

MEMORANDUM

To: ASC Members

From: Claire Smith

Date: October 17, 2013

Subject: Notes from October 16, 2013 ASC Meeting

Members present in person: Matt Petry, Ron Granger, Carol Hoglund, Sheldon Flom, Cheryl Heath, Claire Smith, and Nancy Morton. Members present via teleconference: Marty Kelsey, Lynnde Colling, and Ron Laher. There was no Executive Council representation.

Agenda Item 1: Budget

- Matt discussed the State Building Commission (SBC) meeting that was held earlier in the day. He explained that capcon budget narratives did not get written by Construction Management Division (CMD), who is now responsible for doing them since the passage of SF77. Bret Jones, Budget Division Administrator, wrote them following the general format that WCCC has used in the past. Matt was able to get a copy of the narratives a few minutes before the SBC meeting started. It was acknowledged by all members present that they had not been given the narratives for review and this meeting was the first time they were seeing them. CMD presented all the capcon projects in the order ranked by our capcon model, including those requiring authorization only, but did not make any recommendations to the SBC on which ones they felt should be funded. The SBC voted to put forth all the projects to the governor, also with no recommendation on funding.
- For future SBC meetings, the WCCC may receive a copy of the meeting packet if it is requested weeks ahead of the meeting and WCCC can then distribute to the colleges. CMD will also look into setting up conference call capabilities for future meetings but this will require the purchase of equipment on their end. Once the equipment is in place, we can request that meetings be held as conference calls, again only if requested weeks in advance.
- If the colleges would like to present additional information on their capcon projects at the Joint Appropriations Committee (JAC) meeting to be held in December or January, they may ask LSO permission to do so. If granted, they will need to provide 40 copies of the information to LSO before the JAC meeting starts.
- There is a JAC meeting on October 28 where one piece of legislation will be discussed regarding the colleges. The legislation will correct all references to CMD and rename it Administration and Information Construction Management (AICM). There will also be clarification that major maintenance calculations will not include square footage for

residence halls, auxiliary services and unions that are 100% self-supporting. It is not necessary for the colleges to be in attendance.

- Matt explained that major maintenance was requested by CMD as one amount to cover the colleges, UW and state buildings. As the budget moves further along in the process, this amount will be broken out between the three categories. If the calculation is done in the same way it was done last year, the colleges will get a bit more funding than needed. However, the calculation was done incorrectly last year and Matt does not anticipate that the same mistake will be made again. Major maintenance will be processed through (AICM) going forward and they may want to be more involved in the process than the WCCC has been. If the legislature approves major maintenance at a factor of 1.5%, the colleges should get an amount of funding close to their needs.
- Ron Granger asked if there are any plans to adjust the way outreach centers are treated as far as including their enrollment numbers in the capcon model. Matt stated that there are no plans currently in place but can be considered in the future. He also explained that the current model does not take into account situations where a college has more than one project planned and how those plans would affect the priorities if one project were to be funded first. Due to the timing of how the process works, this particular matter probably cannot be addressed within the model.

Agenda Item 2: Rules Changes

- Matt stated that one comment was received on the draft rules for the Wyoming Adjunct Professor Loan Program, allowing for a second application period each year. That change has been incorporated into the rules. The rules will be approved by the commissioners at the October 18 meeting. Due to the timing of the remaining steps in the process, the commissioners will also have to approve a second set of emergency rules in order to be covered until the regular rules process is complete.

Agenda Item 3: Affordable Care Act (ACA)

- Matt reminded the members of the webinar on the ACA to be held on October 22. He stated that at some point the Budget Division will probably take a bigger interest in how the ACA affects the colleges since it could potentially cause an increase in the number of employees enrolled in the health insurance plan at the colleges. Discussion took place among the members on how adjunct professors will be treated and the general consensus was that their hours would be limited so as not to be covered under the ACA. Cheryl reminded the members that adjuncts are considered temporary employees by the state and therefore not eligible for benefits. However a problem could arise if adjuncts are teaching at more than one college and work a combined number of hours that exceeds the limits the individual colleges have in place.

Agenda Item 4: Colleague Student Data Reporting Issue with IRS

- Matt reminded the members about the email that had been received from Ellucian on this reporting issue. If the colleges receive notice from the IRS, Ellucian has a statement that can be inserted into the college's response explaining the issue and the actions in place to fix it.

Agenda Item 5: College Forms and Reports Matrix

- Cheryl asked about form *(Cheryl said form 200 - the one that has their 5-year plan???)* and whether it is still required. Matt was not sure if it is still required, and if so, if WCCC or AICM is now responsible. He will have Larry look into this.

Agenda Item 6: Commission Staffing Changes

- Matt informed the members that an offer has been made for the policy analyst position and is scheduled to be officially accepted on October 17. The office assistant position has been filled by Naomi Lopez. Both are scheduled to start on November 12, 2013.

Agenda Item 7: Next ASC Meeting/Teleconference

- The next meeting is scheduled for November 21 but Matt may need to reschedule it to a few days earlier. It is expected that the ASC will need to meet more frequently as the completion metrics are being finalized.

Round Table Discussions –

Ron asked if the members had reviewed the spreadsheets that he sent out on funding for completion metrics but some of the members had not seen them. He will make sure everyone gets them. Marty expressed concern that Matt is not being included in the financial discussions at this point in the process. Matt agreed that in order for the commission to run the funding model, it would be advantageous for him to be involved in how it will be created.

Matt informed the group that the contingency reserve funding of \$1,600,000 has been received. Larry will need to update the square footage in the capcon model and then determine the allocation. This will probably be done next week.