EXECUTIVE COMMITTEE MEETING MINUTES
Thursday, September 10, 2009

Committee Members Present
Jane Nichols (NV), chair
Roy Ogawa (HI), immediate past chair
Diane Barrans (AK)
Joel Sideman (AZ)
Mike Rush for Robert Kustra (ID)
Mary Sheehy Moe (MT)
Dave Nething (ND)
Camille Preus (OR)
James Hansen (SD)
Bonnie Jean Beesley for William Sederburg (UT)
Ann Daley (WA)
Klaus Hanson (WY)

Committee Members Absent
David Skaggs (CO)
Roberta Richards (HI)
Patricia Sullivan (NM)
Carl Shaff (NV)
Tom Buchanan (WY), vice chair

WICHE Staff Present
David Longanecker, president
Erin Barber, executive assistant to the president and to the commission
Demi Michelau, director of policy analysis, Policy Analysis and Research
Craig Milburn, chief financial officer
Brian Prescott, director of policy research, Policy Analysis and Research

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 August 3, 2009

Chair Nichols asked for a motion on the approval of the Executive Committee teleconference minutes of August 3, 2009. Commissioner Nething moved to APPROVED THE MINUTES OF THE AUGUST 3, 2009 EXECUTIVE COMMITTEE TELECONFERENCE. Commissioner Ogawa seconded the motion. The minutes were approved unanimously.

DISCUSSION ITEM
November 2009 Meeting Schedule

Longanecker reported that the agenda for the November commission meeting was coming together nicely. The meeting will begin with a presentation from Brian Prescott that will pull together information on the stabilization funding to examine where states are at and what the next couple of years will look like. Dennis Jones and Jane Wellman will then talk about how states can respond to difficult times. Longanecker told the committee that David Skaggs had recently resigned from the
Department of Higher Education, so he wasn’t sure who would be presenting for Colorado during the lunch presentation. The session following lunch would feature Tom Bailey from the National Center for Postsecondary Research at the Teachers College out of Columbia University. Longanecker said that Bailey has good feel on community college and the information he has to present is focused on the research done on community colleges. The evening event on Monday will be up at NCAR with a presentation given by Patty Limerick. Commissioner Nething asked about the dress code for meeting. DAL said business casual would be appropriate and added that Boulder is casual. The second day of the meeting will begin with the Committee of the Whole Business Session. What’s Up at WICHE? will highlight current work in the Policy unit. The last session will bring all of the information together from prior sessions to focus on what WICHE can do to help states in these difficult times. Patrick Callan from the National Center for Public Policy and Higher Education will moderate the session with Longanecker. A wrap-around meeting with AGB will not be taking place after the commission meeting adjourns as previously planned. Longanecker reminded the committee that the meeting would be taking place here at our offices and that they would be staying across the street at Residence Inn. Chair Nichols mentioned that an hour and a half had been allotted for the Executive Committee to meet at the meeting, and she said there would be quite a bit to do in meeting. She explained that a report would be coming from the compensation committee. Commissioner Hanson asked if community college leaders might be interested in attending the community college session. Longanecker mentioned the room capacity but agreed that it would be beneficial to invite several of the local community college leaders. Chair Nichols told the committee that it would be beneficial to coordinate inviting any guests to the meeting with Longanecker. Commissioner Nething asked for information about ground transportation to and from the airport. Longanecker said WICHE staff will be providing transportation for commissioners. Chair Nichols said she is excited to see how meeting at the WICHE offices will work.

**DISCUSSION ITEM**

Review of the Budget

Longanecker reported that WICHE ended FY 2009 in a surplus that added approximately $200,000 to the reserves. There is currently $1.337 million in the reserves. Longanecker said that the organization was in good shape financially going into FY 2010 and that WICHE had ended FY 2009 better than anticipated. The mental health program had many open accounts that did not close before the end of FY 2009, leaving a deficit in their budget. The program is bringing in a lot of funds but also has a lot of expenditures. The program will be replenishing their reserves. WCET ended the year in good standing. Longanecker said it is too early to tell how FY 2010 looks for the organization. Chair Nichols asked where funding was coming from for the LAC meeting. Longanecker said funding coming through the Getting What You Pay For grant from Lumina Foundation for Education will pay for this year’s LAC meeting. In the future, staff will have to consider where to fund the meeting and they might try to build it in to the general fund. Longanecker also mentioned that the response to this year’s LAC meeting has been remarkable. Currently, 16 participants are signed up representing most of the WICHE states. Commissioner Beesley asked for clarification on the President’s Office line of the budget and the Commission Meeting Expense line. Longanecker explained that money was transferred from the President’s Office budget to the Commission Meeting budget in order to cover expenses for Erin Barber’s salary
in the Commission Meeting budget (which in the past salary has not been accounted for in this budget). Longanecker further explained that his budget had substantial savings over the year because much of his salary and travel were covered by grants and programs. Most of Longanecker’s travel is paid for by other organizations. Commissioner Nething noted that less was budgeted for the President’s Office in FY 2010. Longanecker explained that some of Erin’s salary is now imbedded in commission expenses. He also cut part of his travel budget since a majority of his expenses are covered throughout the year. Commissioner Hanson asked when the LAC would be meeting this year, and Longanecker told the committee that the dates of the meeting are September 28 and 29. Commissioner Hanson also asked if all states have paid their dues. Longanecker responded that only half of California dues are in and we are waiting for the remainder from the University of California and are also waiting for dues from Arizona. Commissioner Sideman said a plan was in place to get the Arizona dues paid to WICHE. Milburn said Longanecker had worked aggressively to move expenses and time to soft funding which resulted in a larger contribution to the reserves than anticipated at the end of FY 2009. Milburn said salaries moved to soft funding may need to come back in future years depending on the economy.

DISCUSSION ITEMS
Proposed/Upcoming Projects

Policy Analysis and Research Unit

Knocking at the College Door Funding
Brian Prescott explained to the committee that both College Board and ACT have committed money towards the funding of the next edition of Knocking at the College Door. ACT has committed funding conditionally, with the provision that the Bill and Melinda Gates Foundation also contribute towards the project. Prescott told the committee that they are still talking with the Gates Foundation about the shape and size of the project in the making. Their program officer has a strong interest in data activities that are currently going on. Prescott said that they are currently working on proposal that will link their data activities with a review of the methodology of Knocking At The College Door and its next edition. The Gates Foundation wants evidence of additional funding, which WICHE has already received. The combined total of funding over 3 years will be approximately $1.5 million. Longanecker clarified that the Gates Foundation wants to know that WICHE has serious partners in the project but does not expect WICHE to match all of the funding. If funding from Gates isn’t received, WICHE will need to re-negotiate with College Board and ACT.

Ford Foundation project Education Equity and Postsecondary Student Success with the Center for Urban Education
The Ford Foundation has given $500,000 over two years towards a project that will use methodology to look at leaks in the education pipeline and how to shore up the leaks. There will also be a component in the project for an internship program. Prescott told the committee that WICHE will be subcontractor in the project. He will be traveling to Los Angeles, CA to meet with staff at the Center for Urban Education to find out more details about the project and expectations for WICHE’s role. The project begins October 1. Longanecker mentioned that this is an expansion of the equity scorecard program to include more states. They will be selecting 3 western states to
work with. Chair Nichols asked if there will be a call for participation. Longanecker and Prescott both said yes and said that there will likely be more information on the project at the November meeting.

**FIPSE Community College Proposal Targeting Displaced Workers and Adult Students**

Demi Michelau reported that the proposal was submitted in August. There has not been any news on the funding. The grant is very competitive and only 28 awards will be given out nation-wide. Michelau expected to know something more by October 4.

**WCET**

Longanecker reported to the committee that the recently submitted NSF ARI proposal would build on the expansion of broadband activities. Funding would be $1,573,952 (for equipment). Longanecker said that Louis Fox is optimistic about our partnership with staff working at the federal level.

**Mental Health**

Longanecker told the committee that the Mental Health unit has submitted a proposal to the Substance Abuse & Mental Health Services Administration (SAMHSA) for their mental health first aid work. They also have a proposal in with the Department of Defense for similar activities. Both of these proposals look promising. Chair Nichols asked if the mental health first aid is related to the training in residence halls. Longanecker said that it was.

Commissioner Hanson commented on an article in the Laramie newspaper that observed that certain jobs are really lacking workers while other occupations are over-saturated and the implications this leaves for helping students choose their college degrees and occupations. He wanted to know if this would be considered as part of the work with the FIPSE grant, if funding is received. Longanecker said that teams from states will work together with higher level administrators from the higher education offices and community colleges so that adults going back to school are being trained in areas where there will be jobs. Commissioner Hanson thought that was an important area that needed to be addressed. Chair Nichols thought it was an important question for WICHE to look at where states have gaps that need workers and where they need more jobs. She pointed out that it may be that institutions are deficient in offering certain degrees. Commissioner Barrans added that in some cases schools are offering the needed degrees but they are out of capacity. Longanecker agreed that it is usually a combination of physical constraints and lack of faculty when talking about these issues.

**Other Business**

Longanecker told the committee that WICHE has been working with HCM Strategists, LLC to find out how WICHE can become a preferred provider for various federal agencies. He said that it is a competitive environment and HCM will be coming up with a proposal. Longanecker may add it to the agenda for the Executive Committee to consider at the November meeting. WICHE would be a preferred provider for the Departments of Education, Agriculture, and Health and Human Services. He estimated that the cost would be between $10,000 and $20,000.
Chair Nichols adjourned the meeting.