.
- This consultant will develop detailed project work plans, gather/analyze data, identify future state alternatives, build recommendations, and present a final report and roadmap. This program along will help with recruiting and retention by providing data that will provide information in a variety of ways.

The guests at our next meeting on December 12th will be Tina Favara and Kim Burns.

With no further issues, the meeting was adjourned at 3.44 pm with a motion presented by Scott Lancaster and seconded by Andy Morse.

Respectfully submitted by Linda Buckley

November 15, 2018