MEMORANDUM

To: ASC Members
From: Larry Buchholtz
Date: Jan 30, 2012
Subject: Notes from 17 Nov 2011 ASC Meeting


Agenda Item 1: Common Data Structure and Consistency

- Jackie Freeze and Lisa Smith gave a recap on the progress the common data structure working group had made.

Agenda Item 2: 2013-2014 Budget

- Matt explained the JAC request for proposals to cut the Standard Budget by 5 and 8 percent, as well as the 2 percent cut proposed by the Governor. Matt further explained that the budget was due to the Legislature from the Governor on 1 Dec, and that the JAC would commence hearings on individual agency budgets starting on 5 Dec. He also told the members that at that time, only General Fund appropriations were at risk of an across-the-board cut, and that the Commission was the last agency on the hearing schedule, that being 18 Jan 2012 at 1:30.

- Matt explained the Governor’s actions related to the exception requests included in the Commission budget, including the Governor’s recommendation that enrollment growth funding be only $10 million, and that college feedback on that reduced funding was given to the Governor for reconsideration. He also indicated that the exception requests for the administrative computing system, the Veterans Tuition Waiver Program and the Wyoming Investment in Nursing Program were moved forward as proposed, but the request for the Commission’s information technology budget was cut by approximately $37,000.

- Cap-Con requests: Matt explained that of the six projects the Commission recommended to the Governor, he recommended funding for only four, leaving off the project for EWC and the one for LCCC.
Agenda Item 3: State Fiscal Stabilization Funds

- Larry asked the members for a status of reimbursement requests that had been sent in to the Construction Management Division, as well as a status of any potential unspent allocations.

Agenda Item 4: Course Completion Component of Funding Allocation Model

- Matt explained a request from the Institutional Research group to include late starters in the headcount, meaning those that started a course after the 12 percent census date. The definition (and programming) for course completion had been adjusted accordingly.

Agenda Item 5: Annual Audits

- Larry gave an update on the receipt of FY11 financial audits, indicating that LCCC’s and NWCCD’s had already been submitted, and that WWCC’s would be considered by its board on 8 Dec. He then reminded the other council members that the Commission needed copies of their audits by 31 Dec 2011.

- Larry gave the group an update, indicating the health insurance audits were already completed at CWC, EWC, LCCC, NWCCD and WWCC. CC’s audit would be completed the following day, and NWC’s audit was underway.

- Larry notified the group that the library audits were also underway, and the necessary data had been received from all but one college. He also asked for and received approval from all of the council members regarding the revised memorandum of understanding addressing changes to library funding.

Agenda Item 6: Reporting Matrix

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

Agenda Item 7: Timely Requests for Reimbursement from the Commission

- Marty asked that the group adopt a resolution that they will send reimbursement requests to the Commission within 30 days of the end of a quarter, and that the Commission would process those reimbursements as soon as all seven requests were in hand. Everyone agreed. Claire then told the members that the Budget Division had finally approved the B-11 request for the first quarter of FY12, and that payments would be in bank accounts on the following Wednesday.

Agenda Item 8: Next ASC Meeting / Teleconference:
December 15, via teleconference 3:00 – 4:30 p.m.