EXECUTIVE COMMITTEE TELECONFERENCE MINUTES
Thursday, February 12, 2009

Committee Members Present
Jane Nichols (NV), chair
Roy Ogawa (HI), immediate past chair
Diane Barrans (AK)
David Lorenz for Joel Sideman (AZ)
Robert Kustra (ID)
Mary Sheehy Moe (MT)
Dave Nething (ND)
Patricia Sullivan (NM)
Carl Shaff (NV)
Camille Preus (OR)
Bob Burns for Tad Perry (SD)

Committee Members Absent
Joel Sideman (AZ)
David Skaggs (CO)
Roberta Richards (HI)
Tad Perry (SD)
William Sederburg (UT)

Ann Daley (WA)
Tom Buchanan, vice chair (WY)
Klaus Hanson (WY)

Staff & Guests Present
David Longanecker, WICHE president
Erin Barber, assistant to the president
Demarée Michelau, director, Policy Analysis and Research
Craig Milburn, chief financial officer
Jere Mock, vice president, Programs and Services
Louise Lynch, certifying officer, Arizona Board of Regents
Kim Reichert, special assistant, University of Wyoming President’s Office

Chair Jane Nichols called the meeting to order and asked Erin Barber to call roll. A quorum was confirmed.

ACTION ITEM
Approval of the Executive Committee Meeting Minutes of November 10, 2008

Chair Nichols asked for a motion on the approval of the Executive Committee meeting minutes of November 10, 2008. Commissioner Ogawa asked that the last sentence in the minutes be amended to say “Chair Ogawa state that increasing support fees would affect state budgets more than the approved dues increase.” Commissioner Nething moved to APPROVE THE MINUTES OF THE NOVEMBER 10, 2008 EXECUTIVE COMMITTEE MEETING AS AMENDED. Commissioner Preus seconded the motion. The minutes were approved unanimously.
ACTION ITEM
Update on WICHE’s Budget and Request to Move Money from Reserve for Unexpected Shortfall

Chair Nichols asked David Longanecker to walk the committee through the budget and action item. Longanecker explained to the committee that there is a projected deficit in the budget for FY 2009 and requested permission from the committee to move $60,000 out of the unexpected shortfall reserve to cover the projected deficit. The shortfall in the FY 2009 budget is due to not receiving the delinquent dues from the California Community College system (totaling $87,000) during FY 2009 along with a significant reduction in interest revenue. Both of these factors bring revenue totals down by about $150,000. Longanecker pointed out that overall expenses are also projected to be down and he would be working to find additional areas of savings to close the gap even further. Commissioner Barrans moved to APPROVE MOVING $60,000 FROM THE UNEXPECTED SHORTFALL RESERVE TO COVER PROJECTED SHORTFALLS IN THE FY 2009 BUDGET. COMMISSIONER SHAFF SECONDED THE MOTION. The motion was approved unanimously.

Commissioner Barrans asked if there had been any discussion about looking past two years into future budget projections to see what the impact on WICHE’s investments might be. Longanecker responded that staff would be looking into future projections. Currently, the FY 2010 budget is projecting a $114,000 deficit. Longanecker said that he will not bring a deficit budget to the Commission. He will likely be making difficult internal decisions that will reduce staff costs in order to close the deficit. He said the FY 2010 presumes that WICHE will receive all state dues and the California delinquent dues. Commissioner Shaff asked what the likelihood is of actually receiving the delinquent dues. Longanecker explained WICHE’s relationship with Jack Scott, chancellor of the California Community College System, and that he and Dede Alpert were working to set up a meeting with Jack in March to discuss a plan for receiving payment for the delinquent dues.

Commissioner Barrans asked if WICHE had the resources to offer the western states assistance with understanding the stimulus package and the opportunities and constraints within the package. Longanecker told the committee that he would be participating on a webcast with Academic Impressions on the stimulus package. He also mentioned that WICHE would be working to facilitate information on the stimulus package and some of the constraints that may be included.

DISCUSSION ITEM
Legislative Advisory Committee

Longanecker explained to the committee that money was taken out of the reserves to fund the 2008 Legislative Advisory Committee annual meeting. Due to a lack of participation and many state travel freezes, Longanecker said that staff would not be asking for funding out of the reserves for this year’s meeting. Instead, staff proposed doing 1-2 webcasts involving the LAC members. Longanecker said that staff would also be more intentional in contacting LAC members during their travels throughout this year. Longanecker asked Commissioner Nething what he thought of the proposed plan. Nething said he understood why the proposed plan was
necessary due to the budget and travel constraints and lack of participation. Demi Michelau explained to the committee that WICHE currently has a contract with Elluminate for web casts and that the web casts might increase participation since they would not require any kind of travel or expense. Chair Nichols asked the committee if there were any objections to the proposed plan for the LAC this year. Commissioner Ogawa said that participation seems to be the real issue with the LAC, not necessarily the funding. He proposed looking more closely at how LAC members are selected and involved. Chair Nichols agreed that the committee should look at the LAC roster and give any suggested changes or feedback to WICHE staff.

Longanecker explained that the commissioners make the LAC appointments and that there is often some confusion about when appointments are made and how long they last. Commissioner Ogawa thought an annual letter to LAC members confirming their membership might serve as a useful reminder. Chair Nichols agreed and suggested that staff come up with a process and calendar of appointing, notifying, and reminding LAC members of their status.

**DISCUSSION ITEM**
**Preliminary Agenda for May 2009 Commission Meeting**

Chair Nichols explained to the committee that WICHE staff would be asked to provide more substantive background material for the committee meetings and agendas and for the committee of the whole business items. She also said that the committee meetings would be shorter but more substantive. Chair Nichols told the committee that there would be a reception on Monday evening during the commission meeting at Nevada State College. She asked Longanecker to walk the committee through the proposed agenda for the May meeting. Longanecker explained each of the proposed sessions and explained that we were going to experiment with having the committee of the whole business session first thing on the agenda on Tuesday morning to see if that helps keep commissioner participation. He also explained that Paul Lingenfelter would be leading a session on Tuesday followed by a moderated discussion by Paul and Longanecker with the commission. Chair Nichols concluded the discussion by letting the committee know that they would be receiving targeted questions to be used during Longanecker’s evaluation at the May Executive Committee meeting.

**DISCUSSION ITEM**
**2010 Workplan**

Longanecker told the committee that, in general, the 2010 Workplan would continue to center around the same themes with the addition of one new theme. However, staff would be evaluating activities to see if activities under the current themes still make sense given the new economic context we’re working in. The sixth theme would focus on internationalization and globalization. Longanecker said that a draft of the 2010 Workplan would be provided at the March teleconference. He also said that staff would be working to come up with a reasonable agenda for the Workplan that would fit within the budget.
Other Business

Chair Nichols called for any other business before the committee adjourned. Longanecker told the committee that it was very likely that interstate collaboration with the stimulus funding might prove most successful, especially in areas like telemedicine and broadband accessibility. He said that WICHE staff would be working to highlight areas of the collaboration among the western states. Commissioner Preus said they were very interested in finding ways to collaborate and work together with other states. Commissioner Sheehy Moe said there were interesting possibilities in using technology for more than one project, such as telehealth and education. She was also interested in finding out how this might overlap with work on the MOA project.

Chair Nichols adjourned the committee meeting.