

A study session of the Central Wyoming College Board of Trustees was held on Wednesday, April 13, 2011, in Room ITECC 116 of the Intertribal Center on the Central Wyoming College campus. NO ACTION WAS TAKEN.

ATTENDANCE:

<u>Present:</u>	Caroline Mills Charlie Krebs Roger Gose	Scott Phister Judy Pedersen
<u>Absent:</u>	Colton Crane	Frank Welty
<u>Administration:</u>	Jo Anne McFarland Jay Nielson Jason Wood (by speakerphone)	Mohammed Waheed
<u>Attorney:</u>	Frank Watkins	
<u>Recorder:</u>	Linda Bender	
<u>Guests:</u>	Martha Davey Jacque Burns Carolyn Aanestad Joshua Scheer Wendy Davis Kelly Frank Dane Graham	Charlotte Donelson Eric Heiser Jay Nielson Lindy Paskett John Wood Ruby Calvert

CALL TO ORDER: Chair Gose called the study session to order at 6:03 p.m. He indicated that the purpose of the study session was to consider the proposed FY 12 budget. No action will be taken at this meeting.

WELCOME AND INTRODUCTION OF GUESTS: Chair Gose welcomed the guests present at the meeting.

PROPOSED FY 12 BUDGET: Dr. McFarland explained that the theme for the FY 12 proposed budget was “right-sizing” in order to achieve innovation and excellence for a growing student population. The proposed FY 12 Budget is a plan to align human and financial resources to carry out strategic priorities to meet board-designated mission and ends. A strong effort has been made to link the strategic priorities and the allocation of resources. These strategic

priorities are: increase access and success in learning, build and strengthen stakeholder relationships, and transition to the future.

The objectives for the strategic priority to increase access and success in learning included enhancing access through GED; emphasizing “Graduation Matters;” creating student pathways; strengthening new and current programs; and managing enrollment strategically (SEM). In relation to these objectives, the FY 12 budget includes additional scholarship support for GED; new faculty and staff to serve the increase in students; upgraded Workforce Training positions; adjustments to the operating budget to serve student increase and programs; and \$46,000 in additional scholarship funding.

The objectives for the strategic priority to build and strengthen stakeholder relationships included strengthening positive community perceptions; enhancing media presence; expanding and strengthening current and new partnerships; and utilizing and valuing citizen advisory committees. In relation to these objectives, the FY 12 budget includes a competitive speech program, new facilities/event coordinator, and new English faculty.

The objectives for the strategic priority to transition to the future included identifying and developing future leaders to replace retirees; hiring employees with a diversity of experiences, perspectives, and skills; preparing staff and faculty for rapid changes; addressing the increased stress and demands on staff from continued college growth; and establishing a system for reporting key performance indicators. In relation to these objectives, the FY 12 budget includes planning for future retirements; compensation adjustments for both recruitment and retention; staffing and operating funding to “right-size” operations; accounting for future budget uncertainty; avoiding drain on unrestricted revenues by leveraging limited college resources; and looking to the future.

Mr. Nielson indicated that the three areas which are the basis of the FY 12 proposed college budget are the preliminary budget, the compensation plan, and the change in positions and new positions. The proposed budget totals \$55 million, which is up nearly \$21 million from last year, primarily due to construction. He presented a chart which showed the FY 12 proposed college budget by fund compared to the FY 11 approved college budget by fund. Compared to last year, the plant fund has increased from 2 percent to 37 percent. Payments are 2 percent of the budget this year because of the 1.3 mills which will be assessed for payment of the general

obligation bonds. The college kept its promises to the voters for the bonds. The term is 15 years, and the first assessment is about 1.3 mills.

Mr. Nielson presented the Summary of Proposed FY 12 College Budget – All Funds. He pointed out that the operating fund is 33.7 percent of the budget in FY 12, which is up 5.5 percent from FY 11. The optional mill levy is up 10.8 percent from FY 11 because of the increased assessed valuation. The auxiliary fund is just keeping up with costs. He is concerned about federal grants because of the cuts being made in Congress. Depending on what happens, a major revision may have to be made.

In reviewing the enrollment history, Mr. Nielson pointed out the increase from 2007 to 2010 which has not come down. A review of the individual funds showed that the funding for the enrollment growth is in the operating fund. There has been no significant increase in the operating fund to catch up with the dramatic increase in enrollment. Efforts have been made to right-size the college operations and facilities to meet the increased enrollment and expanded offerings. Grants and contracts as well as Wyoming PBS go up and down according to funding. Significant changes are expected in these areas. The EHS program is a three-year grant and is in the final year. The RJTC grant is also phasing out. The big peak for WPBS operating funds in 2008 was during their buildout which included expanding technology and broadening the signal and coverage throughout the state. This peak was covered by one-time funding for those specific purposes.

Mr. Nielson reviewed the CWC sources of funding for FY 2012, which showed that state funding overall is 36.5 percent. Federal funding is 10.2 percent, auxiliary funding is 4.2 percent, and institutional funding is 7.7 percent. In Fund 10 operating revenue, the state appropriation proportion of the budget is 46.7 percent. The tuition and fees appropriation proportion totals 20.1 percent, and state health insurance is 8.9 percent. Mr. Nielson indicated that the state health insurance pool looks solid, and it appears they have adequate funding. On the expense side of the proposed Fund 10 FY 12 budget, about 39 percent goes to instruction, and 4 percent goes to scholarships and fellowships.

Other funds in the FY 12 proposed college budget include the optional mill levy fund, the auxiliary fund, the restricted fund, and the investment in plant fund. The optional mill levy fund has been used for one-time

expenditures, and it has increased about 10 percent. The auxiliary fund has increased about 2 percent which keeps up with inflation and costs. The auxiliaries are managed to be self-supporting.

Dr. Waheed gave an update on developments at the federal government which will have an impact on the college's restricted fund. The latest information is that a compromise has been reached, and a vote will take place on Thursday. Domestic non-security programs are cut by approximately \$42 billion. Overall, the deal cuts spending by \$38.5 billion for the remainder of the fiscal year, through September 30. Twenty-seven programs in the Department of Education are slated to be eliminated or cut drastically. Some financial aid programs will be affected. The LEAP (Leveraging Educational Assistance Partnership) program has been eliminated. Overall, the college will lose \$20,000 in LEAP funding. Federal Supplemental Education Opportunity Grants (SEOG) is being cut \$20 million, and the college will lose about \$40,000. The proposal is to cut Adult Education by \$31 million. ABE/GED may be affected.

TRIO has been cut by \$25 million. TRIO funding covers the Student Support Services, Upward Bound, and Talent Search grant programs at the college. GEAR UP will be cut by \$20 million at the national level. The Career Pathways Innovation Fund of \$125 million to help community colleges create jobs has been cut for future years, and the current grant competition has been halted. Dislocated Worker Assistance has been cut by \$125 million. The College Access Challenge Grants have been repealed. The proposal also calls for making funding discretionary for the TAA Community College and Career Training Grant (CCCTG) program. Currently, interest is not paid on student loans until after the student gets a job. The proposal is to eliminate the grace period.

Ms. Calvert indicated that the proposed budget includes a 1 percent rescission for 2011 funding for WPBS that will be absorbed by the Corporation for Public Broadcasting. WPBS will get the full \$770,000 for FY 11. FY 12 funding was not included because it is still in question.

The investment in plant fund includes the construction projects which consist of the Health and Science Center, the Classroom Wing Remodel Project, the Classroom Wing Asbestos Abatement, the Classroom Wing Reroof, the Energy Retrofit Project, and the Boiler Retrofit Project. This biennium the college did not receive major maintenance funds because of

the ARRA money that will be used for academics. The challenge for the next biennial budget is to maintain the major maintenance fund. A main concern is that the ARRA money will not continue.

Mr. Nielson indicated that for next year, the college's expenses can be handled. A small increase in assessed valuation is projected. The auxiliaries are breaking even. The key is that next year has been projected with an effort to identify the issues with the state and federal government in the next several years.

Ms. Wendy Davis, Human Resources Officer, reported that the numbers for the faculty salary study have been adjusted after comparing them with ten states in Mountain States region. The numbers now show that the average faculty salary is 6.01 percent below regional midpoint average. The base faculty salary Masters plus 0, Step 0, is 1.22 percent above midpoint; Schedule Point Masters plus 30, Step 10 is 1.95 percent above midpoint; and Maximum Schedule Placement Doctorate, Step 27 is 3.09 percent above midpoint.

The proposed budget includes a base increase of 1 percent and an experience step for a total of a 3 percent adjustment. Ms. Davis reviewed the FY 12 compensation plan for Faculty, Classified Staff, and Professional Staff. Additional adjustments are anticipated after the completion of the Classified Staff Job Analysis. Mr. Krebs asked how the new FY 12 proposed faculty base of \$41,935 compares with what is being paid at the high schools in Riverton and Lander. Ms. Davis replied that local high schools are paying just over \$40,000 for bachelor's prepared teachers. Places like Jackson are paying over \$50,000.

The FY 12 new/changed positions include English Instructor, Nursing Faculty (state funded), IT/Nursing Simulation Tech, Communication Instructor/Competitive Speech Team, Film Production/English Instructor, Financial Aid Support, Associate Vice President for Administrative Services (temporary), and Facilities Scheduler/Event Coordinator. Ms. Mills asked about increased accounting requirements from the WCCC. Dr. McFarland replied that in numerous cases, the college has had to rely on the contracted services of consultants for assistance. Substantial additional reporting will be necessary. Additional reporting will be required for the statewide facilities data base.

Ms. Pedersen asked about the changes in the math program with no additional positions in math faculty. Mr. Wood indicated that an additional position was strongly considered. One of the adjustments was to include the math lab and two office spaces next to it. It is not certain how the math lab will affect student numbers. At this point, changes are being made in facilities, computers, and access to student modules on the Internet.

Dr. McFarland noted that the Associate Vice President for Administrative Services position was based on the need for providing adequate training and a transitional period as the current Vice President for Administrative Services completes his last year before retiring. The proposed FY 12 budget of \$55 million needs to be accounted for and tracked, and there will be substantial additional paperwork. An additional person would have been proposed in any case because of all the additional construction and additional reporting. This position is only intended to be a one-year position.

Mr. Nielson explained that the Facilities Scheduler/Event Coordinator position is needed because the management of facilities is needed to fully utilize them, and this is a major responsibility especially with increased community use. This position will manage the lock and unlock of facilities, will be responsible for the facilities data base, and will address some compliance and reporting issues. Ms. Pedersen asked if this position is a professional staff position. Mr. Nielson replied that it is professional staff. This person will work evenings and weekends and will be expected to be at the events.

Dr. McFarland indicated that board ends include successful graduates; skilled, successful employees; student opportunities beyond the community college; enhanced economic/business climate; students who contribute to the global community; and opportunities for cultural enrichment and lifelong learning. Future budget and public policy considerations specific for elected trustees include pushing for a five-year tuition plan, maintaining enrollment, seeking enrollment growth funding from the state, seeking continuation of Coal Lease Bonus funding which sunsets in 2013, and converting major maintenance funding to continuing funding. Future budget and public policy considerations also include seeking state aid for compensation adjustments, preparing for federal funding cuts, requesting refinement of the State Facilities Study, projecting multiple years with each annual budget, and focusing on the future.

Ms. Mills asked where to start on the sunseting of the Coal Lease Bonus funding. Dr. McFarland replied that the WCCC is an important player. By statute, the WCCC develops the budget request for all of the colleges, and this budget will be developed in August.

Chair Gose noted that enrollment goes up in bad times and goes down in good times. He asked how trustees can help to maintain enrollment. Dr. McFarland replied that CWC has increased its market share even when the total numbers of prospective students have declined. An increase in traditional students has been noticed, and this is associated with the dual credit program. The new programs have created some niche programs that will attract students to CWC. The greatest growth potential is in continuing with traditional students and the workforce training program. Short-term workshops need to be offered as well as courses that lead to a one-year diploma or two-year degree. One of the biggest challenges in the next year will be to address housing. Students expect good quality campus housing.

STAFF RESPONSE:

The Faculty

Mr. Eric Heiser, President of The Faculty, thanked the administration for their fine job in letting every association have input on the budget. He also expressed thanks for the efforts to alleviate the strain on the faculty because of the increased enrollment. He appreciates that it is a priority to add full-time faculty rather than more adjunct faculty.

Classified Staff Association

Mr. Kelly Frank, President of the Classified Staff Association, indicated that the Classified Staff is thankful that the administration is so open with the budget process. They are also thankful for the compensation adjustment. The administration has done a good job of balancing this out with other needs.

Professional Personnel Association

Ms. Lindy Paskett, President-Elect of the Professional Personnel Association, stated that the Administrative Cabinet has worked hard on this budget, and she is proud of the innovation and excellence that went into it. The Professional Staff is happy with the budget.

Student Senate

A representative of the Student Senate was not present at this meeting.

ADJOURNMENT: There being no further discussion, the study session was adjourned at 7:53 p.m.