To: ASC Members

From: Larry Buchholtz

Date: August 30, 2012

Subject: Notes from August 23, 2012 ASC Meeting

Members present in person: Matt Petry, Larry Buchholtz and Claire Smith. Members attending via teleconference: Lynnde Colling, Ron Granger, Bob Cox, Carol Hoglund, Kim Mills, Cheryl Heath, Marty Kelsey, Sheldon Flom, Herry Andrews and Jayne Myrick. There was no Executive Council representation.

Agenda Item 1: 2013-2014 Budget

- Matt disclosed Gov. Mead's intention of going forward with proposed 8% budget cuts in spite of an improved revenue projection.

- Matt discussed the acceptance by the LSO and budget office for our plan to reduce health insurance and increased retirement contributions by 8% and then create pools for each college to be reimbursed from.

- Matt discussed the request of the JAC to create line graphs of the salary history and revenues and expenditures. Once if final draft form they will be shared with the council members before they are submitted to the LSO.

- Matt talked about the supplemental budget request as approved by the commission, which include a $880K request for known enrollment growth for AY12 and 6 capital construction requests for approval.

Agenda Item 2: Proposed Rules

- Matt informed the Council that the rules formally adopted by the commission during their 2 Aug meeting had been filed with both the LSO and the AG, and we expect them to be approved and put into effect no later than 16 October. Matt also informed the council that chapters 1 and 5 emergency rule would expire prior to the deadline of LSO and Gov approval of regular rules so we would need to extend the emergency rules for another 120 days.

Agenda Item 3: Ellucian Colleague

- Matt informed the Council that the CIO's and IR had a joint meeting in Riverton. He reported that the common data structure and data consistency projects were wrapping up, hopefully to be complete by Feb 13. He also reported on the status of progress towards

commission access to each colleges version of CROA (Colleague Reporting and Operating Analytics) and a list of pro's and con's created by Andy that he would send to everyone. Matt also replayed the scenario of having to build 7 different extracts to get the same data from each of the colleges and how laborious and time consuming that is.

- Matt also shared that the CIO recommendations would be going to the Executive Council for action during their September meetings.

- Matt informed members that the request for reimbursement for hardware affidavit was complete and would be emailed so requests could be created and sent into commission staff for reimbursement. Matt also reminded members there is a process to seek reimbursement of training and travel costs related to SQL 2008, up to $3,750 per college.

Agenda Item 4: Fixed and Variable Costs Recalibration

- Mat reminded members that according to rules there is a requirement to perform an analysis of fixed and variable costs every 4 years. Matt indicated data for FY's 11 and 12 would be pulled from each colleague database, the analysis would be performed and calculated and the results would be validated by the ASC members.

Agenda Item 5: Receipt of College Forms and Reports

- Larry went over the form emailed to members prior to the meeting and made a few corrections. Larry also sought approval to add a few other required forms and reports to the form, which was OK with everyone. A new version was emailed to members on Aug 24.

Agenda Item 6: Recapture/Redistribution

- Claire informed members that payments to those due redistribution had been process and amounts should appear in bank accounts no later than Monday, 27 Aug.

- Matt thanked LCCC for their contribution toward recapture.

Agenda Item 7: Commission Vacancies

- Matt updated the Council on the status of one IT position at the Commission. The new SLDS position has been filled by Geir Solvang, currently with the Department of Education. He will start on 10 Sep.

- Matt informed members that the open position, recently vacated by Rosann David, was under review by the Human Resources Division. Once complete it would be advertised.

Agenda Item 6: Next CapCon Model Teleconference

- Larry threw out some possible dates, settling on either 4 or 5 September. He agreed to send out an email identifying several blocks of time for possible attendance.

Agenda Item 7: Next ASC Meeting / Teleconference:

- September 20 teleconference, 3:00 – 4:30 p.m.