Committee of the Whole
Call to Order

Monday, November 2, 2015
3:30 – 4:00 pm
Xanadu II & III
Monday, November 2, 2015

3:30 - 4:00 pm
Xanadu II & III

Committee of the Whole – Call to Order

Call to order: Mike Rush, WICHE chair

Introduction of new commissioners and guests 1-3

Action Item

Approval of the May 11-12, 2015 Committee of the Whole meeting minutes 1-4

Report of the chair

Report of the president

Report of the Nominating Committee

Reminder to caucus on selection of 2016 committee members

Recess until November 3, 2015, at 9:15 am
New Commissioners

Matt Freeman is the executive director of the Idaho State Board of Education. The Board of Education is constitutionally charged with providing general supervision, governance, and control of all public education (K-20) in the state. Previously, Freeman served as the board’s deputy director and chief fiscal officer for over five years. Prior to working for the board, he spent nine years at the Idaho Legislative Services Office, Budget & Policy Analysis Division, the last four years as principal analyst for higher education. Freeman’s professional experience also includes private-sector government relations and communications work, and time in Washington, D.C., where he served as counsel/legislative assistant for a member of Congress. He was awarded his J.D. from the University of Idaho, and received his B.A. in political studies from Whitworth University in Spokane, WA.

Mark Hagerott is chancellor of the North Dakota University System, a position he was appointed to on April 30, 2015. Most recently, Hagerott served as the senior civilian and deputy director of the Center for Cyber Security Studies at the Naval Academy, and panel co-lead of the Defense Science Board. A certified naval nuclear engineer in power generation and distribution who also served as chief engineer for a major environmental project involving the defueling of two atomic reactors, Hagerott changed from engineering to a career in higher education in 2005. Hagerott held numerous academic leadership positions including dean of humanities and social sciences, special assistant to the provost, chair of the admissions board, chair of senior faculty senate committees pertaining to assessment and accreditation, and planning and strategy director in one of the largest U.S. Army educational organizations. Hagerott holds a B.S. from the U.S. Naval Academy, an M.A. in political science and economics from Oxford University where he attended as a Rhodes Scholar, and a Ph.D. in history from the University of Maryland. He also served as a White House Fellow.

Patricia Jones was appointed to the Utah Board of Regents in 2015. She is currently the CEO of the Women’s Leadership Institute, which aims to elevate the stature of female leadership in the state of Utah. Jones also served in the Utah Legislature for 14 years and was the first female leader in both the Utah House of Representatives and the Utah Senate. A University of Utah graduate, she is currently a member of the Board of Governors of the Salt Lake Chamber, the Intermountain Healthcare Community Care Foundation, and the National Advisory Board of the University of Utah School of Dentistry. She is married to Dr. Dan E. Jones and has four children, three stepchildren and 16 grandchildren.

David Lassner serves as president of the University of Hawai‘i, which comprises 10 campuses and seven education centers on six islands. He has worked at the university since 1977, and was most recently its vice president for information technology and chief information officer. Lassner has played an active leadership role in a variety of local, national, and international Information and Communication Technology (ICT) organizations. Locally, he served on the boards of Hawai‘i’s High Technology Development Corporation and Hawai‘i’s PBS affiliate, and he chaired Hawai‘i’s Broadband Task Force. Nationally and internationally he has chaired the boards of EDUCAUSE and the Pacific Telecommunications Council, served on the boards of Internet2 and the Pacific Northwest Gigapop, and led education activities for the Internet Society. Within WICHE, Lassner was one of the founding Steering Committee members for the Western Cooperative for Educational Telecommunications (WCET); he twice chaired the committee and also served on the Executive Council. He has been recognized with WCET’s Richard Jonsen Award for distinguished service to educational telecommunications. Lassner earned an A.B. in economics summa cum laude, an M.S. in computer science at the University of Illinois at Urbana-Champaign, and a Ph.D. in communication and information sciences from the University of Hawai‘i.

Fred Lokken is a tenured professor of political science at Truckee Meadow Community College. In his 24 years at TMCC, Lokken has served as instructor of political science, tenured professor of political science, distance education coordinator/director/assistant dean/associate dean/dean, director of the Incline Village program, and government liaison/cabinet member/campus lobbyist to the State Legislature. Lokken currently serves as chair of the Coalition of Affiliated Councils of the American Association of Community Colleges. COAC represented 32 affiliated councils of the AACC. He is also a member (and past chair) of the board of directors of the Instructional Technology Council. In that capacity, he annually conducts the only national survey of community colleges on distance education. He also serves as a political expert for local, state, and national affairs. He has a B.S. in political science from the University of Wisconsin-La Crosse, an M.A. in political science from Washington State University, and an A.B.D. in political science from the University of British Columbia.
ACTION ITEM
Minutes of the Committee of the Whole

Session I: Call to Order
Monday, May 11, 2015

Commissioners Present
Mike Rush (ID), chair
Jeanne Kohl-Welles (WA), vice chair
Dianne Harrison (CA), immediate past chair
Susan Anderson (AK)
Diane Barrans (AK)
Jim Johnsen (AK)
Leah Bornstein (AZ)
Chris Bustamante (AZ)
Eileen Klein (AZ)
Christopher Cabaldon (CA)
Joe Garcia (CO)
Loretta Martinez (CO)
Dene Thomas (CO)
Sharon Hart (CNMI)
Carol Mon Lee (HI)
Tony Fernandez (ID)
Wendy Horman (ID)
Clayton Christian (MT)
Pat Williams (MT)
Franke Wilmer (MT)
Barbara Damron (NM)
Ray Holmberg (ND)
Kari Reichert (ND)
Larry Skogen (ND)
Vance Farrow (NV)
Ryan Deckert (OR)
Camille Preus (OR)
Robert Burns (SD)
James Hansen (SD)
Don Bennett (WA)
Karla Leach (WY)

Guests/Speakers
Kathy Craft, director, Alaska Health Workforce Coalition
Dennis Jones, president, National Center for Higher Education Management Systems
Ellen Taylor, assistant vice president for student life and director of the counseling center, University of Washington

WICHE Staff
Mike Abbiatti, WICHE vice president for educational technologies and WCET executive director
Erin Barber, executive assistant to the president and to the commission
Margo Colalancia, director, Student Exchange Program
Ken Cole, deputy director, Mental Health Program
Alyssa Gilden, behavioral health research and technical assistance associate, Mental Health Program
Tara Hickey, director, Human Resources
Carl Krueger, project coordinator, Policy Analysis and Research
David Longanecker, president, WICHE
John Lopez, director, W-SARA
Demarée Michelau, director of policy analysis, Policy Analysis and Research
Craig Milburn, chief financial officer, WICHE
Jere Mock, vice president, Programs and Services
Dennis Mohatt, vice president for Behavioral Health, Mental Health Program
Brian Prescott, director of policy research, Policy Analysis and Research
Pat Shea, director, Academic Leadership Initiatives, Programs and Services
Amanda Strickland, behavioral health research and technical assistance associate, Mental Health Program

Commissioners Absent
Linda Thor (CA)
Jude Hofschneider (CNMI)
Joshua Sasamoto (CNMI)
Francisco Hernandez (HI)
Patricia Sullivan (NM)
Mark Moores (NM)
Vic Redding (NV)

Hilda Rosselli (OR)
Jack Warner (SD)
Dave Buhler (UT)
Peter Knudson (UT)
Dan Campbell (UT)
Larry Sequist (WA)
Frank Galey (WY)
Sam Krone (WY)
Chair Mike Rush called the meeting to order and welcomed the commissioners, guests, and staff to the meeting. He introduced newly appointed commissioners:

- Barbara Damron, New Mexico
- Pat Williams, Montana

Chair Rush thanked Leah Bornstein (AZ) and Larry Skogen (ND), both of whom will be leaving their positions before the next commission meeting, for their service to the commission. He also thanked the Alaska commissioners for their assistance with the planning of the meeting.

**Action Item**

**Approval of the November 10-11, 2014 Committee of the Whole Meeting Minutes**

Chair Rush asked for discussion and changes to the November 10-11, 2014, Committee of the Whole meeting minutes. Hearing none, the minutes were approved as written.

**Report of the Chair**

Chair Rush noted in his report that WICHE is doing well under the exceptional leadership of the president and his staff. He reviewed action the Executive Committee had taken during teleconferences in February and March. Rush also reviewed highlights from the WICHE Officers retreat held in February. Those highlights included a review of the budget, succession planning, and discussion of the 2016 workplan.

**Report of the President**

Chair Rush called on David Longanecker for the report of the president. Longanecker gave updates on staff changes that have occurred within the organization since the last commission meeting. He mentioned the deaths of two long-standing staff members: Marv Myers, director of administrative services, and Annie Finnigan, communications manager. Longanecker gave an update on major initiatives underway in each of the units, including an overview of SARA. Commissioner Cabaldon expressed an interest in hearing more about the long-term governance structure for NC-SARA once it receives its own 501c3 status later on this year. Longanecker agreed to share information on the bylaws and articles. Commissioner Garcia asked how much the Mental Health Program owes WICHE after ending last year with a sizable deficit. Longanecker said he believed the debt would be paid back to WICHE by the of the next fiscal year or the year after. He mentioned that the Mental Health Program has been very successful this year in securing more grant and contract income.

The Committee of the Whole went into recess.
ACTION ITEM
Minutes of the Committee of the Whole

Session II: Business Session
Tuesday, May 12, 2015

Commissioners Present
Mike Rush (ID), chair
Jeanne Kohl-Welles (WA), vice chair
Dianne Harrison (CA), immediate past chair

Susan Anderson (AK)
Diane Barrans (AK)
Jim Johnson (AK)
Leah Bornstein (AZ)
Chris Bustamante (AZ)
Eileen Klein (AZ)
Christopher Cabaldon (CA)
Joe Garcia (CO)
Loretta Martinez (CO)
Dene Thomas (CO)
Sharon Hart (CNMI)
Josh Sasamoto (CNMI)
Carol Mon Lee (HI)
Tony Fernandez (ID)
Wendy Horman (ID)
Clayton Christian (MT)
Pat Williams (MT)
Barbara Damron (NM)
Patricia Sullivan (NM)
Ray Holmberg (ND)
Kari Reichert (ND)
Larry Skogen (ND)
Vance Farrow (NV)
Camille Preus (OR)
Robert Burns (SD)
James Hansen (SD)
Don Bennett (WA)
Karla Leach (WY)

Commissioners Absent
Linda Thor (CA)
Jude Hofschneider (CNMI)
Francisco Hernandez (HI)
Franke Wilmer (MT)

Mark Moores (NM)
Vic Redding (NV)
Ryan Deckert (OR)
Hilda Rosselli (OR)
Jack Warner (SD)
Dave Buhler (UT)
Peter Knudson (UT)
Dan Campbell (UT)
Larry Seaquist (WA)
Frank Galey (WY)
Sam Krone (WY)

Guests/Speakers
Dennis Jones, president, National Center for Higher Education Management Systems

WICHE Staff Present
Erin Barber, executive assistant to the president and to the commission
Margo Colalancia, director, Student Exchange Program
Ken Cole, deputy director, Mental Health Program
Alyssa Gilden, behavioral health research and technical assistance associate, Mental Health Program
Tara Hickey, director, Human Resources
Carl Krueger, project coordinator, Policy Analysis and Research
David Longanecker, president, WICHE
John Lopez, director, W-SARA
Demarée Michelau, director of policy analysis, Policy Analysis and Research
Craig Milburn, chief financial officer, WICHE
Jere Mock, vice president, Programs and Services
Dennis Mohatt, vice president for Behavioral Health, Mental Health Program
Brian Prescott, director of policy research, Policy Analysis and Research
Pat Shea, director, Academic Leadership Initiatives, Programs and Services
Amanda Strickland, behavioral health research and technical assistance associate, Mental Health Program
Chair Rush called the meeting to order.

**Report of the Programs and Services Committee**
Committee chair Patricia Sullivan reported that the Programs and Services Committee approved the FY 2016 workplan section pertaining to the Programs and Services unit. The committee heard updates on the Student Exchange Programs. The staff are looking at ways institutions can grow the gerontology workforce and will be preparing a brief on the related workforce needs around gerontology. The committee also heard updates on the new Western Academic Leadership Academy, phase two of the Interstate Passport Initiative, and the North American Network of Science Labs Online (NANSLO).

**Report of the Issue Analysis and Research Committee**
Committee chair Christopher Cabaldon reported that the Issue Analysis and Research Committee focused its discussions around the FY 2016 workplan sections pertaining to the Policy Analysis and Research unit. Staff provided updates on existing activities, including the next edition of *Knocking at the College Door* and ongoing funding possibilities for CACG and the Adult College Completion Network. The committee discussed future projects and agreed that priority should be given to developing funding opportunities for *Hitting the Ground Running: Leveraging Work-Based Learning to Improve Educational Outcomes and Meet Workforce Demands* and *A Second Chance at Success: Reducing the Fiscal and Social Impact of Recidivism Through Inmate Education and Reentry Programs*. Finally, the committee approved the FY 2016 workplan and two additional projects to be approved by the Committee of the Whole. Committee chair Cabaldon moved TO APPROVE THE IMPLEMENTATION OF THE COMMON CORE STATE STANDARDS AND ASSESSMENTS: FINDING SOLUTIONS TO CROSS-STATE CHALLENGES (EXPANSION). Commissioner Burns seconded the motion. The motion was approved unanimously. Committee chair Cabaldon moved TO APPROVE THE COUNCIL FOR ADULT AND EXPERIENTIAL LEARNING (CAEL) AND WICHE INITIATIVE (FUELING THE RACE 2.0). Commissioner Anderson seconded the motion. The motion was approved unanimously.

**Report of the Self-funded Units Committee**
Committee chair Jim Hansen reported that the Self-funded Unit Committee heard updates on the Mental Health Program, including the internship programs and a new project with the Veterans Administration. Mental Health staff reported on the condition of the Mental Health budget and noted that surplus funds at the close of FY 2015 will be given to WICHE to pay off the debt from FY 2014. The committee also heard updates from WCET and work it is doing on key initiatives and events taking place in 2015. WCET staff reported that their FY 2015 budget is sound and sustainable. Finally, the committee approved the FY 2016 workplan sections pertaining to the Mental Health Program and WCET.

**Report of the Executive Committee**
Chair Rush reported that the Executive Committee met before the Call to Order. The committee approved minutes from the March 10th teleconference. Longanecker reviewed the commission meeting schedule. He and Tara Hickey, WICHE’s director of human resources, presented compensation data that compared WICHE salaries within areas of administrative support, IT, and finance, to the other regional compacts and nonprofits, using data from the Mountain States Employers Council. Overall, WICHE is doing well with salaries for administrative and finance staff. However, WICHE is not competitive with salaries for IT staff and, as a result, has not been able to fill software developer positions. WICHE is now outsourcing some of its software development projects. Longanecker reminded the committee of the discussion on compensation that occurred at the November meeting, during which he presented data that suggested WICHE is not competitive with its current salaries for staff at the vice president and director levels. Chair Rush reported that the committee discussed succession planning and that Longanecker plans to retire in 12 to 15 months. The committee is working on a transition plan and will be starting a search in plenty of time for the transition to take place.

**Action Item**

**Approval of New Mexico into the WICHE State Authorization Reciprocity Agreement**
Chair Rush called on Longanecker and John Lopez, director of W-SARA, for discussion on SARA. Lopez reported that SARA currently has 23 states participating in the program. In the WICHE region, the only states and territory not participating are California, CNMI, Hawai‘i, New Mexico, Utah, and Wyoming. New Mexico submitted its application earlier in the spring and was approved conditionally by the W-SARA steering committee at its April 29 meeting. Prior to full approval, New Mexico had to develop a process for handling student records in the case of disaster. That process has been put into place and approved. Commissioner Damron thanked Lopez for his work and recused herself from the vote. Commissioner Anderson moved TO APPROVE NEW MEXICO INTO THE WICHE STATE AUTHORIZATION RECIPROCITY AGREEMENT. Commissioner Hansen seconded the motion. The motion was approved unanimously.
Action Item
Approval of Wyoming into the WICHE State Authorization Reciprocity Agreement

John Lopez reported that Wyoming had also submitted its application earlier in the spring, which was approved by the W-SARA steering committee at its April 29th meeting without any conditions. Commissioner Leach thanked Lopez for his work and leadership and recused herself from the vote. COMMISSIONER HANSEN MOVED TO APPROVE WYOMING INTO THE WICHE STATE AUTHORIZATION RECIPROCITY AGREEMENT. Commissioner Cabaldon seconded the motion. The motion was approved unanimously.

Action Item
Approval of the FY 2016 Annual Operating Budget – General and Non-general Fund Budgets

Chair Rush called on Longanecker and Craig Milburn, chief financial officer, for a report on the budgets. Longanecker noted that projections show FY 2015 ending with approximately $168,000 in surplus due to excess revenue and lower expenditures. FY 2016 currently projects ending with a $25,000 surplus. There is currently $2.7 million in reserves, most of which is dedicated. The amount in reserves will be depleted in part at the end of FY 2016 when the final payments are made to pay off the building. Commissioner Garcia asked how much is to be paid off this year and next year. Longanecker said approximately $175,000 will be paid this year and approximately $666,000 will be paid to the Ford Foundation next year. Commissioner Horman MOVED TO APPROVE THE FY 2016 ANNUAL OPERATING BUDGET. Commissioner Bornstein seconded the motion. The motion was approved unanimously.

Action Item
Approval of Salary and Benefit Recommendations for FY 2016

Chair Rush called on Longanecker to discuss FY 2016 salaries and benefits. Longanecker noted that he is asking for approval to give salary increases later in the year if the budget improves. Currently, the budget will not support salary increases but Longanecker hopes an increase in revenue from grants and contracts will make it possible to give increases later on in the fall. Commissioner Martinez asked how salary increases were given this year. Longanecker responded that increases were delayed this year until March when the budget was able to accommodate the increase. Commissioner Bennett MOVED TO APPROVE SALARY AND BENEFIT RECOMMENDATIONS FOR FY 2016. Commissioner Thomas seconded the motion. The motion was approved unanimously.

Action Item
Approval of the FY 2016 WICHE Workplan

Chair Rush asked for a motion and second to approve the FY 2016 workplan. Commissioner Anderson MOVED TO APPROVE THE FY 2016 WICHE WORKPLAN. Commissioner Cabaldon seconded the motion. The motion was approved unanimously.

Chair Rush reminded the committee to review the Commissioner Code of Ethics included in the workplan and to also complete the online meeting evaluation. Longanecker noted that the next meeting will be held in Boulder, CO, at the St Julien Hotel on November 2-3, 2015. Commissioner Kohl-Welles noted that it falls on Election Day.

The Committee of the Whole was adjourned.