

MEMORANDUM

To: ASC Members

From: Larry Buchholtz

Date: May 10, 2013

Subject: Notes from April 29, 2013 ASC Meeting

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

Agenda Item 1: Presentation by Joe Behlke of HigherOne

Agenda Item 2: Budget

- Matt brought up the need to have the budget completed by the 29 July Commission meeting, but the CapCon deadline will not change, it will remain 1 July. Larry asked what the colleges were planning, CC – 1 project, CWC - 1 or 2 projects, EWC - 2 projects, LCCC – 2 projects, NWC – no projects, NWCCD – unknown, WWCC – 2 projects.
- Larry also informed the members that he would be sending out the templates to gather headcounts and FTE, employee info and library volumes to update the model.
- Matt informed the group that the presentation of budget cuts to the interim appropriations committee was now off the agenda for their meetings on 27/28 June, however major maintenance is still an interim topic, scheduled for the 27th at 10 a.m. and he encouraged everyone to attend. Carol asked if this meeting was going to be available through a audio broadcast, there is no indication such technology will be used.
- A carry-over topic from last month was zero based budgeting, to which the update was that we are still waiting for guidance on formulating the request for funding.
- Matt talked about zero-based budgeting and the preliminary guidance we've been given, which will include the base budget amount being an exception request and anything over and above that being an additional exception request.

Agenda Item 3: Administrative Computing System

- HR Data Consistency – Matt indicated follow-up still needed to be performed with a few certain colleges.

Agenda Item 4: Rules

- Matt gave an update that we were nearing completion of writing rules for the Wyoming Adjunct Professor Loan Program and the High School Equivalency Certificate. In addition to these rules going forward to becoming emergency rules on 1 July, there are also several changes related to SF77 that affect a few different chapters and sections in rules that need action.

Agenda Item 8: Next ASC Meeting/Teleconference

- May 16 Teleconference 3:00 to 4:30