

MEMORANDUM

To: ASC Members

From: Larry Buchholtz

Date: May 20, 2013

Subject: Notes from May 15, 2013 ASC Meeting

Members present via teleconference: Matt Petry, Ron Granger, Bob Cox, Carol Hoglund, Jayne Myrick, Marty Kelsey, Kim Mills, Sheldon Flom, Lynnde Colling, Robyn Landen, Larry Buchholtz, Claire Smith, Nancy Morton, Dee Ludwig, Clyde Woods and Karen Parriott. There was no Executive Council representation.

Agenda Item 1: 2015/2016 Budget

- Larry started with a discussion about CapCon, reiterating the submission date has not changed, 1 July will still be the date. He also asked about problems or difficulties with the model to which on Carol indicated a problem, that being print capabilities, we'll handle that off-line.
- Larry also told the members that the newest version of CapCon was available for their use and asked everyone to review their facilities data and update newly created fields as necessary. This action must also be completed by 1 July so major maintenance can be calculated.
- 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 either later that day or first thing on the morning of the 16th of May with a deadline of 15 June.
- Matt told the members that he had sent out the fixed and variable recalibration spreadsheets and simply opened the floor for discussion. Only EWC said they felt there was a discrepancy with the data, being \$1.2M out of balance from the file that was submitted, Karen, Larry and Claire will handle that off-line. Everyone else thought it looked about right but was still studying the numbers.
- On a side note, matt indicated he'd been in contact with the Gov's office regarding the hold-back of over \$52M n federal mineral royalties and if it had an impact on the CLB funds. He was told there was a plan to backfill that loss of funding and the colleges could plan on still getting their \$1.6M share.
- Matt discussed the plan(s) for exception requests in the upcoming budget, including the premise of asking to move the base and permanently fund a higher enrollment level to be

included in the base, but rather than carve out 10% of variable and distributing it via some completion component take the increase to the base and distribute it via a completion component like degrees conferred, by unduplicated headcount. The notion of also including certificate/credential attainment was also discussed, pointing out that it's not out of the picture but a solid measurement must be developed, one that eliminates stacking and/or has a minimum number of hours to attain. There was also discussion on the approach to doing this, either permanent funding and we'd stop doing enrollment growth funding requests every session or continue to use enrollment growth but possibly distribute it via the completion methodology described above. There was also a lot of discussion regarding the definition of a "completer" that will have to continue as we go down this path.

- 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.

Agenda Item 2: Administrative Computing System

- HR Data Consistency – Larry included this topic with his talking points on the CapCon model and annual templates that inform the model. This topic ensures the commission receives these data elements in their instance of CROA so it can be pulled directly without having to bother the colleges. Several of the colleges had responded to a survey put out by Tully, the remainder were asked to get back to Tully with answers.

Agenda Item 3: Rules

- Matt gave an update that we distributed draft rules for the Wyoming Adjunct Professor Loan Program with a few BOCES sites, the AAC and the Wyoming Association of School Administrators and were expecting feedback by this coming Friday. The High School Equivalency Certificate rules were completed and had been vetted by a taskforce of several disciplines. 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

- June 20 Teleconference 3:00 to 4:30

Round Table Discussions –

Ron asked who was interested in continuing a conversation with Joe Behlke of HigherOne, WWCC was a yes and EWC was a maybe, everyone else opted out.

Larry asked about the special sequence of running the Fund 10 Retirement Report this quarter and having April run as a stand-alone month, pointing out LCCC and NWC had not indicated they had done so.