



COMMUNITY COLLEGE SYSTEM OF NEW HAMPSHIRE
Board of Trustees

Finance and Audit Committee
September 10, 2009

In Attendance: Chair Ned Densmore, Robert Mallat, Harvey Hill, Paul Holloway, Richard Heath, Steve Budd, Ron Rioux, David Paquette, Lucille Jordan, and Richard Gustafson.

Also in attendance: Mike Marr, Alice Mowery, Tim Fontaine, Amber Wheeler, Marie Marcum, Joanne Berry, Melanie Kirby, Kelly Chapman, Gloria Bacon, Scott Osgood, Steve Harvey, and Shannon Reid.

The meeting was called to order at 10:13 a.m. at the NHTI MacRury Hall, Concord, NH.

1. Approval of Minutes of July 31, 2009

VOTE: On motion by Mr. Mallat, seconded by Mr. Hill, the Committee voted unanimously to approve the July 31, 2009 minutes as presented.

2. Revenue and Expenses as of 8/31/09

Mr. Marr explained the revenue and expenses report as of September 4, 2009. This includes one report for each college, the system office and System combined.

3. Credits Sold

Mr. Marr explained the fall term credits sold report. One report compares the credits sold for the entire fall 2008 semester to the fall 2009 credits sold as of September 4. This comparison shows an 11.6% increase. This represents a snapshot in advance of the add/drop date.

The comparison from date to date was also circulated (compared 9/10/08 to 9/9/09) which indicates a 12.15% increase in credits sold.

Question was raised as to the expenses (adjunct faculty, supplies, possibly equipment etc.) directly related to the increased enrollment. While difficult to determine with precision, Dr. Annal indicated that a report could be generated that would compare last year with this year expenses in class 50, 20 and 30, those most directly related to enrollment expenses.

Dr. Gustafson noted that we have to return \$1 million to the State each year of the biennium for central services; that we must cover 12 months of benefits/salary which was not funded with general funds, and that colleges must create a reserve equal to 2% of operating budgets as voted on by the Board. Revenue from increased enrollment will help to meet these additional expenses.

The Committee requested a report showing class size.

Dr. Gustafson announced that he will appear on the Fred Kocher's Business NH segment on WMUR this Sunday. The focus is on enrollment growth.

He outlined several converging factors behind this fall's enrollment, including public awareness/marketing, repositioning, cost/affordability, construction, two plus two program/transfer, enrollment of displaced workers and professionals retooling skills or redirecting educational goals, the new GI program, and increased credibility of the colleges.

4. Update on SB149 Requirements

Mr. Marr indicated that the report required by SB149 was submitted September 1. The two year plan includes action required to transition all the services provided by the State of NH, timelines and status.

We will also review existing legislation and prepare suggested legislation for the 2010 session. The Community College Oversight Committee indicated they would review the legislative changes suggested.

Mr. Marr noted that we are in the process of developing an RFP for banking services, which will be discussed at the next meeting.

Dr. Gustafson added that we are also developing an RFP for payroll processing.

5. Contract

Tabled – not required.

7. Other

Late item: Nashua CC request for lapse funds.

President Jordan submitted a request to use \$117,308 for the costs associated with the relocation of 3 modular buildings and the costs associated with site and facility upgrades. Lapse funds are requested rather than using part of the new capital budget so that all of the \$9.5 million can be used for the new facility.

VOTE The Committee, on motion of Mr. Mallat, seconded by Mr. Paquette, voted unanimously to approve Nashua Community College's request to use \$117,308 lapse funds for the costs associated with the relocation of 3 modular buildings and the costs associated with site and facility upgrades.

a. Running Start/eStart

Mr. Marr circulated and explained the 2008-09 Running Start enrollment report and Revenue/Expense report. The reports indicate a net expense to CCSNH to run this program. We have never increased the tuition from its initial level of \$100 per course registration.

eStart enrollment for fall 2009 is 81 students in 9 courses. It was explained that we received \$100 per course from enrolled students and \$350 per student from the Virtual Learning Academy.

Dr. Annal explained the eStart program is the on-line version of Running start and is in its second year.

b. Financial Aid Payments

Question was raised if there was any impact on financial aid due to our tuition increase and/or the student loan market.

Susan Proulx reported that generally our students are not experiencing difficulty getting loans. She circulated and explained the Financial Aid Information report. The Pell grant maximum was increased from \$4,731 to \$5,350. The Expected Family Contribution eligibility level was increased from \$4,041 to \$4,617.

The meeting adjourned at 11:31 a.m.

NEXT MEETING: Thursday, October 15, 2009 at 10: a.m.

Respectfully submitted,

Marie Anne Mills
Assistant to the Commissioner