MEMORANDUM

To: ASC Members
From: Larry Buchholtz
Date: Jan 30, 2012
Subject: Notes from 15 Dec 2011 ASC Meeting

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

Agenda Item 1: 2013-2014 Budget

- Matt explained that the State Aid Standard Budget still appeared to be safe from proposed budget cuts, but that the Governor recommended reducing the Major Maintenance request from 1.50 percent of replacement value to 1.25 percent. Larry indicated he would send out revised allocations based on the recommended lower funding percentage.

- Matt explained the Governor’s final actions related to the exception requests included in the Commission budget: $14,947,544 for actual enrollment growth funding; no external cost adjustments; full funding for the administrative computing system upgrade; full funding for the Veterans Tuition Waiver Program; full funding for the Wyoming Investment in Nursing Program; a 65 percent reduction in the Commission’s information technology request; no additional funding for the Wyoming Family Literacy Program; no funding to cover projected increases in health insurance premiums and increased retirement contributions; no funding for projected enrollment growth; and $1,300,000 for the College Completion Program in place of the $4,680,000 request for new program development.

- Cap-Con requests: Matt again explained that of the six projects the Commission recommended to the Governor, he recommended funding for only four, leaving off the projects for EWC and LCCC. Despite this recommendation, Dr. Rose will still present all six to the JAC as that is what the Commission approved.

- Matt explained the approach the JAC and Senator Nicholas were taking with respect to their 5 and 8 percent cuts to the Standard Budget. Matt was able to offset some cuts to State Aid with deeper cuts to other Commission budgets, but if passed by the Legislature, the full percentages would still be reduced from health insurance premiums, libraries and the increased retirement contribution appropriations. Commission staff assumed that Major
Maintenance appropriations would be unaffected by across-the-board cuts, but were not certain if that would be the case.

- Matt informed the members of the kinds of documentation the JAC was requesting from the agencies and what the Commission had provided, including summaries of college impacts at the 2, 5 and 8 percent cut levels, a summary of 0600 and 0900 Series expenditures for the current biennium, a report of lost or reduced federal funding, a Commission staffing report for the past ten years, and a seven-year history of college expenditures for salaries and benefits.

- Marty asked for a preliminary run of the funding model, and Matt said he would provide an unofficial / preliminary version to the members.

**Agenda Item 2: State Fiscal Stabilization Funds**

- Larry gave the council an update on the reallocation of unspent funds from CC, LCCC, NWC and UW, all of which was being redirected to CWC.

**Agenda Item 3: Preliminary Funding Allocation Model Run**

- See the last bulleted statement under Agenda Item 1 (above).

**Agenda Item 4: Course Completion Component of Funding Allocation Model**

- Matt indicated that the AAC/SSC and ASC had all agreed on the definition of course completion (otherwise referred to as “enrollee success”), and the Commission had approved that definition. Following that, custom programming was developed and provided to the colleges for testing. Subsequent discussion initiated by the Institutional Research Committee suggested that “incompletes” should be excluded from the denominator of the course completion ratio. This suggested change is consistent with the National Community College Benchmark Program definition, so it will be adopted and incorporated into the programming.

**Agenda Item 5: Capital Construction Projects**

- Matt gave a chronology of the changes to distribution of cap-con funding, and the statutory role of the Construction Management Division (CMD) in the oversight of partially state-funded cap-con projects. He also described the funding split and gave a brief description of eligible and ineligible expenses, as currently identified by CMD. Cheryl asked for further consideration of furniture items that are required as a result of expanded space.
Agenda Item 6: Annual Audits

- Larry gave the group an update, indicating the health insurance audits were completed. He then asked how smoothly the process worked, and received favorable feedback from Carol and Marty. Marty asked that Larry send him the final report for WWCC.

Agenda Item 7: Reporting Matrix

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

Agenda Item 8: Next ASC Meeting / Teleconference

- January 19, via teleconference 3:00 – 4:30 p.m.

Round Table Discussion: WUE Tuition Rates

- The group engaged in a conversation regarding how each handled a tuition rate that was not a whole dollar amount and the difficulty of getting the financial system to accommodate that when refunds are due. All members related that they round the tuition rates up to the nearest dollar to circumvent those problems. Matt indicated that he thought rounding down would be a better approach, and followed that up with some policy guidance in the form of an e-mail.