MEMORANDUM

To: ASC Members

From: Larry Buchholtz

Date: Nov 9, 2011

Subject: Notes from 27 Oct 2011 ASC Meeting

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

Agenda Item 1: Common Data Structure and Consistency

- This item was tabled for the time being. The facilitator had a family emergency that prevented her from being present to lead the discussion. This item will be taken up during the next regularly scheduled ASC meeting/teleconference.

Agenda Item 2: 2013-2014 Budget

- Matt explained the Budget Division recommendations to the Governor for both the Standard Budget requests and the Exception Budget requests.

- Cap-Con requests: Matt explained that even after the Commission’s actions during the emergency meeting on 17 Oct, there was additional guidance from the Governor’s Office and from policy-makers that instructional facilities were the only projects that would be considered. Given that information, the scoring methodology was changed once again by adding an additional category of space (FICM Code 500), and awarding points proportionately. That resulted in a new cap-con prioritization list that the Commission will be asked to consider during its meeting on 28 Oct 2011.

Agenda Item 3: State Fiscal Stabilization Funds

- Larry gave the Council an update on the current reimbursement status of claims made to the Construction Management Division and processed by the Office of State Lands and Investments. He noted that EWC was the first college to close their grant.

Agenda Item 4: Course Completion Component of Funding Allocation Model
Matt referred everyone to the handouts, and then specifically described the two accepted definitions of “Course Completer” as recognized by the National Community College Benchmark Project. He indicated the methodology that includes withdrawals after the census date in the denominator will be recommended to the Commission for action on 28 Oct 2011.

Agenda Item 5: Major Maintenance / Contingency Reserve

Matt explained to the Council that in addition to the Cap-Con Model producing a prioritized listing of proposed projects, it also calculated and allocated Major Maintenance appropriations as well. A report produced by the Cap-Con Model was distributed that showed what the proposed appropriation is, and how it would be allocated among the seven colleges.

In addition to the above, Matt explained that total allowable gross square footage is available from the Cap-Con Model, and that those numbers were used to calculate the allocation of the annual Coal Lease Bonus monies received earlier this month. Claire indicated distributions would be processed on Monday, 31 Oct 2011, and be in the colleges’ bank accounts on Tuesday.

Agenda Item 6: Annual Audits

Larry gave the group an update, indicating the health insurance audits were already completed at CWC, EWC, NWCCD and WWCC. The remaining health insurance audits were currently underway at CC, LCCC and NWC. Library audits would start within the next two weeks. Larry asked that the council members make a final decision on adopting the revised policy on library reimbursements. He went on to say that there were already affirmative votes from CC, EWC, LCCC and NWCCD. The remainder of the council members indicated they supported the changes. The revisions will go into effect with the next set of meeting minutes received from the Librarian Committee.

Agenda Item 7: Higher Education Endowment Cash Flow

As a follow-up to this topic from last month, Matt asked if anyone had any further comments regarding this agenda item, and no one did.

Agenda Item 8: Reporting Matrix

Larry referred everyone to the handout, and noted a few reports that were past due.

Agenda Item 9: Next ASC Meeting / Teleconference:

November 17, via teleconference 3:00 – 4:30 p.m.