

THE UNIVERSITY OF WYOMING

MINUTES OF THE TRUSTEES

September 11-13, 2003

**The Final Minutes can be found on the University of Wyoming Board of Trustees
website at www.uwyo.edu/trustees/meetings**

University of Wyoming Mission Statement (April 2002)

The University of Wyoming aspires to be one of the nation's finest public land-grant research universities, dedicated to serving as a statewide resource for accessible and affordable higher education of the highest quality, rigorous scholarship, technology transfer, economic and community development, and responsible stewardship of our cultural, historical, and natural resources.

In the exercise of our primary mission to teach and educate students, we seek to provide academic and co-curricular opportunities that will:

- Expose students to the frontiers of scholarship and creative activity, and the complexities of an interdependent world;
- Ensure individual interactions among students, faculty, and staff;
- Nurture an environment that values and manifests diversity, free expression, academic freedom, personal integrity, and mutual respect; and
- Promote opportunities for personal growth, physical health, athletic competition, and leadership development for all members of the University community.

As Wyoming's only university, we are committed to outreach and service that extend our human talent and technological capacity to serve the people in our communities, our state, the nation, and the world.

The primary vehicles for identifying the specific actions and resource allocations needed to achieve this complex mission are the University's *Academic Plan*, *Support Services Plan*, and *Capital Facilities Plan*, each revised periodically.

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September 11-13, 2003

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THE UNIVERSITY OF WYOMING

MINUTES OF THE TRUSTEES

September 11-13, 2003

The Trustees were hosted at dinner by President and Lisa Dubois on Thursday, September 11, 2003 in the Dubois' home. They attended a breakfast briefing on UW Libraries on Friday, September 12, 2003 in the Foundation House. Members of the Board attended a lunch in honor of the Washakie Grand Opening, and the College of Agriculture Dean's Appreciation Dinner or the Intercollegiate Athletics Hall of Fame Dinner & Induction Ceremonies on Friday, September 12, 2003. A meeting of the Investment Committee and select members of the UW Foundation Board was conducted on Saturday, September 13, 2003 in the Foundation House.

Sessions for work, recognition, education, and information were conducted on Wednesday, Thursday and Friday. The Board held their Business Meeting on Friday, September 12, and Saturday, September 13, 2003.

WORK SESSION: SAREC Land Actions

The College of Agriculture, through its Agricultural Experiment Station, established a review team in 1999 to plan for the future of Research & Extension (R&E) Centers in southeast Wyoming. Recognizing the complex challenges and opportunities facing the agriculture industry and the land-grant university system in the 21st century, the team made recommendations on ways the R&E Centers in southeastern Wyoming might be reorganized to improve effectiveness, capture efficiencies, and better meet the agricultural needs of Wyoming and other constituents.

Farms and ranches that include livestock, rangeland, and cropland as components of an integrated crop/range/livestock production system best characterize Wyoming's agriculture. To represent and better serve agriculture in southeast Wyoming, the review team, together with a facilities planning team, recommended that a production system approach be central to an integrated crop/livestock R&E Center. As a result, research conducted at SAREC could be applicable to other areas of Wyoming and the region. Research at the Archer R&E Center has focused on dryland cropping practices and sheep and wool production, while the Torrington R&E Center's applied research focused on irrigated crops and livestock feeding. SAREC will provide the field laboratory needed by researchers to conduct applied research on agricultural production systems. (SAREC Report July 2001).

Directions for the acquisition of property for the new SAREC facility were provided by legislation (House Bill NO. 0095), which passed in the 2003 Wyoming Legislature. In May 2003, the University of Wyoming Board of Trustees authorized the purchase of three properties near Lingle, Wyoming in Goshen County: the T/H Ranch (520+/- acres, \$925,000), the Robbins parcel (267+/- acres, \$110,925) and the LeGrande parcel (400+/- acres, \$170,000). The University also entered into a long-term lease agreement with Ray Robbins for 403+/- adjacent

acres (\$2200 per year) and has subsequently negotiated a first right to purchase the property should Mr. Robbins decide to sell in the future.

The President has charged a planning team, chaired by Jim Jacobs, Associate Dean/Director, College of Agriculture Experiment Station, with developing a master plan for the new facility; the team is working on eight (8) specific charges and will prepare a final report to be shared with the Board in a subsequent meeting.

AUTHORIZATION FOR PURCHASE OF GILLASPIE PROPERTY

The 1999 review team recommendations, which were approved by the Board in 2000, incorporated a statement specifying:

“To meet the defined needs, the new R & E Center **shall** include the following:

- Irrigated cropland (T H Ranch);
- Non-irrigated cropland (Robbins & LeGrande Properties);
- Facilities and equipment for livestock, crops and soils research;
- Livestock facilities for cattle and sheep;
- Native range and improved pasture (Gillaspie Ranch);
- Office complex;
- Shop facilities;
- Equipment storage;
- Chemical storage.”

The proposed purchase of the Gillaspie property will provide rangeland resources that will allow the University to effectively accomplish its integrated agricultural research objective. This land will support both cattle and sheep as well as enable UW to meet the specified need for improved pasture. Purchase of the Gillaspie Ranch will complete the land acquisition phase of SAREC development and create a unique agricultural research facility at the University of Wyoming.

The ranch is a dry land farm/ranch combination that is located adjacent to SAREC-LeGrande on the Lingle/Veteran Highway. The property consists of strips of dry cropland (summer cultivate and winter wheat) and pastureland; there is one domestic/stock well and a well dedicated to livestock. The farmland is highly productive and the grassland is a mixture of

native grasses and seeded varieties that are adapted to the area. The pastures provide ample grazing for any type of livestock.

The subject dwelling and supporting improvements contribute to the value of the property. The improvements consist of:

- a. a 1,125 sq ft wood frame dwelling;
- b. a 2,300 sq ft steel machine shed;
- c. three 2,925 bushel steel granaries;
- d. an 800 bushel granary;
- e. a 540 sq ft wood frame garage; and,
- f. a 1,200 sq ft barn.

The University is in possession of two appraisals for the Gillaspie Ranch. The first is a Summary Appraisal Report-Complete Appraisal conducted by Neal Hilston, ARA, of Casper, Wyoming. Based on a complete review of the data used and available, Mr. Hilston concluded that the Market Value, indicated by the Direct Sales Comparison Approach Method, of the Subject Property totaled \$638,000.00. The second is from Fred Stoltenberg, a Certified General Appraiser from Gering, Nebraska. Mr. Stoltenberg used the Cost Approach Analysis for determining the value of the Subject Property. According to Mr. Stoltenberg, the Cost Approach indicated that the value of land and improvements \$620,196.00.

UW has learned that the owner is highly motivated. It is recommended that the Board of Trustees authorize the University to purchase the property for \$605,000.00. The location of the ranch is shown on the map on the following page.

REQUEST TO SELL PROPERTY – TORRINGTON R & E CENTER

The University and Goshen County have entered into a Contract for Sale of Property consisting of 10.138 acres including the main office building, shop, machine shed, and several other improvements. This contract only affects a small portion of total land at the Torrington R & E Center. The remaining property consists of:

1. Parcel #1 – consisting of approximately 137.5 +/- acres and a water well. The University could expect to receive \$2,000.00 an acre or \$275,000.00.
2. Parcel #2 – consisting of approximately 13.00 +/- acres offers some commercial development potential on the northwest and expanding residential development on the south and east. Potential income could range from \$375.00 to \$3,000.00 per acre.

These figures are estimates only; there is no current appraisal. Funds derived from the sale of this property will be used to cover SAREC land acquisition costs.

Currently, Benchmark of Torrington, surveyor, and Fred Stoltenberg of Gering, NE, appraiser, are finalizing requested information pertaining to both parcels. Once the surveys and appraisals are complete, the VP of Administration would proceed with publishing a Notice-to-Bid in state and local publications. Therefore, it is recommended that the Board of Trustees approve the sale of the remaining Torrington R&E property. Details are shown on the map on the following page.

REQUEST TO SELL PROPERTY – ARCHER R&E CENTER

During the May 2003 Trustee meeting, the Trustees gave the University authorization to proceed with negotiations with Laramie County for the sale of 970 acres comprising the Archer R&E Center. The Division of Administration has continued to discuss ongoing efforts of acquiring a survey, appraisal, and title insurance with the Laramie County Planner. During the title search process, it was discovered that a land swap between the Wyoming State Highway Commission and the State of Wyoming (University of Wyoming) occurred in 1946. This land trade created a parcel consisting of 28 acres more or less, lying north and adjacent to Interstate 80—property that Laramie County expresses no interest in purchasing. The University's goal is to divest in the Archer R & E Center. With the approval to advertise-for-bid and sale of the additional 28 acres, UW can offset additional costs associated with SAREC land purchases and gradually separate from the Archer location. It is recommended that the Board of Trustees approve the sale of the Archer R&E property. Details are shown on the map on the following page.

REQUEST TO SELL PROPERTY – AFTON RESEARCH FARM

The University and the Board of Lincoln County Commissioners had signed a Purchase Agreement on 6 December 2002 for a 30.00-acre parcel at a purchase price of \$150,000.00 (\$5,000.00 per acre). The property contains no improvements and one water right, and closing and possession is to take place on or before 30 November 2003. Additionally, UW and the Board of Lincoln County Commissioners had entered into a seven-year lease agreement on 31 December 2000 for the eastern most 35 acres of the Afton Research Farm. Some discussion has occurred regarding Lincoln County pursuing options to purchase the acreage that is currently leased. However, this contract and lease only affects a portion of total land in Lincoln County.

Currently, Survey Scherbel, LTD, and Keith Kessler of Hudson, WY, are finalizing requested information for submission to the University. Once the survey and appraisal are complete, the VP of Administration would proceed with publishing a Notice-to-Bid in state and local publications. It is recommended that the Board of Trustees approve the sale of the remaining 85.35 acres. Details are shown on the following page.

Vice President for Administration Beth Hardin presented maps and information for the review of the Board. Dr. Frank Galey, dean of Agriculture, and Dr. Jim Jacobs, associate dean and director of Agriculture Experiment Stations were present at the meeting as well.

Vice President Hardin spoke about the timeline that UW has been working with to purchase and sell properties to assist with the establishment of SAREC, and utilize the proceeds from the sale of the other UW research farms for SAREC. She described the parcels that UW hopes to purchase with the approval of the Board as well, noting that the purpose of the presentation was to help answer any questions. Questions from the Board regarding the process were answered.

WORK SESSION: Pharmacy Tuition Differential

UW Academic Plan Action Item #111 calls for the development of a plan to increase funding for the School of Pharmacy. The significance of this issue was heightened by the 7/15/03 report from the American Council on Pharmaceutical Education (ACPE) titled "Accreditation Action and Recommendation." This report was forwarded to you electronically in early August. Following review of the professional program leading to the Doctor of Pharmacy degree, the ACPE continued UW accreditation through June 30, 2004. In addition to their accreditation extension, the ACPE also issued a "Cautionary Notice" identifying issues that require further attention. These include: (a) further definition of the plan for revenue enhancement to provide an adequate base of fiscal resources to support the school's program; (b) an update on strategic academic planning; (c) an update on faculty resource enhancement (recruitment and hiring); (d) an update on student performance on the NAPLEX examination; and (e) an update on development of pharmacy practice sites to support pharmacy practice experience.

To comply with ACPE recommendations, the ratio of students to faculty during the pharmacy practice experience will need to be reduced. This is particularly true for the acute care experience where current ratios are the highest (see appended materials re: Pharmacy Workforce Analysis). One method for addressing the ratio of faculty:students is to reduce the number of pharmacy students admitted to the program. Currently, 48 students are admitted to each class. A second method is to increase the tuition differential currently charged to pharmacy students and return that differential to the School to increase their workforce. The first method has the disadvantage of diminishing the supply of Wyoming pharmacy graduates during a period of

increased national need. The second method layers additional cost on pharmacy students who are already paying a differential tuition. Some combination of the two options is also possible.

The Dean of Health Sciences and the interim Dean of Pharmacy favor increasing the differential tuition and implementing the change over the next four years with each new entering cohort of 48 students. The Dean of Health Sciences has indicated some capacity to bridge fund the needed salary monies in the three years prior to full implementation. Initial discussions with student leaders in the School indicate support for a tuition differential if the funds are used to enhance the Pharmacy program.

Modeling the consequences of a revised differential tuition model requires consideration of student numbers, resident/non-resident ratios, implementation schedules, workforce costs to achieve ACPE compliance, cost of attendance at comparator institutions, and policy decisions regarding the use of differential tuition structures and the relative resourcing of the School of Pharmacy in its broader institutional context. The policy issues that require resolution, as well as the results from financial modeling alternatives, will be presented for Trustee consideration at the scheduled work session.

Dean Robert Kelley, College of Health Sciences, and John Vandel, Interim Pharmacy Dean were present for questions at the meeting. Vice President Tom Buchanan, Academic Affairs, briefly spoke about the topic of accreditation issues, noting this is a continuation of discussion from the last Board meeting. Response materials were sent to the Board regarding ACPE, in addition to a brief pharmacy workforce analysis.

Associate Vice President Myron Allen, Academic Affairs, spoke about the central issue on the accreditation action and recommendations from June 2003. Additional discussion

involved revenue-related issues and possible responses; pharmacy tuition differential; and future accreditation issues as the current accreditation goes through June 30, 2004.

In summary, Vice President Allen said that the college of Health Sciences recommended maintaining the program size and increasing PharmD tuition. Members of the Board discussed the different implications for tuition and the degree. The Board suggested spreading the tuition burden over the p1s and p4s. President Dubois said that UW will prepare a proposal for consideration at the November meeting.

WORK SESSION: Briefing on UW Libraries

Briefing materials were distributed under separate cover to the Board. Vice President Buchanan introduced Maggie Farrell, dean of Libraries, and Lori Phillips, science reference librarian. The purpose of the briefing was to talk about the overview of the Libraries and issues of Academic Planning. Vice President Buchanan spoke about the work in the different facilities around the state, and the on-campus activities currently on-going. The speed and response of access to library materials has increased substantially. Other areas discussed included collection strengths, technology and the rising cost of materials for libraries. The Board was also apprised of what E-library has to offer, what materials it continues to need and will need, and the need for funding.

WORK SESSION: Athletic Strategic Plan

President Dubois presented information on the Athletic Strategic plan to the Board. He spoke about the decision he needed that will be tied to the athletic plan, and then reviewed the timeline and work that has been completed.

No significant changes in the plan have occurred after the various briefings. The plan has nine chapters, with the primary concerns of restoring academic excellence and facilities needs. The total new funding required for the Athletic Plan is \$18.8 million, which includes major maintenance. President Dubois called special attention to the necessity of spending \$2.5 million to repair the west stadium by fall of 2004 or the stadium cannot be opened. He noted that to accomplish the athletics strategic plan, there must be a positive partnership.

After discussion and questions, President Dubois recommended to the Board that they approve the plan, authorize UW to move ahead with the structural repair of the west stadium, proceed with the design of the upper west side enhancements, request \$1.5 million in matching funds from the state for athletic operations, and request a matching fund of \$10 million for athletic facilities private fundraising.

He also spoke about the NCAA study, commenting that the average university spends 3 ½ % of their annual budget on their athletic programs. Members of the Board said that they are aware of strong support in the state to maintain UW's status as Division I, and the need for UW to make an investment in the Athletic Plan.

WORK SESSION: Upper West Stadium Repair & Renovation Process

Vice President Harris spoke about the stadium repair and renovation process, saying that UW is ready to begin the improvements by early summer 2004. He hopes that UW will have the documents by the first of the year, and work on completion by fall of 2004.

WORK SESSION: Budget Request

2005-2006 BIENNIUM STATE BUDGET REQUEST

1. **STANDARD BUDGET REQUEST.** The Standard Budget, prepared by the State Budget Office, totals \$253.6 million. The Standard Budget includes a “Base Budget” of \$244.778 million, which is equal to the previous biennium appropriation, and a “(State) Budget Division Adjustment” of \$8.803 million to cover the projected cost increase for the state contribution to the state health insurance plan.

2. **EXCEPTION BUDGET REQUEST.** The President recommends the following budget requests for consideration by the Board of Trustees, the Governor and the Legislature. The total General Fund request is about \$26.003 million. All of these requests are for State General Funds, as UW resources are fully committed to funding the operations of the University at existing levels. In addition, the Athletics Department will add about \$2.984 million dollars from Athletic Department revenue to match the general fund request for the operating budget portion of the Athletics Strategic Plan.
 - a. **COMPENSATION.** \$22.85 million is requested to fund market pay increases for UW employees. Full funding for this request will bring the average salaries for UW employees to 100% of their respective market surveys based upon survey data from the 2002-03 fiscal year. Of the amount requested, \$1.458 million is for administrators; \$10.534 is for faculty and academic professionals; \$6.910 million is for staff and \$3.948 million is for employer paid benefits.

 - b. **ATHLETICS STRATEGIC PLAN.** \$2.984 million state general fund is requested and Intercollegiate Athletics will raise a like amount of new revenue from ticket sales, development of premium seating options and donor hospitality boxes to increase the base budget for program operations within the department and restore competitive excellence.

 - c. **WWAMI CONTRACT COSTS.** \$169,232 is requested to fund contact costs increases for WWAMI. Funding for additional students (currently 10 per year) will be not requested.

3. **CAPITAL CONSTRUCTION.**
 - a. **STADIUM REPAIRS.** A state General Fund appropriation of \$5.5 is requested to fund a series of stadium structural repairs necessary to maintain the safety and structural integrity of the stadium. Reports completed in 2002 by Structural Solutions and Weiss, Janney Elstner on the entire War Memorial Stadium indicates a series of structural repairs necessary to maintain the safety and structural integrity of the stadium. Structural repairs are needed on the lower east

and west sections built in 1951 with steel frames and masonry, the upper east side constructed in 1978 with concrete support beams and precast concrete seating areas, and the upper west side constructed in 1971. The upper west stands also use concrete support beams but the seating areas were made of a lightweight aggregate precast that is extremely vulnerable to deterioration during the winter as water penetrates the precast and expands and contracts during cycles of freezing and melting. The structural engineers have recommended that all structural repairs to the stadium should be completed within a five-year period from the date of the report. The University has been making minor repairs to the upper west side on a regular basis since 1981. No major structural repairs have been made to the remainder of the stadium since their construction.

A follow up inspection in early 2003 indicated the structural deterioration of the seating platforms of lightweight precast concrete on the upper west stands was accelerating. The seating platforms would have to be replaced before the 2004 season. The deterioration has become a critical safety issue due to potential failure or collapse of the seating platforms and the falling concrete delaminating from the seating platforms. The stadium structural repairs must be made immediately to retain the use of the stadium and protect the investments made by the State and University.

- b. **ATHLETICS FACILITIES PLAN.** In order to maintain the competitive level of athletic facilities, \$20 million (50% state General Funds and 50% private funds) is requested to fund the following capital projects being recommended as part of the Athletic Strategic Plan. Specific projects totaling \$18.8 million are shown below and it is expected that fundraising for the \$10 million match may take up to two years time, which may raise some project costs.

Chair Back Seating	\$1.4
Handrails/ADA	\$0.6
Restrooms	\$0.7
Concessions	\$1.2
Press Box	\$4.6
Indoor Practice Facility	\$6.5
Tennis Courts	\$1.5
Football Turf	\$1.0
Equipment Storage	\$1.3

- c. **RESIDENCE HALL MODIFICATIONS.** The University needs to begin renovating its high rise residence hall units in order to upgrade life safety systems

and to remain competitive with the types of residential housing being provided on other campuses. Completion of the Washakie Dining Facility this summer represented the first step in upgrading and modernizing facilities for students living in the residence halls. This request seeks legislative authority to issue \$8.6 million in revenue bonds to be paid by revenue generated through room and board charges to begin the next phase of modifications and upgrades to two of the residence halls.

Four similar residence halls in the Washakie complex were constructed on the university campus from 1965 to 1968. The structural integrity of the buildings is sound, but with continued use many of the mechanical and electrical systems need to be updated or replaced. The level of electrical and electronic devices being brought to the residence halls today exceeds the design expectations of the 1960's. Restroom facilities and fire safety systems also need to be modernized to meet current demand and provide a comfortable and safe environment for students. With this level of renovation it will be necessary for the university to bring these facilities into compliance with current building and life safety codes including fire suppression systems and improved fire evacuation corridors.

Funding from this bond issue will address several issues in the residence halls such as the required fire suppression (sprinkler) system, improved electrical distribution including the resident rooms, and efficient and improved lighting both in resident rooms and corridors. Additional work will include ADA accommodations and improved heating control for individual rooms as well as new furnishings for public areas and resident rooms.

The renovations of the four halls will be completed over a four-year period beginning in May of 2004. One 12-story hall will be reconfigured in the process. The bonds requested at this time will complete one 12-story and one 8-story hall. In order to maintain the capacity for the on-campus students, only one hall can be renovated at a time. Additional bonding authority will be used in subsequent years to complete renovations on the two remaining halls..

- 4. MAJOR MAINTENANCE.** The General Services Division of the Department of Administration and Information will submit a recommendation to the State Building Commission for "major building and facility repair and replacement" funding. The recommendation will be based on a formula adopted by the Commission.

Vice President Harris walked the Board through the component pieces of the budget request, noting that the standard budget was adjusted for the next biennium by \$8.8 million dollars, which includes the employer-paid benefits approved by the legislature.

UW will also take forward an exception budget, which is the funding requested for athletics for \$2.8 million. The last item is for a \$169,000 adjustment to WWAMI costs.

Additional, the capital facilities request that will go to the legislature includes a request for bonding authority of \$8.6 million for the Orr Hall project. President Dubois stated that he had overlooked the inclusion of another \$15-20 million for another endowment for matching gifts.

The final item to be discussed is the major maintenance request. Vice President Rick Miller, Governmental, Community and Legal Affairs, has been working with the legislature, but not much has occurred at this point.

Representative Peter Jorgensen, former trustee, talked briefly to the Board about the Athletic Strategic Plan. He noted that the timing was appropriate for this conversation, and wanted to discuss the plan in the context of the mission statement and the allocation of resources. Other questions raised were about money issues and if new facilities were required to ensure the teams compete at a higher level. He thanked the Board for giving him the opportunity to speak.

WORK SESSION: University of Wyoming 5-Year Academic Calendar

The Academic Calendar Committee, comprised of representatives from all seven Academic Colleges, ASUW, Libraries, Outreach School, Faculty Senate, Student Affairs, UW Staff, Albany County School District One and the Wyoming Community College Commission developed calendars for academic years 2004-2005 through 2008-2009, following *University of Wyoming Calendar Principles-2004*.

University of Wyoming Calendar Principles – 2004

Principles to provide long-term guidelines for the development of the University of Wyoming academic calendars were first established in 1994. Principles for the upcoming decade are as follows:

1. There shall be a minimum of 70 instructional days each semester.
2. A full 5 day week of instruction will be provided whenever possible.
3. There shall normally be a minimum of 15 instructional weeks for classes, with a minimum of 14 class days for each day of the week.
4. The final examination period shall be 5 days.
5. Classes will begin the last Monday in August. The semester shall be completed no later than December 20 each year. New faculty/lecturer and continuing faculty/lecturer fall semester reporting date will normally be three workdays and one workday, respectively, prior to fall registration.
6. Spring semester classes will begin the Monday before Martin Luther King/Equality Day.
7. Spring Break shall be scheduled the second calendar week after the mid semester date in March.
8. Advising Week will be scheduled the second instructional week after the mid semester date.
9. Commencement shall be no later than the second Saturday in May.
10. MLK/Equality Day will be recognized as an official holiday in January.
11. The university calendar shall be the calendar followed for university outreach programs, with the exception of UW/CC, which shall follow the academic calendar of Casper College.
12. The University and the Wyoming community colleges should work toward the long-term goal of establishing a common calendar for post-secondary education in Wyoming.

2004-2005 Academic Calendar

August	S	M	T	W	R	F	S
	1	2	3	4	5	6	7
	8	9	10	11	12	13	14
	15	16	17	18	19	20	21
	22	23	24	25	26	27	28
	29	30	31				

September	S	M	T	W	R	F	S
				1	2	3	4
	5	6	7	8	9	10	11
	12	13	14	15	16	17	18
	19	20	21	22	23	24	25
	26	27	28	29	30		

October	S	M	T	W	R	F	S
						1	2
	3	4	5	6	7	8	9
	10	11	12	13	14	15	16
	17	18	19	20	21	22	23
	24	25	26	27	28	29	30
	31						

November	S	M	T	W	R	F	S
		1	2	3	4	5	6
	7	8	9	10	11	12	13
	14	15	16	17	18	19	20
	21	22	23	24	25	26	27
	28	29	30				

December	S	M	T	W	R	F	S
				1	2	3	4
	5	6	7	8	9	10	11
	12	13	14	15	16	17	18
	19	20	21	22	23	24	25
	26	27	28	29	30	31	

Fall 2004:

- New Faculty Reporting Date- August 24
- New Faculty Orientation- August 25-26
- Returning Faculty Reporting Date- August 26
- Registration- August 27
- Classes Begin- August 30
- Labor Day- September 6
- Mid Semester- October 22
- Advising Week- November 1-5
- Thanksgiving Break- November 24-26
- Last Class- December 10
- Finals- December 13-17
- 71 Class days
- 14M, 15T, 14W, 14R, 14F

January	S	M	T	W	R	F	S
							1
	2	3	4	5	6	7	8
	9	10	11	12	13	14	15
	16	17	18	19	20	21	22
	23	24	25	26	27	28	29
	30	31					

February	S	M	T	W	R	F	S
			1	2	3	4	5
	6	7	8	9	10	11	12
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March	S	M	T	W	R	F	S
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April	S	M	T	W	R	F	S
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May	S	M	T	W	R	F	S
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Spring 2005:

- Registration- January 10
- Classes Begin- January 10
- MLK/Equality Day- January 17
- Mid Semester- March 4
- Spring Break- March 14-18
- Advising Week- March 21-25
- Last Class- April 29
- Finals- May 2-6
- Commencement- May 7
- 74 Class Days
- 14M, 15T, 15W, 15R, 15F

2005-2006 Academic Calendar

August	S	M	T	W	R	F	S
		1	2	3	4	5	6
	7	8	9	10	11	12	13
	14	15	16	17	18	19	20
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	28	29	30	31			
September	S	M	T	W	R	F	S
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	18	19	20	21	22	23	24
	25	26	27	28	29	30	
October	S	M	T	W	R	F	S
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	9	10	11	12	13	14	15
	16	17	18	19	20	21	22
	23	24	25	26	27	28	29
	30	31					
November	S	M	T	W	R	F	S
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	13	14	15	16	17	18	19
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	27	28	29	30			
December	S	M	T	W	R	F	S
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	18	19	20	21	22	23	24
	25	26	27	28	29	30	31

January	S	M	T	W	R	F	S
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	29	30	31				
February	S	M	T	W	R	F	S
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March	S	M	T	W	R	F	S
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	19	20	21	22	23	24	25
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April	S	M	T	W	R	F	S
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	30						
May	S	M	T	W	R	F	S
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	14	15	16	17	18	19	20
	21	22	23	24	25	26	27
	28	29	30	31			

Fall 2005:

- New Faculty Reporting Date- August 23
- New Faculty Orientation- August 24-25
- Returning Faculty Reporting Date- August 25
- Registration- August 26
- Classes Begin- August 29
- Labor Day- September 5
- Mid Semester- October 21
- Advising Week- October 31-November 4
- Thanksgiving Break- November 23-25
- Last Class- December 9
- Finals- December 12-16
- 71 Class days
- 14M, 15T, 14W, 14R, 14F

Spring 2006:

- Registration- January 9
- Classes Begin- January 9
- MLK/Equality Day- January 16
- Mid Semester- March 3
- Spring Break- March 13-17
- Advising Week- March 20-24
- Last Class- April 28
- Finals- May 1-5
- Commencement- May 6

74 Class Days
 14M, 15T, 15W, 15R, 15F

2006-2007 Academic Calendar

August	S	M	T	W	R	F	S
			1	2	3	4	5
	6	7	8	9	10	11	12
	13	14	15	16	17	18	19
	20	21	22	23	24	25	26
	27	28	29	30	31		
September	S	M	T	W	R	F	S
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	10	11	12	13	14	15	16
	17	18	19	20	21	22	23
	24	25	26	27	28	29	30
October	S	M	T	W	R	F	S
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	8	9	10	11	12	13	14
	15	16	17	18	19	20	21
	22	23	24	25	26	27	28
	29	30	31				
November	S	M	T	W	R	F	S
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	12	13	14	15	16	17	18
	19	20	21	22	23	24	25
	26	27	28	29	30		
December	S	M	T	W	R	F	S
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	10	11	12	13	14	15	16
	17	18	19	20	21	22	23
	24	25	26	27	28	29	30
	31						

Fall 2006:

- New Faculty Reporting Date- August 22
- New Faculty Orientation- August 23-24
- Returning Faculty Reporting Date- August 24
- Registration- August 25
- Classes Begin- August 28
- Labor Day- September 4
- Mid Semester- October 20
- Advising Week- October 30-November 3
- Thanksgiving Break- November 22-24
- Last Class- December 8
- Finals- December 11-15
- 71 Class days
- 14M, 15T, 14W, 14R, 14F

January	S	M	T	W	R	F	S
			1	2	3	4	5
	6	7	8	9	10	11	12
	13	14	15	16	17	18	19
	20	21	22	23	24	25	26
	27	28	29	30	31		
February	S	M	T	W	R	F	S
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	17	18	19	20	21	22	23
	24	25	26	27	28		
March	S	M	T	W	R	F	S
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	31						
April	S	M	T	W	R	F	S
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	29	30					
May	S	M	T	W	R	F	S
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	20	21	22	23	24	25	26
	27	28	29	30	31		

Spring 2007:

- Registration- January 8
- Classes Begin- January 8
- MLK/Equality Day- January 15
- Mid Semester- March 2
- Spring Break- March 12-16
- Advising Week- March 19-23
- Last Class- April 27
- Finals- April 30 - May 4
- Commencement- May 5

74 Class Days

14M, 15T, 15W, 15R, 15F

2007-2008 Academic Calendar

August	S	M	T	W	R	F	S
				1	2	3	4
	5	6	7	8	9	10	11
	12	13	14	15	16	17	18
	19	20	21	22	23	24	25
	26	27	28	29	30	31	
September	S	M	T	W	R	F	S
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October	S	M	T	W	R	F	S
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	28	29	30	31			
November	S	M	T	W	R	F	S
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	11	12	13	14	15	16	17
	18	19	20	21	22	23	24
	25	26	27	28	29	30	
December	S	M	T	W	R	F	S
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	2	3	4	5	6	7	8
	9	10	11	12	13	14	15
	16	17	18	19	20	21	22
	23	24	25	26	27	28	29
	30	31					

January	S	M	T	W	R	F	S
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	20	21	22	23	24	25	26
	27	28	29	30	31		
February	S	M	T	W	R	F	S
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	17	18	19	20	21	22	23
	24	25	26	27	28	29	
March	S	M	T	W	R	F	S
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	30	31					
April	S	M	T	W	R	F	S
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	27	28	29	30			
May	S	M	T	W	R	F	S
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	11	12	13	14	15	16	17
	18	19	20	21	22	23	24
	25	26	27	28	29	30	31

Fall 2007:

- New Faculty Reporting Date- August 21
- New Faculty Orientation- August 22-23
- Returning Faculty Reporting Date- August 23
- Registration- August 24
- Classes Begin- August 27
- Labor Day- September 3
- Mid Semester- October 19
- Advising Week- October 29-November 2
- Thanksgiving Break- November 21-23
- Last Class- December 7
- Finals- December 10-14

71 Class days
 14M, 15T, 14W, 14R, 14F

Spring 2008:

- Registration- January 14
- Classes Begin- January 14
- MLK/Equality Day- January 21
- Mid Semester- March 7
- Spring Break- March 17-21
- Advising Week- March 24-28
- Last Class- May 2
- Finals- May 5-9
- Commencement- May 10

74 Class Days
 14M, 15T, 15W, 15R, 15F

2008-2009 Academic Calendar

August	S	M	T	W	R	F	S
						1	2
	3	4	5	6	7	8	9
	10	11	12	13	14	15	16
	17	18	19	20	21	22	23
	24	25	26	27	28	29	30
	31						
September	S	M	T	W	R	F	S
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	28	29	30				
October	S	M	T	W	R	F	S
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	5	6	7	8	9	10	11
	12	13	14	15	16	17	18
	19	20	21	22	23	24	25
	26	27	28	29	30	31	
November	S	M	T	W	R	F	S
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	9	10	11	12	13	14	15
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December	S	M	T	W	R	F	S
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	28	29	30	31			

January	S	M	T	W	R	F	S
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February	S	M	T	W	R	F	S
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	15	16	17	18	19	20	21
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March	S	M	T	W	R	F	S
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	29	30	31				

April	S	M	T	W	R	F	S
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	19	20	21	22	23	24	25
	26	27	28	29	30		

May	S	M	T	W	R	F	S
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	17	18	19	20	21	22	23
	24	25	26	27	28	29	30
	31						

Fall 2008:

- New Faculty Reporting Date- August 19
- New Faculty Orientation- August 20-21
- Returning Faculty Reporting Date- August 21
- Registration- August 22
- Classes Begin- August 25
- Labor Day- September 1
- Mid Semester- October 17
- Advising Week- October 27-31
- Thanksgiving Break- November 26-28
- Last Class- December 5
- Finals- December 8-12

71 Class days
 14M, 15T, 14W, 14R, 14F

Spring 2009:

- Registration- January 12
- Classes Begin- January 12
- MLK/Equality Day- January 19
- Mid Semester- March 6
- Spring Break- March 16-20
- Advising Week- March 23-27
- Last Class- May 1
- Finals- May 4-8
- Commencement- May 9

74 Class Days
 14M, 15T, 15W, 15R, 15F

Associate Vice President Rollin Abernethy, Academic Affairs, provided the background on the work completed during the summer, and stated that he was seeking approval of the calendar from the Board. The committee that reviewed the academic calendar was appointed by Vice President Buchanan, and was represented by various members of the students, faculty, staff and external constituents. They met frequently during the spring semester, and Vice President Abernethy noted items 2, 6 and 7 of the calendar principles for 2004. Members of the Board had extensive discussion on the possibility of eliminating fall break and the Good Friday holiday. Bill Murphy and Karen Tolman, UW students, were also present to provide their constituents' points of view on eliminating the two days previously mentioned. Trustee President Kathy Hunt said that this item would be removed from the Consent Agenda to allow additional discussion during the Business Meeting.

WORK SESSION: Academic Planning Update

Academic Plan I – Implementation Report Card III

The UW Academic Plan Implementation Report Card III will be distributed by late September 2003. It is available on UW's Academic Planning web site:

http://www.uwyo.edu/AcadAffairs/Acad_Plan_Implementation/Report_Card_III.pdf

Academic Plan II

More than 70 draft department academic plans were received by the Office of Academic Affairs on or before July 1, 2003. During July, five retreats were conducted to discuss broad institutional academic planning issues and to discuss cross cutting department issues. The effort to coordinate the overall academic planning process included all of the academic deans, the Dean of the Graduate School, the Dean of Libraries, the Vice-President for Research, and the Academic Affairs Vice President and Associate Vice-Presidents.

Following the retreats, an open solicitation was extended to all deans, directors and select academic committees (e.g. summer school committee, assessment coordinators committee) to provide written feedback on draft department plans. This process, to date, has produced in excess of 60 pages of specific comments, criticisms, compliments, and suggestions that will be provided each of the college deans during meetings with the VPAA scheduled for the last week in August. In turn, academic deans will meet with their respective department heads to discuss modifications to draft department plans. Final department planning documents will be due in Academic Affairs by October 1, 2003.

Throughout the summer, and in concert with discussions and feedback regarding department draft plans, the seven academic colleges, the Libraries, the Graduate School, the Art Museum, the American Heritage Center, the Honor's Program, International Programs, the

School of Environment and Natural Resources, the Ellbogen Center for Teaching and Learning, the Wyoming Geographic Information Sciences Center, the Outreach School, and the Summer Session Committee have been developing draft academic plans. Their initial draft documents are due on September 1, 2003.

Vice President Buchanan reported on the implementation report card for the first academic plan, which will be distributed to all UW employees. He spoke further about the second academic plan, saying that they have received plans from every academic unit on campus. The drafts have been reviewed and comments on them are transcribed and on the web for review. Academic Affairs had five different retreats during the month of July to gather their information from the assessments. Plans were received September 1 from the other non-academic units, and meetings with the deans will commence shortly. The department final drafts are due October 1; final college plans by December 1; and the draft academic plan will be available December 1. That document will be shared with the Board at the November meeting.

WORK SESSION: Emergency Closure Policy

Revision of Campus Staff Employee Policy Concerning Emergency Closures

In the last week of March, 2003, a large snowstorm forced the closure of the University for two full days. It happened that the University's closure also occurred during spring break week when many faculty and staff had scheduled vacation time. Immediately upon their return to work, the question was raised of whether employees should be required to use vacation leave for days when they were on vacation but the University was not otherwise open for business. The Office of Human Resources, acting on the basis of past practice, asserted that charged leave was appropriate.

In April, 2003, President Dubois appointed an ad hoc committee to re-examine the campus policy governing emergency closures and to make appropriate recommendations to ensure fairness and consistency in how the University deals with staff employees during these situations. The ad hoc committee was chaired by Dean Maggi Murdock and included representatives of Academic Affairs (Myron Allen), Human Resources (Jim Pew), Faculty Senate (Terri Rittenburg), and Staff Senate (Vicki Henry). The committee's recommended policy (attached) was formulated after an examination and discussion of the existing UW policy and its interpretation (University Regulation 174, Section XX and the Staff Handbook) as well as an examination of the policies of more than two dozen other institutions of higher education.

It is recommended to the Board that the "Draft Emergency Closure Policy" be adopted as replacement language for Section XX of UniReg 174. Upon approval, Human Resources will issue the attached fact sheet pertaining to the policy and take the lead in assembling the list of "essential employees" who may be required to work during a University emergency closure. The President will also instruct Human Resources to retroactively apply administrative leave rather than accrued sick or vacation leave to all University employees affected by the March, 2003 closing.

Draft Emergency Closure Policy

The decision to close a University of Wyoming facility or declare it inaccessible is at the discretion of the president of the university or the president's designee for the facility. Decisions to temporarily close facilities outside of Laramie will be made by the appropriate Vice President.

When a University of Wyoming facility is closed or declared inaccessible, all affected employees not required to work during the declared closure or inaccessibility, including those using vacation or sick leave, will be automatically placed on paid administrative leave for their normally scheduled hours of work during the period of closure or inaccessibility.

An employee who is required to work during a declared period of closure or inaccessibility ("essential employee") will be paid his or her regular salary for work during the employee's normal hours of work. In addition, the employee will be granted compensatory time off equal to the number of hours worked during the declared period of closure or inaccessibility. A list of essential employees will be developed by each department or unit.

If a University of Wyoming facility has not been declared closed or inaccessible, but an individual is unable to report for or remain at work on a particular day because of inclement weather or other emergency not covered elsewhere in the regulations, the employee may decide whether to use accrued vacation time (if available) or take leave without pay. The supervisor may also permit the employee to use accrued compensatory time, make up time on an hour-for-hour basis, or carry out alternative assigned duties during the period of absence from work.

Nothing in this policy shall be construed to preclude or negate the provisions of the staff retrenchment or academic financial exigency policies of the University of Wyoming (see University Regulation 41, Revision 1 "Financial Exigency" and the Administrative Handbook "Staff Retrenchment Policy.")

FAQs on Emergency Closures at UW

1. How do employees find out that UW is closed for emergency conditions?

The University of Wyoming, or any facility of the University, may close at the discretion of the University President or a designee. All emergency closures will be announced on the UW Hotline, which you may access by calling 307-766-xxxx. Closures may also be announced on local radio or television stations (check the local radio and TV stations in your location). Closures may also be posted on the UW website.

2. What if an employee cannot make it to work because of inclement weather or other emergency situation?

The UW policy states, *“If a University of Wyoming facility has not been declared closed or inaccessible, but an individual is unable to report for or remain at work on a particular day because of inclement weather or other emergency not covered elsewhere in the regulations, the employee may decide whether to use accrued vacation time (if available) or take leave without pay. The supervisor may also permit the employee to use accrued compensatory time, make up time on an hour-for-hour basis (within the week) or carry out alternative assigned duties during the period of absence from work. Supervisors are encouraged to be flexible in this matter.*

3. If the University or one of its facilities close, is everyone excused from work?

The UW policy states, *“Departments shall designate which employees are needed in the operation of the University when closure conditions exist.”* The essential employees must report to work, if possible.

4. If the University or UW facility is closed, will I have to use my accrued vacation time?

No. If the University or a UW facility has been declared closed by the UW President or a designee, benefited employees who are not required to work will be given paid administrative leave equal to their normal salary, and will not be required to use their accrued vacation leave. More specifically, if the employee is on either sick leave, donated sick leave or vacation leave the employee will not be charged any leave during the time of the closure. Those using compensatory time will not be charged compensatory time and, instead, will be placed on administrative leave.

5. What if I am required to work during the period of closure?

The UW policy states, *“An employee who is required to work during a declared period of closure or inaccessibility will be paid his or her regular salary for work during the employee’s normal hours of work. In addition, the employee will be granted compensatory time off equal to the number of hours worked during the declared period of closure or inaccessibility.”* As an example, an employee (exempt or non-exempt) who is required to

work 8 hours during an emergency closure, will earn an additional 8 hours of compensatory time.

6. What if the University or a UW facility is closed for emergency purposes and I come to work but am not designated as being required to work?

Employees who are not designated to work (non-essential employees) may not report to work for safety reasons. Non-essential employees who come to work during an emergency closure will be asked to leave and will not earn compensatory time.

7. What happens if the emergency closure occurs late in the month and prevents me from using vacation that was planned and I am near or at the maximum allowed accrual balance?

You will be allowed to maintain a vacation balance in excess of 352 hours through the next pay period.

8. What will happen to an employee on terminal leave during emergency closure?

The employee's end date will remain the same; no leave credit will be granted - the terminal leave will not be extended.

9. How long will I have to use my earned compensatory time if I am an essential employee and must work during the emergency closure?

You must use this compensatory time within 9 months of the date earned. If you terminate before it is used, but not later than 9 months of the date it was earned, the compensatory time will be paid in either a lump sum or terminal leave as appropriate. If not used within 9 months it will be lost.

10. If I am on non-accrued leave (e.g. bereavement, military, jury, leave-with-pay, leave-without-pay, winter closure) will I be placed on administrative leave during the emergency closure?

No. Only accrued leaves and compensatory time are offset by administrative leave during emergency closures.

11. What happens if I am an essential employee and am required to work, but cannot report to work due to road, weather, or other emergency conditions?

Contact your supervisor and report to work as soon as conditions allow. You will be considered on administrative leave until you can report to work.

12. If I cannot make it to work, but UW is open, can I work from home via a computer or alternative work arrangement?

Contact your supervisor. It may be possible to arrange alternative work methods in order to complete your duties.

13. If my building or facility is closed, will I be temporarily reassigned to another open facility during the closure?

At the discretion of your supervisor, you may be temporarily reassigned to work in another UW facility to perform your job duties.

14. If my facility is closed for a day and I was scheduled to work, how many hours of administrative leave will I receive?

Benefited employees will receive administrative leave equal to their normal schedule. As an example, if employees are scheduled to work four 10-hour days per week, and their facility closes on one of those days, they will receive 10 hours of paid administrative leave. If they are scheduled to work four hours, they would receive four hours of paid administrative leave.

April 1, 2003

Maggi Murdock, Chair
Myron Allen, Academic Affairs
Jim Pew, Human Resources
Terri Rittenburg, Faculty Senate Representative
Vicki Henry, Staff Senate Representative

Re: Review of Snow Closure Issues

Although we do not often experience weather-related events like we did last week, almost every such incident raises new questions about how the University should deal with the employee-related issues that accompany inclement weather. Under the chairpersonship of Maggi Murdock, I would appreciate your service on an ad hoc committee to re-examine our policies and procedures related to closure of the University (both in Laramie and at our off-campus sites) and how employee-related leave issues are handled at those times.

I don't think it is necessary to re-examine our snow closure policy per se. That procedure seems to work pretty well. It vests in the President or his designee the final decision about whether the University campus in Laramie is to be closed, based upon the best available weather and public safety information. On the other hand, weather conditions in Laramie are not always the same as those that might affect our employees in other parts of the state. Moreover, how we handle our employees and the use of their leave always seem to engender unhappiness among supervisors and employees alike, and this unease is heightened when faced with the situation that occurs when the University closes.

I don't want to tell you how to proceed, but it would make sense for us to collect some examples from other higher education institutions in similar climates to see how they have chosen to address these matters. And while consistency with the approach of state agencies is desirable, it should not be determinative. Heck, we may be able to do something that our colleagues in Cheyenne will find makes more sense than their current approach!

I also don't want to tell you what outcome to reach, but any recommendations that come forth should be consistent with the following general principles:

- Any policy we devise should be workable at the unit and the institutional level, easily understood by supervisors and employees;
- Any policy we devise should be likely to be perceived by our employees as supporting their safety and welfare;

- Any policy we devise should allow for fair application among diversely situated employees. By this I mean that it needs to work not only for the employees who can complete work at home or via email, but also for those whose job requirements are tied to the Laramie campus or an off-campus site.
- Any policy we devise that requires employees to use leave or make other arrangements to accommodate personal choices made in connection with weather-related conditions that have not caused closure of the University should be flexible either in the choice of leave or in the arrangements to make up work days lost.
- Any policy we devise should be as uniform as possible, but we need not seek a “one size fits all” policy if it violates any of the principles outlined above. The scope of our policy should be rationally related to the number of persons affected; we need not seek to tailor an institutional policy to meet the needs of a small number of folks who fall in a particular job-related category unless we are legally compelled to do so (e.g., Leave Without Pay, Family Medical Leave Act, etc.).

If possible, it would be nice to complete this work during the spring and summer, before we are faced with another weather-related event.

Cordially,



Philip L. Dubois
President

PLD:nsm

cc: Executive Council

University Regulation 174

Existing Language

XX. EMERGENCY CLOSURES. In extreme emergency conditions the President of the University or a designee shall determine which functions of the University, if any, shall be suspended. Positions or persons determined to be "essential" shall be required to report to work. No other employees may report to work. General staff employees required to report to work shall be compensated at a rate of time and one half. All other employees shall be compensated at their normal rate of pay with no deductions in accrued leave. If an employee's work functions are temporarily suspended after the employee has reported for work, and no alternative assignments are available, the employee shall receive his/her regular pay for the period of the temporary suspension.

President Dubois briefly reviewed the item and commented that with Board recommendation it could be added to the Consent Agenda. The policy is simple and straightforward.

WORK SESSION: UniReg 43 – Academic Program Elimination

One of the more controversial issues in the development of UW's first Academic Plan was the proposed elimination of the Medical Technology program. The need to revise and update UniReg 43 became evident in the course of deliberations regarding the program elimination. Since the implementation of the first Academic Plan, there has been no controversy regarding proposed program eliminations and hence sporadic interest in revising the UniReg. Several revisions have been drafted and circulated between the Faculty Senate and the UW central administration. Under the leadership of Faculty Senate Chairperson Terri Rittenburg, a revision to UniReg 43 was proposed and approved by the Faculty Senate and forwarded for review and comment to the President during spring semester 2003. Discussion within the President's executive council produced a number of recommended changes that have been incorporated into the working draft by legal counsel. The proposed revision with suggested modifications from General Counsel will be returned to the Faculty Senate for debate and deliberation during early fall semester 2003. Subject to input from the Faculty Senate, a revision to UniReg 43 should be available for Trustee consideration during fall semester 2003.

1 **Faculty Senate Bill 295**

**Introduced by
Academic Planning Committee**

2
3
4
5 **A Bill to Revise**
6 **UniReg 43, "Academic Program Elimination"**
7

8
9 **[With suggested modifications from General Counsel's office –**
10 **July 9, 2003]**

11
12 **UNIVERSITY OF WYOMING**

13
14 **Laramie, Wyoming**

15
16 **UNIREG 43, Revision 1**

17
18
19 **UNIVERSITY REGULATION 43, Revision 1**

20
21 **Initiating Authority:** Vice President for Academic Affairs

22
23 **Subject:** Academic Program Elimination

24
25 **I. PURPOSE.**

26
27 It is the policy of the University to continue established academic programs to meet
28 the needs of the University and the State of Wyoming, and to permit enrolled students to
29 complete the course of study and new students to enroll and benefit from these programs,
30 and to fulfill the University also acknowledges its obligations of the University to faculty
31 and academic professionals who serve in the an academic programs that is to be eliminated.

32
33 An academic program may be eliminated when its continuation has ceased to be in
34 the best interests of the University, the State of Wyoming, or the students enrolled in the
35 University, or the faculty and academic professionals who serve in the program.

36
37 The purpose of this regulation is to provide criteria and procedures for the elimination
38 of academic programs, and to provide protection for students enrolled in those programs as
39 well as and for faculty and academic professionals who serve in them programs that are
40 eliminated. This regulation seeks to ensure fair accommodation of institutional and
41 individual interests after the decision is made to eliminate a program. Final authority for
42 academic program elimination resides in the Board of Trustees.

43
44 **II. DEFINITIONS.**

1 **Academic program** means an authorized major or course of study approved by
2 action of the Board of Trustees.

3
4 **Dean** means dean of a college of the University.

5
6 **President** means the President of the University.

7
8 **Program administrator** means a person responsible for the administration of an
9 academic program. A program administrator may be a department head, program
10 director, division director, dean of a school, or other administrator who reports to the
11 dean of the college which has authority over the academic program.

12 **Vice President** means the Vice President for Academic Affairs.

13
14 **III. REASONS FOR ELIMINATION OF ACADEMIC PROGRAMS**

15
16 The elimination of an academic program shall be based primarily upon educational
17 considerations or for financial exigency as specified under University Regulation 41. An
18 academic program may be eliminated for any one or more of the following reasons:

- 19
20 1. A sustained record of low student enrollment.
21 2. A sustained record of low academic quality.
22 3. Obsolescence or duplication.
23 4. Lack of external need or demand for the program.
24 5. A change in the priorities or direction of the University or a college,
25 school, or department.
26 6. Loss of external accreditation.
27 7. ~~Economic or fiscal considerations.~~
28 ~~8-7.~~ Any other substantial reason why the continuation of the academic program is
29 not in the best interests of the University.

30
31 **IV. PROPOSALS TO ELIMINATE ACADEMIC PROGRAMS**

32
33 **A. Initiation.** A proposal to eliminate an academic program may be initiated by the
34 Vice President for Academic Affairs, by the dean or program administrator charged with
35 administrative supervision of the academic program, or by faculty or academic professionals
36 who serve in the academic program. Proposals should be made early enough in the academic
37 year that responses, reviews and recommendations of the Vice President and the President be
38 made to the Board of Trustees in time for a decision by the Trustees prior to the beginning of
39 the next academic year.

40
41 **B. Content of Proposal to Eliminate Academic Program.** A proposal to eliminate
42 an academic program shall be in writing and shall:

- 43
44 1. Set forth a statement of the reasons for elimination of the program.
45

- 1 2. Contain the following information:
 - 2 a. Description of the mission, curriculum, content and format of the
 - 3 program;
 - 4 b. Description of the role of the program within the context of the
 - 5 college and the mission of the University;
 - 6 c. Financial data relevant to the academic program;
 - 7 d. Admission, enrollment and graduation data relevant to the program,
 - 8 including the number of students currently enrolled and the status of
 - 9 their progress toward graduation;
 - 10 e. Description of administration of program;
 - 11 f. Description of faculty and academic professionals who serve in the
 - 12 program, including their academic credentials, academic rank and
 - 13 length of service to the University;
 - 14 g. Description of program facilities, including classrooms and offices,
 - 15 library and equipment used by or dedicated to the program;
 - 16 h. Evaluations from accrediting bodies or other reviewers of the quality
 - 17 of the program and its faculty and academic professionals;
 - 18 i. Comparison of the program with related or similar programs.
 - 19
- 20 3. Describe the anticipated effects of elimination of the program upon the
- 21 college in which the program is situated, upon other colleges and units of the
- 22 University, and upon the University as a whole, including:
 - 23 a. Effects upon students enrolled in the academic program;
 - 24 b. Effects upon faculty and academic professionals who serve in the
 - 25 program, including termination of any existing positions;
 - 26 c. Educational and financial effects upon other units of the University;
 - 27 d. Effects upon faculty, academic professionals, staff, students and
 - 28 alumni of the University;
 - 29 e. Effects on the State of Wyoming, including effects related to benefits
 - 30 conferred outside the University by the academic program.
 - 31
- 32 4. Set forth an implementation plan to be followed in the event the academic
- 33 program is eliminated, including:
 - 34 a. Procedures for handling current and future applications for admission;
 - 35 b. Plans for assisting currently enrolled students to complete the course
 - 36 of study;
 - 37 c. Plans for accommodating faculty and academic professionals who
 - 38 will be terminated or otherwise affected by elimination of the
 - 39 academic program.
 - 40

41 **C. Submission of Proposal.** A proposal to eliminate an academic program shall be
42 submitted to the Vice President for Academic Affairs.

43
44 **V. PROCEDURE FOR ACTING UPON PROPOSALS**

45

1 **A. Notification.** When the Vice President for Academic Affairs initiates or receives
2 a proposal to eliminate an academic program, a copy of the proposal shall be sent within 10
3 days to the President, to the dean of each college, and to the program administrator, each
4 faculty member and academic professional who serves in the program proposed to be
5 eliminated, as well as to the Faculty Senate, the Staff Senate and the Associated Students of
6 the University of Wyoming. Notice of the proposal shall be sent within 10 days to each
7 student enrolled in the program proposed to be eliminated, stating that a copy of the proposal
8 is available for review in the departmental office of the program.

9 The copy of the proposal shall be accompanied by a notice stating that responses to
10 the proposal shall be made in writing to the Vice President by a designated date not less than
11 60 days after the copies are distributed.

12
13 **B. Response to Proposal.** Responses to a proposal to eliminate an academic
14 program:

15
16 1. Shall be made by the dean of the college which has authority over the
17 academic program proposed to be eliminated, and by the program
18 administrator of the academic program, in consultation with the assistance of
19 the faculty and academic professionals who serve in the program and the
20 students enrolled in the program.

21
22 2. May be made by any other interested person, including the faculty, academic
23 professionals, or staff who serve the program; students enrolled in the
24 program; any dean, faculty member, academic professional, staff member or
25 student in the University; alumni of the University; and citizens of Wyoming.

26
27 3. Shall be in writing and shall be submitted to the Vice President by the
28 designated date. Responses not received by the designated date need not be
29 considered.

30
31 4. May set forth arguments, statements and facts in support of or in opposition
32 to the proposal to eliminate the academic program, and may contain
33 alternative proposals regarding the program or its elimination or
34 modification.

35
36 **C. Review of Proposal and Responses.** Within 10 days after the designated date
37 for receipt of responses to the proposal for elimination of an academic program, the Vice
38 President shall submit copies of the proposal and any responses to: (1) the Chair of the
39 Faculty Senate for distribution to appropriate Faculty Senate Committees and members of the
40 Faculty Senate; (2) the Chair of the Staff Senate; and (3) the President of the Associated
41 Students of the University of Wyoming.

42
43 Within 60 days of the receipt of the proposal and responses from the Vice President,
44 the Faculty Senate shall submit to the Vice President its written review and its
45 recommendation regarding elimination of the academic program, and the Staff Senate and

1 the Associated Students of the University of Wyoming may each submit a written review and
2 recommendation.

3
4 **D. Recommendation of Vice President for Academic Affairs.** Within 30 days of
5 receipt of reviews from the Faculty Senate and from the Staff Senate and the Associated
6 Students of the University of Wyoming, if submitted, the Vice President shall review the
7 proposal, and all responses and reviews, and shall make a recommendation in writing to the
8 President regarding the proposal to eliminate the academic program. The recommendation
9 may approve, disapprove or suggest modifications to the proposal. The recommendation to
10 the President shall be accompanied by copies of the proposal and all responses and reviews.

11
12 The Vice President shall send copies of his recommendation to the dean of each
13 college, and to the program administrator, each faculty member and academic professional
14 who serves in, and each student enrolled in the program proposed to be eliminated, as well as
15 to the Faculty Senate, the Staff Senate and the Associated Students of the University of
16 Wyoming.

17
18 A copy of the proposal, all responses and reviews, and the recommendation of the
19 Vice President shall be maintained and made available for examination and copying by the
20 public in the Office of the Vice President.

21
22 **E. Action by the President.** The President shall approve, approve with
23 modifications, or disapprove the proposal to eliminate an academic program. If the President
24 approves or approves with modifications the proposal to eliminate an academic program, the
25 President shall forward his ~~approval~~ recommendation, together with the proposal, all
26 responses and reviews, and the recommendation of the Vice President, to the Board of
27 Trustees for final action.

28
29 If the President disapproves the proposal to eliminate an academic program, no
30 further action shall be taken on the proposal.

31
32 **F. Time.** The time periods set forth in this Section V shall include Saturdays,
33 Sundays and legal holidays, but shall not include the time between spring commencement
34 and the beginning of the next academic year.

35 36 **VI. PROTECTION FOR STUDENTS ENROLLED IN PROGRAM**

37
38 When a decision is made by the Board of Trustees to eliminate an academic program,
39 the Trustees shall establish policies for implementing the termination including with regard
40 to admission of students into the program and reasonable actions to permit those students
41 currently enrolled in the program and in good standing to complete the program at the
42 University or another school.:

43
44 1. ~~———— No new students will be admitted to the academic program.~~

45

1 2. ~~The academic program shall be continued for a sufficient time to permit~~
2 ~~students who are enrolled in the program and are in good standing to~~
3 ~~complete the program in the regular course of academic progression.~~

4
5 3. ~~If it is not economically feasible to continue the academic program to permit~~
6 ~~enrolled students to complete the program, the University shall take~~
7 ~~reasonable steps to permit currently enrolled students in good standing to~~
8 ~~transfer earned credits to other programs or institutions, and shall provide~~
9 ~~financial assistance where warranted.~~

10
11 **VII. PROTECTION FOR FACULTY AND ACADEMIC PROFESSIONALS**

12
13 **A. Notification.** Within 10 days after a decision by the Board of Trustees to
14 eliminate an academic program, all faculty members and academic professionals whose
15 positions will be terminated shall be notified in writing of the date of their termination and of
16 their rights under this University Regulation.

17
18 **B. Rights of Tenured Faculty and Extended Term Academic Professionals.**
19 When the elimination of an academic program will result in the termination of any tenured
20 faculty member or extended term academic professional:

21 1. The University shall offer the tenured faculty member or extended term
22 academic professional another appropriate position in the University if the
23 person is qualified and that the position is available before the date of the
24 termination of the person's position as indicated under subsection A of this
25 section. In the allocation of appropriate alternative positions, positions, shall
26 first be offered to tenured faculty and extended term academic professionals
27 shall take precedence over who are being terminated before offers are made
28 to probationary faculty and academic professionals and over or other persons
29 not currently employed by the University.

30
31 2. If no alternative appropriate University position is available for which the
32 person is qualified, the University shall continue the position of the tenured
33 faculty member or extended term academic professional for at least one the
34 next full academic year after the date of the termination of the person's
35 position as indicated under subsection A of this section on which the Board
36 of Trustees approves the elimination of the academic program. The continued
37 position may be assigned appropriate duties consistent with the best interests
38 of the University, or, at the election of the tenured faculty member or
39 extended term academic professional, shall pay the salary and fund the fringe
40 benefits of that person for a full academic year after the date on which the
41 Board of Trustees approves the elimination of the academic program.

42
43 3. ~~When a position held by a tenured faculty member or extended term~~
44 ~~academic professional is terminated because of elimination of an academic~~
45 ~~program, if that position is restored or a new position with similar duties is~~
46 ~~created within a period of three years following its termination, the position~~

1 shall first be offered to the tenured faculty member or extended term
2 academic professional who formerly held the position and who was
3 terminated because of the elimination of the academic program. A tenured
4 faculty member or extended term academic professional who accepts the
5 offer of the new or restored position shall be restored to the full tenure or
6 extended term rights previously held, including salary and fringe benefits, and
7 the extended term academic professional shall resume the extended term
8 which was interrupted by the elimination of the academic program.
9

10 **C. Rights of Probationary Faculty and Academic Professionals.** When the
11 elimination of an academic program will result in the termination of any probationary faculty
12 member or probationary academic professional:
13

14 1. The University shall offer the probationary faculty member or probationary
15 academic professional another appropriate position in the University if that
16 the person is qualified and the position is available before the date of the
17 termination of the person's position as indicated under subsection A of this
18 section. In the allocation of appropriate ~~alternative~~ positions in the
19 University, positions shall first be offered to probationary faculty and
20 probationary academic professionals will take precedence over before offers
21 are made to persons not currently employed by the University.

22 2. If no ~~alternative appropriate~~ University position is available for which the
23 person is qualified, the University shall continue the position of the
24 probationary faculty member or probationary academic professional who is in
25 at least the third year of service or the appointment on the date of the
26 termination of the person's person's position as indicated under subsection A
27 of this section for at least one the next full academic year after the that date,
28 on which the Board of Trustees approves the elimination of the academic
29 program. However, for a probationary faculty member or probationary
30 academic professional in the second year of service or the appointment, the
31 position shall be continued for at least six months. For a probationary faculty
32 member or probationary academic professional in the first year of service or
33 the appointment, the position shall be continued for at least six months. The
34 continued position may be assigned appropriate duties consistent with the
35 best interests of the University, or at the election of the University shall pay
36 the salary and fund the fringe benefits of that person for a full academic year
37 after the date on which the Board of Trustees approves the elimination of the
38 academic program.
39

40 **D. Right of Appeal.** A faculty member or academic professional who receives
41 notice of termination because of elimination of an academic program shall have the right to
42 appeal the termination under University Regulation 35, Appendix B, but not the decision to
43 eliminate the program, unless the decision is based in whole or in part on financial exigency
44 under University Regulation 41.-

AUTHENTICATION: The foregoing Senate Bill 295 was duly adopted by the Faculty Senate of the University of Wyoming under date of March 31, 2003, and is hereby transmitted to the President of the University of Wyoming for review in accordance with the Regulations of the Trustees.

***Norma Wilkerson
Secretary of the Faculty Senate***

Vice President Buchanan briefed the Board on UniReg 43, noting this was a quick announcement that speaks about the issue of the elimination of academic programs. The UniReg has been rewritten as a replacement for the current UniReg. Faculty Senate is in the process of reviewing the document, and Academic Affairs hopes to have it ready for review at the November Board meeting.

RECOGNITION: Student Athletes

The Board recognized student athletes from the UW Rodeo Team coached by George Howard. Trustee President Kathy Hunt read a resolution for Levi Wisness on winning the national steer roping championship.

The Board also had the opportunity to recognize other students for their achievements. They included: Scott Usher, swimming team; Jessica Fox, Shaunna Smith, John Griffith, Quincy Howe—track & field; Kevin Kessner, Levi Prevost, Andrew Shuler, Brad Steele—wrestling team; and the coaching staff Tom Johnson, Steve Suder, and Don Yentes.

In Recognition

WHEREAS, University of Wyoming Rodeo Club member Levi Wisness won the national steer wrestling title at the 2003 College National Finals Rodeo in Casper; and

WHEREAS, Levi and his UW teammates put forth a valiant effort and gave a total Cowboy team effort; and

WHEREAS, Levi and the UW Rodeo Club have distinguished themselves in the area of sportsmanship as befitting Cowboy and Cowgirl tradition; and

WHEREAS, Levi helped lead the UW Rodeo Club to an outstanding season that included a second place finish among the nation's top rodeo programs -- the Cowboys' best finish in more than 25 years; and

WHEREAS, the Levi and the UW Rodeo Club have brought national recognition to the University of Wyoming and the state of Wyoming; now

THEREFORE, LET IT BE RESOLVED, that it gives the University of Wyoming Trustees great pleasure to recognize Levi Wisness, who is back this year to defend his national steer wrestling title, for his and the Cowboys' outstanding season. We extend our best wishes for continued success in the arena and in the classroom.

All American Student Athletes

WHEREAS, Scott Usher, of Grand Island, Nebraska and a member of the University of Wyoming swimming team, placed second in the 100-meter breaststroke and third in the 200-meter breaststroke at the 2003 USA National Swimming Championships; and also earned NCAA All-America honors, finishing sixth in the 200-meter breaststroke at the 2003 NCAA Championships; and

WHEREAS, Jessica Fox, of Burns, Wyoming and a member of the UW track and field team, placed eighth in the 400-meter dash at the 2003 USA Track and Field Championships; and earned All-America honors, finishing 11th in the 400-meter dash at the 2003 NCAA Outdoor Track and Field Championships; and

WHEREAS, Shauna Smith, of Sheridan, Wyoming and a member of the UW track and field team, placed seventh in the 400-meter hurdles at the 2003 USA Track and Field Championships; and earned All-America honors, placing seventh in the 400-meter hurdles at the 2003 NCAA Outdoor Track and Field Championships; and

WHEREAS, John Griffith, of Sheridan, Wyoming and a member of the UW track and field team, placed 22nd in the hammer throw at the 2003 NCAA Outdoor Track and Field Championships; and whereas, Quincy Howe, of Perrylands, Trinidad and a member of the UW track and field team, placed 18th in the triple jump at the 2003 NCAA Outdoor Track and Field Championships; and

WHEREAS, four members of the University of Wyoming wrestling team - Kevin Kessner of Rock Springs, Wyoming, wrestling at 197 pounds; Levi Prevost of Sidney, Montana, wrestling at 165 pounds; Andrew Shuler of Madison Heights, Virginia, wrestling at 157 pounds; and Brad Steele of St. James, Minnesota, wrestling at heavyweight- all qualified for the 2003 NCAA Wrestling Championships; now

THEREFORE, LET IT BE RESOLVED, that it gives the University of Wyoming Trustees great pleasure to recognize these University of Wyoming student-athletes and their coaching staffs for their fine 2003 season. We extend our best wishes for continued success in the future on the track, in the pool, on the mat and in the classroom. GO POKES!

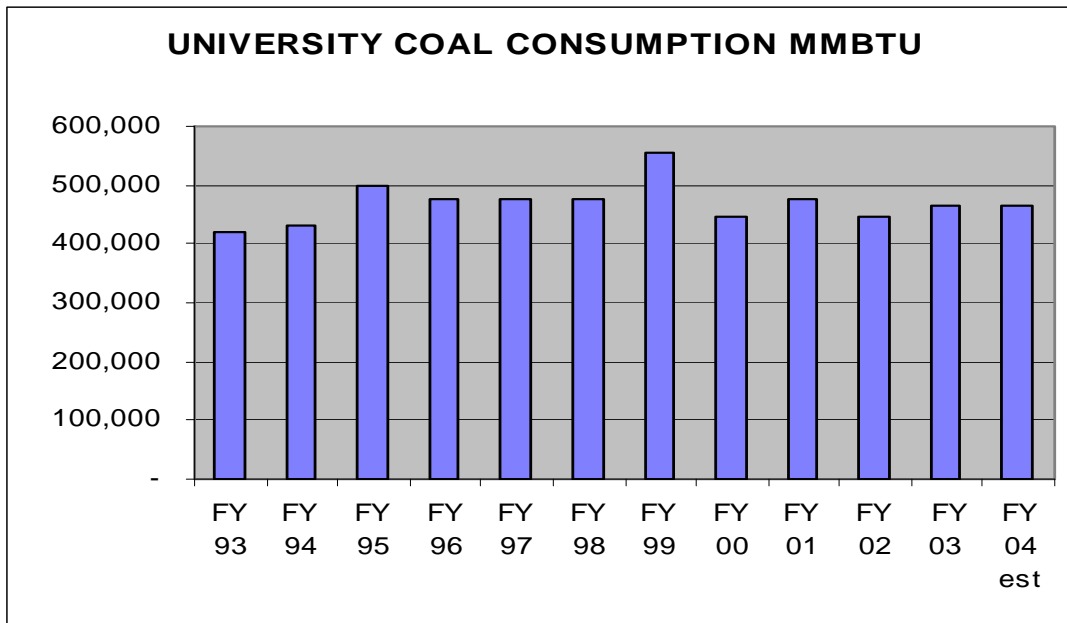
EDUCATION: Utilities Update

Presented by Richard Byers and Forrest Selmer

The University of Wyoming owns and maintains its utility distribution systems for steam, chilled water, electricity, potable water, irrigation, and sewers for the core campus. The University produces its own steam from a coal fired steam heating plant. Our electrical utilities are purchased from Pacific Power & Light (PP&L). Potable water and sewer services are purchased from the City of Laramie. Natural gas is delivered via Kinder Morgan's local distribution system.

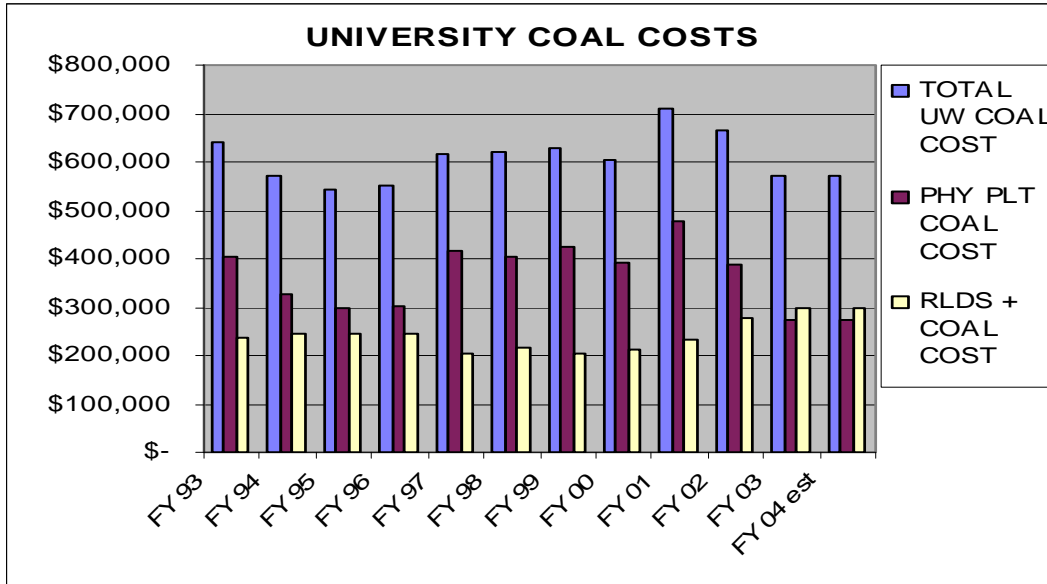
The following charts and graphs show consumption and cost trends for coal, electricity, water and natural gas from FY93 through FY04. This data represents Physical Plant, Residence Life and Dining Services, Auxiliaries and self funded entities, Fraternities and Sororities, and other departments who are funded for Utilities, such as the Rochelle Athletic Center. FY03 contains data through February 2003 with the balance of FY03 and all of FY 04 containing estimated data. The Laramie Campus, including sites within the city limits, represents over 91% of the utility costs for the institution.

GRAPH A



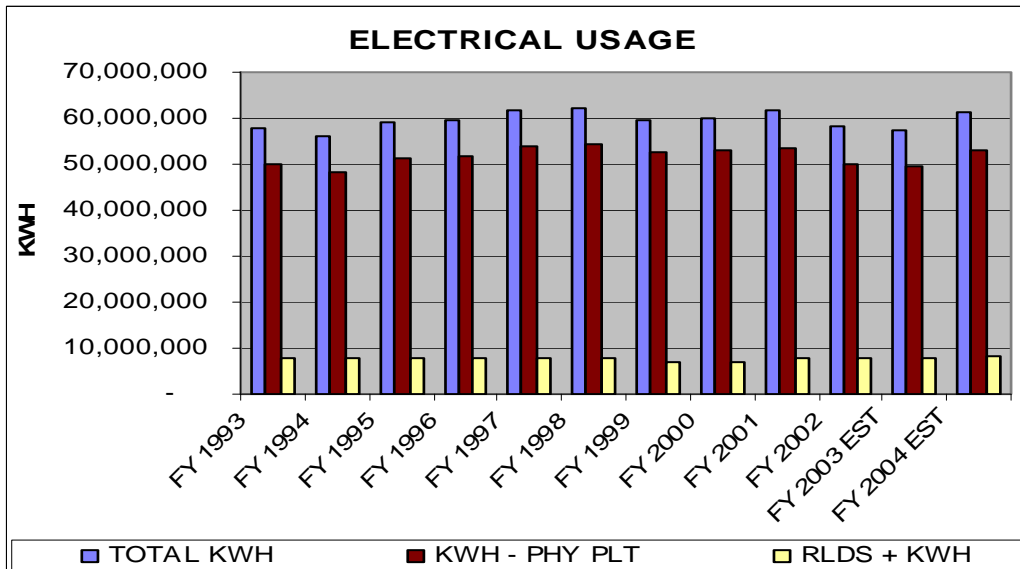
The first graph represents coal consumption and it is measured in millions of British Thermal Units (MMBTU). Better steam management through energy conserving measures has offset additional steam load on the system created by newly added square footage. The winters have been relatively mild with the increases for FY99 and FY01 due to colder winters.

GRAPH B



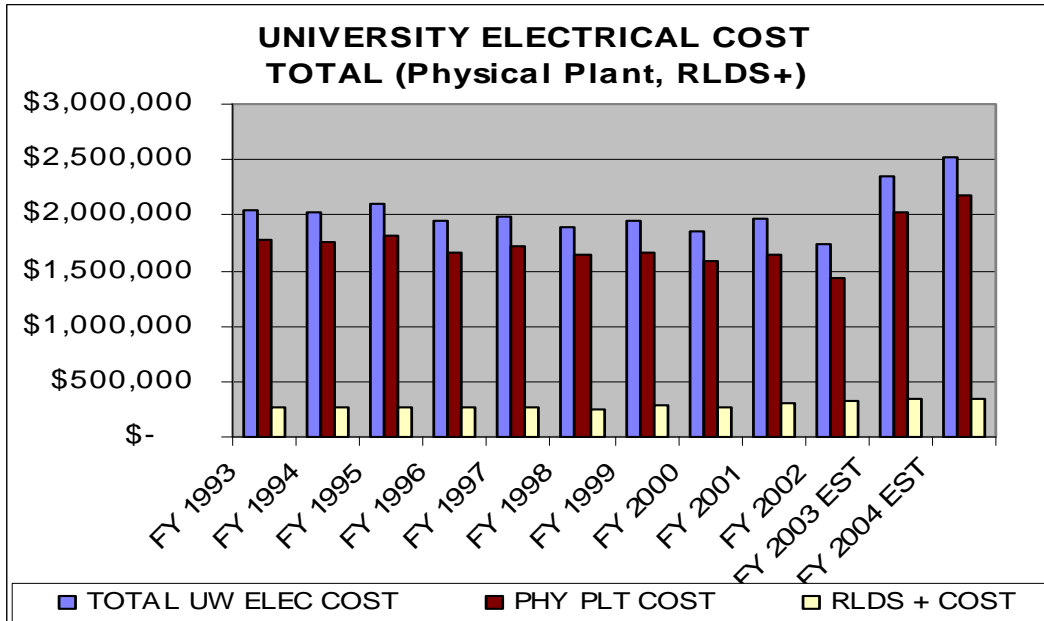
This graph illustrates the University coal costs. The cost for coal decreased from \$1.4905/MMBTU to \$1.23/MMBTU at the start of FY 03, which is the lowest cost for coal the University has paid in the last 10 years. This decrease is representative of highly competitive bidding. The RLDS + Delivered Steam Costs are based on the entire Central Energy Plant (CEP) operational budget divided by the square footage served.

GRAPH C



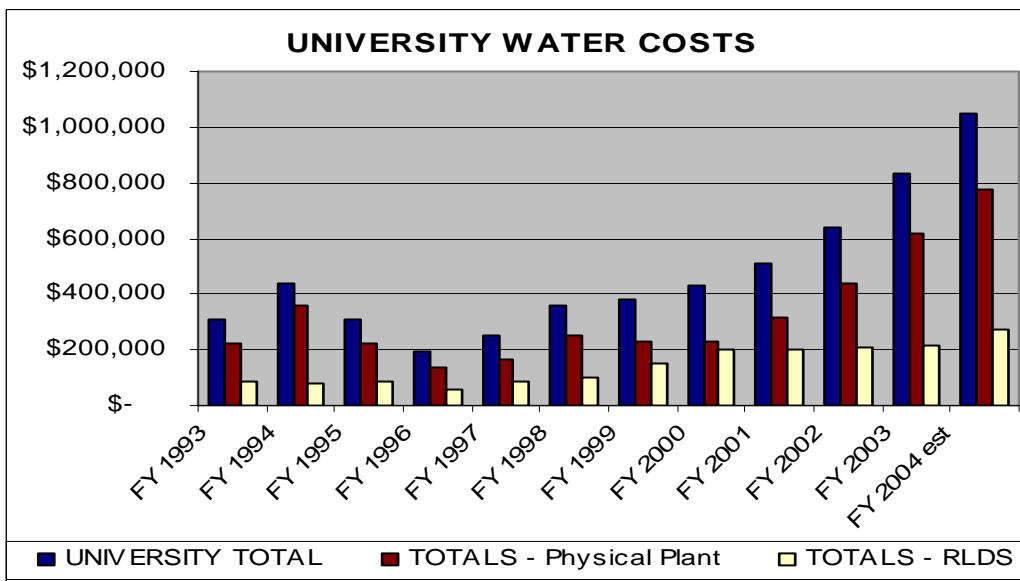
This graph represents the University's electrical usage measured in Kilowatt Hours (KWH). Electrical usage has been held in check by several electrical energy saving methods such as the installation of variable frequency drives for controlling motor speed, replacing inefficient electrical motors with higher efficiency units, and lighting upgrades. A slight increase in electrical usage for FY04 is anticipated because of increased student enrollment and completion of the Washakie Cafeteria renovation.

GRAPH D



This graph illustrates the University's total electrical costs. Electrical costs have remained relatively constant through FY 02 because the University was able to obtain a six-year pre-purchase agreement. This agreement provided a fixed unit cost/KWH and allowed for a discount for pre-purchasing blocks of power. Currently the University is on standard rate schedules, which have increased since 1996, and the electrical provider has requested and received multiple rate increases.

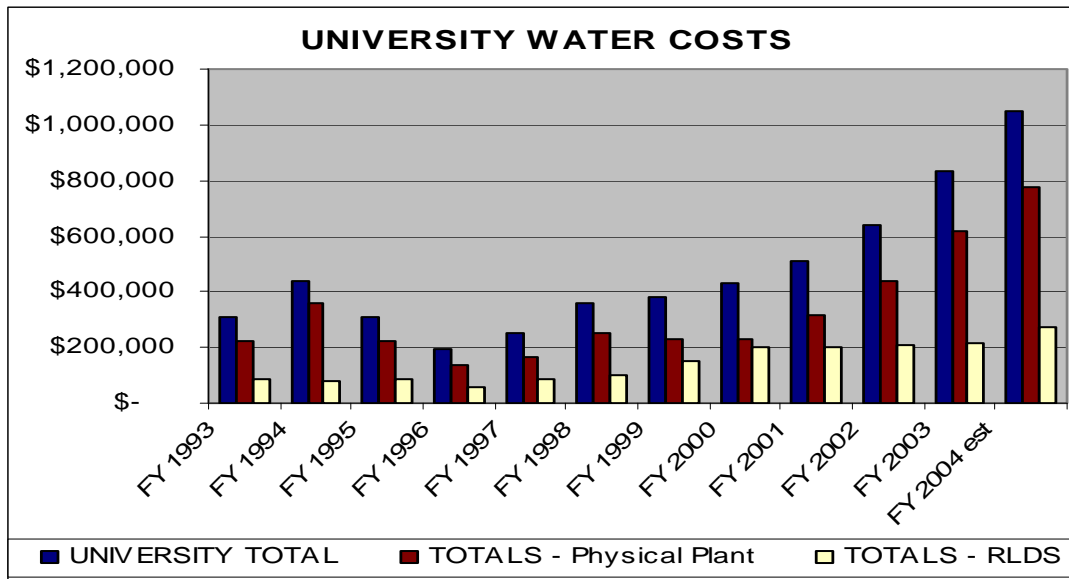
GRAPH E



This graph represents water consumption measured in 1000's of gallons, or KGAL. Large fluctuations in the number of gallons consumed from FY93 through FY98 are attributed to meter reading issues and time delays on billing. The significant increase in water consumption for FY94 represents an adjustment because several water meters

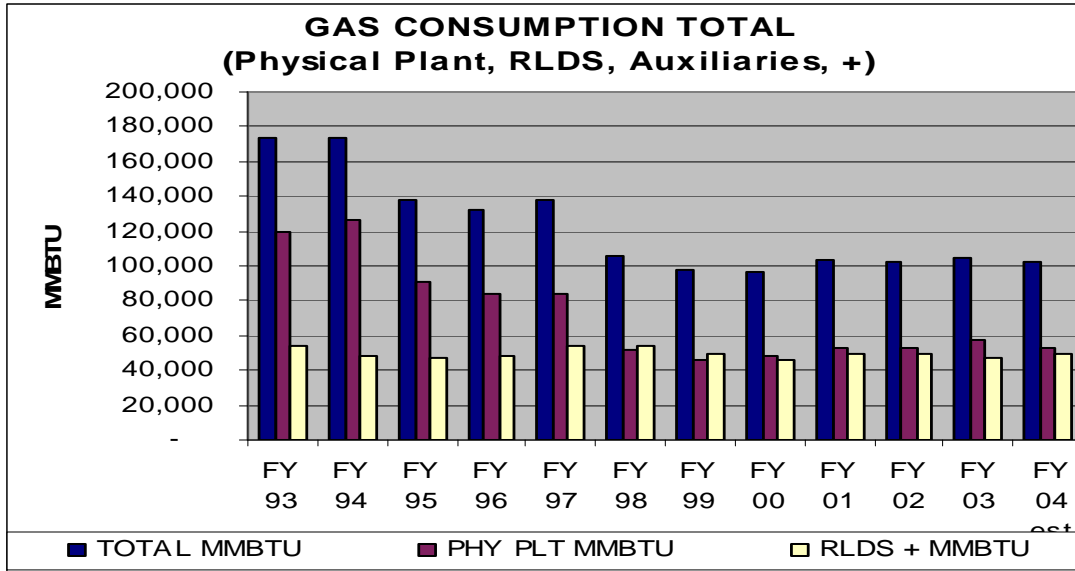
not read by the City. The average water consumption from FY93 through FY02 was 150,000 KGAL/yr. In FY03, the City of Laramie began a program to replace old and outdated water meters which resulted in more accurate consumption figures than previously recorded. To help control water consumption and water costs, the University has continually expanded its well water irrigation system and installed deduct meters on irrigation systems connected to city water. Deduct meters allow for a reduction in sewer costs for water which does not have to be treated at the sewage treatment plant. Our well water irrigation system reduces our city water consumption by 45,000 KGAL/year.

GRAPH F



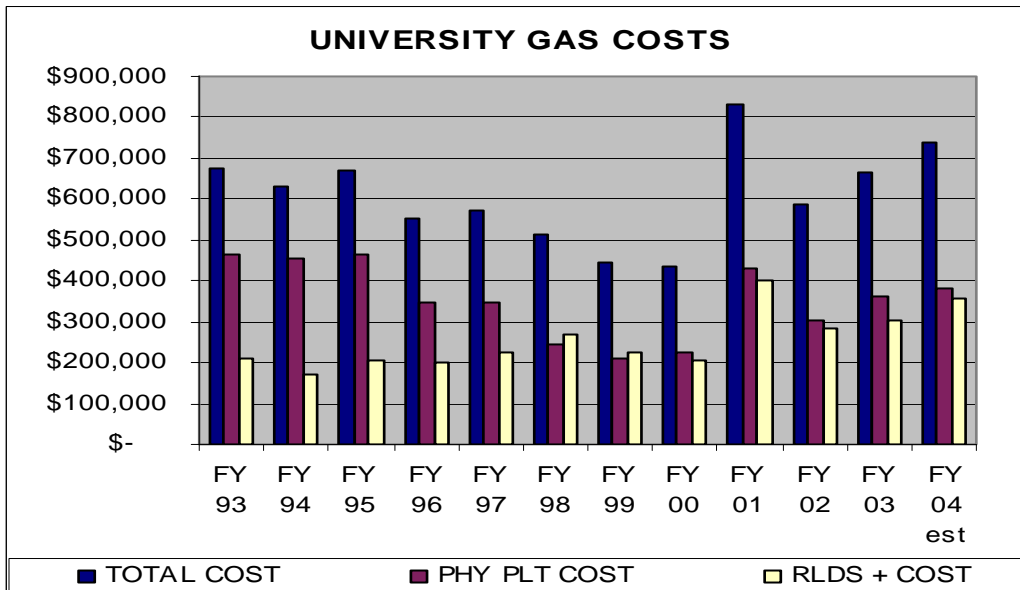
This graph illustrates the university's water costs per year. The water and sewer rates have increased every year since 1998. In 1993, the cost of water was \$0.48/KGAL and sewer was \$0.615/KGAL. Currently these rates are \$1.48 and \$1.18 respectively. This trend is expected to continue for the foreseeable future with overall increases in the 6-8% range per year. The deduct meters installed on the irrigation systems that are connected to City water allows the \$1.18 sewer component to be deducted from the water bills.

GRAPH G



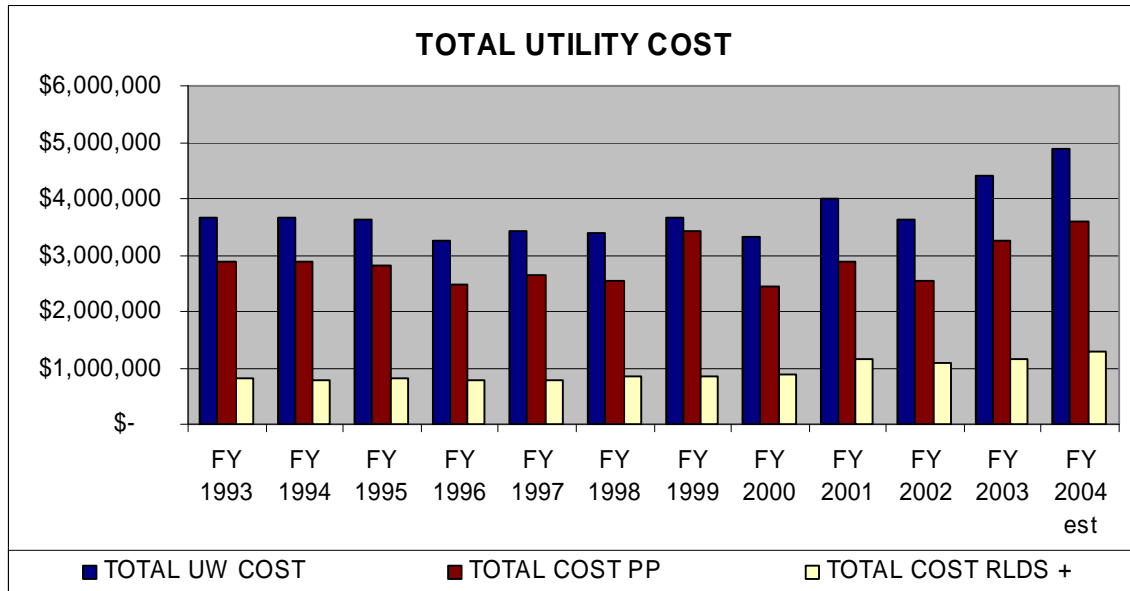
This graph represents the total natural gas consumed per year and it is measured in MMBTU. The gas consumption has remained fairly constant since FY98. Prior to FY98, the Central Energy Plant (CEP) burned gas during the summer months. After consulting with a combustion engineer from PP&L and with a slight increase in the summer steam load, the CEP has been able to burn coal year round.

GRAPH H



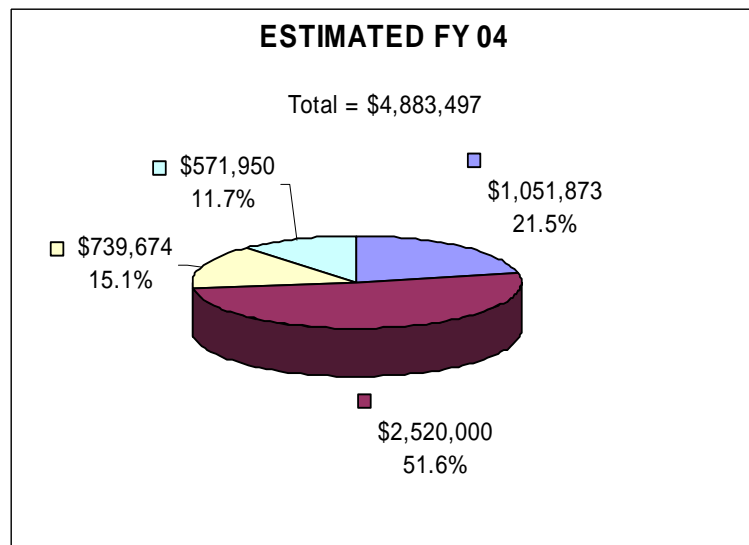
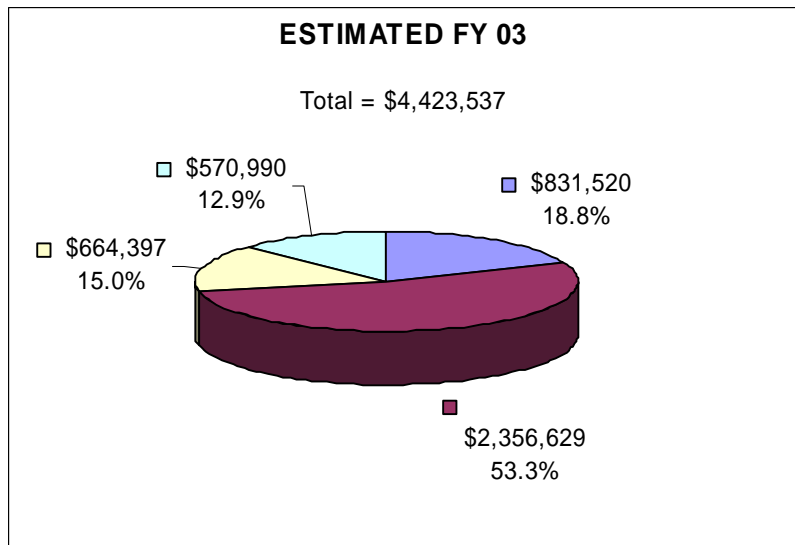
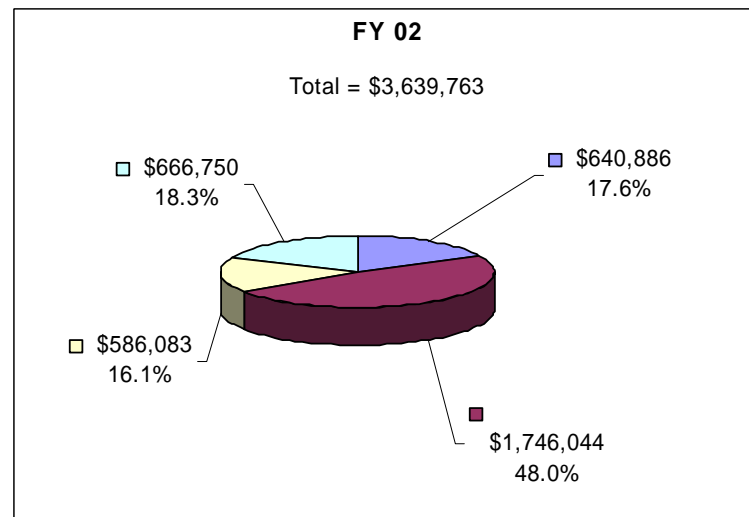
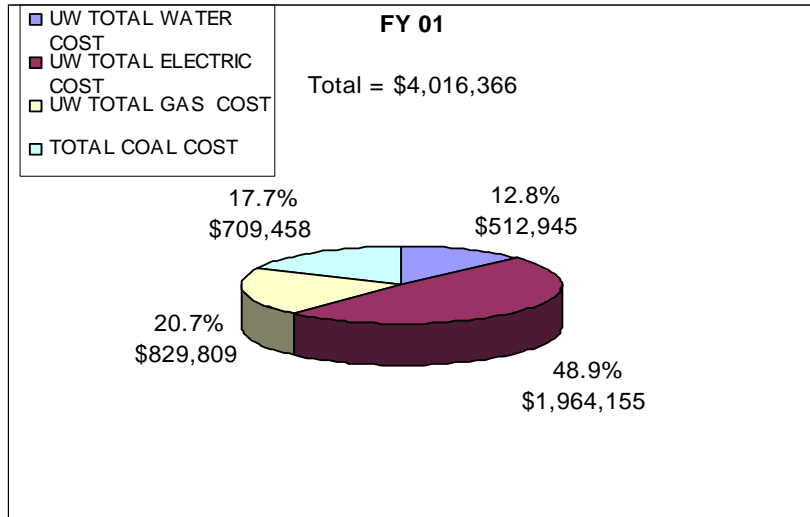
When you compare this illustration of the increasing gas costs, to the previous graph showing stable total consumption, it becomes quite evident that the increased cost for gas is based on increasing rates.

GRAPH I

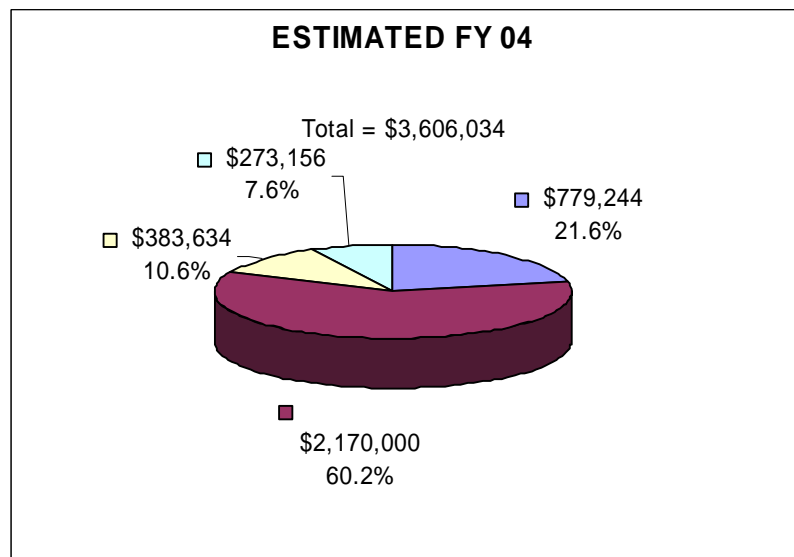
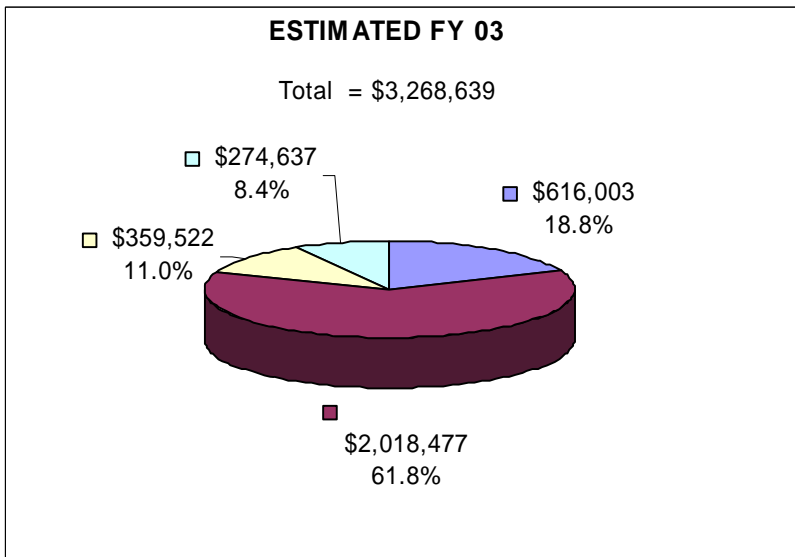
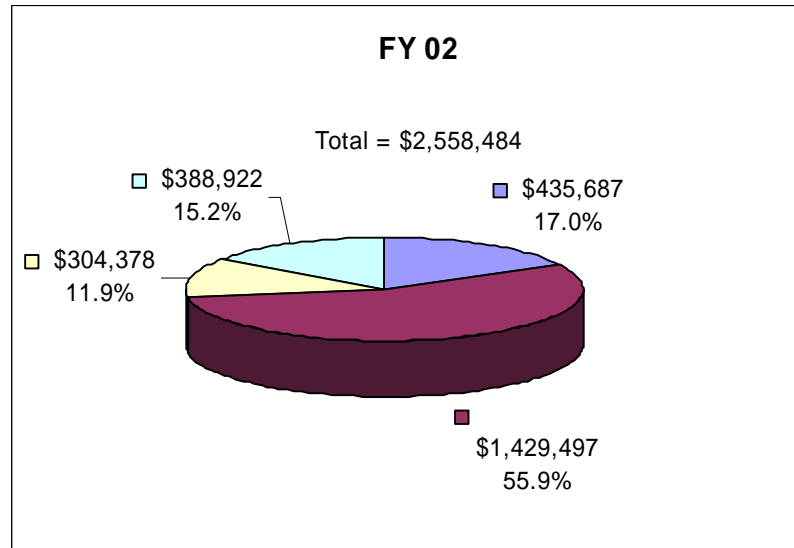
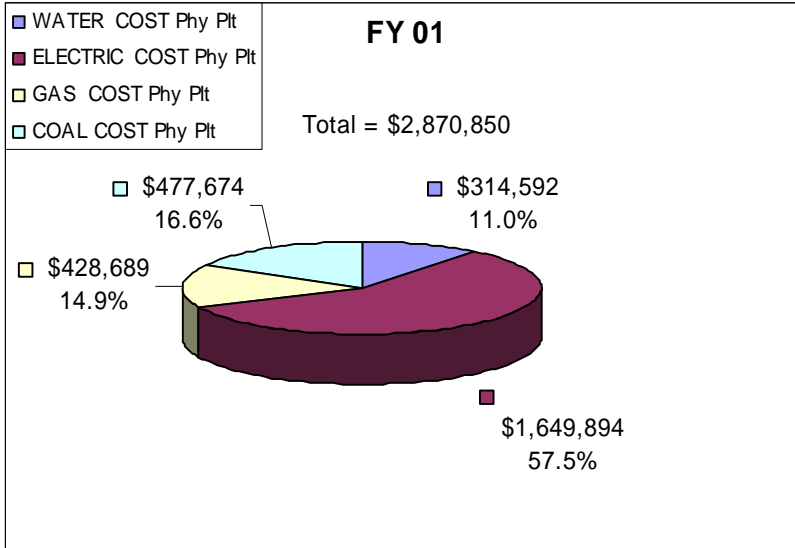


This graph represents the total combined costs for electrical, water, natural gas, and coal utilities.

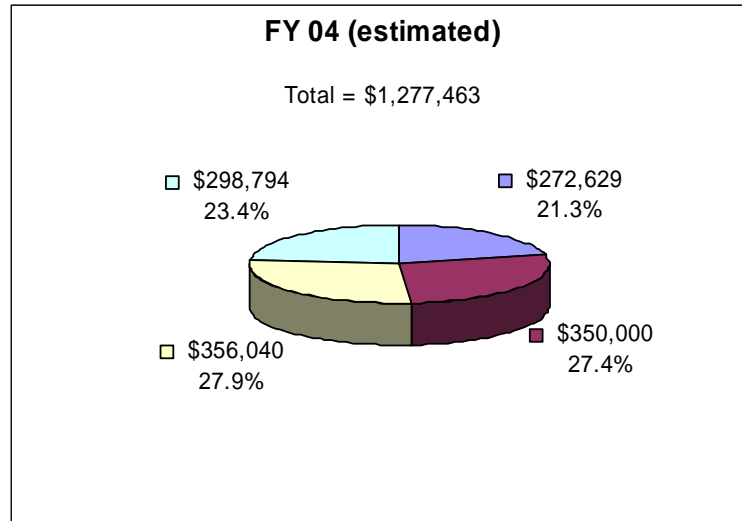
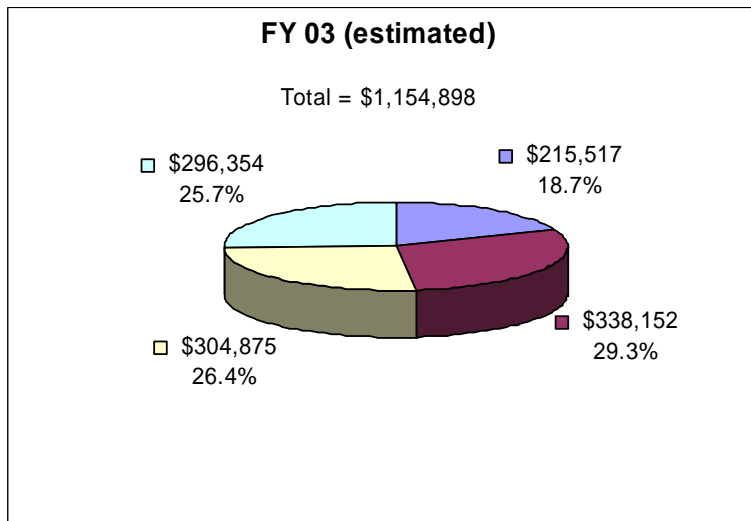
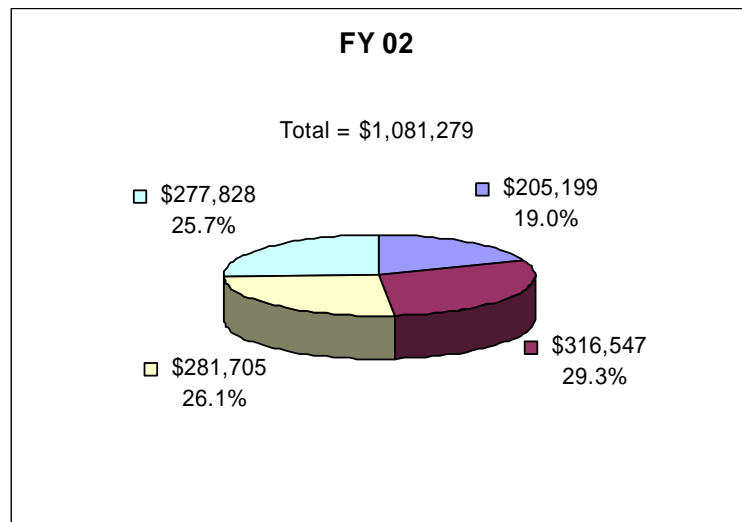
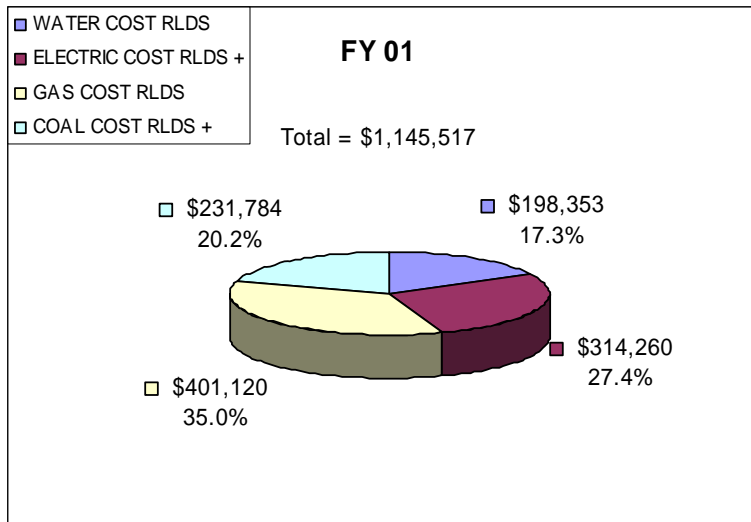
UNIVERSITY WIDE UTILITY COST BREAKDOWN BY UTILITY



PHYSICAL PLANT UTILITY COST BREAKDOWN



RLDS, AUX. + UTILITY COSTS



The University has been reducing utility consumption and utility costs for several years. Some highlights are (note: K = \$1,000, M = \$1,000,000):

Steam and Coal:

- Installation of heat recovery systems at the Science Library and Corbett P.E. resulted in a complete pay back in less than 5 years and there was a significant improvement in the indoor air quality.
- A De-Alkalizer was installed at the CEP, which reduces make up water, chemical and energy costs. Savings are over \$79K/yr.
- Summer steam generation fuel source was switched from gas to coal, saving over \$250K/yr.
- Windows have been replaced at various buildings and save approximately \$15K/yr.
- The Campus wide digital control network has been continually expanded. This not only saves energy, but also greatly improves the comfort in the facility and increases the Physical Plant's maintenance effectiveness as these systems tell us when there is a problem. Savings are difficult to measure as individual buildings are not metered for steam usage, but they have helped lower the yearly gas and coal usage. This is the main reason coal consumption has been held relatively constant the past 5 years in spite of increased square footage.
- Heating control valves were installed at the 8 and 12 story residence halls saving steam and drastically increasing comfort of the individual rooms.

Water:

- Many irrigation systems were automated. This reduces water consumption by 20%-50%; savings are at least \$30K/yr.
- The campus well irrigation system is continuously being expanded. At its completion, it will irrigate the Campus from 9th to 22nd and Grand to Lewis Streets. Currently, over \$120K/yr. is being saved in water costs.

Natural Gas:

- A Department of Energy (DOE) grant was used to install new boilers and better controls at Plant Science, Insect Soils facility (PSIS), saving \$15K/year in gas costs.
- Performance contracts with UW's primary building control firm have been used at PSIS, State Vet Chem Lab and 951 N. Poplar (in Casper). With this type of contract, the vendor provides the engineering, savings calculations and all labor for the work.

Electricity:

- Several electric motors were replaced with newer, higher efficient units that are better matched to the actual load. Also, where possible, variable frequency drives to control the motors were installed. Savings are over \$80K/yr. This is on going.
- A DOE grant was used to improve lighting at Coe Library, saving \$26K/year in electric costs.
- A DOE grant was used to replace the ageing chiller at the Iverson Building, saving \$14K/year in electrical costs
- Power factor correction capacitors were installed at the Animal Science Live Stock Teaching Center, saving over \$5K/yr. on electrical costs.
- An electric irrigation pump at the Beef Unit was replaced with a propane-powered unit, saving \$2.5K/yr. in operational costs.

- Lighting systems were upgraded at Corbett Gym and Pool, Science Library, Class Room Building, A&S, Knight Hall corridors, Physical Plant and other miscellaneous locations. Estimated \$50K/yr. savings in electrical costs, plus improved lighting. Project is ongoing.
- The campus chilled water system was extended to replace ageing building chillers. Facilities included Knight Hall, Coe Library, Law and Fine Arts. Aside from have a main chiller operate at 2-3 times the efficiency of the old individual building units, there are substantial savings in maintenance and the ozone depleting refrigerant problem was taken care of. Rough estimate of savings is over \$100K/yr. Currently, over 802,000 square feet in 14 buildings are cooled by the campus chilled water system.
- The two main chillers at the CEP were replaced and a flat plate heat exchanger was added for free cooling. These new units operate at least twice the efficiency of the old units plus give the loop added capacity. The flat plat allows the chilled water loop to be cooled by using only outside air when conditions are right. Over \$15K/yr. is being saved.
- Electric driven condensate pumps were replaced with steam powered units. This has saved over \$25K/yr. and also has helped reduce water and chemical usage.
- A pre-purchase agreement with the University's primary electric provider was negotiated. This saved over \$1M during the 6-year life of the agreement.

Vice President Hardin introduced Dick Byers, Director of Physical Plant, and Frosty Selmer, UW Engineer/Architect. They answered questions from the Board regarding utilities at the University.

EDUCATION: Washakie Opening

On August 29 the newly renovated Washakie Center opened its doors to serve UW students. The \$13 million remodeling of the Center provides a new concept in dining for the University community as well as modern living space, computer facilities, meeting rooms, and offices for the Residence Life and Dining Services staff.

The University's Dedication of the Washakie Center is at 11:00 a.m. on Thursday, October 2. Governor Freudenthal, President Dubois, Vice President Leellen Brigman, Student Affairs, and the Residence Hall Association president will offer remarks before the official ribbon cutting ceremony. Dignitaries and members of the UW community will have lunch in the Center following the dedication.

At 12:45 p.m., the University will officially unveil a statue of Chief Washakie, the building's namesake. The bronze statue is a small replica of the ones that stand in the U.S. Capitol in Washington, D.C., the state Capitol in Cheyenne, and at the joint tribal headquarters on the Wind River Reservation. This ceremony will include participation by descendents of Chief Washakie along with dancers and an Indian drum group from the Reservation.

On Friday evening, October 3, invited guests will enjoy a special recognition dinner, where University officials, project architects and construction contractors will celebrate the opening of the new facility. Friday evening activities will feature a "Friday Night Fever" program of swing dancing in the new Washakie Center.

Saturday will conclude the grand opening events with a special showing of the recent documentary on Chief Washakie, premiered on Wyoming Public Television in December 2002, a fall festival dinner for all residence hall residents and staff, and a carnival night entertainment activity in the Center.

Vice President Brigman, provided additional detail to the Board on the opening of Washakie and the Weeks of Welcome. Students are being encouraged to enroll this fall in groups that focus on citizenship.

When questioned about 2003 fall enrollments, Vice President Brigman commented that because of the enrollment process, numbers are not available at this time.

EDUCATION: CHCCW Update

At the time of preparation of the Board of Trustees Report, negotiations for continuation of the CHCCW contract with UW are underway.

In an effort to stay on schedule, no additional information was presented on this topic.

EDUCATION: Enhanced Oil Recovery White Paper

In June 2003, UW submitted to Governor Freudenthal a report entitled “Enhanced Oil Recovery in Wyoming: Prospects and Challenges.” The report, written in response to a request from the Governor to President Dubois, provides an analysis of the opportunities and barriers for enhanced oil recovery from Wyoming’s aging reservoirs, including technological, economic, environmental, and transportation issues. The report draws on expertise residing in the Enhanced Oil Recovery Institute, which is part of the Institute for Energy Research. The authors of the report are Professors Dag Nummedal (Institute for Energy Research), Brian Towler (Chemical and Petroleum Engineering), Charles Mason (Economics and Finance), and Myron Allen (Academic Affairs). The report identifies carbon dioxide flooding as the most promising EOR method for many Wyoming reservoirs. This technology also has potential for sequestering large quantities of the most prominent greenhouse gas.

The report identifies four major barriers to greater application of EOR in Wyoming:

- Initial costs and long payoff horizons
- Access to technology
- Cost, transportation tariffs, and access to carbon dioxide
- Effects of the size and multiplicity of Wyoming’s producing firms

It concludes by proposing five steps deserving further consideration:

- Screen Wyoming reservoirs for suitability for carbon dioxide-based EOR.
- Assess the economics of carbon dioxide supply.
- Quantify the value of carbon dioxide sequestration and the associated risks.
- Initiate technology transfer to Wyoming independents.
- Develop a demonstration project.

In an effort to stay on schedule, no additional information was presented on this topic.

INFORMATION: Athletic Department Outreach Report

INTERCOLLEGIATE ATHLETICS OUTREACH REPORT 2003

2003 Sports Festival Attendance

Casper	600
Cody	400
Thermopolis	207
Worland	550
Gillette	1000
Newcastle	370
Laramie	600
Wheatland	600
Jackson	700
Cheyenne	250

TOTAL 5277

SUMMER CAMPS

Volleyball	210
Football	1264
Swimming	88
Tennis	60
W. Basketball	1966
M. Golf	4
M. Basketball	969
Soccer	100

TOTAL 4,661

2003 Cowboy Joe Golf Series

Las Vegas, NV	144
Phoenix	68
Denver	135
Douglas	100
Torrington	130
Buffalo	72
Spearfish, S.D.	87
Jackson	120
Cheyenne	164
Sheridan	133
Red Lodge, MT	72
Worland	79
Riverton	80
Rock Springs	132
Evanston	84
Windsor, CO	132
Casper	120
Laramie	120
Championship	90

TOTAL 2062

INFORMATION: Final 2002-2003 Academic Report

INTERCOLLEGIATE ATHLETICS 2002-2003 ACADEMIC REPORT

TEAM GPA'S

SPORT	FALL 02	SPRING 02	02/03
WOMEN			
Basketball	3.261	3.522	3.383
Soccer	3.147	3.139	3.142
Volleyball	2.961	3.344	3.157
Tennis	3.077	3.321	3.194
Golf	3.374	3.633	3.489
Swimming	2.930	3.098	3.010
Track	3.148	3.196	3.170
Cross-Country	3.338	3.480	3.407
MEN			
Football	2.313	2.623	2.445
Basketball	2.522	2.531	2.526
Golf	2.935	3.000	2.967
Swimming	2.724	2.938	2.828
Track	2.902	2.792	2.849
Cross-country	3.364	3.289	3.325
Wrestling	2.533	2.484	2.510
Women's Cumulative	3.110	3.183	3.170
Men's Cumulative	2.541	2.676	2.610
All-Sport Cumulative	2.794	2.905	2.862

MWC Academic All-Conference	Fall Sports	43
	Spring Sports	87
	Total	130

MWC Scholar Athlete	Total	50
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2002-2003 Academic Awards

NCAA Post-Graduate Scholarship

John Wilson-Football-Region VII Finalist

President's Senior Class Ambassadors

Jennifer Hancock-Tennis

J.J. Raterink-Football

Patrick Smyth M.D. Scholarship

Josh Rollins-Football

NCAA Woman of the Year

Carrie Bacon-Women's Basketball-State Winner

NCAA Degree Completion Award

Josh Rollins-Football

Cherrith Young-Women's Basketball

Chassie Wiersma-Women's Basketball

Verizon Academic All-American

Mervin Swaby-Men's Track-2nd Team All-District VII

Joel Hess-Men's Track/CC-1st Team District VII, 1st Team All-American

Jon McNeeley-Men's Swimming-2nd Team All-District VII

Alison McGuire-Women's Golf-1st Team District VII, 3rd Team All-American

Carrie Bacon-Women's Basketball-1st Team All-District VII

Amy Doman-Women's Volleyball-2nd Team All-District VII

Casey Bramlet-Football-1st Team All-District VII

Luke Donovan-Football-1st Team All-District VII

Trenton Franz-Football-1st Team All-District VII

Josh Rollins-Football-1st Team All-District VII

John Wilson-Football-1st Team All-District VII

Golf Coaches Association-All-American Scholar

Kurt Kowaluk-Men's Golf

INFORMATION: Update on 2003-2004 Football Ticket Sales

University of Wyoming Department of Athletics
 2003-2004 Ticket Sales Revenue Projections
 Prepared as of 8/19/03

	99-00	00-01	01-02	02-03	2003-04 PROJECTED	BUDGETED	ACTUAL	FAVORABLE (UNFAVORABLE) VARIANCE	FAVORABLE (UNFAVORABLE) VARIANCE		
	Sales	Sales	Sales	Sales	# OF TX	PRICE	REVENUE	# OF TCKTS	# of Tickets	ACTUAL \$	\$\$\$
Football:											
Season:											
Public	5323	5187	4376	4021	4,582	\$ 108.00	\$ 494,856	4,243	(339)	458,244	\$ (36,612)
Fac/Staff	692	672	547	501	551	\$ 90.00	49,590	555	4	49,950	360
Marketing/Promotions	163	175	134	122	125	\$ 108.00	13,500	132	7	14,256	756
Family Plan	709	679	443	388	442	\$ 65.00	28,730	449	7	29,185	455
Subtotal Season	6887	6713	5500	5032	5,700		586,676	5,379	(321)	551,635	(35,041)
Cowboy Combo	244	115	97	74	84	\$ 45.00	3,780	297	213	13,365	9,585
Cold Pack					50	\$ 45.00	2,250	10	(40)	450	(1,800)
Single Game:											
Montana State (Aug 30)											
Montana State Single Game	2003	2354	2296	2199	3,500	\$ 20.00	70,000	1,025	(2,475)	20,500	(49,500)
Montana State Family Pack	336	406	497	420	415	\$ 11.25	4,669	197	(218)	2,216	(2,453)
Montana State Faculty Discount	22	81	52	61	54	\$ 16.00	864	39	(15)	624	(240)
Montana State Knothole	575	900	682	613	650	\$ 5.00	3,250	0	(650)	0	(3,250)
STUDENT ATTENDANCE				6366	6,000						(55,443)
Kansas (Sept 13)											
Kansas Single Game	2476	0	1307	1564	3,200	\$ 25.00	80,000	462	(2,738)	11,550	(68,450)
Kansas Family Pack	499	0	266	236	415	\$ 15.00	6,225	44	(371)	660	(5,565)
Kansas Faculty Discount	19	0	18	39	54	\$ 20.00	1,080	4	(50)	80	(1,000)
Kansas Knothole	1544	0	338	1203	650	\$ 5.00	3,250	0	(650)	0	(3,250)
STUDENT ATTENDANCE				3382	6,000						(78,265)
BYU (Oct 18)											
BYU Single Game	7855	1307	9347	1826	6,500	\$ 25.00	162,500	387	(6,113)	9,675	(152,825)
BYU Family Pack	673	266	871	381	772	\$ 15.00	11,580	70	(702)	1,050	(10,530)
BYU Faculty Discount	26	18	215	147	120	\$ 20.00	2,400	20	(100)	400	(2,000)
BYU Knothole	1050	338	1179	565	1,115	\$ 5.00	5,575	0	(1,115)	0	(5,575)
STUDENT ATTENDANCE				4141	6,000						(170,930)

CSU (Nov 1)											
CSU Single Game	713	2630	2104	1920	1,500	\$ 25.00	37,500	505	(995)	12,625	(24,875)
CSU Family Pack	134	379	277	576	411	\$ 15.00	6,165	74	(337)	1,110	(5,055)
CSU Faculty Discount	12	25	62	85	57	\$ 20.00	1,140	20	(37)	400	(740)
CSU Knothole	661	961	606	367	654	\$ 5.00	3,270	0	(654)	0	(3,270)
STUDENT ATTENDANCE				5699	2,000						(33,940)
New Mexico (Nov 22)											
New Mexico Single Game	3785	3312	523	479	1,500	\$ 20.00	30,000	2	(1,498)	40	(29,960)
New Mexico Family Pack	653	603	58	68	441	\$ 11.25	4,961	24	(417)	270	(4,691)
New Mexico Faculty Discount	26	3	17	30	20	\$ 16.00	320	0	(20)	0	(320)
New Mexico Knothole	1011	508	380	269	596	\$ 5.00	2,980	0	(596)	0	(2,980)
STUDENT ATTENDANCE				3206	2,000						(37,951)
UNLV (Nov 29)											
UNLV Single Game	7681	627	1908	0	7,000	\$ 20.00	140,000	2	(6,998)	40	(139,960)
UNLV Family Pack	722	83	339	0	700	\$ 11.25	7,875	0	(700)	0	(7,875)
UNLV Faculty Discount	42	0	39	0	40	\$ 16.00	640	0	(40)	0	(640)
UNLV Knothole	1162	184	779	0	1,000	\$ 5.00	5,000	0	(1,000)	0	(5,000)
STUDENT ATTENDANCE					6,000						(153,475)
	33,680	14,985	21,095	35,842	53,364		591,244	2,873	(28,489)	61,200	(376,529)
Gross Revenue							1,183,950	8,252	(28,810)	612,835	(571,115)
Less: Sales Taxes											
Net Football Ticket Sales							(67,129.97)			(34,747.76)	32,382.21
GROSS FOOTBALL REVENUE (BEFORE DEDUCTIONS)							\$ 1,116,820			578,087	\$ (538,733)
Less: RAC O&M (Season Tickets)							(34,206)			32,274	
Less: RAC O&M (Single Game Tickets)							(19,917)			2,875	
GROSS REVENUE SUBTOTAL (AFTER RAC O&M DEDUCTION)										542,938	
Less Head Coach Ticket Incentive (\$1.00)							59,384			2,875	
NET FOOTBALL REVENUE AFTER RAC O&M AND TICKET INCENTIVE DEDUCTIONS							\$ 1,122,081	LESS	\$587,060	540,063	\$ (582,018)

INFORMATION: Weeks of Welcome Update

The 2003 edition of Weeks of Welcome is underway to help new and returning UW students become involved members of the university community! Its theme is “Get Connected.” WOW provides a huge array of electrifying activities to jump-start the year with the goal to offer events and activities that create a welcoming environment for students and provide opportunities for them to connect with peers, faculty, staff, administrators, academic departments, UW services and the Laramie community. Activities will focus on college life, academic preparation and support, community building, and connecting with people. This year features an increase in events sponsored by academic departments; college and departmental welcoming events for students have more than doubled since 2002.

Sixty-plus UW students, faculty and staff actively participated in the four WOW planning committees this year – college life, community building, marketing and promotions, and social events. Added to that are the many people and departments across the campus who contribute time, energy and resources and it results in quite a Wyoming celebration! Some of the events on the schedule include:

- 2-day Fall Outdoor Experience
- Casino Night and karaoke at the Wyoming Union
- Faculty & staff assisted move-ins to the residence halls
- Movies on the Lawn at Fraternity Mall
- President’s Welcome Barbecue
- College Success workshop series on various academic skills and strategies
- Departmental and college open houses and welcome back activities
- Magicians and a hypnotist
- Concerts
- Party in the Pasture with the Dirty Dozen Brass Band
- Greek recruitment
- Job Fair for on-campus and community part-time student employment opportunities
- Better Grades workshop series
- Pep Rally before the Kansas football game
- Comedian as part of the Friday Night Fever programs

- Beach Party between Half Acre Gym and the Wyoming Union
- Volunteer Fair to encourage involvement in community service projects
- 2004 Senior Class Gathering

INFORMATION: Office of Community Service

For the new academic year, the Division of Student Affairs has established an Office of Community Service (OCS) within the Campus Activities Center of the Wyoming Union. The mission of the office is “to engage the UW community in civic participation and volunteer service, and to facilitate the university’s response to needs in the larger community of our city, county, state, nation, and the world.” The Office will be staff by a half-time coordinator, a student worker, and volunteers.

Even with community service expectations of student organizations such as student honoraries, fraternities and sororities, the residence halls, athletic teams, and others, UW students report lower rates of community engagement than students at other public universities in the nation. Responses of UW students on the recent National Survey of Student Engagement (NSSE) and the CIRP Survey of American Freshmen indicate:

- 75% of incoming UW freshmen had performed volunteer service frequently or occasionally during the past year, compared to the national average of 84% (CIRP)
- 25% of UW freshmen and 32% of seniors reported that their UW experience had substantially enhanced their knowledge, skills, and personal development about contributing to the welfare of their communities, compared to the national average of 33% of freshmen and 42% of seniors (NSSE)

To enhance students’ experiences at UW, the Office of Community Service will develop a system for non-profit organizations to list volunteer opportunities, help the campus community find appropriate matches to their interests, track volunteer service by the UW individuals and organizations, and provide incentives and recognitions for service. Also, the Office will assist nonprofits in accessing information, providing pre-service training of volunteers, and forming partnerships with UW organizations and individuals.

Several activities have been planned for the first year. On August 22, the President's Community Service Luncheon brought together more than 30 representatives of community organizations with an equal number of UW faculty, staff, and students to begin building a network of volunteer opportunities. A UW volunteer fair will be held September 18 for organizations to share their opportunities for service with interested members of the University community and its student organizations. Brochures and training sessions are being developed to introduce UW students to the concepts and benefits of volunteerism and community service. An alternative spring break opportunity is being planned for individuals interested in a major service project. Finally, the Office will assess campus interest and capacity for community service as well as the capacity of nonprofit organizations to train and support increased numbers of volunteers.

INFORMATION: Crane Mural

The historic Crane Mural depicting the arrival of former UW President Arthur Crane in Wyoming will soon return to the walls of the Wyoming Union.

In 1922, a band of UW students, disguised as armed desperadoes, kidnapped UW's new president just outside Laramie. As Dr. Crane and his family, accompanied by UW Trustee William C. Deming, rounded the bend into Telegraph Canyon, nine masked horsemen fanned out across the road, barring the way and demanding Dr. Crane. As he descended the canyon, 50 more hard riding, shooting and hollering cowboys and cowgirls—UW students—plunged over a nearby hill to circle their vehicle. The bandit leaders escorted Crane to an old-fashioned stagecoach, where outgoing president Aven Nelson awaited him. Cracking his whip, the stagecoach driver drove hell-for-leather into Laramie.

Although designed for the Wyoming Union's student lounge, the large 7' x 28' mural was moved to the landing of the central staircase in the Union. Over the years, the sunlight streaming in behind the mural caused significant damage, so the painting was removed in the early 1990s and stored for safekeeping.

Thanks to the Class of 1958, which raised approximately \$21,000 toward the mural restoration as its 40-year reunion gift to the university, the restored mural will hang once again in the Wyoming Union. The 1958 class gift when combined with a \$10,000 grant from the National Endowment for the Arts and funds from the Wyoming Union covered the cost of the restoration and remounting.

The dedication of the restored Crane Mural is scheduled for Friday, October 17, in the Yellowstone Ballroom of the Union. Once again, the colorful story from UW's past will can be visualized by future generations of Wyoming cowboys and cowgirls.

INFORMATION: Resolution Regarding University of Wyoming Traditions

Resolution of the
University of Wyoming Board of Trustees
Regarding

University of Wyoming Traditions

WHEREAS, the University of Wyoming Board of Trustees recognizes certain traditions of the University that are important to members of the University of Wyoming family and the people of the state; and

WHEREAS, many of these traditions are based on longstanding custom not codified by formal University action; and

WHEREAS, the University of Wyoming Board of Trustees desires to formalize these traditions and the Board's commitment to them; and

WHEREAS, the University of Wyoming Board of Trustees desires to clarify the responsibility of the University's administration regarding these traditions; and

Be it therefore resolved by the University of Wyoming Board of Trustees that:

1. The following are recognized as traditions of the University of Wyoming:

The nickname of University of Wyoming athletic teams is "Cowboys" or "Cowgirls," depending on the gender of team participants;

The logo on University athletic team uniforms is the bucking horse and rider as currently protected for the State and the University by the Secretary of State;

The University colors are brown and gold;

The University mascot, depicted in human form, is a Cowboy named Pistol Pete;

The University mascot, depicted in equine form, is a horse named Cowboy Joe;

The University fight song is "Ragtime Cowboy Joe";

The alma mater is the University's Alma Mater written by June Etta Downey.

2. Substantive changes in the University's traditions should be made with the approval of the Trustees. However, it is recognized that ever-changing environment of the marketplace and

changes in the type and availability of uniform and other apparel will require the University administration to make and implement decisions that result in occasional alterations to the specific shades of brown and gold used on University athletic uniforms and licensed apparel and memorabilia.

INFORMATION: Update on City Annexation

PETITION FOR ANNEXATION - CITY OF LARAMIE

In July 2002, the UW Board of Trustees granted approval to join the Laramie Regional Airport and the Laramie Country Club Golf Course in a Petition for Annexation to the City of Laramie. A map of the University's proposed 1,747.7-acre annexation area is included on the following page.

Zoning of annexed property is required concurrent with the annexation. The University has recently signed the Annexation Petition and the Zoning Petition and forwarded the documents on to other petitioners. In addition to the Airport and Country Club, 12 individual property owners have agreed to join the petitions. Each property owner may request a particular zoning designation; the University requested designation as an agricultural district with the City.

A certified map of the entire area to be annexed has been prepared by Coffey & Associates, L.L.C. and attached to the Annexation Petition. An estimated timeline for completion of the project follows:

- October 2003: Laramie Regional Airport to have collected all required signatures; petitions submitted to the City of Laramie; City issues request for qualification for consultant to conduct Annexation Study.
- November 2003: City begins reviewing qualifications; City gives notification of public hearings; City notifies landowners and public utilities of foreseeable changes in zoning.
- January 2004: City files annexation ordinance with Albany County Clerk.

INFORMATION: Change Orders and Progress Reports

The following gives an accounting of the progress and activity of construction since the May 2003 Trustees meeting. Also reported are approved change orders to the Washakie Center Additions & Renovations and Steam Tunnel Repair & Fuel Tank Removal.

PROJECTS COMPLETED SINCE LAST TRUSTEE MEETING

1. Powell Seed Analysis Laboratory

Contractor: Jim's Building Service
 Bid Price: \$254,618.00
 Original Completion Date: 11 April 2003
 Contract Substantial Completion Date: 11 May 2003

	Total	Administration	Construction	Technology	Design	Contingency
Budget	325,000	25,462	254,618	15,639	20,980	8,301
Expended	323,963	22,481	260,792	15,635	18,882	6,174
Obligated	(4,076)	-	(6,174)	-	2,098	-
Un-obligated	5,112	2,981	-	4	-	2,128

Remarks: The project was granted Substantial Completion on 11 May 2003. A dedication ceremony occurred on 23 July 2003. The occupants are pleased with the outcome of the facility and feel this will enhance the capability of the University's agriculture research and the State of Wyoming agricultural testing.

PROJECTS IN CONSTRUCTION

2. Health Science – Biochemistry Addition & Remodel

Contractor: Grothouse Construction, Inc., Laramie, WY
 Bid Price: \$11,597,000.00
 Original Completion Date: N/A
 Contract Substantial Completion Date: 1 May 2005

	Total	Administration	Construction	Design	Technology	FF & E	Contingency	Misc
Budget	17,984,000	600,000	11,235,000	1,680,000	1,748,000	915,000	1,556,000	250,000
Expended	1,247,744	162,647	-	1,085,097	-	-	-	-
Obligated	492,363	-	-	492,363	-	-	-	-
Un-obligated	16,243,893	437,353	11,235,000	102,540	1,748,000	915,000	1,556,000	250,000

Remarks: The Architect has completed the construction documents. The project was advertised and bid on 22 July 2003. The construction contract was awarded to Grothouse Construction. The notice-to-proceed is dated 19 August 2003. Note approximately \$400,000.00 of the Technology budget is to install the communications and technology cables, terminal boxes, wireways, etc. The Construction budget will be adjusted to reflect that inclusion.

3. Pharmacy Building 4TH Floor Remodel

Contractor: N/A
 Bid Price: N/A
 Original Completion Date: N/A
 Contract Substantial Completion Date: N/A

	Total	Admin	Construction	Design	Contingency	Misc
Budget	450,000	16,250	331,750	63,000	32,500	6,500
Expended	6,739	1,699	-	5,040	-	-
Obligated	-	-	-	-	-	-
Un-obligated	443,261	14,551	331,750	57,960	32,500	6,500

Remarks: The planning team is reconsidering the location of the animal quarters within the building. The construction procedures with the main building will dictate the coordination of the design and construction of the laboratory renovations provided by this grant.

4. Washakie Center Additions & Renovations

Construction Manager-at-Risk: Kloefkorn-Ballard Const./Div. Co., Inc.
 Bid Price: \$8,865,466.00

Phase 1 through Phase 3 Original Completion Date: Phase 1 – 20 June 2003
 Phase 2 – 20 June 2003
 Phase 3 – 20 June 2003

Phase 1 through Phase 3 Contract Substantial Completion Date: Phase 1 – 26 June 2003
 Phase 2 – 26 June 2003
 Phase 3 – 4 July 2003

	Total	Administration	Construction	Design	Equipment	Contingency	Misc
Budget	13,291,517	368,650	8,865,466	1,361,480	1,807,436	788,485	100,000
Expended	12,047,075	273,346	8,421,160	1,224,092	1,347,936	780,541	-
Obligated	508,553	-	444,306	64,247	-	-	-
Un-obligated	735,889	95,304	-	73,141	459,500	7,944	100,000

Remarks: The Contractor has reached substantial completion on the project. The code authorities have reviewed the facility and the Occupancy Permit was issued on 14 August 2003. The administrative offices have been occupied on the lower level. The Food Service staff have been training and preparing for the opening meal at lunch on 29 August 2003.

5. Steam Tunnel Repair and Fuel Tank Removal

Steam Tunnel Contractor: Spiegelberg Lumber & Building Co., Inc.
 Bid Price: \$1,227,000.00
 Original Completion Date: N/A
 Contract Substantial Completion Date: 15 October 2003

Fuel Tank Contractor: Anchor Environmental, Inc.
 Bid Price: \$53,156
 Original Completion Date: 2 May 2003
 Contract Substantial Completion Date: 2 May 2003

	Total	Administration	Construction	Design	Contingency
Budget	1,482,000	75,000	1,363,756	30,000	13,244
Expended	457,808	56,127	401,682	-	-
Obligated	953,520	-	953,520	-	-
Un-obligated	70,672	18,873	8,554	30,000	13,244

Remarks: This project is approximately 35% complete as of 21 August 2003. The contractor is in the process of forming and pouring the new tunnel walls. The condensate pump vault is 80% complete with only the roof remaining to be installed. The material are scheduled to be delivered the week of 25 August, 2003. This project has progressed despite some unforeseen delays.

PROJECTS IN DESIGN PHASE

1. Residence Halls Renovations

Contractor: N/A
 Bid Price: N/A
 Original Completion Date: N/A
 Contract Substantial Completion Date: N/A

	Total	Administration	Construction	Technology	Design	Contingency	Furnishings
Budget	8,600,000	275,180	5,556,625	256,985	825,500	825,470	860,240
Expended							
Obligated							
Un-obligated							

Remarks: The Planning Team and Design Team have met to clarify the scope of the design and construction work to be undertaken in the three halls, McIntyre, Orr and Downey. The negotiations with the Design Team will be completed soon to complete the design agreement.

The following Change Orders are reported for the information of the Trustees.

1. Washakie Center Additions & Renovations

Change Order No. 21

Item 1	Miscellaneous plumbing modifications	Add:	(3,818.00)
Item 2	Electrical connections for ice machine	Add:	1,968.00
Item 3	Door hardware modifications	Add:	2,624.00
Item 4	Electrical & fan control modifications	Add:	2,704.00
Item 5	Connect exhaust fans to Ansul system	Add:	2,365.00
		<u>ADD:</u>	<u>\$5,843.00</u>

Change Order No. 22

Item 1	Rated duct wrap at grease duct	Add:	80,751.00
Item 2	Bakery modifications	Add:	110,065.00
		<u>ADD:</u>	<u>\$190,816.00</u>

Change Order No. 23

Item 1	PR #31, Electrical and telecom modifications	Add:	351.00
Item 2	Metcraft Power Soak Pot Sink	Add:	5,984.00
Item 3	PR #38, telecom/data outlets @ POS	Add:	912.00
Item 4	Rough in for air doors and credit for shelters	Add:	(309.00)
Item 5	PR #42, add RA grilles at Pavilion ceiling	Add:	2,457.00
Item 6	Cementitious baker behind wainscot	Add:	950.00
Item 7	Various drywall modifications	Add:	1,249.00
Item 8	FO #19, add GB soffit at Grill 120A	Add:	2,596.00
Item 9	Fire sprinkler in pizza oven enclosure	Add:	359.00
Item 10	Partition for FACP mounting in Hallway C111	Add:	355.00
		<u>ADD:</u>	<u>\$14,904.00</u>

Change Order No. 24

Item 1	PR #21, supply air elimination at exhaust hoods	Add:	(5,350.00)
Item 2	PR #50, replace B-5 lavatory spec. w/ oval lavs	Add:	1,587.00
Item 3	PR #46, power for pot sink	Add:	251.00
Item 4	PR #47, electrical rough-in for door C20	Add:	551.00
Item 5	PR #48, electrical rough-in for signs	Add:	2,450.00
Item 6	PR #45, electrical rough-in for projectors	Add:	556.00
Item 7	PR #49, electrical rough-in for accounting room #39	Add:	1,652.00
Item 8	New Ansul system at bakery exhaust hood	Add:	3,281.00
Item 9	Mixing valves and misc. plumbing	Add:	2,058.00
Item 10	FACP and 1" conduit for detergent lines	Add:	1,197.00
Item 11	New hydraulic line at existing lift	Add:	638.00
		<u>ADD:</u>	<u>\$8,871.00</u>

Change Order No. 25

Item 1	FO #25, misc. electrical additions	Add:	1,666.00
Item 2	FO #22, OBD's in diffusers at wd ceiling cld.	Add:	3,855.00
Item 3	FRI #106, dishwasher fan control	Add:	817.00
Item 4	Tile isolation membrane in E Hallway C20	Add:	1,177.00
Item 5	Restocking fee for vinyl wall base	Add:	713.00
Item 6	Field paint unit heaters	Add:	321.00
Item 7	Ceramic floor tile in E Hallway C21	Add:	3,934.00
Item 8	Extend power to Baker Compressors	Add:	803.00
Item 9	FO #32, ceramic color tile in E Hallway C21	Add:	835.00
<u>Total Change Order No. 25</u>		ADD:	\$14,121.00

Statement of Contract Amount

Original contract Amount	\$8,865,466.00
Total Change Orders 1-25	+ <u>766,941.00</u>
Adjusted Contract Price	\$9,932,407.00

2. Steam Tunnel Repair & Storage Tank Removal

Change Order No. 2

Item 1	PR #3, Mechanical Systems	Add:	1,970.00
Item 2	Haul additional debris	Add:	535.00
Item 3	Relocate electrical transformer and vault	Add:	7,449.00
Item 4	PR #3, Mechanical Systems	Add:	(2,670.00)
<u>Total Change Order No. 2</u>		ADD:	\$7,284.00

Change Order No. 3

Item 1	Footing at corrugated steam tunnel	Add:	4,983.00
Item 2	Remove abandoned electrical duct bank	Add:	455.00
Item 2	Provide 2" GRC at condensation pump vault	Add:	898.00
<u>Total Change Order No. 3</u>		ADD:	\$6,336.00

Statement of Contract Amount

Original contract Amount	\$1,227,000.00
Total Change Orders 1-3	+ <u>36,853.00</u>
Adjusted Contract Price	\$1,263,853.00

**INFORMATION: Internal Audit Activity Conducted in Accordance With the Audit Plan
for the Period April 1-June 30, 2003**

The following audits and related activities have been completed:

1. At the request of the A & S Dean's Office, a balance sheet was developed for the Division of Research Support. The balance sheet information was provided to the Division of Research Support unit review team. No formal report was prepared.
2. The Cashiers Working Fund was counted on June 2, 2003 at the request of Dan Baccari to co-inside with his last date of employment. No formal report was prepared.

The following audits and related activities are in process:

1. The operational review of the combination of the business operations of Housing and Residence Life and Food Service, which have been merged to form Residence Life and Dining Services, is in progress.
2. An operational review of the Wyoming Union Information Desk, specifically the ticket sales area, is in progress.
3. The NCAA compliance audit for the areas of Coaches Contracts, Playing and Practice Sessions and Financial Aid, is in progress. This is the second audit in a series of three annual audits that will cover all NCAA compliance areas.
4. Van Jacobson and Jim Byram have been participating in the implementation of the PeopleSoft Financial Management System, Asset Management System and the Human Resources Management System. The goals in this area are to evaluate the controls and functionality that are being configured into these systems as they are being implemented and to assist with the implementation.

The following audit recommendation has been implemented:

1. The golf course audit report was issued in October of 2002. The audit recommendations from that audit have been implemented.

Audit recommendations from the following audits have not been fully implemented:

1. The Child Care Center audit report was issued in June of 2000. The audit recommendations will be fully implemented in September of 2003 when the original deficit of \$70,629 has been completely eliminated. An October 2002 cash transfer of \$23,505 reduced the deficit to \$23,581.
2. The endowment and scholarship reporting process audit report was issued in January of 2001. A schedule for implementation of those audit recommendations and several other related reporting

requests will be developed by December 31, 2003 by representatives from Accounting, Financial Aid, the Foundation, Internal Audit and the University Controller.

3. The Stores and Reimbursable Labor audit report was issued in April of 2003. All recommendations have been implemented except old accounts receivable from other UW departments amounting to \$165,000 remain uncollected. The Associate Director of Physical Plant will work with the Vice President of Administration and other Vice Presidents to collect the accounts receivable during fiscal year 2003-04.
4. The Salary Handling Accounts audit report was issued in February of 2003. The current plan is to have the remaining deficit of \$16,340 eliminated by October 1, 2003.

INFORMATION: Wyoming State Seed Analysis Laboratory Dedication, Powell R&E

Wyoming's new state seed laboratory will offer a variety of testing services to provide timely, detailed analyses of seeds produced for planting purposes, and to help prevent their contamination by the noxious weeds that can adversely affect the state's economy and environment. Operated by the University of Wyoming's College of Agriculture for the Wyoming Department of Agriculture, the new facility was dedicated July 9 at its site at the Powell Research and Extension Center. The new facility, the state's first seed laboratory since a former Cheyenne-based state seeds lab closed a few years ago, features a state-of-the-art computer system that assists with data entry and provides automatic e-mail reports about germination and purity results for people who have submitted seeds for analysis. Utilizing its services will be seed processing companies, seed growers, producers, consumers, and agencies such as the highway department, Bureau of Land Management and forest service.

INFORMATION: Summer School 2003 Student Head Count

UW maintains a decentralized and self-sustaining summer session; colleges control their own summer session programs, determine course offerings, and receive net revenues. In response to Academic Plan Recommendations (action item 22), increased focus has been placed on summer session through the appointment of a coordinator for summer session by Academic Affairs.

In 2003, emphasis was placed on better serving summer session students. The Summer Bulletin with course listings was made available on the Web site and in print months earlier than in previous years in order to allow students to plan for summer schedules, housing, and employment. In addition, the registration process was simplified and improved so that currently enrolled students could register for Laramie campus courses in early February, rather than waiting until mid-April.

As part of the Outreach School effort to enhance the summer session, Outreach Credit Programs and UWCC continue to sponsor the delivery of new classes each summer to appeal to a variety of student interests. Collaboration between the coordinator of summer session and the Outreach School has enhanced the awareness of summer session statewide, as well as enhancing the understanding of Outreach learning opportunities within the University.

Visibility of summer session has increased through advertising and promotions. During Discovery Days, the Campus Resource Fair, and Union Breezeway booths students were advised of the strategic advantages of taking summer courses. Further, students were given the opportunity to win a summer tuition and fee scholarship for up to ten credits through the Summer Session Quiz Contest. The event was advertised on radio stations in Laramie, Cheyenne, and Northern Colorado and received statewide publicity, drawing positive attention to UW and

summer session. In addition, several innovative summer courses received statewide publicity, such as Gothic Cathedrals, an interdisciplinary course in history and engineering that was highlighted in the UWyo Magazine in May and state newspapers in June.

The coordinator of summer session, working with college representatives through the Summer Session Advisory Committee, continually seeks to identify opportunities to enhance UW's summer session for students and faculty and to make more complete use of the resources of the University during the summer.

Summer 2002 - 2003 Comparisons by College

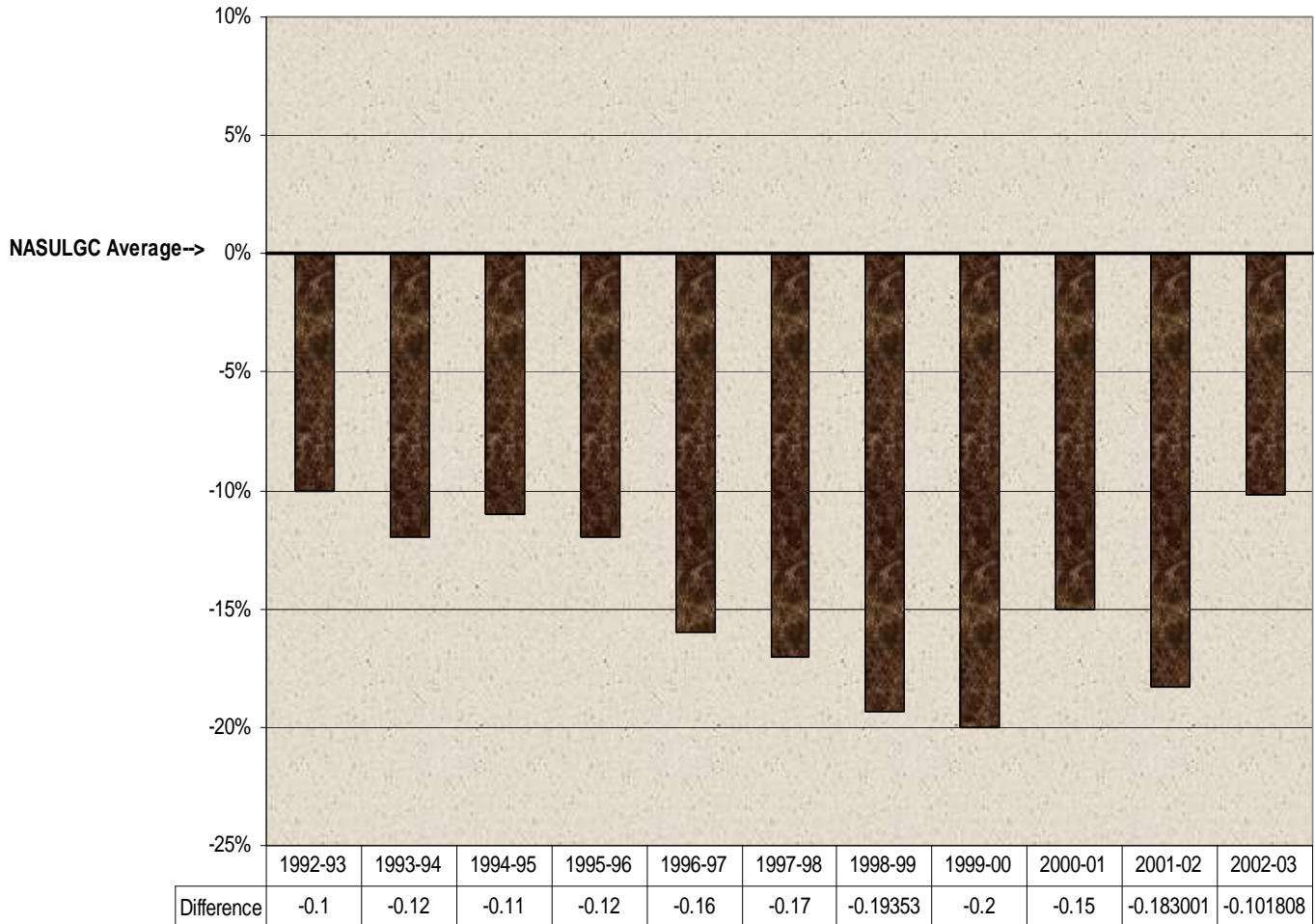
Student Headcount – All Sites

Site & College	Summer 2002 August 2, 2002 Day 53 - Friday	Summer 2003 August 1, 2003 Day 54 - Friday	2002-2003 Difference	Percent Difference
Agriculture	239	259	20	8.4%
A&S	1,264	1,226	-38	-3.0%
Business	496	495	-1	-0.2%
Education	547	638	91	16.6%
Engineering	409	378	-31	-7.6%
Graduate School	4	2	-2	-50.0%
Health Sciences	516	625	109	21.1%
Law	14	24	10	71.4%
Undeclared	2,000	1,851	-149	-7.5%
TOTAL All Sites	5,489	5,498	9	0.2%

INFORMATION: Average Faculty Salaries

The chart and table on the following pages show some of the effects of last year's legislature-authorized salary raises on average faculty salaries at UW. In summary, the raises advanced UW's faculty salaries with respect to national averages for land grant universities, moving from 18 percent below market in 2001-2002 to being 10 percent below market in 2002-2003. The largest discrepancies (-15 percent) appear in the full-professor ranks. In the Assistant professor ranks UW's faculty salaries are closer to the national average, largely because hiring of new faculty requires the university to offer competitive salaries.

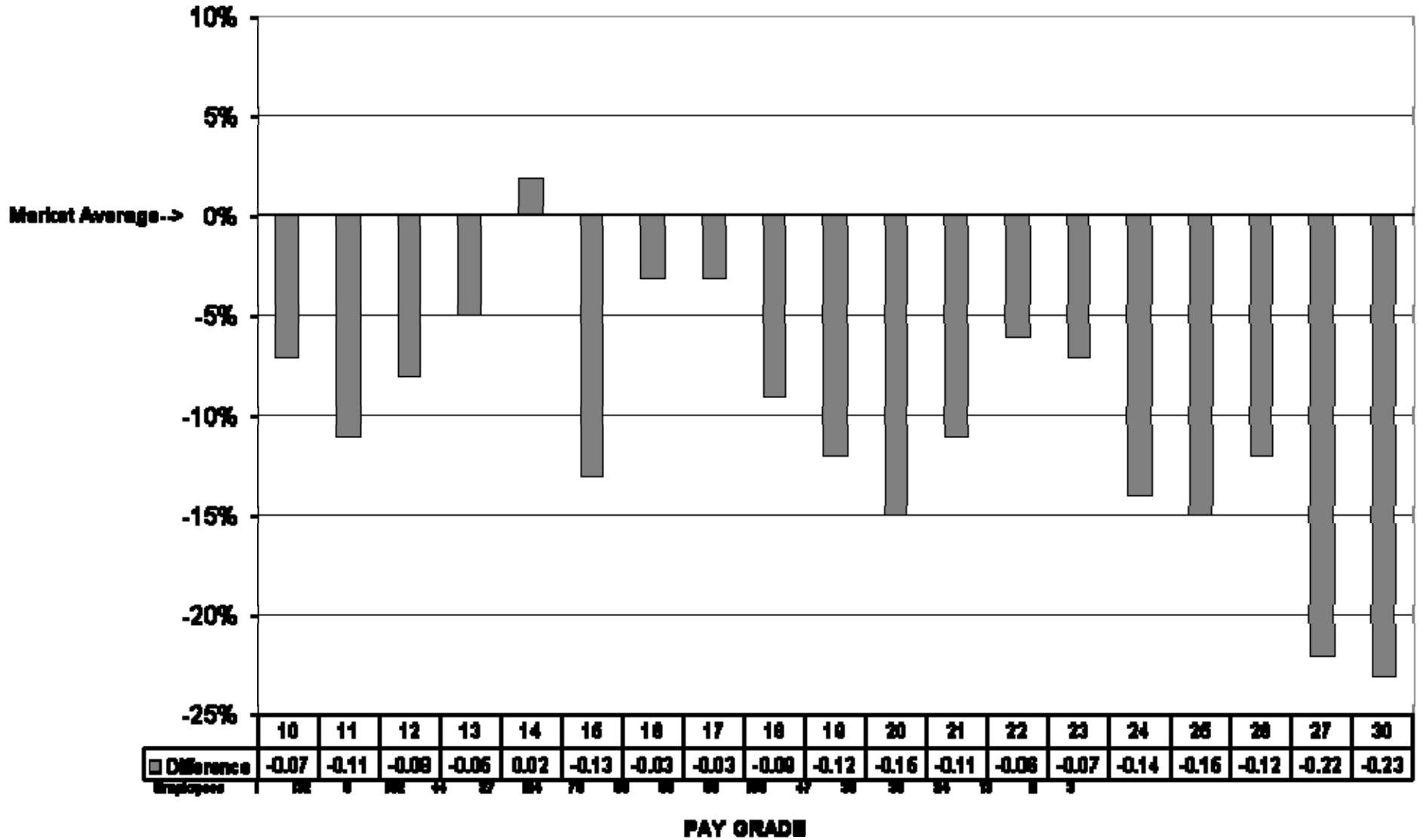
UW Faculty Salaries for Top 3 Ranks Compared to NASULGC Average



**Full-Time Instructional Faculty Salaries by Rank and UW College
 NASULGC vs. UW Averages**

<i>UW College</i>	<i>Rank</i>	<i>NASULGC Average</i>	<i>UW Average</i>	<i>% Below Market</i>
Agriculture	Professor	\$88,703	\$73,044	-18%
	Associate	61,637	54,851	-11%
	Assistant	56,421	55,500	-2%
Arts & Sciences	Professor	\$83,920	\$73,268	-13%
	Associate	58,475	55,187	-6%
	Assistant	49,107	49,615	1%
Business	Professor	\$111,964	\$99,049	-12%
	Associate	89,008	82,011	-8%
	Assistant	79,758	75,500	-5%
Education	Professor	\$75,031	\$72,595	-3%
	Associate	57,148	56,747	-1%
	Assistant	47,660	49,217	3%
Engineering	Professor	\$102,820	\$84,093	-18%
	Associate	75,667	68,285	-10%
	Assistant	66,737	64,351	-4%
Health Sciences	Professor	\$99,631	\$78,317	-21%
	Associate	68,598	61,567	-10%
	Assistant	59,325	54,626	-8%
Law	Professor	\$131,892	\$106,534	-19%
	Associate	89,343	81,732	-9%
	Assistant	82,029	71,865	-12%
<i>UW Full-time Instructional Faculty</i>	Professor	\$91,262	\$77,719	-15%
	Associate	63,552	58,962	-7%
	Assistant	56,597	55,274	-2%
Average of Top 3 Ranks		\$73,297	\$65,835	-10%

UW STAFF SALARIES BY PAYGRADE COMPARED TO MARKET



INFORMATION: Introductions – Hardin, Constantinides, Roth, Hathaway, McGriff, Hansen, Neveshemal and Cardona

Ms. Elizabeth Hardin earned a B.A. in business administration and economics at the University of Georgia in 1981 and an M.B.A. at Harvard University in 1985. She has held managerial positions at the Bank of America, Booz Allen Hamilton, Sara Lee Hosiery Corporation, and Harvard Business School. Her most recent positions have been special assistant to the chancellor and former associate vice chancellor for business affairs at University of North Carolina at Charlotte.

Professor Janet Constantinides will serve as interim director of athletics while the search for a new director is under way. She holds the rank of professor in the Department of English and has served as the head of that department and as associate dean in the College of Arts and Sciences. She has been UW's faculty athletic representative and served on the committee that developed the original policies and procedures for the Mountain West Conference. In addition, she serves as academic consultant to the NCAA and on the national NCAA Academics/Eligibility/Compliance Cabinet.

Following an international search, Professor Don Roth has accepted the position as Dean of the Graduate School. Dr. Roth is a professor of Molecular Biology. He earned a PhD from Virginia Tech and joined the UW faculty in 1979.

Professor Brent Hathaway has accepted the position of interim Dean of Business, following an international search that concluded in May 2003. Professor Hathaway joined the UW faculty in 2001 as an associate professor and department head of Management and Marketing. He earned a PhD from the University of Illinois.

Professor Deborah McGriff will assume duties as president of the Faculty Senate in 2003-2004, following the resignation of president-elect Professor Pamela Kalbfleisch. Professor McGriff is assistant professor of counselor education and director of African-American Studies. She earned a PhD at the University of Wyoming.

Professor Andy Hansen, Department of Mechanical Engineering, has been selected as the UW's first Presidential Faculty Fellow. Professor Hansen's responsibilities will include involvement in institutional planning and policy-making, legislative and public relations, facilities development, and private fundraising. Dr. Hansen has been a member of the UW faculty since 1986. He earned his PhD from Montana State University.

Mr. Tony Neveshemal has joined UW as the Director of the Research Products Center. Mr. Neveshemal will identify potential intellectual property derived from research, assess its importance, secure patents or other protection and identify and develop licenses. He will also support the Wyoming Business Council on similar issues. Mr. Neveshemal has a Masters degree in Biology and holds an MBA. Prior to joining UW he was the manager of technology transfer and licensing for Pioneer Hybrid – a division of DuPont.

Dr. Dolores Saucedo Cardona will serve as the Interim Dean of Students for the University of Wyoming during the 2003-04 academic year. Dr. Andrew Turner resigned as the Dean of Students effective August 1; he accepted the position of Assistant Dean of the School of Medicine for the University of Washington and Coordinator for the WWAMI program in Idaho and eastern Washington. Dean Cardona joined the staff of the University of Wyoming in 1983 and has served most recently as Assistant Dean of Students for Multicultural Student Life. Her PhD is from the University of Nebraska-Lincoln in Educational Administration.

INFORMATION: Development Report

FY 2004 Monthly Giving Report through July 31, 2003

ALL GIFTS												
FUND	New Commitments FY 2004 GOALS	Current Month (cash received only)		FY 2004 to date						FY 2003 cash - YTD		
		DONORS	FACE VALUE	DONORS	OUTRIGHT	Cash & Cash equivalent		New Commitments YTD			DONORS	FACE VALUE
						FACE	NPV	PLEDGE PMTS	NEW PLEDGES	TOTAL		
AGRIC	\$ 3,222,960	52	\$30,820	52	\$30,820			(\$25,000)		\$5,820	71	\$14,335
AHC	\$ 513,450	19	\$3,415	19	\$3,415					\$3,415	10	\$1,050
ALUMNI										\$0		
A & S	\$ 5,671,333	127	\$282,449	127	\$232,449	\$50,000	\$19,630		\$85,000	\$367,449	102	\$78,101
ATHLETICS	\$ 1,068,200	554	\$77,187	554	\$77,187			(\$7,400)		\$69,787	538	\$89,297
BUSINESS	\$ 2,448,588	63	\$52,715	63	\$52,715			(\$40,250)		\$12,465	43	\$8,900
EDUCATION	\$ 2,003,221	43	\$4,560	43	\$4,560	\$424,646	\$125,865	(\$25)		\$429,181	32	\$1,688
ENGINEERING	\$ 3,362,461	59	\$71,070	59	\$71,070			(\$52,300)	\$100,000	\$118,770	49	\$7,772
IENR	\$ 1,106,170	9	\$2,550	9	\$2,550					\$2,550	3	\$21,000
HEALTH SCI	\$ 3,747,505	28	\$4,975	28	\$4,975				\$600,000	\$604,975	17	\$985
LAW	\$ 3,332,829	23	\$28,890	23	\$28,890			(\$25,000)	\$25,000	\$28,890	13	\$50,365
LIBRARY	\$ 371,482	34	\$3,930	34	\$3,930					\$3,930	39	\$3,540
OUTREACH	\$ 455,700	274	\$10,963	274	\$10,963					\$10,963	278	\$7,705
STU AFFRS	\$ 78,500	35	\$2,762	35	\$2,762			(\$20)		\$2,742	15	\$430
UW ART MUS	\$ 392,968	42	\$7,243	42	\$7,243			(\$4,600)		\$2,643	24	\$15,602
UNIV. FUND	\$ 150,000	42	\$7,705	42	\$7,705					\$7,705	44	\$2,030
OTHER	\$ 2,074,633	34	\$412,232	34	\$412,232			(\$45,200)	\$1,408,081	\$1,775,113	213	\$170,364
GIFTS NOT YET BOOKED					\$7,278					\$7,278		
TOTAL	\$30,000,000	1,309	\$1,003,466	1,309	OUTRIGHT & FACE:	\$1,435,391		(\$199,795)	\$2,218,081	\$3,453,677	1,405	\$473,163

****Total Dnrs do not reflect Column totals. Donors may give to more than one unit/division.**

FY 2004 Monthly Giving Report through July 31, 2003

ANNUAL FUND GIFTS (cash received)						
FY 2004 GOALS	Current Month		FY 2004 to date		FY 2003 to same date	
	DONORS	AMOUNT	DONORS	TOTAL	DONORS	TOTAL
\$ 81,100	42	\$3,820	42	\$3,820	18	\$2,095
\$ 27,900	12	\$2,860	12	\$2,860	10	\$1,050
\$ -						
\$ 348,800	105	\$ 18,570	105	\$18,570	92	\$12,491
\$ 1,043,200	536	\$6,662	536	\$6,662	432	\$43,386
\$ 122,800	31	\$4,907	31	\$4,907	33	\$6,410
\$ 56,800	35	\$2,035	35	\$2,035	31	\$1,188
\$ 241,600	37	\$5,390	37	\$5,390	40	\$5,010
\$ 107,000	7	\$1,550	7	\$1,550	2	\$1,000
\$ 62,100	23	\$2,215	23	\$2,215	17	\$985
\$ 61,100	15	\$840	15	\$840	10	\$365
\$ 35,900	34	\$3,930	34	\$3,930	39	\$3,540
\$ 455,700	270	\$10,568	270	\$10,568	277	\$7,555
\$ 78,500	31	\$1,467	31	\$1,467	12	\$380
\$ 53,000	41	\$2,643	41	\$2,643	20	\$2,002
\$ 150,000	42	\$7,705	42	\$7,705	44	\$2,030
\$ 28,800	9	\$1,428	9	\$1,428	18	\$4,693
\$2,954,300	1,210	\$76,591	1,210	\$76,591	1,054	\$94,180

INFORMATION: Washakie Center

With the completion of the \$13 million renovation, the Washakie Center is open for business this fall, serving students, faculty, staff and guests. The renovation brings a significant change in food-service options. Originally built as a traditional school cafeteria in 1965, the remodeled center is as a *marché*, or marketplace, dining facility. Seven meal “platforms” provide customers with a choice of home-style favorites at Classic Cuisine or they can build a personalized salad at Lettuce ‘n’ Ladle. They can head over to World of Flavors for a made-to-order stir-fry prepared at the Mongolian Grill or enjoy a steak or vegetarian option at the Grand Grill. Many of the options will be prepared in front of the customer ensuring freshness, greater variety and personalized service. In addition, the King Street Market is a retail space where upscale pizzas, specialty coffees, panini sandwiches, gelato desserts and other distinctive items are available.

The lower level of the new Washakie facility houses study areas, meeting spaces, a computer lab and comfortable lounge areas. Radiating out from an impressive stone fireplace, these spaces are designed to serve as the residents’ “living room.” The administrative offices of Residence Life and Dining Services are also located on this level.

Trustees experienced this vibrant and innovative new student facility during lunch on Friday, September 12. UW students will served as guides and hosts during the lunch hour.

BUSINESS MEETING, Old Main Boardroom

The business meeting was called to order at 3:30 p.m. on September 12, 2003 by Trustee President Kathy Hunt.

ROLL CALL

Trustee Judy Richards took roll. The following were present: Trustees Richard Davis, Taylor Haynes, Kathy Hunt, Jim Neiman, Judy Richards, Greg Schaefer, Tom Spicer, James Trospen, and Howard Willson. Trustees John Patrick, Peggy Rounds, and Hank True were unable to attend the meeting. Ex-officio Trustees Philip Dubois, Jack Edwards, and Beth Worthen (representing Dave Freudenthal on Friday only) were in attendance. Ex-officio Trustee Trent Blankenship was unable to attend the meeting.

APPROVAL OF MAY 14-16, 2003 MINUTES OF THE TRUSTEES

Trustee Tom Spicer moved to approve the May 14-16, 2003 minutes as presented; Trustee Neiman seconded. The motion carried.

APPROVAL OF BOARD EXECUTIVE COMMITTEE MINUTES, JUNE 24, 2003

See following pages.

UNIVERSITY OF WYOMING

Office of the President
P.O. Box 3434 • Room 206, Old Main • Laramie, WY 82071-3434
(307) 766-4121 • fax (307) 766-4126 • www.uwyo.edu

Board of Trustees Executive Committee Conference Call
June 24, 2003 – 4:00 pm

Present via conference phone: Trustees Kathy Hunt, John Patrick, Greg Schaefer, Tom Spicer and Hank True

Present on-site: President Phil Dubois, Vice President Rick Miller, Interim Vice President Janet Lowe, Shawn McGinnis and Deputy Secretary Nicky Moore

Topics of Discussion:

1) Sale of 10 acres @ Torrington R&E Center – Janet Lowe

During the May meeting the Board authorized the sale of property for \$220,000. The Goshen County Commissioners have countered with a price of \$187,000. Trustee True moved to sell the property for \$187,000 and to occupy the premises until October, 2003. Trustee Spicer seconded; the motion carried.

2) Property at 22nd and Harney – Janet Lowe

The contract on this property was rescinded prior to closing. The property will be reviewed with the City of Laramie for possible rezoning.

3) Director of Athletics Search – Phil Dubois

President Dubois reported he is receiving names for an advisory search committee and will announce the committee in early July. The committee will be smaller rather than larger. He plans to have a recommendation for the Board in late August or early September. Please refer any requests, references, referrals to President Dubois who will in turn forward them to the consultant in charge of the search.

4) Land Swap – Phil Dubois

President Dubois reported that he and Rick Miller had a good meeting with Lynne Boomgaarden of the State Land Board on a possible land swap for the Jacoby development.

5) Hotel Conference Center – Phil Dubois

Discussions continue with Ron Wilson of HIS on the Hotel Conference Center. Three options are being reviewed: a) UW builds the hotel and conference center and HIS leases them back; b) HIS builds the hotel and conference center and we buy at certificate of occupancy and

lease back; or c) the hotel is built by HIS and the conference center is built by University. A possible donor interested in helping fund the conference center has been identified.

6) CHCCW – Rick Miller

Mr. Miller expressed his thanks and appreciation for the contract extension; material will be forthcoming. Mr. Miller will also be informing the Natrona County legislators of UW's intent on the center's future. Trustee Hunt reported that she, along with other interested Board members, would be visiting with the CHCCW Board in early July to further discuss the contract and possible resolution.

7) Easement at Casper Outreach Center – Shawn McGinnis

Mr. McGinnis requested a 30-60 foot easement at the Casper Outreach Center along the back edge of the property in order to reroute sewer drainage lines. Following a brief discussion of said property, Trustee Schaefer move to authorize the easement to the City of Casper. Trustee True seconded; the motion carried.

8) Athletic Strategic Plan – Phil Dubois

President Dubois reported meeting with Governor Freudenthal and presenting the Athletic Strategic Plan. He would like to strategize with the Board prior to submitting our budget request to the State.

9) *GO WYO GO* – Phil Dubois

President Dubois reported he has agreed to answer 10 questions submitted by Wyoming fans at the *GO WYO GO* web site.

10) Board of Trustees Retreat, Jackson August 8-10 – Kathy Hunt

Please forward information to Kathy on the proposed Board Retreat topics.

There being no further business to come before the Executive Committee, the Conference Call adjourned at 4:45 pm.

Respectfully submitted,

Nicky Moore
Deputy Secretary
Board of Trustees

APPROVAL OF BOARD EXECUTIVE COMMITTEE MINUTES, JULY 15, 2003

UNIVERSITY OF WYOMING

Office of the President
P.O. Box 3434 • Room 206, Old Main • Laramie, WY 82071-3434
(307) 766-4121 • fax (307) 766-4126 • www.uwyo.edu

Board of Trustees Executive Committee Conference Call
July 15, 2003 – 4:00 pm

Present via conference phone: Trustees Kathy Hunt, Greg Schaefer, Tom Spicer and Hank True
Board members not available: Trustee John Patrick
Present on-site: Vice President Phill Harris, Roger Baalman, Keith Seebart,
and Deputy Secretary Nicky Moore

Topic of Discussion: Selection of architect firm for renovation of Washakie Halls

Roger Baalman reported the Facilities Planning Office advertised for statements of qualification in May. They received responses from three firms on May 20, 2003. The Planning Team reviewed the responses and concluded that the Wyoming architectural firms had limited experience in dormitory design and none in high-rise design. The Planning Team then evaluated the architects' consultants experience related to dorms and high-rise design.

Phill Harris reported the dorms in question are McIntyre, Orr and Downey Halls. Based on the Planning Team's evaluation, their ranked recommendations are as follows: 1)GSG Architects, 2)JGA Architects and 3)Hein Design.

Following a brief discussion, Trustee Spicer moved to negotiate with GSG Architects of Casper for architectural services for the renovation of the Washakie Halls and move forward with the design. Trustee True seconded; the motion carried.

There being no further business to come before the Executive Committee, the Conference Call adjourned at 4:20 pm.

Respectfully submitted,

Nicky Moore
Deputy Secretary
Board of Trustees

APPROVAL OF BOARD EXECUTIVE COMMITTEE MINUTES, AUGUST 9, 2003

UNIVERSITY OF WYOMING

Office of the President
P.O. Box 3434 • Room 206, Old Main • Laramie, WY 82071-3434
(307) 766-4121 • fax (307) 766-4126 • www.uwyo.edu

Board of Trustees Executive Committee Minutes
Saturday, August 9, 2003

Health Sciences Renovation and Expansion--Acceptance of Bid

Following a review of four bids received by the University for the Health Sciences Renovation and Expansion project, Vice President Harris recommended to the Board that it accept the low bid. The Board subsequently approved the bid award to Groathouse Construction for \$11,597,000 to fund a construction budget of \$11,655,220. That bid would include Alternate 1 (Fourth Floor shell out) and Alternate 5 (lift rather than elevator). The motion to accept the recommendation of Vice President Harris was made by Trustee Schaefer and seconded by Trustee Patrick. Affirmative votes were cast by Trustees Hunt, Patrick, Neiman, and Schaefer (Trustee True was not present).

Submitted by:

Philip L. Dubois, President

Trustee Greg Schaefer moved to accept the minutes of the Executive Committee meetings for June 24, 2003; July 15, 2003; and August 9, 2003 as presented. Trustee Spicer seconded. The motion carried.

REPORTS

ASUW

Trustee Jack Edwards reported on the work of ASUW and introduced his Executive Staff to the Board. He commended the staff on their work. Members are: Sabina Baig, vice president; Janae Nuspl, chief of staff; Trevor Castillon, director of internal affairs and special assistant to the vice president; Amy Eicke, director of external affairs; Barnett Sporkin-Morrison, director of legislative affairs; and Mary McGinty, director of public relations. The Board acknowledged the work of the ASUW Executive staff. Trustee Edwards also noted that they have had their executive retreat, senate retreat, and have held the first meeting of the year where President Dubois presented the Athletic Plan.

Staff Senate

President Susan Cuthbertson reported on the Staff Senate activities. Their primary focus this year will be communication issues. They have had several productive meetings, and scheduled different speakers at their meetings. Rick Miller will be speaking at the next Staff Senate meeting on legislative issues. Ms. Cuthbertson also acknowledged the work of Staff Senate vice president Majorie Jaeger.

Faculty Senate

Dr. Deborah McGriff reported on the Faculty Senate. They have had their first executive meeting with discussion on UniReg 43. The full Senate will meet on September 22 to discuss UniReg 43, revisit Senate Resolution 298 on university listserv and monitoring; and, look at completing an inward review of Faculty Senate to examine visibility. Dr. McGriff noted that

they will survey all senators for their perception of the purpose of Faculty Senate, issues they should address, and provide feedback on the format.

Public Testimony

Trustee President Kathy Hunt noted that the Board had an opportunity for public testimony and recognized Representative Floyd Esquibel. Representative Esquibel thanked the Board for their willingness to address UW traditions, and more specifically, the UW colors. He reiterated that the colors of the brown-eyed susan were the influencing colors for UW. Prior to coming to the meeting, he had visited with Representative Tom Walsh, Representative Owen Peterson, and Representative Jeff Wasserburger. All of these people, as well as others, indicated they were in favor of returning to the traditional colors of brown and gold. He appreciated the resolution that the Board has reviewed, and suggested changes to item 2 be revised to reflect that ...”substantive changes to the University traditions should be made in consultation with trustees. . .” and he was unsure of what consultation meant in that context. He suggested that the phrase say “with the approval of the trustees” as a substitution for “consultation with the trustees.” Further, he suggested that the last sentence in the resolution be stricken, and if not stricken, that the term “occasional alterations” be strictly interpreted, because he’s unsure how that could be interpreted. His feeling is that the last sentence basically states that because of the marketplace and availability that occasional alterations to the specific shades of brown and gold may occur. He is concerned with what “occasional” and “alteration” means. He asked that they be strictly interpreted and not used as a justification to deviate from the traditional shades of brown and gold.

He also mentioned that the marketplace and consumer preference mentioned in the resolution continues to shift. Additionally, Representative Esquibel asked the Board to consider sending a letter of clarification to the Casper Star regarding a September 7 article by Willy Zimmer stating that “the official colors of the University of Wyoming are brown and prairie gold.” Representative Esquibel’s point is that he didn’t think the colors, as such, were official—at least not through action of the Board. He thanked the Board for the resolution and the opportunity to share his views with them.

Trustee President Hunt thanked Representative Esquibel for his continuing interest and support of the University, noting that he was a valuable member of the House as well as a supporter of the University.

Members of the Board discussed the colors further. President Dubois spoke about the licensees’ responsibilities and authority to work with what they think will sell. He also clarified the position that “prairie gold” was never officially declared by anybody—it was simply used to describe the change. Trustee Hunt clarified that as they researched the colors, it was determined that there never had been an official designation of colors—it was done by tradition. Trustee Davis said if the Board was going to formally adopt a resolution which sets forth specific traditions, he believes that Representative Esquibel’s suggestion to change “consultation” to “approval” in the first line of item two is correct. Trustee Hunt said that she accepted the suggestion by Trustee Davis to remove the item from the consent agenda, and that it would be discussed further after approval of the consent agenda.

Trustee Davis moved to amend the resolution as previously stated, in essence, to change the first sentence of the resolution to amend “consultation” to “approval.” Trustee Richards seconded. Trustee Hunt noted that there should be a motion to approve the resolution first, and

asked Trustee Davis if he would so move. Trustee Davis moved, Trustee Richards seconded.

The motion to approve the resolution and the amendment were approved.

INVESTMENT COMMITTEE

REPORT ON INVESTMENT COMMITTEE MEETING IN JACKSON, WY, AUGUST 7-8, 2003

Trustee Spicer reported on the work of the Investment Committee and their August meeting in Jackson, WY. The committee had a chance to listen to presentation by all the managers and Trustee Spicer reported that the funds are on the upswing. From discussions during the meeting, the committee determined they would like to adjust the asset allocation goals to 20% for fixed income pool, 35% for value, 30% for growth and 15% for international funds. Trustee Spicer also advised the Board that the committee needs the approval of the full Board on the reallocation changes.

They also discussed the gradual negotiations with Foundation that are occurring regarding Foundation assuming investment responsibility for assets. The Trustees reviewed information on this shift at the breakfast meeting. After discussion, members of the Board concurred that even if the Foundation manages the endowment, the Board still retains the ultimate responsibility for the funds, and will continue to play a role in the endowment management. The Trustees were also invited to the Foundation Board meeting next week as guests. Trustee Schaefer moved to approve the asset reallocation as outlined by Trustee Spicer; Trustee Davis seconded. The motion carried.

QUARTERLY REPORT ON INVESTMENTS

The investment policy of the Trustees requires the Vice President for Administration to report quarterly on the status of investments managed by the University. The summary of the University-managed investments as of June 30, 2003, follows.

UNIVERSITY OF WYOMING
 FIXED INCOME INVESTMENTS
 SUMMARY FOR THE PERIOD
 4/1/03 - 6/30/03

	University Managed	
	Endowment Funds	University Funds
Beginning Balance 03\31\03	<u>687,228.98</u>	<u>87,567,181.16</u>
Ending Balance 06\30\03	<u>845,978.62</u>	<u>77,050,092.80</u>
Average Return	<u>1.37%</u>	<u>1.53%</u>

UNIVERSITY OF WYOMING
 UNIVERSITY MANAGED ENDOWMENT FUNDS
 SUMMARY FOR THE PERIOD
 4/1/03 - 6/30/03

Investments, Beginning of Period		687,228.98
Add		
Received, Current Period	158,749.64	
Uninvested, Prior Period	0.00	
Deduct		
Uninvested, End of Period	<u>0.00</u>	158,749.64
Deduct		
Endowments Refunded	0.00	
Transfers to External Managers	<u>0.00</u>	<u>0.00</u>
Investments, End of Period		<u>845,978.62</u>

Investments are changed every Monday for increases or decreases in available cash, regardless of the amount. Investments are changed on any day on which the increase or decrease is a minimum of \$10,000.

QUARTERLY REPORT ON ENDOWMENTS

The quarterly investment report for the quarter ending June 30, 2003, provided by John A. Vann, Investment Advisor to the Investment Committee, follows.

**UNIVERSITY OF WYOMING
 INVESTMENT COMMITTEE
 As of June 30, 2003**

Funds:	Current Asset Allocation		Asset Goal	
	In Millions (\$000) & Percentage (%)		Allocations as of 01/03	
	<u>(\$000)</u>	<u>(%)</u>	<u>(%)</u>	<u>(%)</u>
Fixed Income Pool – Fox	\$ 11.749		30.0%	25.00%
Value Equity Pool			21.0%	30.00%
Russell 1000 ETF	3.863			
Brandes Value	4.627			
Growth Equity Pool			34.0%	30.00%
Navellier	788			
McKinley	891			
Sands Large Cap	5.845			
McKinley Large Cap	5.911			
Int'l Equity Pool – Brandes	6.013		15.0%	15.00%
	\$ 39.687*		100.00%	100.00%

* not included in this total is \$15,376, which is held in the handling account at June 30, 2003.

UNIVERSITY OF WYOMING
 Investment Committee - Performance (net of fees)
 June 30, 2003

	Market Value	2nd Qtr 2003	1st Qtr 2003	YTD	1 year	2 year	3 year	5 year	Inception to date
		%	%	%	%	%	%	%	%
Summary									
Total Assets	39,702,879	14.02	-2.35	11.34	5.04	-1.24	-2.32	3.48	177.22
75SP/25L BIGC custom index		12.16	-2.00	9.92	3.31	-4.53	-5.92	1.01	170.76
Other									
Handling Account	15,376								
Equity Funds									
Value Pool									
Russell 1000 ETF Acct.	3,863,059	12.91	-3.22	9.27	-11.35	-11.74	-6.48	-0.92	148.48
Russell 1000		15.74	-2.93	12.35	0.96	-8.95	11.00	-1.25	159.58
Russell MidCap		18.26	-2.35	15.48	2.63	-3.47	-2.02	3.36	182.02
Brandes Value^	4,627,292	30.20	-11.06	15.80	-3.48	N/A	N/A	N/A	-2.22
Russell 1000VI		17.28	-4.86	11.58	-1.02	N/A	N/A	N/A	1.31
Growth Pool									
Sands Lg Cap Growth***	5,845,126	14.32	3.83	18.70	N/A	N/A	N/A	N/A	30.64
Russell 1000Gr		14.30	-1.07	13.08	N/A	N/A	N/A	N/A	8.68
McKinley Lg Cap Growth^^	5,910,646	15.28	-1.19	13.91	N/A	N/A	N/A	N/A	14.12
Russell 1000Gr		14.30	-1.07	13.08	N/A	N/A	N/A	N/A	8.77
Navellier ^^	787,984	12.78	3.39	16.60	-6.44	-15.77	N/A	N/A	-17.52
Russell 2000		24.15	-3.89	19.32	0.67	-13.12	N/A	N/A	-11.31
McKinley ^^	890,943	16.46	-4.68	11.01	-0.84	-15.14	N/A	N/A	-12.39
Russell 3000		14.91	-1.25	13.47	2.77	-13.03	N/A	N/A	-17.80

International Equity Fund

Brandes**	6,013,486	31.03	-9.97	17.97	-0.35	-3.30	-4.22	6.70	164.67
MSCI European Australian and Far East		19.56	-8.13	9.84	-6.05	-7.64	13.20	-3.68	19.05

Fixed Income Fund

Fox* Lehman Bros Govt	11,748,966	2.26	1.02	3.30	9.18	9.73	10.67	7.85	103.09
Corporate Bond Index		2.71	1.50	4.25	10.81	9.49	10.01	7.64	98.46

Inception * 4/93 ^ 10/01
 ** 4/94 ^^ 8/02
 *** 8/02 ^^ 4/01

COMMITTEE OF THE WHOLE (Consent Agenda)

1. Approval of Contracts and Grants (pages 120-137)
2. Personnel (pages 138-149)
3. Staff Senate Bill 34: Redefine the Composition of the Staff Senate (pages 150-151)
4. Authorization for Stock Transfers (pages 152-153)
5. Perpetual Roadway Easement of 2.4 Acres at SAREC (page 154)
6. Sewer Line Distribution Easement, Town of Afton (page 158)
7. Water Line Distribution Easement, Town of Afton (page 158)
8. Telecommunication Line Easement, Silver Star Communications, Afton (page 159)
9. Access Easement, Laramie Athletic Club, Laramie (page 159)
10. Authorization for Purchase of Gillaspie Property, Lingle, WY for SAREC (page 161)
(per parameters authorized in Executive Session)
11. Authorization of Sale of Two Parcels of Land at Torrington R&E Center (page 161)
(per parameters authorized in Executive Session)
12. Authorization of Sale of Archer R&E to Laramie County (page 161)
(per parameters authorized in Executive Session)
13. Authorization of Sale of One Parcel of Land at Afton R&E (page 161)
(per parameters authorized in Executive Session)
14. Resolution Regarding University of Wyoming Traditions (page 161)
15. Emergency Closure Policy (page 161)

Trustee President Hunt reviewed the items noted on the Consent Agenda, noting that if any of the items need further discussion, they can be removed from the list. The Board previously removed the Academic Calendar item from the Consent Agenda, and added the Emergency Closure Policy item to it. Trustee Schaefer moved adoption of the revised Consent Agenda with the removal of item #14; Trustee Davis seconded. The motion carried.

Trustee Davis then made a motion to amend the resolution regarding the University of Wyoming traditions as previously stated; Trustee Richards seconded. Trustee Davis also moved to approve the motion with the amendment; Trustee Richards seconded. The motion and amendment passed.

CONTRACTS AND GRANTS

Two sets of Contracts and Grants are presented for approval. The first set represents contracts and grants received from April 25, 2003 until June 30, 2003 and is the closing set for FY 2003. **During the period July 1, 2002 to June 30 2003 (FY 2003), \$54,005,147 in external awards were received. This represents an approximate 8% increase in external awards and also is a new funding record -- the 17th year in a row such a record has been set.**

The second set represents external awards received between July 1, 2003 to August 21, 2003 and is the first set for approval in FY 2004. During this period \$13, 498,543 was received.

The following grants and contracts are accepted subject to compliance with the University's policies on classified information and protection of human subjects. This report covers the period April 25, 2003, through June 30, 2003.

A/S NORSE SHELL - 05/01/2002 - 04/30/2004	\$ 19,297
Ronald Steel; Institute for Energy Research - Tidal architectures and signatures in regressive vs. transgressive shorelines.	
ALBANY COUNTY FAMILY PLANNING - 02/22/1994 - OPEN	\$ 700
Marcia Dale; Nursing - Develop nursing programs.	
ALLIED SEED, L.L.C. - 07/01/1999 - OPEN	\$ 750
Alan Gray; Plant Sciences - Field crop research.	
AMERICAN CHEMICAL SOCIETY - 06/01/2003 - 05/31/2005	\$ 80,000
David Jaeger; Chemistry - Novel surfactants: synthesis, characterization, and application.	
AMERICAN SOCIETY OF PLANT TAXONOMISTS - 09/01/1996 - OPEN	\$ 16,500
Gregory Brown; Botany - Secretarial and clerical support.	
ASSOCIATION LIASON OFFICE FOR UNIVERSITY COOPERATION IN DEVELOPMENT - 04/01/2003 - 09/30/2004	\$ 123,930
Lewis Bagby/Paul Herz; International Programs - E-business training in Saratov.	

BP AMERICA PRODUCTION COMPANY - 01/01/1997 - OPEN Ronald Steel; Geology - Sequence stratigraphy and sedimentology.	\$ 18,000
BP NORGE AS - 05/01/2002 - 04/30/2004 Ronald Steel; Institute for Energy Research - Tidal architectures and signatures in regressive vs. transgressive shorelines.	\$ 19,297
DAIRYLAND SEED COMPANY, INCORPORATED - 07/01/1999 - OPEN Alan Gray; Plant Sciences - Field crop research.	\$ 750
DANIELS FUND - 05/01/2003 - 06/30/2004 Sara Axelson/Dominic Martinez; Admissions - College prep summer program.	\$ 24,258
DONG NORGE AS - 05/01/2002 - 04/30/2004 Ronald Steel; Institute for Energy Research - Tidal architectures and signatures in regressive vs. transgressive shorelines.	\$ 19,322
E.I. DUPONT DE NEMOURS AND COMPANY - 01/01/1999 - OPEN Gary Franc; Plant Sciences - Regional plant diseases.	\$ 6,000
E.I. DUPONT DE NEMOURS AND COMPANY - 01/01/1999 - OPEN Stephen Miller; Plant Sciences - Various weed biology and control.	\$ 11,000
ESSO EXPLORATION PRODUCING NORWAY - 05/01/2002 - 04/30/2004 Ronald Steel; Institute for Energy Research - Tidal architectures and signatures in regressive vs. transgressive shorelines.	\$ 19,322
FISCHER, CAROL , M.D., P.C. - 02/22/1994 - OPEN Marcia Dale; Nursing - Develop nursing programs.	\$ 1,040
FORAGE GENETICS INTERNATIONAL - 07/01/1999 - OPEN Alan Gray; Plant Sciences - Field crop research.	\$ 2,250
FORTUM PETROLEUM AS - 05/01/2002 - 04/30/2004 Ronald Steel; Institute for Energy Research - Tidal architectures and signatures in regressive vs. transgressive shorelines.	\$ 19,322
FREMONT COUNTY SCHOOL DISTRICT NUMBER 38 - 08/20/2002 - OPEN Walter Scott; Psychology - Dropout prevention.	\$ 12,000
GARST - 07/01/1999 - OPEN Alan Gray; Plant Sciences - Field crop research.	\$ 500
HOLLY SUGAR GROWERS - 01/01/1999 - OPEN Gary Franc; Plant Sciences - Regional plant diseases.	\$ 1,500

HOLLY SUGAR GROWERS - 01/01/1999 - OPEN Stephen Miller; Plant Sciences - Various weed biology and control.	\$ 7,025
HURON MOUNTAIN WILDLIFE FOUNDATION - 05/18/2003 - 05/31/2004 Stephen Jackson; Botany - Paleoecology of the Huron Mountains.	\$ 8,200
HYDROGEOLOGIC, INCORPORATED - 04/23/2003 - 06/30/2003 Marjorie Bedessem; Civil Engineering - Bioaugmentation phase of biofouling and bioremediation studies.	\$ 6,200
HYPERACUITY SYSTEMS - 08/28/2000 - OPEN Steven Barrett; Electrical Engineering - Simulate analog processing of fly's eye.	\$ 15,203
JET PROPULSION LABORATORY - 12/15/2001 - 12/31/2005 Daniel Dale; Physics and Astronomy - Nearby galaxy survey from the space infrared telescope facility.	\$ 10,300
KANSAS STATE UNIVERSITY - 06/01/2002 - 05/31/2004 Gary Franc; Plant Sciences - Great Plains diagnostics network.	\$ 30,000
SUSAN G. KOMEN BREAST CANCER FOUNDATION - 05/01/2003 - 04/30/2004 Patricia Armstrong; Wyoming Institute for Disabilities - Breast health for women with disabilities.	\$ 37,265
LARAMIE COUNTY SCHOOL DISTRICT NO. 1 - 02/01/1994 - OPEN Duane Keown; Science and Mathematics Teaching Center - Wyoming's conservation connection.	\$ 333
LARAMIE COUNTY SCHOOL DISTRICT NO. 2 - 07/01/1994 - 06/30/2004 Janet Constantinides; English - Wyoming writing project program income.	\$ 5,500
NATIONAL CROP INSURANCE SERVICES - 07/01/1999 - OPEN Alan Gray; Plant Sciences - Field crop research.	\$ 5,000
NATIONAL FISH AND WILDLIFE FOUNDATION - 02/01/2003 - 11/30/2003 Jill Bergstrom; Institute for Environmental and Natural Resources - Wyoming rangeland conservation education.	\$ 28,500
NATIONAL TURFGRASS FEDERATION, INCORPORATED - 09/01/2000 - OPEN Roger Hybner; Agriculture Dean's Office - National Kentucky bluegrass test.	\$ 2,500
NATIONAL WRITING PROJECT CORPORATION - 07/01/1994 - 06/30/2004 Janet Constantinides; English - Wyoming writing project.	\$ 35,000
NEW YORK UNIVERSITY - 01/01/2002 - 12/31/2005 Stephen Ford; Animal Science - Center for fetal programming.	\$ 102,375

NIOBRARA ELECTRIC ASSOCIATION - 05/01/2003 - 09/30/2003 Nathan Nibbelink; Wyoming Geographic Information Sciences Center - Power network mapping.	\$ 15,602
NORSK AGIP A/S - 05/01/2002 - 04/30/2004 Ronald Steel; Institute for Energy Research - Tidal architectures and signatures in regressive vs. transgressive shorelines.	\$ 19,297
NORSK HYDRO PRODUCTION - 01/01/1997 - OPEN Ronald Steel; Geology - Sequence stratigraphy and sedimentology.	\$ 27,160
NUFARM AMERICAS INCORPORATED - 01/01/1999 - OPEN Gary Franc; Plant Sciences - Regional plant diseases.	\$ 800
PHILLIPS PETROLEUM COMPANY NORWAY - 05/01/2002 - 04/30/2004 Ronald Steel; Institute for Energy Research - Tidal architectures and signatures in regressive vs. transgressive shorelines.	\$ 19,322
PIONEER HI-BRED INTERNATIONAL, INCORPORATED - 07/01/1999 - OPEN Alan Gray; Plant Sciences - Field crop research.	\$ 250
PITTSBURGH, UNIVERSITY OF - 06/23/2003 - 08/04/2003 Gary Beauvais; Wyoming Natural Diversity Database - Field course in ecological principles and issues.	\$ 3,050
SHARP BROTHERS SEED COMPANY - 07/01/1999 - OPEN Alan Gray; Plant Sciences - Field crop research.	\$ 250
SIPCAM AGRO USA, INCORPORATED - 01/01/1999 - OPEN Gary Franc; Plant Sciences - Regional plant diseases.	\$ 1,000
SMITHSONIAN TROPICAL RESEARCH INSTITUTE - 05/21/2003 - 09/30/2003 Elise Pendall; Botany - Carbon cycling and trace gas fluxes in Panama.	\$ 39,614
STATE UNIVERSITY OF NEW YORK - 02/10/2003 - 11/30/2003 Eric Sandeen; American Studies - Phase one and two state scan protocol.	\$ 4,000
STATOIL R AND D - 05/01/2002 - 04/30/2004 Ronald Steel; Institute for Energy Research - Tidal architectures and signatures in regressive vs. transgressive shorelines.	\$ 19,322
TEXAS A&M RESEARCH FOUNDATION - 05/08/2003 - 08/31/2004 Michael Cheadle; Geology - Shipboard scientist for cruise of the joides resolution.	\$ 34,367
TEXAS A&M RESEARCH FOUNDATION - 05/08/2003 - 08/31/2004	\$ 36,374

Barbara John; Geology - Shipboard scientist for cruise of the joides resolution.

TEXAS A&M RESEARCH FOUNDATION - 05/08/2003 - 08/09/2003 \$ 11,132

Timothy Schroeder II; Geology - Shipboard scientist for cruise of the joides resolution.

TOTALFINAELF EXPLORATION NORGE AS - 05/01/2002 - 04/30/2004 \$ 19,297

Ronald Steel; Institute for Energy Research - Tidal architectures and signatures in regressive vs. transgressive shorelines.

UNITED STATES AIR FORCE - 04/15/2003 - 08/15/2003 \$ 4,225

Jason Bennett/Gary Beauvais; Wyoming Natural Diversity Database - Breeding birds survey.

UNITED STATES AIR FORCE - 06/01/2003 - 01/31/2004 \$ 4,000

Bonnie Heidel; Wyoming Natural Diversity Database - Noxious weeds study.

UNITED STATES AIR FORCE - 04/25/2003 - 09/30/2003 \$ 9,400

Douglas Keinath; Wyoming Natural Diversity Database - Preble's meadow jumping mouse survey.

UNITED STATES BUREAU OF LAND MANAGEMENT - \$ 10,000

07/01/2002 - 09/30/2003

Harold Bergman/Diana Hulme; Institute of Environmental and Natural Resources - Interagency coal bed methane clearinghouse.

UNITED STATES BUREAU OF LAND MANAGEMENT - \$ 18,000

09/17/2001 - 03/31/2004

William Reiners; Wyoming Geographic Information Sciences Center - Wyoming oil and gas resource assessment enhancement.

UNITED STATES BUREAU OF LAND MANAGEMENT - \$ 10,000

07/01/2002 - 09/30/2003

William Reiners/Jeffrey Hamerlinck; Wyoming Geographic Information Sciences Center - Interagency coal bed methane clearinghouse.

UNITED STATES BUREAU OF LAND MANAGEMENT - \$ 45,661

03/01/2003 - 12/31/2004

Frank Rahel/Wayne Hubert; Zoology - Lower Muddy Creek non-game fish study.

UNITED STATES DEFENSE THREAT REDUCTION AGENCY - \$ 99,040

09/26/2001 - 09/25/2004

Scott Smithson/Igor Morozov; Geology - Seismic method to monitor nuclear tests.

UNITED STATES DEFENSE THREAT REDUCTION AGENCY - \$ 138,244

09/26/2001 - 09/25/2005

Scott Smithson/Igor Morozov; Geology - Obtaining unique nuclear explosion seismic data from the former Soviet Union.

UNITED STATES DEPARTMENT OF AGRICULTURE COOPERATIVE \$ 49,438

**STATE RESEARCH, EDUCATION, AND EXTENSION SERVICE -
06/01/2003 - 12/15/2003**

Donald McLeod; Agricultural and Applied Economics - National program leader.

**UNITED STATES DEPARTMENT OF HEALTH AND HUMAN SERVICES - \$ 37,400
04/18/2003 - 01/31/2004**

Karen Williams; Family and Consumer Sciences - Healthy child care Wyoming.

**UNITED STATES NATIONAL INSTITUTES OF HEALTH - \$ 105,750
05/01/2003 - 04/30/2004**

William Murdoch; Animal Science - Progestogen inhibition of ovarian cancer cell metastasis.

**UNITED STATES NATIONAL INSTITUTES OF HEALTH - \$ 112,984
09/15/2000 - 08/31/2003**

James Rose; Zoology - Biology of spatiotemporal nitric oxide gradients.

UNITED STATES NATIONAL PARK SERVICE - 04/01/2002 - 12/31/2004 \$ 30,025

Gary Beauvais; Wyoming Natural Diversity Database - Inventory reptiles and amphibians in several national parks in the northern Great Plains.

**UNITED STATES NATIONAL SCIENCE FOUNDATION - \$ 715,891
01/01/1999 - 12/31/2003**

Alfred Rodi/Robert Kelly; Atmospheric Science - Wyoming King Air airplane as a national facility.

**UNITED STATES NATIONAL SCIENCE FOUNDATION - \$ 251,947
06/01/2003 - 05/31/2006**

Kevin Chamberlain; Geology - Testing precambrian Siberia-Laurentia geologic connections with U-Pb geochronology.

**UNITED STATES NATIONAL SCIENCE FOUNDATION - \$ 54,574
10/01/2002 - 06/30/2005**

Eric Weber; Mathematics - Wavelets, frames and group representations.

**UNITED STATES NATIONAL SCIENCE FOUNDATION - \$ 386,417
05/01/2001 - 04/30/2004**

Patricia McClurg/Linda Hutchison/Lynne Ipina/Judy Ellsworth; Science and Mathematics Teaching Center - Teacher quality enhancement.

UTAH STATE UNIVERSITY - 01/01/2003 - 12/31/2004 \$ 76,410

James Freeburn; Cooperative Extension Service - Professional development program.

VARIOUS SPONSORS - 08/21/1998 - OPEN \$ 450

William Gern; Research Office - Fees received for conducting conferences and workshops.

VARIOUS SPONSORS - 10/01/2002 - 09/30/2003 \$ 9,938

Diane Wolverton; Small Business Development Center - Fees for workshops

presented by the Small Business Development Center for 2002-2003.

VARIOUS SPONSORS - 07/01/1998 - OPEN	\$ 506
Jeffrey Hamerlinck; Wyoming Geographic Information Sciences Center - Fees received for services provided by the Geographic Information Sciences Center.	
VIRGINIA POLYTECHNIC INSTITUTE AND STATE UNIVERSITY - 04/14/2003 - 09/29/2003	\$ 3,000
Nathan Nibbelink; Wyoming Geographic Information Sciences Center - Multi-state aquatic resources information system.	
WASHINGTON, UNIVERSITY OF - 01/01/2002 - 12/31/2003	\$ 13,500
Kathleen Harper; Physics and Astronomy - Space science network northwest.	
WYOMING AGRICULTURE IN THE CLASSROOM - 07/13/2001 - OPEN	\$ 2,000
Peter Ellsworth; Science and Mathematics Teaching Center - Rangeland perspectives workshop.	
WYOMING BUSINESS COUNCIL - 03/30/2003 - 06/30/2003	\$ 9,000
Sadrul Ula; Electrical Engineering - Workshops on energy efficiency for Wyoming industries.	
WYOMING DEPARTMENT OF HEALTH - 03/01/2003 - 02/28/2004	\$ 32,000
Scott Winnail/Roderick Bartee; Kinesiology and Health - Workforce emergency response training needs.	
WYOMING DEPARTMENT OF HEALTH - 06/01/2002 - 12/31/2002	\$ 750
Burke Grandjean; Survey Research Center - Telemedicine and telehealth survey.	
WYOMING GAME AND FISH DEPARTMENT - 07/01/1999 - OPEN	\$ 9,900
Frederick Lindzey; Zoology - Wildlife research.	
TOTAL - Contracts and grants approved April 25, 2003, through June 30, 2003.	\$3,180,426
TOTAL - Contracts and grants previously approved:	
07/01/02 - 08/15/02	14,906,540
08/16/02 - 10/10/02	8,019,023
10/11/02 - 12/12/02	13,950,902
12/13/02 - 02/13/03	10,030,428
02/14/03 - 04/24/03	3,917,828
	\$50,824,721
TOTAL - Contracts and grants approved July 1, 2002 through June 30, 2003	\$54,005,147

The following grants and contracts are accepted subject to compliance with the University's policies on classified information and protection of human subjects. This report covers the period July 1, 2003, through August 21, 2003.

ALBANY COUNTY, WYOMING, SCHOOL DISTRICT NUMBER ONE - 10/01/2002 - 09/30/2003 Narina Nunez; Psychology - Evaluate drug free communities program 2002-2003.	\$ 4,000
AMERICAN HEART ASSOCIATION - 07/01/2003 - 06/30/2006 Jun Ren; Pharmacy - Leptin in obesity-associated ventricular dysfunction.	\$ 198,000
ASTEC, INCORPORATED - 06/22/1999 - OPEN Abdel Mesbah; Plant Sciences - Crop-weed research.	\$ 14,400
BECHTEL BWXT IDAHO, LLC - 07/01/2003 - 09/30/2003 George Twitchell; Mid-America Manufacturing and Technology Center - Operate and maintain pressure scanner system.	\$ 3,000
CALIFORNIA, UNIVERSITY OF - 06/16/2003 - 09/30/2003 J. Allyn Smith; Physics and Astronomy - Supernova/acceleration probe standard star program.	\$ 13,176
CATHEDRAL HOME FOR CHILDREN - 02/22/1994 - OPEN Marcia Dale; Nursing - Develop nursing programs.	\$ 994
CENTENNIAL LIVESTOCK AUCTION, COMPANY - 01/01/2002 - 12/31/2005 Stephen Ford; Animal Science - Center for fetal programming.	\$ 986
CEREXAGRI, INCORPORATED - 01/01/1999 - OPEN Gary Franc; Plant Sciences - Regional plant diseases.	\$ 2,400
COMMONWEALTH BANK OF AUSTRALIA - 08/01/2001 - OPEN James Krall; Plant Sciences - Sustainable crop research.	\$ 2,730
CORNELL UNIVERSITY - 05/01/2001 - 04/30/2004 James Caldwell; Computer Science - Digital libraries of formal algorithmic knowledge.	\$ 23,693
DANIELS FUND - 05/01/2003 - 07/31/2003 Sara Axelson/Dominic Martinez; Admissions - College prep summer program.	\$ 24,258
DUBOIS TELEPHONE EXCHANGE - 07/01/2003 - 12/31/2003 Charles Reher; Anthropology - Shoshone-Gas Hills fiber optic route cultural review.	\$ 5,000
ECOSPHERE ENVIRONMENTAL SERVICES - 10/01/1999 - OPEN David McDonald; Zoology - Prepare demographic matrices for select species.	\$ 700

FISCHER, CAROL , M.D., P.C. - 02/22/1994 - OPEN Marcia Dale; Nursing - Develop nursing programs.	\$ 420
HYDROGEOLOGIC, INCORPORATED - 06/20/2003 - 06/30/2006 Marjorie Bedessem; Civil Engineering - Bioaugmentation phase of biofouling and bioremediation studies.	\$ 8,100
IOWA, THE UNIVERSITY OF - 05/01/2003 - 04/30/2004 Donald Jarvis; Molecular Biology - Extending lifespan of baculovirus infected cells.	\$ 78,311
JET PROPULSION LABORATORY - 08/01/2003 - 12/31/2003 Daniel Dale; Physics and Astronomy - Infrared study of the star formation properties of nearby galaxies.	\$ 16,100
JET PROPULSION LABORATORY - 07/10/2003 - 06/30/2006 Henry Kobulnicky; Physics and Astronomy - Map the plane of the Milky Way.	\$ 12,000
LARAMIE, CITY OF - 04/19/1996 - OPEN Keith Miller; Wyoming Institute for Disabilities - Consultant fees.	\$ 400
LARAMIE COUNTY SCHOOL DISTRICT NO. 1 - 07/01/1994 - 06/30/2004 Janice Harris; English - Wyoming writing project program income.	\$ 5,500
LEGUME LOGIC - 08/01/2001 - OPEN James Krall; Plant Sciences - Sustainable crop research.	\$ 566
MID-AMERICA MANUFACTURING TECHNOLOGY CENTER - 07/01/2003 - 03/31/2004 Larry Stewart; Mid-America Manufacturing Technology Center - Electrical engineering lab manager 2003-2004.	\$ 18,900
MINOT STATE UNIVERSITY - 04/19/1996 - OPEN Keith Miller; Wyoming Institute for Disabilities - Consultant fees.	\$ 300
MOUNTAIN WEST FARM BUREAU MUTUAL INSURANCE COMPANY - 01/01/2001 - OPEN Alfred Rodi; Atmospheric Science - Aircraft mechanic fees.	\$ 3,774
NATIONAL ACADEMY OF EDUCATION - 09/01/2003 - 06/30/2005 Eric Dearing; Psychology - Spencer postdoctoral fellowship.	\$ 50,000
NATIONAL AUDUBON SOCIETY - 05/30/2003 - 02/28/2004 Stanley Anderson; Zoology - Impacts of natural gas field development on sage-grouse behavior.	\$ 12,500
NATIONAL ENDOWMENT FOR THE ARTS - 06/01/2003 - 05/31/2004 Jessie Steward; Wyoming Union - Lynn Fausett mural renovation and installation.	\$ 10,000

THE NATURE CONSERVANCY - 05/28/2002 - OPEN Stephen Williams; Renewable Resources - Bighorn sheep survivals.	\$ 1,000
THE NATURE CONSERVANCY - 07/01/1998 - 06/30/2004 Gary Beauvais; Wyoming Natural Diversity Database - Field office local projects.	\$ 40,000
NEW YORK UNIVERSITY - 01/01/2002 - 12/31/2005 Stephen Ford; Animal Science - Center for fetal programming.	\$ 48,992
NOTRE DAME, UNIVERSITY OF - 09/01/2002 - 08/31/2004 Jason Shogren; Economics and Finance - Nonindigenous species ecological forecasting.	\$ 79,847
PEAK ENERGY RESOURCES, INCORPORATED - 06/23/2003 - 12/31/2003 Charles Reher; Anthropology - Riverton Dome East cultural resource survey.	\$ 42,294
PHOENIX PRODUCTION COMPANY - 08/15/2001 - 07/31/2003 Charles Reher; Anthropology - Sheldon Dome cultural resource survey.	\$ 800
PINE BLUFFS, TOWN OF - 07/01/1990 - 06/30/2004 Charles Reher; Anthropology - Archaeological testing.	\$ 6,000
SHOSHONE AND ARAPAHO JOINT BUSINESS COUNCIL - 07/01/2003 - 09/30/2003 Charles Reher; Anthropology - Archaeological wetlands studies.	\$ 5,312
SOUTHERN CALIFORNIA, UNIVERSITY OF - 09/01/2002 - 08/31/2003 Linwood Pendleton; Economics and Finance - Market imperfections in a Southern California fishery.	\$ 8,000
STATOIL ASA - 01/01/1997 - OPEN Ronald Steel; Geology - Sequence stratigraphy and sedimentology.	\$ 36,000
SYNGENTA CROP PROTECTION, INCORPORATED - 06/22/1999 - OPEN Abdel Mesbah; Plant Sciences - Crop-weed research.	\$ 5,000
SYNGENTA CROP PROTECTION, INCORPORATED - 01/01/1999 - OPEN Stephen Miller; Plant Sciences - Various weed biology and control.	\$ 8,000
TEXAS A&M RESEARCH FOUNDATION - 11/06/2002 - 09/05/2005 Demian Saffer; Geology - Fluid production from underthrust sediments.	\$ 19,475
TEXAS A&M RESEARCH FOUNDATION - 07/01/2003 - 10/08/2003 Donna Shillington; Geology - Drill the Newfoundland nonvolcanic rifted margin.	\$ 13,417
TOM BROWN, INCORPORATED - 06/06/2003 - 10/15/2003 Charles Reher; Anthropology - Tribal Big Sky archaeological survey.	\$ 2,500
TRIHYDRO CORPORATION - 06/01/2003 - OPEN Demian Saffer; Geology - Field investigations of the Casper Aquifer.	\$ 1,000

UNITED STATES AIR FORCE - 06/15/2003 - 06/15/2006 John McInroy; Electrical Engineering - Active flutter suppression using cooperative, high frequency, dynamic-resonant aero-effectors.	\$ 62,500
UNITED STATES AIR FORCE - 06/15/2003 - 06/15/2006 William Armstrong/William Lindberg/Jonathan Naughton/John McInroy; Mechanical Engineering - Active flutter suppression using cooperative, high frequency, dynamic-resonant aero-effectors.	\$ 187,500
UNITED STATES AIR FORCE - 05/15/2003 - 05/14/2006 Randolph Lewis; Molecular Biology - Spider silk genes for materials applications.	\$ 500,000
UNITED STATES AIR FORCE - 07/01/2001 - 06/30/2002 Joelanne Berrigan; Student Financial Aid - The Reserve Officer's Training Corps (ROTC) scholarship program.	\$ 2,848
UNITED STATES AIR FORCE - 07/01/2002 - 06/30/2003 Joelanne Berrigan; Student Financial Aid - The Reserve Officer's Training Corps (ROTC) scholarship program.	\$ 111,440
UNITED STATES AIR FORCE - 06/15/2003 - 06/15/2006 William Armstrong; Wyoming Active Aero - Active flutter suppression using cooperative, high frequency, dynamic-resonant aero-effectors.	\$ 250,000
UNITED STATES AIR FORCE - 06/15/2003 - 01/31/2004 Bonnie Heidel; Wyoming Natural Diversity Database - Colorado butterfly plant survey.	\$ 12,000
UNITED STATES AIR FORCE - 07/01/2003 - 06/30/2004 Douglas Keinath/Bonnie Heidel; Wyoming Natural Diversity Database - Conserve Preble's Meadow Jumping Mouse and Colorado Butterfly plant.	\$ 5,670
UNITED STATES ARMY - 05/01/2003 - 06/15/2006 Jeffrey Yarger; Chemistry - Behavior of nanocomposites and amorphous materials.	\$ 500,000
UNITED STATES ARMY - 08/01/2003 - 08/31/2008 Elizabeth Williams; Veterinary Sciences - Epidemiology of chronic wasting disease.	\$ 555,922
UNITED STATES BUREAU OF LAND MANAGEMENT - 06/14/2001 - 09/30/2004 Marcel Kornfeld/Mary Lou Larson/Robert Kelly; Anthropology - Paint Rock Canyon archaeological landscape research.	\$ 4,000
UNITED STATES BUREAU OF LAND MANAGEMENT - 06/14/2001 - 09/30/2004 George Frison; Frison Institute - Paint Rock Canyon archaeological landscape research.	\$ 4,000

UNITED STATES BUREAU OF LAND MANAGEMENT - 09/26/2001 - 05/31/2005 Stanley Anderson/Matthew Holloran; Zoology - Oil and gas impact on sage grouse, phase I.	\$ 49,900
UNITED STATES BUREAU OF LAND MANAGEMENT - 05/16/2002 - 09/30/2003 Steven Buskirk; Zoology - Metals in snowshoe hares of the southern Rockies.	\$ 4,050
UNITED STATES BUREAU OF LAND MANAGEMENT - 05/15/2002 - 10/04/2005 Steven Buskirk; Zoology - Black-tailed prairie dog demographics and metapopulation.	\$ 20,000
UNITED STATES BUREAU OF LAND MANAGEMENT - 03/15/2003 - 09/30/2006 Frederick Lindzey; Zoology - Jack Morrow Hills elk study.	\$ 72,000
UNITED STATES DEPARTMENT OF AGRICULTURE ANIMAL AND PLANT HEALTH INSPECTION SERVICE - 01/01/2003 - 12/31/2003 Timothy Collier; Renewable Resources - 2003 grasshopper program.	\$ 58,670
UNITED STATES DEPARTMENT OF AGRICULTURE ANIMAL AND PLANT HEALTH INSPECTION SERVICE - 02/01/2003 - 12/31/2003 Timothy Collier; Renewable Resources - 2003 saltcedar biocontrol program.	\$ 11,150
UNITED STATES DEPARTMENT OF AGRICULTURE ANIMAL AND PLANT HEALTH INSPECTION SERVICE - 02/01/2003 - 12/31/2003 Timothy Collier; Renewable Resources - 2003 toadflax biocontrol program.	\$ 11,150
UNITED STATES DEPARTMENT OF AGRICULTURE ANIMAL AND PLANT HEALTH INSPECTION SERVICE - 03/01/2003 - 12/31/2003 Timothy Collier; Renewable Resources - 2003 gypsy moth survey and data.	\$ 6,683
UNITED STATES DEPARTMENT OF AGRICULTURE COOPERATIVE STATE RESEARCH, EDUCATION, AND EXTENSION SERVICE - 06/15/2003 - 06/14/2004 James Wangberg; Agriculture Dean's Office - Higher education programs.	\$ 91,046
UNITED STATES DEPARTMENT OF AGRICULTURE COOPERATIVE STATE RESEARCH, EDUCATION, AND EXTENSION SERVICE - 05/27/2003 - 06/14/2005 Steven Miller; Botany - Interaction between host phylogeography and genetic structure, reproductive isolation and speciation in the Russula Brevipes complex.	\$ 150,000
UNITED STATES DEPARTMENT OF AGRICULTURE FOREST SERVICE - 06/10/2003 - 12/31/2005 Ronald Hartman; Botany - Floristic inventory of the eastern San Juan Mountains.	\$ 14,000
UNITED STATES DEPARTMENT OF AGRICULTURE FOREST	\$ 10,000

SERVICE - 06/02/2003 - 09/30/2004

Brent Breithaupt; Geology Museum - Fossil resources in Medicine Bow National Forest.

UNITED STATES DEPARTMENT OF AGRICULTURE FOREST \$ 10,330

SERVICE - 08/09/2002 - 09/30/2004

Bonnie Heidel; Wyoming Natural Diversity Database - Peatland biological diversity study.

UNITED STATES DEPARTMENT OF AGRICULTURE FOREST \$ 1,846

SERVICE - 03/30/2003 - 01/30/2004

Bonnie Heidel; Wyoming Natural Diversity Database - Spring Creek rare plant species inventory on the Thunder Basin National Grasslands.

UNITED STATES DEPARTMENT OF AGRICULTURE FOREST \$ 7,150

SERVICE - 04/30/2003 - 04/30/2004

Bonnie Heidel; Wyoming Natural Diversity Database - Laramie Columbine survey on the Medicine Bow National Forest.

UNITED STATES DEPARTMENT OF AGRICULTURE FOREST \$ 4,300

SERVICE - 03/03/2003 - 02/29/2004

Bonnie Heidel; Wyoming Natural Diversity Database - Round-leaved orchid species assessment.

UNITED STATES DEPARTMENT OF COMMERCE - 06/01/2003 - 05/31/2004 \$ 17,500

Eric Anderson/James Lovvorn; Zoology - Roles of eelgrass vs. hard-mixed substrates as habitat for scoters in Puget Sound.

UNITED STATES DEPARTMENT OF EDUCATION - 07/21/2002 - 07/20/2003 \$ 11,368

Robbie Bennett; Student Educational Opportunity - Career resource network 2002-2003.

UNITED STATES DEPARTMENT OF EDUCATION - 06/01/2003 - 05/31/2004 \$ 433,672

Kathryn Bruyere; Student Educational Opportunity - Upward Bound program 2003-2003.

UNITED STATES DEPARTMENT OF EDUCATION - 09/01/2003 - 08/31/2004 \$ 345,817

Curtis Sandberg; Student Educational Opportunity - Student support services 2003-2004.

UNITED STATES DEPARTMENT OF EDUCATION - 07/01/2003 - 06/30/2004 \$ 3,050,691

David Gruen; Student Financial Aid - The 2003-2004 pell grant program.

UNITED STATES DEPARTMENT OF EDUCATION - 07/01/2003 - 06/30/2004 \$ 380,400

David Gruen; Student Financial Aid - Supplemental educational opportunity grant program.

UNITED STATES DEPARTMENT OF EDUCATION - 07/01/2003 - 06/30/2004 \$ 502,688

David Gruen; Student Financial Aid - Federal work-study program.

UNITED STATES DEPARTMENT OF EDUCATION - 07/01/1984 - OPEN \$ 12,840

David Gruen; Student Financial Aid - Pell grant administrative allowance.

UNITED STATES DEPARTMENT OF ENERGY - 07/01/2003 - 06/30/2008 \$ 200,000

Norman Morrow; Chemical Engineering - Wettability and recovery by imbibition and

displacement

UNITED STATES DEPARTMENT OF ENERGY - 07/18/2002 - 07/17/2005 \$ 218,576

Norman Morrow; Chemical Engineering - Wettability and recovery by imbibition and displacement.

UNITED STATES DEPARTMENT OF ENERGY - 06/15/1998 - 06/14/2004 \$ 100,000

Robert Hurtubise; Chemistry - Solid-matrix luminescence analysis.

UNITED STATES DEPARTMENT OF ENERGY - 06/01/2003 - 05/31/2006 \$ 149,880

John Pierre; Electrical Engineering - Advanced techniques for power system identification from measured data.

UNITED STATES DEPARTMENT OF HEALTH AND HUMAN SERVICES - 07/01/2003 - 06/30/2004 \$ 21,607

Marcia Dale; Nursing - Advanced education nursing traineeships.

UNITED STATES DEPARTMENT OF HEALTH AND HUMAN SERVICES - 07/01/2003 - 06/30/2004 \$ 397,973

Keith Miller; Wyoming Institute for Disabilities - Center of excellence for developmental disabilities.

UNITED STATES NATIONAL INSTITUTES OF HEALTH - 05/01/2003 - 04/30/2004 \$ 144,237

Rex Gantenbein/Robert Kelley; Center for Rural Health Research and Education - On-line portal for rural health research and education.

UNITED STATES NATIONAL INSTITUTES OF HEALTH - 12/26/2002 - 11/30/2003 \$ 26,850

Peter Thorsness; Molecular Biology - Genetic analysis of mitochondrial integrity.

UNITED STATES NATIONAL INSTITUTES OF HEALTH - 07/01/2003 - 06/30/2004 \$ 216,370

Peter Thorsness; Molecular Biology - Essential role of mitochondrial DNA in cell growth.

UNITED STATES NATIONAL INSTITUTES OF HEALTH - 07/01/2003 - 06/30/2004 \$ 416,139

Anne Bowen; Psychology - Wyoming rural AIDS prevention 2003-2004.

UNITED STATES NATIONAL PARK SERVICE - 05/01/2003 - 12/30/2004 \$ 62,436

Audrey Shalinsky; Anthropology - Yellowstone National Park archeological investigations.

UNITED STATES NATIONAL PARK SERVICE - 04/15/2003 - 12/30/2005 \$ 5,000

Steven Buskirk; Zoology - Comparison of fire regimes and stand dynamics in Whitebark communities in the Greater Yellowstone ecosystem.

UNITED STATES NATIONAL PARK SERVICE - 05/01/2003 - 01/31/2005 \$ 60,819

Patricia Taylor/Burke Grandjean; Survey Research Center - Visitor use patterns along

Highway 7 corridor.

UNITED STATES NATIONAL SCIENCE FOUNDATION - \$ 455,279
07/01/2003 - 08/31/2004

Terry Deshler; Atmospheric Science - Measurements addressing quantitative ozone loss, polar stratospheric cloud nucleation, and large particles.

UNITED STATES NATIONAL SCIENCE FOUNDATION - \$ 248,875
10/01/2002 - 09/30/2005

Terry Deshler/Perry Wechsler; Atmospheric Science - Balloon-borne aerosol instrument suite.

UNITED STATES NATIONAL SCIENCE FOUNDATION - \$ 110,000
01/01/1999 - 12/31/2003

Alfred Rodi/Robert Kelly; Atmospheric Science - Wyoming King Air airplane as a national facility.

UNITED STATES NATIONAL SCIENCE FOUNDATION - \$ 221,642
06/15/2003 - 05/31/2006

Steven Miller; Botany - Taxonomic revision in the Russulaceae fungi.

UNITED STATES NATIONAL SCIENCE FOUNDATION - \$ 277,713
07/07/2003 - 07/31/2006

David Anderson; Chemistry - Small molecule photodissociation in solid parahydrogen.

UNITED STATES NATIONAL SCIENCE FOUNDATION - \$ 244,000
07/15/2003 - 06/30/2006

Daniel Buttry/Jeffery Yarger; Chemistry - Solid state NMR characterization of ligand capped metal oxide nanoparticles and cathode battery materials.

UNITED STATES NATIONAL SCIENCE FOUNDATION - \$ 195,265
07/15/2003 - 06/30/2004

Edward Clennan; Chemistry - Photooxygenations in heterogeneous media.

UNITED STATES NATIONAL SCIENCE FOUNDATION - \$ 105,000
09/01/2002 - 08/31/2006

B. Patrick Sullivan; Chemistry - Novel oligomeric MLCT excited states.

UNITED STATES NATIONAL SCIENCE FOUNDATION - \$ 51,080
08/01/2002 - 07/31/2004

David Mukai; Civil Engineering - Fracture properties of heat-straightened steel.

UNITED STATES NATIONAL SCIENCE FOUNDATION - \$ 55,000
06/09/2003 - 07/31/2004

W. Steven Holbrook; Geology - Seismic reflection profiling of ocean thermohaline structure in the North Atlantic Ocean.

UNITED STATES NATIONAL SCIENCE FOUNDATION - \$ 17,936
04/21/2003 - 04/30/2004

Scott Smithson; Geology - Seismic study of deep eclogitic-granulitic crust and moho.

UNITED STATES NATIONAL SCIENCE FOUNDATION - 07/15/2003 - 06/30/2006	\$ 73,788
Man-Chung Yeung; Mathematics - Develop Krylov subspace methods based on multiple Lanczos procedure.	
UNITED STATES NATIONAL SCIENCE FOUNDATION - 07/01/2003 - 06/30/2004	\$ 108,272
Henry Kobulnicky; Physics and Astronomy - Detecting companions of most massive stars.	
UNITED STATES NATIONAL SCIENCE FOUNDATION - 03/01/2001 - 05/31/2004	\$ 57,000
J. Allyn Smith; Physics and Astronomy- Southern standard stars for the u'g'r'i'z' filter system.	
UNIVERSITY OF WYOMING ALUMNI ASSOCIATION - 02/22/1994 - OPEN	\$ 700
Marcia Dale; Nursing - Develop nursing programs.	
UTAH, UNIVERSITY OF - 05/01/2003 - 04/30/2004	\$ 48,425
Mary Henning; Libraries - National network of libraries of medicine 2003-2004.	
VALENT - 01/01/1999 - OPEN	\$ 3,000
Stephen Miller; Plant Sciences - Various weed biology and control.	
VARIOUS SPONSORS - 07/01/2002 - OPEN	\$ 3,281
Peter Ellsworth; Science and Mathematics Teaching Center - Fees received for workshops presented by the Science and Mathematics Teaching Center.	
VARIOUS SPONSORS - 10/01/2002 - 09/30/2003	\$ 6,142
Diane Wolverton; Small Business Development Center - Fees for workshops presented by the Small Business Development Center for 2002-2003.	
VARIOUS SPONSORS - 07/01/1998 - OPEN	\$ 7,425
Jeffrey Hamerlinck; Wyoming Geographic Information Sciences Center - Fees received for services provided by the Geographic Information Sciences Center.	
VETERANS OF FOREIGN WARS LADIES AUXILIARY - 06/08/2002 - OPEN	\$ 1,026
Lewis Noe/B. Patrick Sullivan; Chemistry - Detection of HER-2 in human saliva by surface plasmon spectroscopy.	
VETERANS OF FOREIGN WARS LADIES AUXILIARY - 06/08/2002 - OPEN	\$ 514
Beverly Sullivan; Pharmacy - Detection of HER-2 in human saliva by surface plasmon spectroscopy.	
WESTERN RESEARCH INSTITUTE - 04/01/2002 - 09/30/2003	\$ 6,000
Patricia Colberg; Zoology - Student labor and laboratory facility use.	
WYETH-AYERST PHARMACEUTICALS - 11/01/2002 - OPEN	\$ 900

Weeranuj Yamreudeewong; Pharmacy - Clinical research.

WYOMING ARTS COUNCIL - 04/01/2003 - 04/30/2003 \$ 1,250

Vicki Lindner; English - Recognition of Laramie writers who have won awards sponsored by Wyoming Arts Council.

WYOMING COMMUNITY COLLEGE COMMISSION - 04/01/1898 - OPEN \$ 19,469

David Gruen; Student Financial Aid - State student incentive program.

WYOMING COUNCIL FOR THE HUMANITIES - 05/21/2003 - 09/30/2003 \$ 2,000

Linda Melcher; Agriculture Dean's Office - Eating through Wyoming history.

WYOMING DEPARTMENT OF ADMINISTRATION AND INFORMATION - 05/12/2003 - 10/31/2003 \$ 24,000

Robert Godby/Linwood Pendleton; Economics and Finance - Cost adjustment mechanism for Wyoming education block grants.

WYOMING DEPARTMENT OF ADMINISTRATION AND INFORMATION - 06/11/2003 - 12/31/2003 \$ 73,200

Robert Godby/Linwood Pendleton; Economics and Finance - Develop consumer expenditure survey.

WYOMING DEPARTMENT OF AGRICULTURE - 07/16/2003 - 12/31/2004 \$ 148,000

Timothy Collier; Renewable Resources - Maintain Wyoming pest detection programs.

WYOMING DEPARTMENT OF EDUCATION - 10/01/2001 - 09/30/2003 \$ 10,000

Peter Ellsworth; Natural Science Program - Coordinate a comprehensive program for the improvement of mathematics and science education.

WYOMING DEPARTMENT OF EDUCATION - 05/06/2003 - 02/29/2004 \$ 47,725

Donald Faggiani/Martha Engstrom; Wyoming Statistical Analysis Center - Youth risk behavior survey.

WYOMING DEPARTMENT OF EMPLOYMENT - 06/13/2003 - 12/31/2003 \$ 75,091

Robert Godby/Anne Alexander; Economics and Finance - Develop prevailing wage estimates.

WYOMING DEPARTMENT OF ENVIRONMENTAL QUALITY - 05/15/2003 - 05/31/2004 \$ 75,000

Roger Wilmot; Research Office - Detonated borehole pressure effects.

WYOMING DEPARTMENT OF ENVIRONMENTAL QUALITY - 05/15/2003 - 05/31/2005 \$ 42,530

Roger Wilmot; Research Office - Seed mix, seedling rates and species diversity.

WYOMING DEPARTMENT OF HEALTH - 06/11/2003 - 06/30/2004 \$ 23,000

John Lloyd; Renewable Resources - Ecology of vector mosquitos in Eastern Wyoming.

WYOMING DEPARTMENT OF HEALTH - 07/01/2002 - 06/30/2004 \$ 25,000

Todd Cornish/T. Donal O'Toole; Veterinary Sciences - West Nile/vectorborne disease surveillance.

WYOMING DEPARTMENT OF HEALTH SUBSTANCE ABUSE DIVISION - 05/01/2003 - 08/15/2003 \$ 34,845

Donald Faggiani/Martha Engstrom/Mindy Dahl; Wyoming Statistical Analysis Center - Examine retail compliance among tobacco retailers in Wyoming.

WYOMING DEPARTMENT OF TRANSPORTATION - 08/01/2002 - 07/31/2005 \$ 6,000

Corrine Sheaffer; Fleet Operations - Capital construction projects.

WYOMING GAME AND FISH COMMISSION - 05/01/2001 - 06/30/2004 \$ 38,868

Nathan Nibbelink/Margo Berendsen; Wyoming Geographic Information Sciences Center - Integration of geographic information systems technology for daily decision making.

WYOMING GAME AND FISH DEPARTMENT - 07/01/1999 - OPEN \$ 40,867

Stanley Anderson; Zoology - Wildlife research.

WYOMING GAME AND FISH DEPARTMENT - 07/01/1999 - OPEN \$ 39,619

Wayne Hubert; Zoology - Fisheries research.

WYOMING GOVERNOR'S COUNCIL ON DEVELOPMENTAL DISABILITIES - 07/01/2003 - 06/30/2004 \$ 107,053

Lynda Baumgardner; Wyoming Institute for Disabilities - Partners in policymaking.

WYOMING STATE BAR - 02/05/2003 - OPEN \$ 1,484

Burke Grandjean; Survey Research Center - Statewide member services survey, 2003.

WYOMING STATE GEOLOGICAL SURVEY - 05/30/2003 - 09/30/2003 \$ 5,000

Antony Bergantino; Civil Engineering - Landslide maps for Park, Fremont, and Crook Counties in Wyoming.

WYOMING STATE GEOLOGICAL SURVEY - 05/30/2003 - 07/31/2003 \$ 26,000

Antony Bergantino; Civil Engineering - Generate mobile response tools for Wyoming counties.

WYOMING STATE GEOLOGICAL SURVEY - 09/02/2003 - 08/27/2004 \$ 13,416

John Allen; Geography and Recreation - Build a geographic information system database and a cartographic map.

TOTAL - Contracts and grants approved July 1, 2003 through August 21, 2003 \$ 13,498,543

PERSONNEL

A. Items for Action Recommended by the President

APPOINTMENTS

1. Administrators

College of Health Sciences

<u>Name</u>	<u>Rank</u>	<u>Salary</u>	<u>Appointment Period</u>
<i>School of Nursing</i>			
Clarke, Pamela N.	Dean/Director	\$120,000/FY	07/07/2003 to 06/30/2004
<i>School of Pharmacy</i>			
Vandel, John H.	Interim Dean	\$100,008/FY	08/26/2003 to 06/30/2004

2. Faculty

College of Arts & Sciences

<u>Name</u>	<u>Rank</u>	<u>Salary</u>	<u>Appointment Period</u>
<i>Department of Anthropology</i>			
Surovell, Todd A.	Assistant Professor	\$25,008/AY	08/26/2003 to 06/30/2004
Waguespack, Nicole M.	Assistant Professor	\$25,008/AY	08/26/2003 to 06/30/2004
<i>Department of Art</i>			
Carlisle, Ashley H.	Assistant Professor	\$43,008/AY	08/26/2003 to 06/30/2004
Egnaczak, R. Charles	Assistant Professor	\$45,000/AY	08/26/2003 to 06/30/2004
<i>Department of Chemistry</i>			
Basile, Francisco	Assistant Professor	\$50,000/AY	08/26/2003 to 06/30/2004
<i>Department of Communication & Journalism</i>			
Hsu, Chia-Fang	Assistant Professor	\$46,008/AY	08/26/2003 to 06/30/2004
Patton, Tracey M.	Assistant Professor	\$58,008/AY	08/26/2003 to 06/30/2004

College of Arts & Sciences

<u>Name</u>	<u>Rank</u>	<u>Salary</u>	<u>Appointment Period</u>
<i>Department of Criminal Justice</i>			
Munoz, Ed A.	Assistant Professor	\$59,400/AY	08/26/2003 to 06/30/2004
<i>Department of Mathematics</i>			
Stanescu, Dan	Assistant Professor	\$60,000/AY	08/26/2003 to 06/30/2004
<i>Department of Music</i>			
Krueger, Michael T.	Assistant Professor	\$51,000/AY	08/26/2003 to 06/30/2004
Pfotenhauer, Thomas T.	Assistant Professor	\$47,004/AY	08/26/2003 to 06/30/2004
<i>Department of Philosophy</i>			
Moffett, Marc A.	Instructor	\$48,000/AY	08/26/2003 to 06/30/2004
<i>Department of Political Science</i>			
Skopek, Tracy A.	Assistant Professor	\$50,004/AY	08/26/2003 to 06/30/2004
<i>Department of Psychology</i>			
Dearing, Eric C.	Assistant Professor	\$54,000/AY	08/26/2003 to 06/30/2004
<i>Department of Sociology</i>			
Zamudio, Margaret M.	Assistant Professor	\$50,004/AY	08/26/2003 to 06/30/2004

APPOINTMENTS College of Business

<u>Name</u>	<u>Rank</u>	<u>Salary</u>	<u>Appointment Period</u>
<i>Department of Economics & Finance</i>			
Aadland, David M.	Assistant Professor	\$74,004/AY	08/26/2003 to 06/30/2004
Villanueva, Oswaldo M.	Assistant Professor	\$82,500/AY	08/26/2003 to 06/30/2004

College of Education

<u>Name</u>	<u>Rank</u>	<u>Salary</u>	<u>Appointment Period</u>
<i>Department of Counselor Education</i>			
Morgan, Michael M.	Assistant Professor	\$46,800/AY	08/26/2003 to 06/30/2004
<i>Department of Educational Leadership</i>			
Dexter, Robin R.	Assistant Professor	\$50,472/AY	08/26/2003 to 06/30/2004
<i>Dept. of Elementary & Early Childhood Education</i>			
Chamberlin, Scott A.	Assistant Professor	\$49,764/AY	08/26/2003 to 06/30/2004
<i>Undergraduate Studies</i>			
Persichitte, Kay A.	Professor	\$85,836/FY	08/26/2003 to 06/30/2004

College of Engineering

<u>Name</u>	<u>Rank</u>	<u>Salary</u>	<u>Appointment Period</u>
<i>Department of Chemical & Petroleum Engineering</i>			
Argyle, Morris D.	Instructor	\$72,000/AY	08/26/2003 to 06/30/2004
Rosinski, Matthew	Assistant Professor	\$66,000/AY	08/26/2003 to 06/30/2004
<i>Department of Civil & Architectural Engineering</i>			
Tanner, Jennifer E.	Assistant Professor	\$61,008/AY	08/26/2003 to 06/30/2004
<i>Department of Computer Science</i>			
Hitchcock, John	Assistant Professor	\$75,000/AY	08/26/2003 to 06/30/2004
<i>Department of Electrical and Computer Engineering</i>			
O'Brien, John F.	Assistant Professor	\$71,040/AY	08/26/2003 to 06/30/2004
<i>Department of Mechanical Engineering</i>			
Mavriplis, Dimitri J.	Professor	\$97,008/AY	08/26/2003 to 06/30/2004

College of Health Sciences

<u>Name</u>	<u>Rank</u>	<u>Salary</u>	<u>Appointment Period</u>
<i>Division of Kinesiology and Health</i>			
Domire, Zachary J.	Instructor	\$46,056/AY	08/26/2003 to 06/30/2004
Smith, Derek T.	Instructor	\$46,056/AY	08/26/2003 to 06/30/2004
<i>Division of Social Work</i>			
Murdock, Victoria	Instructor	\$49,984/AY	08/26/2003 to 06/30/2004
<i>School of Nursing</i>			
Ouzts, Karen N.	Assistant Professor	\$56,532/AY	08/26/2003 to 06/30/2004
<i>School of Pharmacy</i>			
Graham, Agatha C.	Clinical Assistant Professor	\$67,020/AY	07/14/2003 to 06/30/2004
Woods, Tonja M.	Clinical Assistant Professor	\$68,220/FY	08/11/2003 to 06/30/2004

APPOINTMENTS
College of Law

<u>Name</u>	<u>Rank</u>	<u>Salary</u>	<u>Appointment Period</u>
Delaney, James M.	Assistant Professor	\$71,004/AY	08/26/2003 to 06/30/2004
Romero, Alan R.	Assistant Professor	\$76,500/AY	08/26/2003 to 06/30/2004

3. Academic Professionals
College of Arts & Sciences

<u>Name</u>	<u>Rank</u>	<u>Salary</u>	<u>Appointment Period</u>
<i>Department of English</i> Couch, Julianne M.	Assistant Lecturer	\$33,000/AY	08/26/2003 to 06/30/2004

CHANGES IN APPOINTMENTS

1. Administrators
Academic Affairs

<u>Name</u>	<u>Rank</u>	<u>Salary</u>	<u>Appointment Period</u>
Roth, Don A.	Dean	\$130,008/FY	09/01/2003 to 06/30/2004

College of Business

<u>Name</u>	<u>Rank</u>	<u>Salary</u>	<u>Appointment Period</u>
Hathaway, Brent A.	Interim Dean	\$155,208/FY	07/01/2003 to 06/30/2004

GLOSSARY OF PERSONNEL TERMS

Academic Professional

Person other than faculty, engaged primarily in activities that extend and support the teaching, research, extension, and service missions of the University. There are four categories of academic professional: 1. Extension Educators, 2. Lecturers, 3. Research Scientists, 4. Post-Doctoral Research Associates. Individuals belonging to any of the first three categories can hold extended-term-track appointments under certain conditions.

Academic-Year (AY)

Appointments in which the regular period of employment includes the fall and spring semesters (nine months) of each year, with no accrual of vacation leave. Most faculty members and academic professionals hold AY appointments. AY employees typically receive their nine-month salaries and benefits spread out over the 12 months of each calendar year.

Adjunct or Clinical Faculty

Indicates a non-financial appointment of an individual to an academic unit. Adjunct appointments can include qualified non-academic personnel or faculty with other academic affiliations. Adjunct appointments are made at all three faculty ranks (Assistant Professor, Associate Professor, Professor) based upon academic qualifications. Clinical appointments are always at the Professor level. Adjunct appointments are normally for three years, while clinical appointments are for one year.

Archive Faculty

This special faculty designation is reserved for archivists of the American Heritage Center. Archivists are responsible for acquiring original resource material to support academic research and teaching, organizing the material physically and intellectually, and teaching faculty, students and others to use these materials. There are three archivist ranks: 1. Assistant Archivist, 2. Associate Archivist, 3. Archivist. Promotion and appointment as Associate Archivist or Archivist carries with it the automatic award of a five-year extended-term appointment.

Assistant Professor

Indicates tenure-track appointments of individuals who hold the terminal degree in their discipline. This is the usual entry-level faculty rank.

Associate Professor

In addition to the qualifications of an Assistant Professor, Associate Professors have established a strong reputation in scholarship and teaching. Generally, faculty hired as Assistant Professors are promoted to the rank of Associate Professor at the time tenure is granted.

Development Leave

Extended-term academic professionals who have completed six years of service at the University are eligible for professional development leave. The purpose of development leave is to enhance performance, to conduct special studies, or in some other way to enhance an individual's ability to contribute to the University. Development leaves can be granted with or without pay, are the prerogative of the academic unit in which the academic professional is located, and are generally similar to sabbatical leaves for faculty.

Emeritus Faculty

Emeritus status can be awarded to tenured faculty who retire after long and distinguished service. The designation is honorary. By analogy, extended-term academic professionals may be eligible for emeritus status upon retirement. (Emeritus=masculine, emerita=feminine, emeriti=plural.)

Extended-Term Appointment

Academic professionals who have successfully completed probationary terms (usually six years) may receive six-year appointments called extended-term appointments. The term also applies to certain librarians and archivists who hold faculty status. These employees are eligible for extended-term appointments after five-year probationary periods. Extended terms for these employees are five years in length. Academic professionals, librarians, and

archivists who are in the probationary period are on the extended-term-track.

Extension Educator

The primary function of this academic professional is to provide non-credit education to off-campus clientele through UW's Cooperative Extension Service. There are three ranks of Extension Educators: Assistant University Extension Educator, Associate University Extension Educator, Senior University Extension

Faculty

Members of the permanent faculty include tenured or tenure-track Assistant Professors, Associate Professors, and Professors. Also included are tenure-track individuals who hold the rank of Instructor while completing their terminal degrees. Certain librarians and archivists also hold faculty status, but they are eligible for extended terms instead of tenure.

Fiscal-Year (FY) Appointments.

Appointments in which the regular period of employment is the entire calendar year, with accrual of annual vacation leave. Faculty members who hold administrative positions with summer responsibilities often have FY appointments for the duration of their administrative terms.

Full-Time Equivalent (FTE)

A measure of the time commitment expected of an employee or a set of employees. For example, two full-time employees or four half-time employees constitute 2.0 FTE.

Instructor

Tenure-track faculty member who does not yet hold the terminal degree in the appropriate field. UW requires verification of degrees in the form of official transcripts. UW does not grant tenure to faculty members who hold Instructor status at the time of the decision.

Leave of Absence Without Pay

Academic and administrative personnel may request leaves without pay for periods normally not in excess of one year, for purposes consistent with the professional enhancement of the employee and the advancement of the University's stature.

Lecturer

A category of academic professional involved largely in classroom instruction. Lecturers may be appointed to three ranks: Assistant Lecturer, Associate Lecturer, Senior Lecturer.

Library Faculty

This faculty designation applies to employees of the University Libraries. There are three ranks of library faculty: Assistant Librarian, Associate Librarian, Librarian. Persons holding the rank of Assistant Librarian are appointed on an annual basis. Persons holding the ranks of Associate Librarian and Librarian are eligible for five-year extended-term appointments.

Part-Time Employee

Any employee holding less than a full-time equivalent position (FTE less than 1.0).

Post-Doctoral Research

Post-Docs are persons who desire greater professional development and research investigation, after having received a doctoral degree but before obtaining permanent employment. Post-Doctoral appointments are temporary.

Probationary Employee

Refers to tenure-track faculty members who have not received tenure and to academic professionals, library faculty, and archive faculty who have not yet received an extended-term contract. The probationary term for academic professionals is generally six years, with yearly reviews and re-appointments. For librarians and archivists, it is five

years. Faculty members who are on tenure-track appointments typically undergo the review for tenure in the sixth year of employment.

Professor

In addition to the qualification of an Associate Professor, "full" Professors have demonstrated superior research contributions, have attained wide recognition in their professional fields for scholarship or other creative activity, and have gained recognition as teachers and contributors in their fields.

Research Professor

Person with demonstrated superior capacity for research contributions, who is employed solely on external funds, and who holds a terminal degree. These appointments are made only at the Professor level and for not more than one year at a time. They are renewable.

Research Scientist

An academic professional whose primary responsibility is to conduct research. There are four ranks for Research Scientists: 1. Assistant Research Scientist, 2. Associate Research Scientist, 3. Research Scientist, 4. Senior Research Scientist.

Review Year

Year in which a reappointment review occurs for probationary employees. Normally, tenure-track faculty members undergo mandatory reappointment reviews in their first, second, and fourth years, with optional reviews in the third and fifth years. A review for the tenure decision occurs no later than the sixth year. An explanatory flow chart appears at the end of this glossary. In some cases employees start with credit toward a tenure or extended-term decision, based on their previous experience. In these cases the review year is the number of years of service at UW plus the number of years of credit.

Sabbatical Leave

Sabbatical leave may be granted to any tenured member of the faculty for the purposes of increasing professional competence and usefulness to the University. A minimum of six years service at the University must precede each period of sabbatical leave, although no right accrues automatically through lapse of time. Sabbatical leaves are normally granted for either a half year (full pay) or a full year (60% of salary). A faculty member who fails to return to the University after a sabbatical leave must repay the amount of compensation received from the University during the sabbatical.

Temporary Appointment

A short-term appointment without rights to tenure or extended term. Most temporary appointments are for one semester or one academic year.

Tenure-Track Appointment

Indicates a probationary faculty appointment prior to the award of tenure. Tenure-track positions generally require six years to tenure, but fewer years may be required based upon level of previous experience and accomplishments.

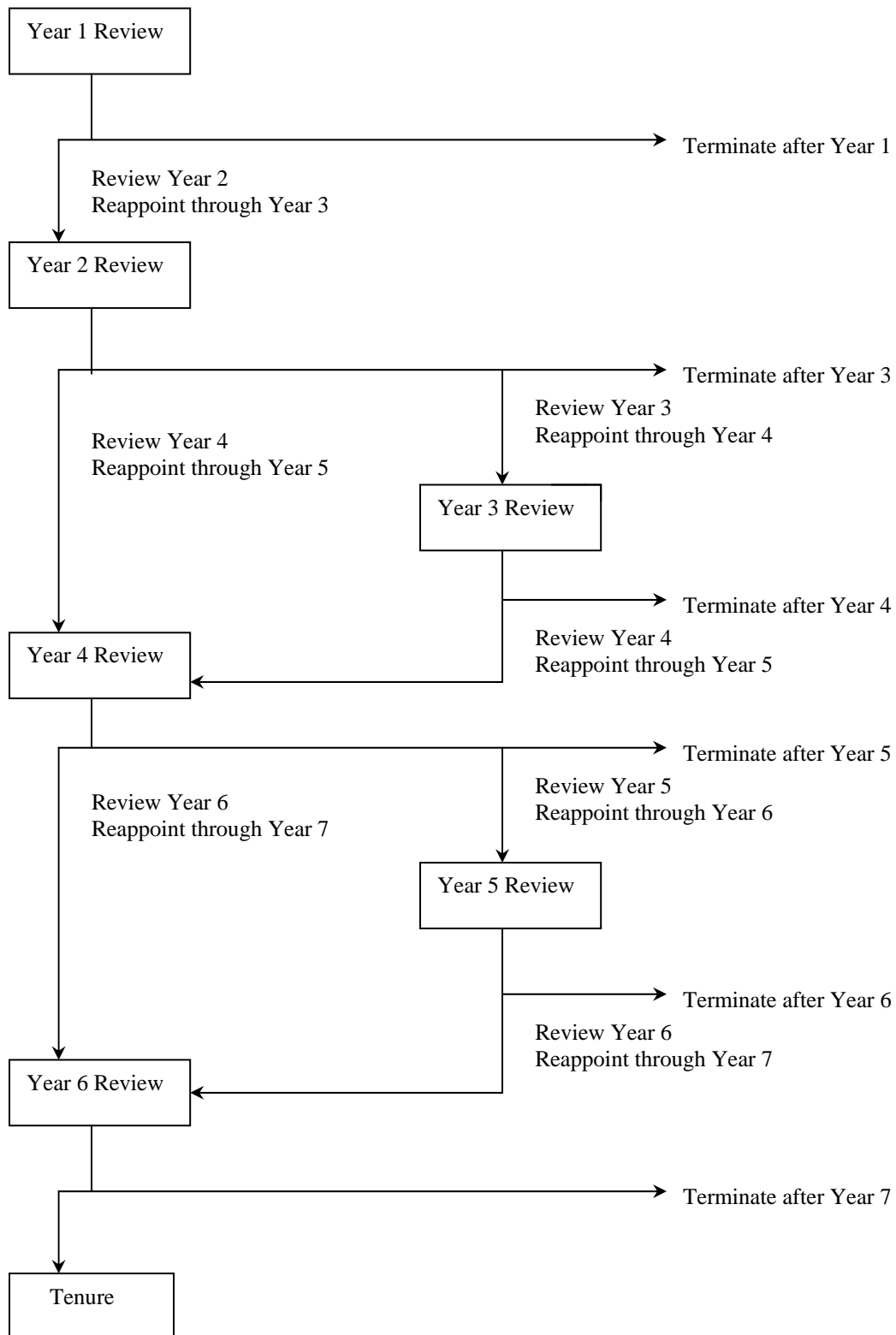
Terminal Degree

Typically the highest earned degree in a field of study. Examples include the Ph.D. (a variety of fields), the M.D. (medicine), the Ed.D. (education), M.F.A. (fine arts), and J.D. (law).

Visiting Appointment

Indicates a non-permanent, non-tenure-track faculty appointment. Most visiting appointments are for one year.

FLOW CHART FOR FACULTY REAPPOINTMENTS



B. Items for Information

RESIGNATIONS
1. Faculty
College of Agriculture

<u>Name</u>	<u>Rank</u>	<u>Employment Dates</u>
<i>Department of Molecular Biology</i>		
Heinzen, Robert A.	Associate Professor	08/20/1996 to 01/17/2003
Robertson, Shelly J.	Assistant Professor	08/25/1998 to 01/17/2003

College of Arts & Sciences

<u>Name</u>	<u>Rank</u>	<u>Employment Dates</u>
<i>Department of Chemistry</i>		
Sulk, Roberta A.	Research Professor	08/25/1998 to 06/30/2003
<i>Department of Geology & Geophysics</i>		
Fountain, David M.	Professor	08/26/1982 to 05/18/2002
<i>Department of Mathematics</i>		
Fu, Siqi	Associate Professor	09/25/1998 to 08/27/2003
Funkhouser, Charles P.	Associate Professor	08/24/1992 to 05/17/2003
Weber, Eric S.	Assistant Professor	08/27/2002 to 08/27/2003
<i>Department of Music</i>		
Breeding, Brian K.	Instructor	08/28/2001 to 06/01/2003
<i>Department of Zoology & Physiology</i>		
Boitano, Scott A.	Assistant Professor	08/26/1997 to 12/01/2002
<i>Religious Studies Program</i>		
Porterfield, Amanda	Professor	08/25/1998 to 05/16/2003

RESIGNATIONS
College of Business

<u>Name</u>	<u>Rank</u>	<u>Employment Dates</u>
<i>Department of Economics & Finance</i>		
Konstantinov, Vassil A.	Assistant Professor	08/24/1999 to 08/31/2003

College of Education

<u>Name</u>	<u>Rank</u>	<u>Employment Dates</u>
<i>Dept. of Elementary & Early Childhood Education</i>		
Thompson, Susan A.	Associate Professor	08/26/1991 to 05/17/2003

College of Health Sciences

<u>Name</u>	<u>Rank</u>	<u>Employment Dates</u>
<i>Division of Social Work</i>		
Conway, Patricia G.	Professor	07/01/1995 to 07/11/2003
<i>Family Practice Residency Program - Cheyenne</i>		
Henderson, Scott T.	Director	06/28/1993 to 04/30/2003
Henderson, Scott T.	Associate Professor	06/28/1993 to 04/30/2003
Triplett, Janice R.	Assistant Professor	04/30/1999 to 10/11/2002
<i>School of Human Medicine - Casper</i>		
Houston, Robert E.	Associate Professor	04/01/1993 to 07/20/2003
<i>School of Pharmacy</i>		
Bizien, Marcel D.	Assistant Professor	07/16/2001 to 08/15/2003

RESIGNATIONS
College of Health Sciences

<u>Name</u>	<u>Rank</u>	<u>Employment Dates</u>
Oliphant, Catherine M. <i>WWAMI Medical Education Program</i>	Associate Professor	08/15/1995 to 02/03/2003
Wade, Paul R.	Assistant Professor	08/19/1997 to 01/31/2003

University Libraries

<u>Name</u>	<u>Rank</u>	<u>Employment Dates</u>
<i>Extended Library Services</i>		
Lange, Karen S.	Associate Librarian	09/01/1989 to 06/30/2003
<i>Science Reference</i>		
Kloster, Gary A.	Assistant Librarian	07/17/2000 to 02/28/2003

2. Academic Professionals
College of Agriculture

<u>Name</u>	<u>Rank</u>	<u>Employment Dates</u>
<i>Cooperative Extension Service</i>		
Crane, Kelly	Associate Extension Educator	03/31/1994 to 12/02/2002
Whitman, Leanne M.	Associate Extension Educator	09/01/1975 to 09/03/2002

College of Arts & Sciences

<u>Name</u>	<u>Rank</u>	<u>Employment Dates</u>
<i>Department of Communication & Journalism</i>		
Hinckley, Katy	Assistant Lecturer	08/26/1999 to 04/18/2003
<i>Department of Zoology & Physiology</i>		
Wade, Christine K.	Assistant Lecturer	01/12/1998 to 12/26/2002

DEATHS

1. Faculty
College of Engineering

<u>Name</u>	<u>Rank</u>
<i>Department of Chemical & Petroleum Engineering</i>	
Agarwal, Pradeep K.	Professor

SABBATICALS AND PROFESSIONAL LEAVES

1. Faculty
College of Agriculture

<u>Name</u>	<u>Rank</u>	<u>Period</u>	<u>Year(s)</u>
<i>Department of Animal Science</i>			
McCormick, Richard J.	Professor	Academic Year	2004-2005

College of Arts & Sciences

<u>Name</u>	<u>Rank</u>	<u>Period</u>	<u>Year(s)</u>
<i>American Studies Program</i>			
Knobloch, Frieda E.	Associate Professor	Academic Year	2003-2004
<i>Department of Anthropology</i>			
Kelly, Robert L.	Professor	Academic Year	2003-2004
Poyer, Linette A.	Associate Professor	Academic Year	2003-2004
<i>Department of English</i>			
Frye, Susan C.	Professor	Fall	2003

SABBATICALS AND PROFESSIONAL LEAVES College of Arts & Sciences

<u>Name</u>	<u>Rank</u>	<u>Period</u>	<u>Year(s)</u>
<i>Department of Mathematics</i>			
Furtado, Frederico C.	Associate Professor	Academic Year	2003-2004
<i>Department of Modern & Classical Languages</i>			
Holt, Philip G.	Associate Professor	Academic Year	2003-2004
<i>Department of Music</i>			
Hensel, Larry L.	Associate Professor	Spring	2004
<i>Department of Physics & Astronomy</i>			
Johnson, Paul Elvin	Professor	Fall	2003
<i>Department of Political Science</i>			
Ropp, Stephen C.	Professor	Fall	2003
Schuhmann, Robert A.	Associate Professor	Spring	2004
<i>Department of Statistics</i>			
Huzurbazar, Snehalata V.	Associate Professor	Academic Year	2003-2004

College of Business

<u>Name</u>	<u>Rank</u>	<u>Period</u>	<u>Year(s)</u>
<i>Department of Economics & Finance</i>			
Mason, Charles F.	Professor	Academic Year	2003-2004
Sterbenz, Frederic P.	Associate Professor	Academic Year	2003-2004

College of Education

<u>Name</u>	<u>Rank</u>	<u>Period</u>	<u>Year(s)</u>
<i>Department of Counselor Education</i>			
Bruce, Mary Alice	Associate Professor	Academic Year	2003-2004
<i>Department of Secondary Education</i>			
Bryant, Carol J.	Associate Professor	Spring	2004

College of Engineering

<u>Name</u>	<u>Rank</u>	<u>Period</u>	<u>Year(s)</u>
<i>Department of Chemical & Petroleum Engineering</i>			
Sharma, Mrityunjai P.	Professor	Calendar Year	2004

College of Health Sciences

<u>Name</u>	<u>Rank</u>	<u>Period</u>	<u>Year(s)</u>
<i>Division of Kinesiology and Health</i>			
Thomas, D. Paul	Professor	Spring	2004
<i>School of Nursing</i>			
Stepans, Mary E.	Associate Professor	Fall	2003
<i>School of Pharmacy</i>			
Bruyere, Harold J. Jr.	Professor	Spring	2004

College of Law

<u>Name</u>	<u>Rank</u>	<u>Period</u>	<u>Year(s)</u>
Kearley, Timothy G.	Professor	Fall	2003

SABBATICALS AND PROFESSIONAL LEAVES

2. Academic Professionals

College of Arts & Sciences

<u>Name</u>	<u>Rank</u>	<u>Period</u>	<u>Year(s)</u>
<i>Department of English</i>			
Garner, Margaret J.	Associate Lecturer	Fall	2003
Young, Carolyn	Associate Lecturer	Fall	2003
<i>Department of Theatre & Dance</i>			
Stalder, Margaret	Senior Lecturer	Academic Year	2003-2004

LEAVES OF ABSENCE WITH PAY

1. Full-Time Faculty

College of Agriculture

<u>Name</u>	<u>Rank</u>	<u>Leave Dates</u>
<i>Department of Agricultural and Applied Economics</i>		
McLeod, Donald M.	Associate Professor	06/01/2003 to 12/15/2003

LEAVES OF ABSENCE WITHOUT PAY

1. Faculty

College of Arts & Sciences

<u>Name</u>	<u>Rank</u>	<u>Leave Dates</u>
<i>Department of English</i>		
Harris, Janice H.	Professor	03/01/2004 to 03/01/2005
Reid, Joy M.	Professor	08/28/2003 to 12/19/2003

College of Law

<u>Name</u>	<u>Rank</u>	<u>Leave Dates</u>
Boomgaarden, Lynnette J.	Assistant Professor	03/03/2003

RETIREMENTS

1. Faculty

College of Agriculture

<u>Name</u>	<u>Rank</u>	<u>Birth Date</u>	<u>Employment Dates</u>
<i>Department of Agricultural and Applied Economics</i>			
Olson, Carl E.	Emeritus Professor	09/14/1937	10/01/1969 to 06/20/2003
<i>Department of Family & Consumer Sciences</i>			
Quoss, Bernita L.	Associate Professor	09/30/1936	08/24/1989 to 09/01/2003

College of Arts & Sciences

<u>Name</u>	<u>Rank</u>	<u>Birth Date</u>	<u>Employment Dates</u>
<i>Department of Geology & Geophysics</i>			
Steidtmann, James R.	Emeritus Professor	10/14/1938	09/01/1968 to 05/17/2003
<i>Department of Mathematics</i>			
Gastl, George C.	Emeritus Associate Professor	02/27/1938	09/01/1966 to 08/27/2003
<i>Department of Music</i>			
Lapina, Theodore J.	Emeritus Professor	09/09/1939	08/01/1974 to 12/31/2002
<i>Department of Philosophy</i>			
Forrester, James W.	Emeritus Professor	09/26/1940	08/24/1973 to 05/15/2004

RETIREMENTS

College of Arts & Sciences

<u>Name</u>	<u>Rank</u>	<u>Birth Date</u>	<u>Employment Dates</u>
Howey, Richard L. <i>Department of Psychology</i>	Emeritus Professor	12/10/1937	12/31/1997 to 08/28/2002
Nicholas, Karen B. <i>Department of Theatre & Dance</i>	Emerita Professor	01/21/1941	08/24/1977 to 08/27/2003
Tate, Patricia	Emerita Professor	04/08/1943	08/27/1981 to 05/15/2003

College of Business

<u>Name</u>	<u>Rank</u>	<u>Birth Date</u>	<u>Employment Dates</u>
<i>Department of Management & Marketing</i> Pattison, Patricia M.	Emerita Professor	07/11/1945	08/25/1975 to 08/27/2003
Taylor, Samuel G.	Emeritus Professor	12/31/1943	08/21/1978 to 08/27/2003

College of Education

<u>Name</u>	<u>Rank</u>	<u>Birth Date</u>	<u>Employment Dates</u>
<i>Department of Educational Leadership</i> Neely, Robert O.	Assistant Professor	07/19/1938	08/24/1999 to 05/17/2003

College of Engineering

<u>Name</u>	<u>Rank</u>	<u>Birth Date</u>	<u>Employment Dates</u>
<i>Department of Chemical & Petroleum Engineering</i> Cha, Chang Yul	Emeritus Professor	04/08/1939	07/15/1990 to 05/17/2003
<i>Department of Electrical and Computer Engineering</i> Steadman, John W.	Emeritus Professor	10/13/1943	02/01/1971 to 08/27/2003

College of Health Sciences

<u>Name</u>	<u>Rank</u>	<u>Birth Date</u>	<u>Employment Dates</u>
<i>School of Pharmacy</i> Baldwin, H. John	Emeritus Professor	02/24/1940	08/01/1985 to 10/25/2002

2. Academic Professionals

College of Agriculture

<u>Name</u>	<u>Rank</u>	<u>Birth Date</u>	<u>Employment Dates</u>
<i>Cooperative Extension Service</i> Daniels, Barbara S.	Emerita Senior Extension Educator	07/11/1947	11/01/1970 to 04/01/2003

College of Engineering

<u>Name</u>	<u>Rank</u>	<u>Birth Date</u>	<u>Employment Dates</u>
Steadman, Sally J. <i>Department of Computer Science</i>	Emerita Senior Lecturer	11/21/1947	08/24/1995 to 08/27/2003
Hanly, Jeri B.	Emerita Lecturer	10/31/1949	01/09/1980 to 08/29/2002

3. Staff

Administration & Finance

<u>Name</u>	<u>Rank</u>	<u>Birth Date</u>	<u>Employment Dates</u>
<i>Physical Plant</i> Murdock, John E.	Preventive Maintenance Technician	12/29/1944	02/01/1969 to 12/19/2002

STAFF SENATE BILL 34: Redefine the Composition of the Staff Senate

The University Staff Senate voted to set limits on the number of elected members with maximum and minimum numbers based on the number of benefited staff employees. The Staff Senate determined that for maximum efficiency, the number should be no larger than 40 and no less than 30. The number of senators may be changed if the number of benefited staff exceeds 1600.

April

2002

STAFF SENATE
University of Wyoming
Bill Number 34

Sponsored by: Susan M. Cuthbertson, Parliamentarian

A BILL TO REDEFINE THE COMPOSITION OF THE STAFF SENATE

- 1 WHEREAS according to UniReg 34, Section 6, the composition of the Staff Senate shall
- 2 be “forty (40) elected members (plus or minus one as needed for equitable representative
- 3 apportionment in subsection c. below)”, with “not more than one Senator ... from any one unit
- 4 having fewer than fifty staff employees”, and “not more than two Senators ... from any one unit
- 5 having fifty or more staff employees, and;
- 6 WHEREAS the number of University benefited staff employees is in a constant state of
- 7 flux, and;
- 8 WHEREAS the set number of Senators should remain no larger than forty (40) in order
- 9 to run an efficient Senate, and;
- 10 WHEREAS the set number of Senators should also include a minimum number of thirty
- 11 (30) Senators in order to have sufficient representation throughout the University;
- 12 THEREFORE BE IT RESOLVED that UniReg 34, Section 6, paragraph a, sentence 1 be
- 13 amended to state:
- 14 The Senate shall consist of no more than forty (40) elected members, or 3%,
- 15 whichever is less, and no fewer than thirty (30) elected members depending
- 16 on the total number of benefited Staff at the time of reapportionment.
- 17 AND FURTHER BE IT RESOLVED that sentence 2 of said paragraph a be added to read:
- 18 If the total number of benefited Staff grows to exceed 1600 then the numbers in
- 19 subparagraphs i and ii be adjusted accordingly so that the total number of
- 20 Senators does not exceed forty (40).

AUTHORIZATION FOR STOCK TRANSFERS

Brokerage firms are requesting certification of resolutions carrying a date within six months of the transaction.

It is recommended that the Trustees of the University of Wyoming approve the adoption of the following resolution:

RESOLVED that the President of The University of Wyoming and the Treasurer of the Board of Trustees, representing the Trustees of The University of Wyoming, a body corporate, are hereby authorized to sell, assign and transfer stocks, bonds, evidences of interest, evidences of indebtedness and/or other obligation, and all other securities, corporate or otherwise, now or hereafter held by this corporation in its own right or in any fiduciary capacity, and to execute any and all instruments necessary, proper or desirable for the purpose; further that any past action in accordance herewith is hereby ratified and confirmed; and

FURTHER RESOLVED that the President of The University of Wyoming and the Treasurer of the Board of Trustees, representing the Trustees of The University of Wyoming, a body corporate, are hereby authorized to act as agents for and to sign agreements, resolutions and any other documentation required to establish, maintain, and terminate security cash accounts with security dealers and brokers for the purpose of taking ownership and possession of cash, bonds, stocks and other securities held by such dealers and brokers which have been directed to the University by gift, bequest or any other act of transfer; and further that said agents are fully authorized to sell, assign and transfer stocks, bonds, evidences of interest, evidences of indebtedness and/or other obligation, and all other securities, corporate or otherwise, now or hereafter held by this corporation in its own right or in any fiduciary capacity pursuant to this

authorization, and to execute any and all instruments necessary, proper or desirable for the purpose; and

FURTHER RESOLVED that any corporate officer of The University of Wyoming is hereby authorized to certify this Resolution to whom it may concern.

PERPETUAL ROADWAY EASEMENT AT SAREC

The easement is being requested for the construction, maintenance, and repair of a roadway. The owners are seeking this easement for permanent ingress and egress. The Fernandes property lies adjacent and north of the SAREC-ROBBINS parcel. The North Grattan Irrigation Ditch divides the Fernandes property in two pieces—a 38-acre parcel and a 102-acre parcel. The easement request provides access to the 102-acre parcel. Details are shown on the map on the following page. It is in the University's best interest to grant this easement based on the following:

- a. The easement request follows an existing abandoned roadway, and
- b. Terrain features prevent other avenues of approach.

The nearest access to a county road requires the owners to request this easement on the University's easterly most property line. This easement is forty feet (40') in width and two-thousand six-hundred forty-one feet (2,641') in length. Based on a legal description and plat-of-survey provided by BenchMark of Torrington, the University would charge a one-time fee of \$1,200.33 and filing fees. UW charges are based on the permanent loss of use and loss of value.

AUTHORIZATION FOR EASEMENTS, TOWN OF AFTON

The width and length of the following three requests for easement are based on an Advanced Plat from Surveyor Scherbel, LTD. of Afton, WY. Although the measurements are based on the Advanced Plat, the University is confident that the information provided by Scherbel is accurate. Due to possible changes in weather conditions around the Afton area, time is of the essence for granting these requests. It is therefore recommended that the Board of Trustees approve the three easements outlined below. Charges will be assessed on a one-time only basis. Once Scherbel submits the Final Plat, the University will adjust the fees based on the permanent loss of use and value that affects the appraised value of the land. Any adjustments made in the Final Plat will be reflected in the Grant of Easement signed by the vice president. Details are shown on the map on the following page.

SEWER LINE DISTRIBUTION EASEMENT, AFTON

This request is for the construction and continued maintenance, repair, alteration, and replacement of sewer lines and equipment. The Town of Afton is seeking this easement for services that will be provided to the newly constructed Lincoln County Fair Fairgrounds. This easement is ten feet (10') in width and approximately one-thousand one-hundred eighty feet (1,180') in length. The sewer line will begin on the southern boundary and navigate north to public restroom facilities located south of Swift Creek. Based on the existing figures provided by Scherbel, the University would charge the Town of Afton \$2,360.00 and filing fees.

WATER LINE DISTRIBUTION EASEMENT, AFTON

This request is for the construction and continued maintenance, repair, alteration, and replacement of water lines and equipment. The Town of Afton is seeking this easement for services that will be provided to the newly constructed Lincoln County Fair Fairgrounds. This easement is ten feet (10') in width and approximately six-hundred ninety feet (690') in length. Similar to the sewer line easement, the water line will begin on the southern boundary and migrate north to supply water to existing facilities. However, there are two lines placed on the easterly boundary for future building construction. Based on the existing figures provided by Scherbel, the University would charge the Town of Afton \$1,380.00 and filing fees.

TELECOMMUNICATION LINE EASEMENT, SILVER STAR COMMUNICATIONS,

AFTON

This request is for the construction and continued maintenance, repair, alteration, and replacement of telecommunication lines and equipment. Silver Star Communications of Afton is seeking this easement for services that will be provided to the newly constructed buildings at the Lincoln County Fair Fairgrounds. This easement is ten feet (10') in width and approximately one-thousand feet (1,000') in length. Based on the existing figures provided by Scherbel, the University would charge Silver Star Communications \$2,000.00 and filing fees.

ACCESS EASEMENT, LARAMIE ATHLETIC CLUB, LARAMIE

An easement is required for the continued access and use of an existing parking area on the west side of the University of Wyoming Office Annex (UWOA). During the negotiated purchase of the UWOA, the process of establishing new property boundaries became necessary. UWOA requested that the new westerly most boundary dissect the parking lot currently use by the Laramie Athletic Club (LAC). Unfortunately, this single point access located on Garfield Street would eliminate designated parking for LAC on the northeast portion of their parking lot. Therefore, the LAC requests a use/access easement in perpetuity for the area shaded in red. Details are shown on the map on the following page. It is in the University's best interest to grant this easement based on the following:

- a. Restricting the single-point access would eliminate parking for LAC, and
- b. Maintaining a favorable relationship with the adjoining property owners.

This easement is thirty feet (30') in width and ninety feet (90') in length. Based on total square footage applied to this easement, the University would charge Laramie Athletic Center \$173.55 per year and original filing fees. UW charges are based on the annual parking lot maintenance requirements according to the Association of Physical Plant Administrators (APPA) guidelines.

AUTHORIZATION FOR PURCHASE OF GILLASPIE PROPERTY, LINGLE, WY FOR SAREC

(See Work Session narrative pages 4-6)

AUTHORIZATION OF SALE OF TWO PARCELS OF LAND AT TORRINGTON R&E CENTER

(See Work Session narrative pages 7-8)

AUTHORIZATION OF SALE OF ARCHER R&E TO LARAMIE COUNTY

(See Work Session narrative pages 9-10)

AUTHORIZATION OF SALE OF ONE PARCEL OF LAND AT AFTON R&E

(See Work Session narrative pages 11-12)

RESOLUTION REGARDING UNIVERSITY OF WYOMING TRADITIONS

(See Information Item narrative pages 81-82)

EMERGENCY CLOSURE POLICY

(See Work Session narrative pages 33-40)

COMMITTEE OF THE WHOLE (Regular Business)

FORMAL APPROVAL OF ATHLETIC PLAN

President Dubois advised the Board he hoped to be able to announce that the Athletic Plan was approved by the Board at the Hall of Fame dinner Friday evening. If the Board accepts the recommendations made earlier in the meeting, including: the west side structural repair, simultaneously designing the upper west side enhancements, the request for \$1.5 million per year, and an additional \$10 million matching fund, that announcement could be made. Trustee Richards moved to accept the plan as outlined by President Dubois; Trustee Haynes seconded. The motion carried.

TRUSTEE REGULATIONS RELATING TO COACH CONTRACTS

UNIVERSITY OF WYOMING

I. OFFICERS OF THE UNIVERSITY

A. DESIGNATION

Officers of the University are: The President; Administrative Officers, to include the principal administrative officers of the University and the heads of their administrative subunits as set forth in Chapter II; and Academic Officers, to include Deans, Directors, Associate and Assistant Deans and Department and Division Heads, of the organized education units specified in Chapter III. Athletic coaches shall not be considered officers of the University but shall be contractual employees.

II. THE ADMINISTRATIVE ORGANIZATION OF THE UNIVERSITY

J. DIRECTOR OF INTERCOLLEGIATE ATHLETICS

The Director of Intercollegiate Athletics shall be responsible to the President for the conduct of the University's intercollegiate athletic program to include the staging of all intercollegiate athletic contests and for the enforcement of all applicable rules and regulations of associations governing the conduct of intercollegiate athletics.

Athletic coaches shall not be considered officers of the University but shall be contractual employees. The President shall have the authority to appoint any athletic coach with a one-year contract and shall consult with the Executive Committee of the Trustees prior to appointing any coach with a multi-year contract.

VII . EMPLOYMENT PROVISIONS APPLICABLE TO ALL PERSONNEL

D. CONSULTING

1. During the period of full-time University employment, a member of academic personnel, athletic coaching and training personnel and University officers may, with prior approval of the president or the president's designee, perform professional and consulting work with or without compensation.

President Dubois reported on the hiring of coaches and the athletic director. Vice President Miller briefly shared some information on the academic rank and coaches, and having this information relating to policy reflected in the Trustee minutes. The Trustee regulations will formally include information about coaches' appointments. Their appointment is for one year, and if it is a multi-year appointment, it will require consultation with the Board prior to the appointment. The coaches will also be given the opportunity to perform consulting as do academic personnel. Trustee Davis moved to approve the policy for Trustee regulations regarding hiring coaches; Trustee Schaefer seconded. The motion carried.

2005-06 BIENNIUM OPERATING BUDGET REQUEST

(See Work Session narrative pages 19-22)

Vice President Harris provided a briefing during a Work Session that occurred previously in the meeting, noting that a comparison of faculty salaries and classified staff positions had been distributed to the Board. The comparisons provide a picture of where UW stands relative to the market positions for the classifications. He also noted that UW appears to be sparing when providing salary increases for those who are higher in their pay grades and remains farther behind in market on upper pay grade divisions. After discussion, Trustee Davis moved to approve the 2005-06 biennium operating and capital budget requests; Trustee Spicer seconded. Discussion regarding how far behind UW might be next year, as well as the hope that faculty and staff understand that the Board is working hard to bring them to market, followed. The motion carried.

2005-06 BIENNIUM CAPITAL BUDGET REQUEST, Harris

(See Work Session narrative pages 19-22)

Note previous item.

EXTENSION OF MATCHING FUNDS, Harris

(See Work Session narrative and minutes pages 19-22, and following material)

Trustee Spicer moved for approval of an extension of the matching one-time funds in the amount \$20million from the state legislature. Trustee Richards seconded; the motion passed.

September 30, 2003

The Honorable Dave Freudenthal
Governor
State Capitol Building
Cheyenne, WY 82002

Dear Governor:

At their recent meeting, the Board of Trustees approved the submission of the University's budget request, and I'm advised that the budget documents have been forwarded to the state's Budget Office. The Trustees also supported a request for \$20 million in one-time funds to extend the University's endowment challenge matching program, in light of donors' enthusiastic response that resulted in the original \$30 million being fully committed in half the time allowed by law.

The request does not appear to be appropriate for inclusion in either the University's operating budget or capital facilities requests. As such, it is not referenced in the budget documentation submitted by the University. Though I've mentioned this request to you previously, and representatives from your office attended the Board meeting, by this letter I wanted to formally transmit the Trustees' budget request for \$20 million in one-time funding to extend the endowment matching program. These additional funds would be administered under the same terms and conditions that exist in current law except that the commitment period and the period for final payment would each be extended by one year, to 2006 and 2011, respectively.

Thank you for your consideration of this request.

Sincerely,



Philip L. Dubois
President

PLD:nsm

cc: Mike McVay, State Budget Office
Phill Harris, Budget and Planning

EXECUTIVE ORDER

On July 7, 2003, the Governor signed Executive Order 2003-6. It supersedes Executive Order 2001-7 and remains in effect until October 31, 2005. Executive Order 2003-6 provides a set of protections regarding salary and benefits for state employees who are called to active duty after September 11, 2001. The text of the Executive Order follows.

While the Governor can issue executive orders applicable to Wyoming state employees, i.e. those covered by the state's personnel system, those executive orders do not technically apply to University personnel. That is recognized in paragraph 1 of the Executive Order. Typically, the University Trustees adopt the provisions of such executive orders and make those provisions applicable to University employees unless there are compelling reasons not to do so.

Recommendation: That the Board adopt the provisions of Executive Order 2003-6 as policy with regard to University employees from July 7, 2003, through October 31, 2005, unless the Executive Order is sooner revoked or superseded by the Governor.

**STATE OF WYOMING
EXECUTIVE DEPARTMENT
EXECUTIVE ORDER**

2003-6

(Supercedes and replaces Executive order 2001-7)

WHEREAS, many employees of the executive branch of Wyoming state government who have or will enter service in the uniformed services on or after September 11, 2001 will experience a reduction in compensation and/or benefits; and

WHEREAS, the Legislature, through Wyoming Statute §19-11-102(a), has declared it to be the policy of the State of Wyoming that its citizens who leave their employment to serve their country and state shall not be economically disadvantaged; and

WHEREAS, the Legislature, through Wyoming Statute §19-11-102(b), has declared that the State of Wyoming should be a model employer in carrying out the provisions of the Military Service Relief Act; and

WHEREAS, Wyoming Statute §19-11-106(a) provides that any private or public employer may pay compensation to any employee who leaves employment to perform service in the uniformed services; and

WHEREAS, Wyoming Statute §19-11-109(b) provides that any employee called into active military service shall have the right to maintain the group **health** insurance or plan coverage by furnishing his employer with sums equal to that which would have been deducted from his compensation for such coverage; and

WHEREAS, Wyoming Statute §19-11-109(b) provides that any employee called into active military service shall have the right to maintain the group **life** insurance or plan coverage by furnishing his employer with sums equal to that which would have been deducted from his compensation for such coverage; and

WHEREAS, Wyoming Statute §19-11-108(a) provides that any member of the Wyoming national guard or United States military forces reserve who is an officer or employee of this state or any political subdivision, municipal corporation or any public agency or entity of the State, shall be given a military leave of absence with pay at the

Executive Order -2003-6

Page 1

regular salary or wage which the employee normally receives, not to exceed fifteen (15) calendar days in any one (1) calendar year, to attend duly authorized encampments, training cruises and similar training programs in addition to any other leave or vacation time to which the person is otherwise entitled; and

WHEREAS, federal law and the deferred compensation plan provides that deferred compensation will operate in accordance with Section 414(u) of title 26, of the Internal Revenue Code;

NOW THEREFORE, I, DAVE FREUDENTHAL, Governor of the State of Wyoming, by virtue of the powers vested in me by the Constitution and the laws of the State of Wyoming, do hereby order and direct;

COMPENSATION

1. The Military Members Compensation Committee is hereby continued, composed of the State Human Resources Administrator, as chairman, the director of the Wyoming Retirement System, the manager of State Employees and Officials Group Insurance, a representative of the State Auditor as selected by the Auditor, a representative of the Wyoming National Guard as selected by the Adjutant General, and a representative of the University of Wyoming as selected by the President of the University. The University's representative shall serve as a liaison to assist the University's Board of Trustees in establishing a policy for University employees consistent with this Executive Order.
2. The Military Members Compensation Committee shall adopt procedures to implement this Order, including all necessary application forms; the Committee shall adopt practices to be followed by all executive branch agencies to assure that state employees who leave employment in order to perform service in the uniformed services on or after September 11, 2001 are notified of this Order and the proper manner of applying for compensation.
3. Every state employee who took a leave of absence from state employment on or after September 11, 2001 to perform service in the uniformed services and whose uniformed services base pay is less than their regular base pay as a state employee may apply to the Military Member Compensation Committee to receive compensation as set forth in paragraph 4; and
4. Every state employee who took a leave of absence from state employment on or after September 11, 2001 to perform service in the uniformed services, upon proper application, shall be eligible to receive an amount equal to the difference between their monthly base pay in state employment at the time they left state employment and their monthly base pay in the uniformed services. The agency or department for which the employee worked shall be responsible for the payment.

5. Nothing contained herein shall be interpreted in any manner to diminish the rights granted under Title 19 of the Wyoming Statutes.

GROUP HEALTH INSURANCE

The employing agency of any state employee currently covered by state health insurance who took a leave of absence from employment on or after September 11, 2001 to perform service in the uniformed services shall continue to pay the employer's contributions during the time of absence for any such employee who elects to continue coverage under the state health insurance plan.

LIFE INSURANCE

Any employee who took a leave of absence from state employment on or after September 11, 2001 to perform service in the uniformed services shall have the right to maintain any applicable life insurance available through the State of Wyoming by furnishing the employer the sums equal to that which would have been deducted from his compensation for such coverage.

DEFERRED COMPENSATION

In accordance with 26 U.S.C.A. §414(u)(2)(a), after reemployment of any employee who took a leave of absence from state employment on or after September 11, 2001 to perform service in the uniformed services, the employee will be given the opportunity to make additional deferrals within the time limits of the federal law and the employing agency shall make any matching contributions which would have been required had such deferral actually been made during the period of such qualified military service.

NO LOSS OF ACCRUED ANNUAL LEAVE

Any state employee who took a leave of absence from state employment on or after September 11, 2001 to perform service in the uniformed services shall be entitled to all vacation leave accrued during the period of such military service, and shall not be subject to the leave forfeiture requirement of Chapter 10, Section (g) of the State of Wyoming Personnel Rules during the period of such military service.

MILITARY LEAVE OF ABSENCE

That State agencies shall provide fifteen (15) working days of military leave with pay under Wyo. Stat. §19-11-108(a) to qualified state personnel per calendar year in accordance with the current Personnel Rules and FORMAL ATTY. GEN. OPINION NO. 78-42.

This Order shall expire on October 31, 2005, unless sooner rescinded.

GIVEN UNDER MY HAND THE EXECUTIVE SEAL OF THE OFFICE OF
GOVERNOR THIS ____ DAY OF JULY, 2003.

Dave Freudenthal
Governor

Vice President Miller elaborated on the item, noting that this does not apply to UW employees; however, the University asked the Board to approve UW's compliance with the Executive Order. Trustee Schaefer moved to approve UW's compliance with the Governor's Executive Order 2003-6; Trustee Davis seconded. The motion carried.

UNIVERSITY OF WYOMING 5-YEAR ACADEMIC CALENDAR

Trustee Davis moved to approve the 5-year academic calendar; Trustee Spicer seconded. Trustee Haynes moved to amend the 5-year calendar with the note that UW will continue to observe Good Friday as a holiday. Trustee Neiman seconded. President Dubois clarified that this will cancel the Fall Break in the future. Trustees discussed their concerns with sending this type of message to the campus, while others felt that this was an accurate reflection of the students' and state wishes. Trustees voted on the amendment to the 5-year academic calendar; the motion passed with a 5-3 vote in favor. The Trustees then voted to approve the academic calendar with the amendment; the motion carried.

UNFINISHED BUSINESS

TRUSTEE MEETING SCHEDULE FOR 2003-04

President Dubois discussed the letter included in the Trustees' Report regarding meeting conflicts and schedule adjustments. He wanted to advise the Board that the schedule of the Trustees' meeting occurring during the AGB meeting can be adjusted to accommodate those attending it. He also offered the suggestion that with the multitude of events occurring, the Board consider moving the meeting date in May to May 20-22, 2004. Trustee Schaefer moved to accept the revised date for the May meeting; Trustee Richards seconded. Travel consideration will be given to those Board members who would like to attend the commencement activities. The motion carried.

July 10, 2003

TO: Board of Trustees

RE: 2003-04 Meeting Schedule

In reviewing the proposed and accepted meeting dates for the upcoming year, I note two dates that I would like to address with you.

The first is the March Meeting, which is scheduled for March 25-27. The AGB meetings are scheduled in New Orleans beginning on Saturday, March 27. I propose we finalize our business on Friday afternoon in order for those Trustees attending AGB to be able to arrive there on Friday evening.

The second is the May meeting which continues to be a major burden for me and the University staff. This meeting has traditionally been the two days prior to Commencement. As you are aware, our time that week is scheduled to the max. I would like to propose moving the May meeting to the Thursday, Friday and Saturday following Commencement. For 2004, the new dates would be May 20-22.

Obviously, the down side of this proposal is that it would not be practical for many Trustees to attend the Commencement ceremonies and related events, such as the Friday evening President's Dinner. We could certainly make the airplane available for those Trustees wishing to participate in Commencement activities.

I'd like to hear your thoughts on these changes. We'll discuss and finalize at the Jackson August Retreat. Thank you for your willingness to at least consider this change.

Sincerely,



Philip L. Dubois
President

PLD:nsm

NEW BUSINESS

AUTHORIZATION TO HIRE ATHLETIC DIRECTOR

Trustee Schaefer moved to authorize the President of the university to hire the Director of Intercollegiate Athletics within the guidelines discussed in executive session; Trustee Spicer seconded. The motion carried.

PROCLAMATION FOR FOUNDATION STAFF/ RESOLUTION OF APPRECIATION FOR MATCHING DOLLARS

(See following page)

Trustee President Kathy Hunt read the resolution from the Board to the University Foundation staff and members of the Capital Campaign.

UW Foundation Proclamation of Appreciation

WHEREAS, the University of Wyoming launched the initial phase of the largest and first comprehensive major fundraising campaign in its history – DISTINCTION: The Campaign for Wyoming's University – on July 1, 2000; and

WHEREAS, the goal of the DISTINCTION campaign was set at raising \$125 million by June 30, 2005; and

WHEREAS, the Wyoming State Legislature, during its 55th session, created a \$30 million fund to match DISTINCTION campaign gifts of \$50,000 or more designated for UW endowments; and

WHEREAS, the goal of the matching fund was to encourage additional private gifts of \$50,000 or more designated for UW endowments; and

WHEREAS, the \$30 million fund created by the Wyoming State Legislature is in addition to the \$125 million goal of the DISTINCTION campaign; and

WHEREAS, the \$30 million matching fund established by the Wyoming State Legislature was depleted on July 30, 2003 by the same amount of private endowment gifts of at least \$50,000 each; and

WHEREAS, the \$30 million matching fund was depleted in only 29 months of the state's allotted 60 month timeframe; and

WHEREAS, the accomplishments of the University in meeting the state match is cause for confidence that future proposals for state matching funds would meet with similar success;

THEREFORE, LET IT BE RESOLVED, that it gives the University of Wyoming Trustees great pleasure to recognize the DISTINCTION campaign volunteer leadership chaired by the Honorable Alan K. Simpson, the University of Wyoming Foundation and campus development staff, under the leadership of Ben Blalock, President and CEO of the UW Foundation Board of Directors; and Molly Williams, Associate Vice President for Institutional Advancement and Campaign Director; and the deans and directors of participating campus academic and administrative units for this singularly outstanding accomplishment.

RECOGNITION OF LEGISLATIVE LEADERSHIP

President Dubois talked about the Capital Campaign and the endowment matching funds. The university met the challenge in twenty-nine months, as well as utilizing all the endowment matching funds. He thanked the Distinction Campaign leadership: Al Simpson; Foundation Board Presidents Jim Elder, Frank Mendicino, and John Clay; and Vice Presidents Ben Blalock and Molly Williams.

Al Simpson spoke about the match and the hard work that has occurred to make the campaign a success. He stated that whatever the Board says they would like, this group will work to make it happen. The campaign was about absolute excellence for faculty, students and the infrastructure.

President Dubois thanked all the legislators present at the meeting: Senator Grant Larson, Senator April Brimmer-Kunz, Senator Irene Devin, Senator John Hines, Senator Mike Massie, Representative Phil Nicholas, Representative Randall Luthi, House Majority Floor Leader Fred Parady, House Minority Floor Leader Wayne Reese, Representative Floyd Esquibel, Representative Lorna Johnson, Representative Larry Meuli, Representative Wayne Johnson, Representative Sandra Meyer, Representative Jim Slater, Representative Jane Warren, and Representative Monte Olson.

Senator Larson spoke about the beginnings of the bill and the work that made it a reality. The enrolled act was also approved, and he was pleased to see it come across his desk while he was the chair. He believes that the people of Wyoming have been united and proved what works. He expressed his happiness for the university on behalf of the legislature.

DATE OF NEXT MEETING – November 6-8, 2003, Laramie, WY

ADJOURNMENT

Trustee Richards moved for adjournment; Trustee Haynes seconded. The meeting adjourned at 10:45 a.m.

Respectfully submitted,



Nicky S. Moore
Deputy Secretary, Board of Trustees



Crystal R.M. Bennett
Asst. to the VP for Administration