

MEMORANDUM

To: ASC Members

From: Matt Petry

Date: February 13, 2015

Subject: Notes from November 20, 2014 ASC Teleconference

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

Agenda Item 1: Academic-Year 2016 Tuition Rates

- For those ASC members who were unable to participate in the most recent Commission meeting, Matt provided notification of the Commission's decision not to increase tuition rates for academic-year 2016, favoring instead to reassess the rate-setting methodology.

Agenda Item 2: Legislative Service Office's Annual Earnings Request

- Matt reminded the ASC members of the Legislative Service Office's December 1 deadline for reports of college employees with annual earnings of \$80,000 or greater. He indicated that so far, he had only received three of the seven colleges' reports.

Agenda Item 3: Ad-Hoc Report Requests for Department of Workforce Services, Research and Planning Division

- Matt stated that the Community College Data System Committee had finished its review of the draft report request form, and its recommendations, along with those of Commission staff, would be presented to the Executive Council.

Agenda Item 4: Update on State Longitudinal Data System (SLDS) Development

- Matt informed the ASC members of the decision to contract with a consulting firm to conduct a system-wide data warehousing and reporting needs analysis, with input from the University of Wyoming (UW), the Department of Education, the Department of Workforce Services and Enterprise Technology Services. Andy Corbin, the Commission's Information Technology Manager, prepared a draft scope-of-work document for prospective firms to use in preparing quotes. Of particular interest to UW was the inclusion of a deliverable addressing automation of transcript sharing for students transferring between UW and the seven colleges.

Agenda Item 5: Calendar-Year 2015 Health Insurance Premiums

- Matt notified the ASC members that Larry had confirmed that the colleges' current appropriation includes the funding necessary to cover the January 2015 premium increase. A supplemental appropriation would still be needed for any January 2016 premium increase.

Agenda Item 6: Excellence in Higher Education Endowment Fund Reserve

- Claire asked if there were any questions about the State Treasurer's annual update, which she had sent prior to the conference call; there were no questions.

Agenda Item 7: College Forms and Reports Matrix

- Larry thanked the ASC members for their recent submissions, and noted that there were no outstanding items.

Agenda Item 8: WACCT Annual Conference and January Commission Meeting

- Matt polled the ASC members about their interest in a face-to-face meeting in Cheyenne, in conjunction with the January 29 Wyoming Association of Community College Trustees annual conference, and the January 30 Commission meeting. Everyone but Marty expressed interest, so Matt asked Carol if she could arrange for a meeting room the afternoon of January 29.

Next ASC Meeting / Teleconference

- December 18 Teleconference, 2:30 to 4:00

Round Table Discussion

- Sheldon informed the group that Northwest College hired Lisa Watson as its Vice President of Administrative Services. She is currently the Vice President of Administrative Services and Finance at Miles Community College.