<u>MEMORANDUM</u>

To: ASC Members

From: Larry Buchholtz

Date: April 22, 2014

Subject: Notes from April 17, 2014 ASC Meeting

Members present via teleconference: Matt Petry, Ron Granger, Ron Laher, Carol Hoglund, Jayne Myrick, Marty Kelsey, Sheldon Flom, Lynnde Colling, Cheryl heath, Larry Buchholtz and Nancy Morton. There was no Executive Council representation.

Agenda Item 1: Rules Revisions

- Matt started the meeting by stating that Rules had been approved by the governor and the public notice was published in the Casper Star on the 16th of April, this marks the start of the 45 day comment period, which will end at 5 p.m. on May 30th.

Agenda Item 2: Capital Constructions and Major Maintenance

- Matt continued the conversation from the prior month's agenda regarding inclusion of outreach locations in the model. Several pros and cons were discussed, including ranking projects at outreach locations against a main campus location, workload behind segregating enrollment and staffing numbers in the historical data section of the model. Larry agreed to come up with some alternatives that will allow projects to be scored in the model and present them to the council.

- Matt asked if there were additional discussion items related to the handbook AICM published and to which the VP's had responded to asking for clarification. Carol informed the group that although there was a response from AICM regarding the questions they asked, a new draft of the handbook had not been received. Since the issue of funding requests still hadn't been addressed, Larry said he will contact AICM again and request guidance.

Agenda Item 3: College Data Warehouse Funding

- Matt told the members that approval had been gained to carry-over approx. $800K from BFY13 to BFY15. This approval was sought because at the the time the business case was written there weren't very many solutions available that would work with Ellucian's administrative computing system and funding was sought to purchase Blackboards I-Strategy tool. In the 3 years that have passed since then, many other tools have become available that are more powerful and actually provide for a true data warehouse with real-

time data, rather than snapshots of data spaced at given intervals that are written over each update, meaning a report could not be regenerated with the same data. More research needs to be completed and the CIO's need to decide on which solution to purchase.

Agenda Item 4: Request for Emergency Support Resources from the Colleges

- Matt shared with the group a discussion he had with Bob Sherard from the Department of Health. Immediately after 9/11, there was a push to create local response plans and contingencies, but these plans fell off as time passed. There is now an effort to reconstitute that movement and complete the work that was started, mostly in light of the flooding that took place around Wyoming last year. Those efforts may very well include the colleges for support by providing emergency housing and by nursing students and nurse teaching faculty, but vet tech programs, not only for animal care, but housing animals at college facilities too.

Agenda Item 5: Cost of Attendance

- Ron Laher led a discussion about computation of books and materials as well as student travel and personal expenses and wondered if there should be some consistency and consensus among the college on how these rates are computed. Lynnde opined that they should be different for each college as they truly are different, conditions such as living at home vs. not living at home, fulltime/part time, etc. result in the computation of different circumstances, and they are based on student data, which is not consistent across the system. The discussion turned to the purpose of computing the cost of attendance and presenting that data in a single spreadsheet so interested parties could view it at a single location since the data is available on each colleges' webpage. Larry said he'd find out the true purpose of the survey and get back to everyone.

Agenda Item 6: LeaderPhone ChargesRules

- Matt reminded everyone that the commission gets charged for each phone number that dials into a conference call and asked that the colleges that have multiple attendees call in from a single phone number, rather than separately.

Agenda Item 7: Next ASC Meeting/Teleconference

- May 22 Teleconference 3:00 to 4:30