

MEMORANDUM

To: ASC Members

From: Matt Petry

Date: April 22, 2015

Subject: Notes from April 15, 2015 ASC Meeting

Members present in person: Matt Petry, Larry Buchholtz, Claire Smith, Joe McCann, Cheryl Heath, Sheldon Flom, Ron Granger and Ron Laher. Members present via teleconference: Lynnde Colling, Carol Hoglund, Lisa Watson, Robyn Landen and Jayne Myrick. 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 April 9 e-mail and corresponding workbook modeling successfully completed, weighted credit-hours. There were no questions or concerns, so Matt briefly described the next metric to be modeled – credentials produced. He indicated that earlier that afternoon, the Executive Council (EC) briefly discussed the Academic Affairs Council's recommendations on certificate definitions, with Joe Schaffer questioning what he perceived as relatively complex typology. Both Joe McCann and Gerry Giraud offered explanations of the process followed by the Academic Affairs Council (AAC), and the presidents agreed to further consider the AAC's recommendations prior to their own meeting in Casper on May 27. Given both the successful modeling of the progress metric, and further consideration of this performance metric, Matt cancelled the ASC teleconferences previously scheduled for April 30 and May 14.

Agenda Item 2: Joint Appropriations Interim Committee (JAIC) Review of Funding Model

- Matt reminded the council members of the upcoming JAIC hearing, tentatively scheduled for late June. Following up on his April 2 e-mail request, Matt asked the council members for their concerns about, and examples of, negative impacts of unstable funding, as well as missed opportunities due to funding uncertainty. In addition to Matt's own input, only Ron Laher and Cheryl Heath provided written concerns. Ron Granger verbally cited instability in not only state funding, but also in 4-mill revenue due to declining mineral values, and in tuition and fee revenue due to declining enrollment. Carol Hoglund referenced increasing fixed costs (e.g., utilities and insurance), and Sheldon Flom reiterated the relatively high start-up costs associated with new programs that have yet to realize projected enrollment levels. Matt indicated that all of the inputs would be summarized in two documents – one for negative impacts and missed opportunities shared in general by all of the colleges, and one citing those specific examples provided by Ron Laher and Cheryl Heath. Matt then stated that as soon as those documents were drafted, they would be shared with both the ASC and the EC for further comment.

Agenda Item 3: Update on State Longitudinal Data System (SLDS) Development

- Matt indicated that Dynamic Campus (the consulting firm chosen for the system-wide data warehousing and reporting needs analysis) is scheduled to meet with Commission staff on April 30, and will deliver a draft of its recommendations. Those recommendations will then be shared with the college presidents and their

designees on May 7 in Casper. Contributing agencies can also attend that general presentation, but the first 30 to 45 minutes will be reserved for a meeting with just the college presidents.

- With respect to the automation of transcript sharing in support of student transfers, Matt simply indicated that the registrars from the seven colleges and the University of Wyoming (UW) had agreed to make recommendations to both the Student Services Council (SSC) and UW's vice president of student services, who would in turn make recommendations to the Executive Council and UW's president. Because no specific deadlines had been set, Matt decided to leave the topic on the ASC agenda until it was resolved, and he had asked Dr. McCann to do the same with the SSC's agenda. Matt reminded the group that UW's president had recently publicly cited this project as a major accomplishment of his administration, and that accordingly, there would be increasing pressure to implement a solution.

Agenda Item 4: 2017-2018 Budget Exception Requests

- Larry reminded the group of the schedule established in support of various aspects of capital construction requests for the 2017-2018 biennial budget:
 - April 15 – populated templates due from colleges' institutional researchers
 - Larry noted that only two colleges, Central and Western, had yet to submit all of their completed templates
 - 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 was asked if those cap-con projects that received Level II design funding during the 2015 legislative session had to be resubmitted to the Commission for consideration of construction funding. Larry answered "no," and then indicated that it would be the Construction Management Division's responsibility to seek construction funding, even for the project at Central Wyoming College that had never been submitted to the Commission, but rather had been added through a budget bill amendment. Matt stressed that the Construction Management Division (CMD) might not reach out to the colleges for their Level II design documents, so it would be crucial for the colleges to contact CMD, and then to follow-up periodically to ensure that any construction funding requests are included in CMD's biennial budget due August 15, and then first considered by the State Building Commission at its October meeting.

- Larry also again reminded the group that April would serve as the basis for 2017-2018 appropriations for both health insurance premiums and increased retirement contributions. Ron Granger reminded the other council members to include vacant positions for possible inclusion in the health insurance premiums funding request (at the single coverage level).

Agenda Item 5: New OMB Requirement

- As indicated in the minutes from the previous ASC teleconference, Carol Hogleund asked that this item be included on the agenda. In summary, there was a question as to whether specific federal grant information had to be recorded in Colleague. Ellucian had subsequently confirmed the process established by Laramie County Community College (LCCC), but the subsequent policy interpretation by Wayne Herr of McGee, Hearne & Paiz indicated that the maintenance of the data didn't have to be that formalized, essentially confirming most of the colleges' current use of spreadsheet solutions. In spite of that interpretation, Carol Hogleund indicated that LCCC would use its more formalized process. Matt then requested that if any other colleges chose to use Colleague, they should coordinate with LCCC to ensure data standardization.

Agenda Item 6: State Compensation Commission Meeting

- Claire indicated that as part of the most recent State Compensation Committee meeting, there was a discussion of the Affordable Care Act. She offered to provide the corresponding YouTube link, and the group expressed interest. Larry provided the link to the ASC the following day. Matt reiterated the Attorney General's previous offer to assist the colleges with any related questions they may have. He simply asked that the colleges either send their questions to him, Larry or Claire, or request the contact information for the Commission's representative in the Attorney General's Office.

Agenda Item 7: College Cell Phone Policies

- Ron Laher asked that this item be added to the agenda, and the other ASC members offered information on their own colleges' policies.

Next ASC Meeting / Teleconference

- May 21 Teleconference, 2:30 to 4:00

Round Table Discussion

- Carol Hoglund indicated that the colleges planned to have an updated salary survey available for the EC's May 27 retreat in Casper. She asked if funding for identified salary adjustments could be requested for the 2017-2018 biennium. Matt indicated that it could be presented to the Commission at its June 26 meeting, but that it would be subject to prioritization with all other exception requests, including enrollment growth funding. She then asked if enrollment growth funding could again be approached through recalibration of the base period, and Matt responded that that could be an option for consideration by the Commission, but that approval of recalibration through a budget bill might be subject to some of the difficulties seen over the past several years with respect to the permanency of session laws.
- Larry asked if any of the council members had questions about an information request from the Legislative Service Office that he had forwarded to them just one day earlier. The request sought information on college revenue sources for recent capital construction projects, as well as timing of the associated expenditures. There were no questions, and Larry reminded the group of the April 20 deadline for submission of the information.