

## MEMORANDUM

To: ASC Members

From: Larry Buchholtz

Date: January 24, 2013

Subject: Notes from January 17, 2013 ASC Meeting

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

### Agenda Item 1: Handbooks

- Matt explained that he put this item on the agenda first so any facility managers on the call could be heard first. Matt gave everyone a chance to comment on the facilities handbook draft. Marty commented that he has concerns with SF77 and major maintenance. Larry acknowledged there may have to be several changes to the draft depending on the outcome of that legislation. Cheryl and Lynnde expressed concern regarding ownership of a property to be eligible for major maintenance, they were going to put together a position paper of sorts with supporting documents – it may have to go back to the AG for an opinion.
- Matt updated the members on the fiscal handbook re-write, indicating they may see it by the end of February.

### Agenda Item 2: Legislative Session

- Matt gave an update to include budget mark-up, as of this date and time the JAC has accepted the Governor's recommendation to cut state aid 6% rather than 8% and they voted to not accept the Governor's recommendation to cut health insurance, which restored that \$1.5M to the health insurance pool.
- Marty asked about the proposed pay raise, wanting to know if the colleges were affected and how. He queried as to the appropriation or percentage of the pot to the colleges identified in the Governor's letter, were the colleges going to get \$1.02M or enough to cover a 1.38% raise. All of it is unknown at this time. Matt did inform the members that UW and the colleges were excluded from any merit recognition funding.
- Matt informed the members that he had received 10 pieces of draft legislation for comment and fiscal impact, of which 6 have now been filed.

### Agenda Item 3: Commission Interest in Greater Emphasis on Completion Incentives

- Matt relayed to the council that Jim and the Presidents, along with CCA, were meeting in Casper on 22 Jan to formulate incentives and further the agenda on completion.

### Agenda Item 4: IR, Colleague Administrator, and CIO Statewide Meeting:

- Matt reminded the members of the meeting at Western from 23-25 Jan, indicating 6 people from Commission staff would be in attendance and there would be a demo of iStrategy by Ellucian.

### Agenda Item 5: Fixed and Variable Costs Recalibration

- Matt explained that Tully had the first test version of the software on the street and had gotten some feedback. Bob indicated there was a problem with the programming at EWC, in that it appeared to pull the same data over and over regardless of the parameters set in the programming. Matt asked that everyone keep on top of testing the extract so Tully can make refinements and we can pull clean data.

### Agenda Item 6: Updates from CIO Council

- Matt explained that the statewide solution RFP for the WEN put out by ETS failed to solicit bids or proposals acceptable by ETS. As a result, there is now action, through a "Unified Network Task Force" to find solutions to fix what is currently the WEN. Brady from Northern and Casey from NWC volunteered to be members of the task force and all CIO's are supposed to attend all statewide meetings, that will include Andy from the Commission.
- Matt explained the current maintenance agreement with HP for the old hardware on each campus was due, but that the commission was not going to renew maintenance since the existing old hardware would be retired in the next few months. Should there be a need for maintenance, the commission will handle the bill through an hourly billing plan.
- Matt explained that some invoices issued by Ellucian had been sent to institutions for payment rather than the Commission, as it should be. He assured members it's being taken care of.

### Agenda Item 7: Nursing Faculty Reimbursement

- Matt explained that when the reimbursement requests initially came in for payment Larry had picked up on some requests that were asking for more than what is entitled. As a result, the form used to make requests was modified to prevent errors. That resulted in the colleges having to re-accomplish the request which has delayed reimbursement, but all payments have now been made.

### Agenda Item 8: Ellucian Colleague

- Matt went over the reimbursement spreadsheet, pointing out which colleges still had money on the table for hardware and training expenses. Bob indicated his hardware request had gone in the mail that day.

Agenda Item 9: Receipt of College Forms and Reports

- Larry apologized for sending out the wrong handout, but explained it hadn't changed since the last meeting. Larry explained to Carol that he had emailed Lisa Murphy to attempt to get a copy of the foundation report, and he told Cheryl and Kim we still needed the BFR for FY13, which is statutorily required.

Agenda Item 12: Next ASC Meeting/Teleconference

- February 7, face to face meeting at LCCC, 2:30 - 4

Round Table:

- Marty informed the members that he had a discussion with the county assessor, and all indications were that assessed valuations were expected to decrease by an average of 9.7%