

**HOLYOKE COMMUNITY COLLEGE
BOARD OF TRUSTEES
FINANCE COMMITTEE**

June 7, 2016

8:00 am

Frost Building, Barrett Conference Room

AGENDA

1. Approval of Meeting Minutes of April 13, 2016

2. Recommendation of full board approval of the local funds budget.

Recommended Motion: Move that the Finance Committee recommend to the Board of Trustees to approve the FY 2017 budgets for the General Operating Trust Fund, the Restricted and Sponsored Activity Trust Fund and the Auxiliary Enterprises Trust Fund as presented with the express approval of all purchases in any amount, to authorize the President or his designee to transfer among subsidiaries as needed during the fiscal year.

3. Authorization to amend the local funds budget recommendation in the event the Senate increases the College's appropriation for collective bargaining costs.

Recommended Motion: Move that the Finance Committee recommend to the Board of Trustees In the event that the college's FY 2017 state appropriation is increased above the levels approved by the House of Representatives, the committee authorizes staff to amend the committee's recommendation to the full board to include the following items and amounts to the extent permitted by the additional funding. The items are listed in order of priority, with the last two items each subject to partial reduction:

- \$82,000 for potential rental payments for the Center for Hospitality and Culinary Arts;
- \$29,500 to replace the current part-time New Student Orientation Specialist with a 30-hour-per week benefited position;
- \$22,000 to replace a temporary Accountant I position in Student Accounts with a full-time position;
- \$20,000 to implement a dispatcher program in Campus Police;
- \$185,000 to fund pay raises for Non-Unit Professional employees averaging 3.0%;
- \$200,000 to restore some of the funding cut from the adjunct faculty budget; and
- \$391,500 for information technology.

4. Recommendation of full board approval of the FY 17-21 Capital Improvements Plan

Recommended Motion: Recommended Motion: Move that the Finance Committee recommend to the Board of Trustees to approve the FY 17-21 Capital Improvements Plan as presented.

5. Discussion of the April 30 monthly budget report and strategies around the use of the projected surplus to avoid FY 2017 budget hold-backs due to enrollment declines