

## MEMORANDUM

To: ASC Members

From: Larry Buchholtz

Date: February 11, 2013

Subject: Notes from February 7, 2013 ASC Meeting

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

### Agenda Item 1: Handbooks

- Matt picked up the conversation where we left off on Jan. 17<sup>th</sup>, talked a bit more about SF77 and its impact on the handbook as well as reminding Lynnde, Ron and Cheryl that they had promised to provide documentation supporting their assertion that leased facilities, even those outside the purview of the school foundation, should be included in major maintenance calculations.
- 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

- Larry gave an update on floor hearings through second reading in both houses, indicating that the way the budget proposals left the JAC were still intact, 6% to state aid, 8% to libraries, nothing to health insurance.
- Larry then talked about HB250, increased retirement contributions and how the language in the bill is worded, how the timelines would work and the \$221K appropriation. There was then discussion about the colleges responsibilities in covering the ~40% not covered by the appropriation and if the colleges would have to eat it or if it could be passed on to employees. In some cases it can be passed on and in some cases it must be covered by the college, dependent on how each college handled the 1.43% leveraged on the employee 2 years ago.
- Larry then talked about the “retention bonus” currently included in the supplemental budget, which amounts to a \$920K appropriation to the colleges. Matt informed the members that the proposal currently gives each college board discretion on distributing the funds. There was much discussion on distribution of the appropriation between colleges

and Ron finally read the proposed language that directed it be proportionate between colleges as to their individual payroll numbers.

- Larry talked about the adopted amendment to section 317, Major Maintenance. The changes reverse earlier language that would have allowed major maintenance on all college projects built since 2008 only in an amount proportionate to the state funding of a project.

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

- Matt explained there had been about 3.5 hours of conversation regarding the completion agenda over the past 2 days, be it with the Governor, at the commission meeting or during the WACCT morning session that day. He further explained there is a deadline in May that requires certain data be provided to CCA. Matt also explained the proposal put forth by Jim at the Commission meeting, carving out 10% of variable funding and having the colleges compete for the funding in a consortia manner. Ron asked for a definition of “completion”, 1 yr certificate and 2 year degree, 2 associates in 2 years, successful transfer to a 4 year institution, etc. Ron also asked where the money was going to come from to supplant what would have otherwise been a piece of the pie for completion versus the new specific completion pilot projects.
- Matt informed the group that he plans to run the completion statistics for AY12 in the next couple weeks and that we already have the NCCBP median average.

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

- Matt spoke briefly on the 4 day meeting in Rock Springs and the lack of a decision regarding the frequency in which data would be transferred from each college instance of CROA to the commission’s instance of CROA. Matt is of the opinion that twice a month would be satisfactory while some colleges think once a term is satisfactory.
- Matt also spoke of Ellucians product called iStrategy/Blackboard Analytics and informed members there is money available to purchase such a product in the budget, however if the product only functions as well as the demonstration provided by Ellucian staff, they may want to look around for a different solution.

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

- Matt told the members that the custom programming to extract the correct data to recalibrate fixed and variable percentages was well underway and testing had happened at all but LCCC and EWC. During the first round of testing Marty identified that encumbrances were left off of the extract and should have been included, Tully has made those adjustments and the programming is ready for testing again.

Agenda Item 6: Ellucian Colleague

- Larry went over the reimbursement spreadsheet, pointing out that everyone has been fully reimbursed their share of hardware expenses and that CWC and NWC still had some funding available for training expenses. Larry also told Ron and Kim their CIO's had also been reminded the expenses they incurred to attend the training in Rock Springs the week before were eligible for reimbursement.

Agenda Item 7: Receipt of College Forms and Reports

- Larry (really Kim) indicated all submissions were up to date with the exception of the BFR from NWCCD.

Agenda Item 8: Next ASC Meeting/Teleconference

- February 21, Teleconference, 3:00 – 4:30

Round Table:

- Nothing to report