

MEMORANDUM

To: ASC Members

From: Matt Petry

Date: March 20, 2015

Subject: Notes from March 19, 2015 ASC Teleconference

Members present via teleconference: Matt Petry, Larry Buchholtz, Claire Smith, Nancy Morton, Lynnde Colling, Carol Hoglund, Lisa Watson, Sheldon Flom, Ron Granger, Ron Laher, Marty Kelsey, Debbie Baker, Lynn Fletcher, Jayne Myrick, Lindy Paskett and Rex Cogdill. There was no Executive Council representation.

Agenda Item 1: Development of Performance Metrics to be Used in Funding Allocation

- Matt asked the council members if they had any questions or concerns about his notes from the March 12 teleconference. There were no questions or concerns, so Matt briefly described the metrics currently being considered (participation, progress, performance and placement), the timeline for modeling and implementation of each, and the relative weighting of each over time. With the exception of fiscal-year 2016 (during which course completion rates and volumes would continue to be used, but at a higher combined proportion of total variable costs funding), the plan closely follows the one proposed by the Executive Council at its September 14, 2014 meeting. Matt indicated that modeling of successfully completed, weighted student credit hours would begin within the next few weeks, but if there were no modeling outputs available by the date of the next scheduled teleconference (i.e., April 2), he would cancel that teleconference, and then the results would be reviewed during the April 15 face-to-face meeting at Central Wyoming College.

Agenda Item 2: Projected Fiscal-Year 2016 Distributions

- Using its own instance of CROA, the Commission's IT staff was able to generate course completion volumes and rates for academic-year 2014. Once all of the colleges have completed their upgrades to Business Objects 4, and the standardization of both Hathaway and non-Hathaway student data is finished, the colleges' institutional researchers will be asked to verify the Commission's course completion reporting. However, given successful testing of academic-year 2013 volumes and rates, Matt stated that his confidence in the preliminary 2014 figures was high enough to use them to project fiscal-year 2016 state funding distributions to the colleges. These projections, along with the supporting calculations, had been sent by Matt to the colleges on March 13. When asked if there were any questions or concerns about the calculations, the group responded "no," and Ron Granger thanked Matt for highlighting all of the funding allocation model changes since the previous version. Matt then briefly described the difficulties posed by having to recognize each college's state-to-local funding split, but then went on to say that in order to avoid these difficulties, the state would likely have to receive all 4-mill revenue currently received by the colleges themselves; such a fundamental change would obviously require legislative changes. Finally, Matt indicated that once the academic-year 2014 volumes and rates were finalized, he would re-run the model, and notify the colleges of any changes to the projections; again, he felt those would be minimal.

Agenda Item 3: Supplemental Budget Amendments

- Matt informed the group that with respect to the supplemental budget amendment requiring a Joint Appropriations Interim Committee (JAIC) review of the funding model, the Legislative Service Office notified Dr. Rose that a three-hour meeting of the Committee would be scheduled for either June or July in Cheyenne. Dr. Rose suggested an hour for Commission staff to provide a history of the funding process and its revenue sources, as well as a simple explanation of the allocation model. College presidents and trustees could then have an hour for comments, and the JAIC would have an hour for questions and clarification. Absent any further testimony or documentation, the JAIC would then be responsible for either recommending changes to how the colleges are funded, or establishing the structure of a task force for further review; this report to the Legislature's Management Council is due September 1, 2015. Ron Laher asked if the Commission could share any documentation it would present to the JAIC in advance of the hearing, and Matt assured him that it would be shared with not only the ASC, but also the EC.

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

- Matt indicated that the conference call between Dynamic Campus (the consulting firm chosen for the system-wide data warehousing and reporting needs analysis), the Commission's IT staff and several representatives of Enterprise Technology Services (ETS) had just concluded. This was the last of the meetings Dynamic Campus conducted with colleges and contributing agencies. Matt felt that it gave Dynamic Campus a better understanding of the perceived structure and functionality of the SLDS, and that it reaffirmed the need for data warehousing and reporting in the interim, given the protracted completion of the SLDS in five to six years. Matt also indicated that Commission staff was scheduled to meet with the Dynamic Campus team for an informal recap the afternoon of March 23; formal recommendations are due no later than April 30.
- With respect to the automation of transcript sharing in support of student transfers, Matt informed the ASC members that Andy Corbin, Chad Marley and John Wood had participated in a meeting of the registrars from all seven colleges and the University of Wyoming (UW). They explained progress-to-date on the project, and then asked the registrars to continue to work toward a recommendation to the SSC and UW's vice president of student services. That group of vice presidents would then make its own recommendation to the EC and UW's president. Matt assured the group that data standardization remained the priority for both the Commission's and the colleges' IT and institutional research personnel, but he also didn't want to lose any of the momentum gained on this project. Accordingly, he asked Joe McCann to add automation of transcript sharing to the SSC agenda as a standing topic.

Agenda Item 5: 2017-2018 Budget Exception Requests

- Larry set out the schedule for various aspects of capital construction requests for the 2017-2018 biennial budget (he followed up on this discussion with written directions the next day):
 - April 15 – populated templates due from colleges' institutional researchers
 - May 1 – colleges' completion of updates to facilities inventories
 - May 15 – colleges' completed entry of all cap-con projects
 - May 20 – Commission's run of the model with resulting prioritized list of projects
- Larry also reminded the group that April would serve as the basis for 2017-2018 appropriations for both health insurance premiums and increased retirement contributions. The ASC members again voted unanimously to keep shared pools for both types of reimbursement, rather than separate allocations for

each college. Ron Laher asked if health insurance premiums for vacant positions could be included, and Lynnde asked if net increases in staffing could be included. Larry responded that he would check with the Budget Division, and then he and Matt both stated that in either case, only single coverage would be afforded, if anything.

Agenda Item 6: New OMB Requirement

- Carol asked that this item be included on the agenda. In summary, specific federal grant information may have to be recorded in Colleague. Ron Laher indicated that he had asked Wayne Herr of McGee, Hearne & Paiz for his interpretation, and Matt suggested that at least one college contact Ellucian for its input. Matt's concern was that if the colleges were to enter the information in Colleague, that it be done consistently from college to college.

Agenda Item 7: Request for Emergency Support Resources from the Colleges (original request March 2014)

- Matt indicated that earlier in the week, Carol had contacted him about a request from a representative of the Wyoming Department of Health's Public Health Emergency Preparedness Program. Matt reminded her that approximately a year ago, this same program had requested assistance from the community colleges in the areas of "health / medical / veterinary equipment and supplies, and veterinary medical support." Though the colleges' participation isn't mandatory, all ASC members had previously agreed to work with Health. The implementation of its emergency preparedness assessment simply took longer than anticipated. Matt informed the other ASC members that Health would likely be contacting them in the near future, and Lynnde stated that they had already done so with Casper College. As expected, there was some overlap between college emergency preparedness plans and those of both the state and the counties. Coordination among the plans would be necessary.

Next ASC Meeting / Teleconference

- As indicated previously, if the Commission can model successfully completed, weighted student credit hours in the next two weeks, there would be an April 2 Teleconference to discuss this one topic; the call would begin at 2:30. If this modeling isn't completed in that two-week time period, the next meeting would be the April 15 face-to-face meeting at Central Wyoming College, beginning at 3:00. The meeting will be held in Room Number AW138 of the administration wing.