

THE UNIVERSITY OF WYOMING

MINUTES OF THE TRUSTEES

May 20-22, 2004

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.

DEFINITIONS:

A "work session" is one during which the Board will be asked to make a decision. It typically follows, by one or more meetings, an "education session" on the same topic.

An "education session" is one which allows the Board to be briefed on a matter which will later require formal board action. An education session may also be scheduled, as time permits, to provide the Board with information relevant to the operation of the University (e.g., enrollment) but for which no action is required.

An "information" item is typically news of an administrative decision or discussion which should be brought to the attention of the Board.

Items describing accomplishments or recognitions for University faculty, staff, and students will be placed in the "President's Report on UW Accomplishments" made available to the public and the media via the News Service.

TRUSTEES OF THE UNIVERSITY OF WYOMING AGENDA
May 20-22, 2004

WORK SESSIONS

Facilities Improvement Revenue Bonds Series 2004, Hardin, Lowe	2
Academic Plan II 2004-2009, Buchanan	6
Approval of Bid for Early Care and Education Center, Harris	9
ASUW Constitutional Revisions, Brigman	18
FY 2005 PLUS Budget Allocations, Harris.....	28
FY 2005 Major Maintenance Projects, Harris, Hardin	33
FY 2005 Section I Operating Budget, Harris.....	38
FY 2005 Section II Operating Budget, Harris	42
FY 2005 ASUW Budget, Harris, Brigman	45
FY 2005 Student Publications Budget, Harris, Brigman	48
FY 2005 Wyoming Union Budget, Harris, Brigman	50
Jacoby Development, Dubois, Jensen.....	53
UniReg 30 and Code of Conduct, Brigman	55

RECOGNITION ITEMS

Jack Edwards	75
Tobin and Spitaleri Award Recipients, Brigman.....	78
Janae Nuspl	79

EDUCATION ITEMS

Support Services Planning Process, Harris	81
Request for Change in Degree Name, Abernethy.....	85
Gender Equity, Dubois, Barta	87

INFORMATION ITEMS

Internal Audit Activity Conducted in Accordance with the Audit Plan for the Period	
January 1-2004 - March 31, 2004, Jacobson	97
Internal Audit Plan for Fiscal Year 04-05, Jacobson.....	103
Enhanced Oil Recovery, Buchanan	105
Change Orders and Progress Reports, Hardin	106
Development Report, Blalock.....	109
Faculty and Staff Awards.....	113

Saturday, May 22, 2004

10:00 a.m. – Business Meeting, Old Main Boardroom	117
Roll Call	117
Approval of March 25-26, 2004 Minutes of the Trustees	117
Approval of May 10, 2004 Executive Committee Minutes	117
Election of Officers, Spicer, Chair of Nominating Committee	117
President	
Vice President	
Secretary	
Treasurer	
Election of Two Members to Executive Committee.....	118
Appointment of One Member to Investment Committee	118
Reports	
ASUW.....	118
Staff Senate	118
Faculty Senate.....	119
Investment Committee	119
1. Quarterly Report on Investments, Hardin.....	120
2. Foundation Report on Transfer of Assets and Performance Report, Blalock.....	122
Phase I of Prexy’s Pasture Project Briefing, Hardin.....	
Public Testimony	123
Committee of the Whole (Consent Agenda).....	125
1. Approval of Sponsored Programs, Gern.....	125
2. Personnel, Allen.....	136
3. Master List of Degrees, Abernethy	151
4. Fiscal Year 2005 Budgets: W.R. Coe Estate, W.R. Coe School and Charles Chacey Kuehn Estate, Hardin	159
5. Approval of ASUW Constitution, Brigman.....	161, 18
6. FY 2005 PLUS Budget Allocations, Harris.....	161, 28
7. FY 2005 Major Maintenance Projects, Harris, Hardin	161, 33
8. FY 2005 Section I Operating Budget, Harris.....	161, 38
9. FY 2005 Section II Operating Budget, Harris	161, 42
10. FY 2005 ASUW Budget, Harris, Brigman	161, 45
11. FY 2005 Student Publications Budget, Harris, Brigman.....	161, 48
12. FY 2005 Wyoming Union Budget, Harris, Brigman.....	161, 50
13. Approval of Change in Degree Name, Abernethy	162, 87

14. Approval of UniReg 30, Brigman.....	162, 55
Committee of the Whole (Regular Business)	163
1. Approval of Bid for Early Care & Education Center, Harris	163, 9
2. Approval of Bond Documents, Hardin, Lowe	163, 2
3. Audit Committee Responsibilities and Review of Audit, Hardin.....	163, 164
4. Approval of Bid for Phase I Prexy’s Pasture Project, Harris.....	166
5. Approval of University of Wyoming Research Corporation Board Appointments, Gern	169
6. Approval of Academic Plan, II, Buchanan	170
Unfinished Business.....	172
New Business.....	172
1. Trustee Retreat Agenda.....	172
2. 2004-05 Board Meeting Schedule	174
3. Chief Washakie Statue Process.....	174
Date of Board Retreat – August 20-22, 2004, Saratoga, WY.....	175
Date of next Board Meeting, Executive Session - June 24, 2004, Laramie, WY.....	175
Date of next Board Meeting – September 23-25, 2004	175
Adjournment	175

THE UNIVERSITY OF WYOMING

MINUTES OF THE TRUSTEES

May 20-22, 2004

The Trustees hosted a reception for the Albany County Legislative Delegation and the Board in the Geology Atrium followed by a Board dinner at the home of President and Mrs. Dubois on Thursday, May 20, 2004. A luncheon at the Foundation House was attended by the Board and Staff Senate members on Friday, May 21, 2004.

Sessions for work, recognition, education and information were conducted on Thursday and Friday, and the Business Meeting was held on Saturday, May 22, 2004.

WORK SESSIONS

AGENDA ITEM TITLE: **Facilities Improvement Revenue Bonds Series 2004**

CHECK THE APPROPRIATE BOX(ES):

- Work Session
- Education Session
- Information Item
- Other Specify: BUSINESS MEETING, Committee of the Whole, (Regular Business)

BACKGROUND AND POLICY CONTEXT OF ISSUE:

According to the Capital Facilities Plan adopted by the Board of Trustees, the Health Sciences Complex is now under construction and renovation of the residence halls is scheduled to begin in May.

The University received a generous private donation of \$3 million to begin the Health Sciences project and the 2003 state legislature provided an additional \$12.5 million. The 2003 legislature also authorized the Trustees to issue \$2.5 million in 20-year bonds financed from our share of federal mineral royalties to complete the project.

Our 2004 legislative budget request included the authority to issue \$8.6 million in revenue bonds to be paid from student housing and food service contracts to renovate McIntyre and Orr Halls. The legislature authorized this bond issue last month.

The Board is being asked to approve the issuance of \$11.1 million (\$2.5 million Health Sciences and \$8.6 million residence halls) in revenue bonds, collectively referred to as The Trustees of the University of Wyoming Facilities Improvement Revenue Bonds Series 2004. The following bond documents will be presented to the Trustees for review and approval: 1) the bond resolution; 2) the Preliminary Official Statement (POS) and 3) the bond purchase agreement.

The University's bond counsel, Fred Marienthal of Kutak Rock (Denver, Colorado) and investment banker, Mary-Keating Scott of George K. Baum & Company (Cheyenne and Denver) will be present to provide an overview of the bond issue, explain the bond documents and discuss the process for pricing and marketing the bonds.

Prior Related Board Discussions/Actions:

September 2002: Trustees approve the Capital Facilities Plan.

September 2002: Trustees approve the 2003 legislative budget request including the request to renovate and expand the old Biochemistry Building for Health Sciences. The University requests \$15 million in state funding for the project.

January 2003: Residence Life and Dining Services (RLDS) Long Range Facility Plan is presented. The plan is based on recommendations from Ira Fink and Associates who conducted a thorough review of UW's residential facilities in 2001.

March 2003: Trustees approve a resolution authorizing the Executive Committee of the Board to approve issuance of bonds (if necessary) to fund the Health Sciences project. Legislative approval of the state appropriation is still pending and funding source is unknown.

March 2003: It is recommended that the Trustees authorize the residence halls renovation plan, approve the solicitation of bids for design work and issue \$8.6 million in revenue bonds to fund Phase I of the project which includes McIntyre and Orr Halls.

May 2003: An update on the Health Sciences project indicates that the Executive Committee of the Board will be asked in July for approval to begin the project once bids are received and the contractor selected. Funding decisions made at the March meeting necessitate a discussion of various funding options for capital projects in general and a new Project Funding Sources schedule is presented.

May 2003: The funding options discussion concludes with an indication that the next budget session will include a request for authorization to issue bonds for the first phase of the residence hall project.

July 2003: The Executive Committee of the Board selects an architectural firm and gives approval to proceed with the design phase of the residence halls project.

August 2003: The Executive Committee of the Board awards the construction bid for the Health Sciences project.

September 2003: The Trustees approve the 2004 Capital Budget Request, including authorization to issue \$8.6 million in revenue bonds for Phase I of the residence hall project. A description of the Phase I modifications is presented.

March 2004: The Board is informed that the 2004 legislature authorized issuance of \$8.6 million in bonds for the residence halls project. The Board grants authority to the Executive Committee to award the construction bid and the Board is informed bids have been awarded for bond counsel and investment banking services for the total of \$11.1 million in revenue bonds.

WHY THIS ITEM IS BEFORE THE BOARD:

The Board's approval to issue bonds is required by state law (University Securities Law W.S. 21-17-402 through 21-17-450) and Board policy. The officers of the Board must sign certain bond documents.

ARGUMENTS IN SUPPORT:

- Renovation of the old Biochemistry Building was included in the Capital Facilities Plan as one of the University's highest priorities for building renovation and it was the University's top 2003 legislative priority.
- Renovation of the residence halls was included in the Capital Facilities Plan and Phase I includes upgrading fire and life safety systems as well as improving building infrastructure and interiors.
- Legislative approval has been given for both bond issues and construction is underway on the Health Sciences Project.
- The construction bids for the residence hall project have been received and evaluated. The Executive Committee of the Board is expected to award the bid in early May.

ARGUMENTS AGAINST:

- There are no material arguments against approval of the Facilities Improvement Revenue Bonds Series 2004.

ACTION REQUIRED AT THIS BOARD MEETING:

It is expected that the Board will approve the issuance of \$11.1 million in revenue bonds as authorized by the 2003 and 2004 legislatures and that the officers of the Board will sign the appropriate bond documents prior to adjournment.

PRESIDENT'S RECOMMENDATION: The renovation of McIntyre Hall will begin as soon as possible after commencement to facilitate completion of the project by fall 2005. Accordingly, the President recommends immediate approval.

Vice President for Administration, Beth Hardin, introduced Fred Marienthal, bond counsel from Kutak Rock, and Mary King Scott, bond underwriter from George K. Baum & Co. She also acknowledged the UW team, which included Bruce Parrill and Megan Hanneman, Taxes & Investments, and Janet Lowe, University Controller.

The university issued \$11.1 million worth of revenue bonds that were paid based on net-pledged revenues, and the bonds are insured by FSA and rated AAA. Mr. Marienthal reviewed the bond resolution and the repayment of the bonds.

Mary King Scott explained the steps that were taken to rate UW, which received a AA-rating. UW has an excellent credit history; is the only four-year institution in the state; has strong state support; and, modest outstanding debt that is more than adequately covered. Standard & Poors rated the university based on those factors, and a copy of their three-page report was distributed to the Board.

AGENDA ITEM TITLE: **Academic Plan II 2004-2009**

CHECK THE APPROPRIATE BOX(ES):

- Work Session
 Education Session
 Information Item
 Other Specify:

BACKGROUND AND POLICY CONTEXT OF ISSUE:

Academic Plan II is the strategic planning document that will guide institutional priorities and resource allocations from 2004-2009. It defines an educational vision for the University of Wyoming, and it is the core planning document around which other planning documents (e.g. support services plan, capital construction plan) will be built.

Prior Related Board Discussions/Actions:

Some aspect of the Academic Plan has been on every Board agenda for the last five years. The Board has been routinely briefed on implementation progress for Academic Plan I. For the last 2+ years, the Board has also been regularly involved in discussions regarding the development of strategic planning issues (Moving Forward I, II, III). During AY 2003-2004, iterative drafts of the Academic Plan II were provided for review, comment, and modification.

WHY THIS ITEM IS BEFORE THE BOARD:

The development of *Academic Plan II 2004-2009* (APII) for the University of Wyoming is complete, subject to Board approval.

ARGUMENTS IN SUPPORT:

- APII articulates a clear, realistic, and forward-looking vision for the university.
- APII has been developed through multiple iterations, and with multiple opportunities for faculty, staff, students, external constituents, and policy makers to comment and influence the substance in the final plan.
- APII serves as the overall university plan. It is built upon and is fully complementary with 80+ college, department, and unit-level five-year strategic plans.
- APII has strong institution-wide buy-in and support. It received strong support from the Faculty Senate as evidenced by unanimous endorsement of their Resolution No. 301, April 26, 2004:

WHEREAS, we, the Faculty Senate of the University of Wyoming, wholeheartedly support the goals of strategic academic planning; and

WHEREAS, we commend the diligence and rigor with which this most recent plan was executed; and

WHEREAS, we believe that the final draft of the document “Academic Plan II” reflects worthy and attainable goals; and

WHEREAS, we find the final draft of “Academic Plan II” fairly incorporates comments of the faculty in response to earlier drafts of that document. Therefore,

BE IT RESOLVED that we support “Academic Plan II” and recommend it to the Board of Trustees of the University of Wyoming.

ARGUMENTS AGAINST:

- None

ACTION REQUIRED AT THIS BOARD MEETING:

Approval of *Academic Plan II 2004-2009*

PRESIDENT’S RECOMMENDATION:

The development of all other university planning documents (currently in progress) is contingent upon acceptance of the *Academic Plan II 2004-2009*. The President recommends approval.

Dr. Thomas Buchanan, Vice President of Academic Affairs explained the Academic Plan II, which was distributed to the Board and the campus. Approval from the Board was requested for the plan. Trustee Schaefer moved to approve the document and place it on the Consent Agenda; Trustee Richards seconded. The motion carried, with one nay from Trustee Haynes.

Trustee Willson requested that the Board establish a practice of voting on all motions with a roll call vote; Trustee Haynes seconded. After discussion, the question was called. Trustees Haynes, Trospen and Willson voted aye; all other Trustees voted nay. The motion

failed. Trustee President Kathy Hunt noted that this would be a topic of discussion at the August Board retreat.

AGENDA ITEM TITLE: **Approval of bid for Early Care and Education Center**

CHECK THE APPROPRIATE BOX(ES):

- Work Session
 Education Session
 Information Item
 Other Specify: BUSINESS MEETING, Committee of the Whole (Regular Business)

BACKGROUND AND POLICY CONTEXT OF ISSUE:

The Capital Construction Project

A new childcare facility was initially planned in 1991 as part of the development of the River Village student apartment complex. The project was never constructed due to a lack of adequate funds. The childcare facility planned then and now provides not only childcare but also integrates with academic programs in Education and Agriculture dealing with early childhood development.

Design services for this project were approved by the Trustees in March 2003 and the firm of TSP Two from Sheridan Wyoming was hired to provide the construction documents for the project. The project budget approved by the Trustees was set at \$2.0 million excluding equipment and furnishings. The initial project budget was set slightly below \$2 million as shown below:

Administration	\$ 58,500
Construction	\$1,608,600
Design	\$ 146,000
Miscellaneous	\$ 29,400
Contingency	<u>\$ 73,000</u>
Total	<u>\$1,915,500</u>

Construction bids were opened on April 23, 2004. There were five bids submitted for construction of the Early Care and Education Center. Spiegelberg Lumber and Building submitted the low base bid in the amount of \$1,993,000 – 24% greater than the construction estimate. The high bid results can be, in part, attributed to the phenomenal rise in the price of building materials. Steel prices have increased by over 40% since the first of the year and sheet metal prices increased by more than 20% in the month of April. Most of the general contractors bidding the project were unable to receive price quotes on the structural steel for the building and were forced to estimate these costs.

The Planning Team was asked to evaluate alternative cost reduction scenarios because the construction bids exceeded the estimates by such a large factor. A 24% reduction in the construction budget would necessitate about the same size reduction to the building taking the gross square footage from approximately 9,200 square feet to 6,900 square feet which would be only slightly larger than the space now occupied in two separate facilities. The magnitude of the

space reduction would possibly eliminate one classroom, the library, teacher's preparation area, and conference and resource rooms. This reduction would also decrease the number of children and infants that could be served and undermine the ability to make the facility self-sustaining. Commensurate with a reduction to the facility size, it would be necessary to reduce and/or eliminate many of the site improvements that were planned as part of the project. The Planning Team's conclusion was that it would not be acceptable to reduce the size of the facility.

In order to fund the increased cost for this project it will be necessary to evaluate additional funding sources. The March 2003 project approval included the recommendation that \$2.0 million in Federal Mineral Royalties (FMR's) be used to fund the project budget. At that time it was noted that either or both of the current facilities (the Hitchcock House at 8th and Fremont Streets and the Childcare Facility at 14th and Bradley Streets) could possibly be sold and the proceeds used to support construction or equipping the new Early Care and Education Center. Because the Hitchcock House is less likely to be needed for future university purposes, it recommended that this facility be sold when the Early Care and Education Center is completed and that the sale proceeds be used toward the construction of the new facility. The estimated value of that property (subject to formal appraisal) is \$249,000.

Utilizing the estimated \$249,000 to be derived from the sale of the Hitchcock House and committing an additional \$95,800 in FMR's it will be possible to fund the base bid of \$1,993,000 and three bid alternates to have air conditioning, window blinds, and cubicles and lofts in the classrooms. The \$249,000 expended during construction would be a short-term draw on the FMR cash balance to be repaid upon sale of the property. Should the sale of the Hitchcock House not generate the amount estimated, a subsequent recommendation would be made to cover any potential shortfall, including an additional commitment of FMR's or possibly the sale of the facility at 14th and Bradley.

Accepting the base bid and the alternate for air conditioning produces the following project budget:

Administration	\$ 58,500
Construction	\$2,037,900
Design	\$ 146,000
Miscellaneous	\$ 29,400
Contingency	<u>\$ 73,000</u>
Total	\$2,344,800

Funding for this budget would include \$2,095,800 in FMR's and \$249,000 from the sale of the Hitchcock House.

The Operating Budget for the Early Care and Education Center

The Budget Office has been working with representatives from the child care center and the academic units involved with early childhood development in preparing an estimated operating budget for the new facility. Appendix A includes a preliminary operating budget and proposed rate structure that will support the new facility. Based upon estimated staffing and operating

costs and assuming 95% occupancy for the new facility it is possible for this operation to be self-sustaining. Additional budget increases beyond the two years that have been projected would necessitate increases in the rate structure for subsequent periods.

Start-up Costs for the Early Care and Education Center

The project budget for the Early Care and Education Center did not include new equipment or furnishings for the facility since these costs were outside the scope for the new facility. Appendix B contains the preliminary estimates for start-up equipment and furnishings. These costs are not included in the project budget and will need to be funded from other sources. The current plan is to transfer existing equipment and furnishings to the new facility and to phase the acquisition of additional equipment and furnishings as revenues become available.

WHY THIS ITEM IS BEFORE THE TRUSTEES:

Trustee approval is required to increase the size of the project budget and for approval to sell a university property. Trustee approval is also required before the administration can execute the construction contract.

ARGUMENTS IN SUPPORT:

- The present facilities cannot support increased enrollment and are inadequate for early childhood education programming.
- Downsizing the proposed facility will compromise the academic programming and operating viability.
- Delaying the project for redesign and/or bidding at a later date may increase construction costs once again.

ARGUMENTS AGAINST:

- Construction costs are higher than the Board may be willing to commit at the present time.
- The FMR's committed to this project could be used for other projects outlined in the Capital Facilities Plan.
- The university will be unable to fund the estimated start-up costs for the Center.

ACTION REQUIRED AT THIS TRUSTEE MEETING:

It is the recommendation of the administration that the Trustees approve a construction bid in the amount of \$2,037,900 to be awarded to Spiegelberg Lumber and Building Company for their base bid and three alternates. It is also recommended that the Trustees authorize the sale of the Hitchcock House upon completion of the construction with the proceeds from the sale to be applied to this project.

APPENDIX A

UW Early Care and Education Center Proposed Operating Costs (with M/O)

POS#	Type	FTE	Expense/Item	Pay Grade	Funding Source	UW Cost	1st Year Program Cost	2nd Year Program Cost	Outside Funding	No Cost to Program
<u>BUDGET SUMMARY</u>										
			SALARIES			139,409	158,424	158,424	-	-
			EMPLOYER-PAID BENEFITS (EPBs)			66,808	85,828	91,881	-	-
			OTHER PERSONNEL (excluding EPBs)			-	-	-	-	26,800
			PERSONAL SERVICES			206,217	244,252	250,305	-	26,800
			SUPPORTIVE SERVICES			48,470	67,490	67,490	-	-
			TOTAL OPERATING EXPENSES			254,687	311,742	317,795	-	26,800
<u>REVENUE SUMMARY</u>										
			PROGRAM REVENUE (100% Enrollment)				376,520	376,520		
			SURPLUS/(DEFICIT)				64,778	58,725		
			PROGRAM REVENUE (95% Enrollment)							
			5% Revenue Reduction				(17,336)	(17,336)		
			SURPLUS/(DEFICIT)				47,442	41,389		
SALARY AND BENEFITS:										
1915	A	1.00	Program Director	n/a	Agriculture	41,099				6.2% Raise Anticipated/ Included
unk.	F	1.00	Curriculum Director	n/a	Education	31,380				4.6% Raise Anticipated/Included
L001	S	1.00	Office Associate	16	Program		24,000	24,000		
L002	F	1.00	Teacher - Infant Room	AP	Program		19,008	19,008		
L003	F	1.00	Teacher - Toddler Room	AP	Program		19,008	19,008		
7075	F	1.00	Teacher - Full-time Preschool Room 1	AP	UW	23,372				6.2% Raise Anticipated/Included
7076	F	1.00	Teacher - Full-time Preschool Room 2	AP	UW	23,372				6.2% Raise Anticipated/Included
7077	F	0.50	Teacher - Half-time Preschool	AP	UW	20,186				6.2% Raise Anticipated/Included
L004	S	1.00	Assistant Teacher - Infant Room	10	Program		15,000	15,000		
L005	S	1.00	Assistant Teacher - Toddler Room	10	Program		15,000	15,000		
L006	S	1.00	Assistant Teacher - Full-time Preschool Rm 1	10	Program		15,000	15,000		
L007	S	1.00	Assistant Teacher - Full-time Preschool Rm 2	10	Program		15,000	15,000		
L008	S	0.50	Assistant Teacher - Half-time Preschool	10	Program		10,008	10,008		
L010	S	NB	Teaching Aide Part-time - Infant Room	PT/NB	Program		4,800	4,800		
L011	S	NB	Substitute Teacher - Where Needed	PT/NB	Program		7,200	7,200		
L012	S	NB	Substitute Teacher - Where Needed	PT/NB	Program		7,200	7,200		
L013	S	NB	Substitute Teacher - Where Needed	PT/NB	Program		7,200	7,200		
			Sub-Total: SALARIES			139,409	158,424	158,424		
TOTAL	NB	BEN	EMPLOYER-PAID BENEFITS:							
17	4	13	Number of Positions							

	Social Security	7.65%	UW+PROG	10,665	12,119	12,119
	Retirement	11.25%	UW+PROG	15,684	17,823	17,823
	Workers' Compensation (Blended Rate)	1.49%	UW+PROG	2,077	2,361	2,361
	Long-Term Disability	0.34%	UW+PROG	474	539	539
13	Deferred Compensation Match	\$20/mo.	UW+PROG	3,120	3,120	3,120

APPENDIX A

UW Early Care and Education Center Proposed Operating Costs (with M/O)

POS#	Type	FTE	Expense/Item	Pay Grade	Funding Source	UW Cost	1st Year Program Cost	2nd Year Program Cost	Outside Funding	No Cost to Program
TOTAL	UW	PROG	Group Insurance (used UW contract count averages):							
8	3	5	Single	I	UW+PROG	14,508	24,180	27,415		
2	1	1	Adult+ (3rd Tier)	P	UW+PROG	9,469	9,469	10,773		
2	1	1	Family	F	UW+PROG	10,811	10,811	11,821		
1	0	1	Split	S	UW+PROG	-	5,406	5,910		
13	5	8	Group Insurance Total			34,788	49,866	55,919		
Sub-Total: EMPLOYER-PAID BENEFITS (EPBs)						66,808	85,828	91,881		
SALARY AND BENEFITS						206,217	244,252	250,305	-	-
OTHER PERSONNEL:										
			Work Study (Teaching Aide) - Toddler Room		Other					2,400
			Work Study (Teaching Aide) - Preschool Rm		Other					2,400
1			Work Study (Teaching Aide) - Preschool Rm		Other					2,400
2			Work Study (Teaching Aide) - Half-time Preschool		Other					2,400
			Work Study (Teaching Aide) - Infant Room		Other					2,400
			Work Study - Food Program		Other					2,400
			Work Study - Front Desk/School Age Program		Other					2,400
			Nutrition Aide		Internship					-
			Teacher, School Age Program (Grad. Asst.)		Housing					10,000
OTHER PERSONNEL						-	-	-	-	26,800
MATERIALS AND OTHER SUPPORTIVE SERVICES:										
			Office Supplies @ \$200/month		Program	-	2,400	2,400	-	-
			Education Supplies @ \$75/Child		Program	-	7,500	7,500	-	-
			Material/Equipment Repair & Replacement		Program	-	2,500	2,500	-	-
			First Aid Supplies		Program	-	500	500	-	-
			Laundry Supplies		Program	-	600	600	-	-

Postage	Program	-	250	250	-	-
Phone/Fax/Internet @ \$120/month	Program	-	1,440	1,440	-	-
Copier @ \$400/month (Lease)	Program	-	4,800	4,800	-	-
Advertising	Program	-	500	500	-	-
MATERIALS	Program	-	20,490	20,490	-	-
FOOD	Program	-	36,000	36,000	-	-
TRAVEL/FIELD TRIPS	Program	-	6,000	6,000	-	-
STAFF TRAINING/DEVELOPMENT	Program	-	5,000	5,000	-	-
MAINTENANCE & OPERATIONS	Program	48,470	-	-	-	-
SUPPORTIVE SERVICES		48,470	67,490	67,490	-	-
TOTAL OPERATING EXPENSES		254,684	311,742	317,795	-	26,800

APPENDIX A

UW Early Care and Education Center - Revenue Projections

Revenue	Number	rate/mo	monthly	annual (11 months)	
Tuition					
Infants (6 weeks to 12 months) Full-time	6	480	2,880	31,680	
Infants (6 weeks to 12 months) Part-time	4	290	1,160	12,760	
Toddlers (12-36 months) Full-time	8	400	3,200	35,200	
Toddlers (12-36 months) Part-time	5	260	1,300	14,300	
Preschoolers Full-time	28	400	11,200	123,200	
Preschoolers Part-time	28	260	7,280	80,080	
School-age Children	25	180	4,500	49,500	
Variable tuition revenue	104		31,520	346,720	346,720
Federal Food Program				10,000	
Ag College Salary Infusion				5,000	
ASUW - Afterschool Program				12,000	
Course Fees				2,050	
\$25 Application Fee for New Students	30	25		750	
Total Operating Revenues				376,520	376,520
Target revenue with O&M costs (1st Year Estimated Budget)				311,742	
Operating surplus (deficit)				64,778	
Revenue Loss @ 95% Enrollment				(17,336)	
Operating surplus/(deficit) @ 95% Enrollment				47,442	

Target revenue with O&M costs (2nd Year Estimated Budget)	<u>317,795</u>
Operating surplus (deficit)	58,725
Revenue Loss @ 95% Enrollment	<u>(17,336)</u>
Operating surplus/(deficit) @ 95% Enrollment	41,389

Laramie market -- toddler \$25/day; infant \$31/day -- both high end rates
 monthly toddler at 20 days per month equals \$500
 monthly infant at 20 days per month equals \$620

If there is a 5% vacancy rate, we can assume a 5% loss in total variable tuition revenue.	346,720	Original Variable tuition revenue
A 5% vacancy rate produces about 5 fewer children per month.	<u>329,384</u>	95% of Variable tuition revenue
	(17,336)	Revenue Loss

APPENDIX B

UW Early Care and Education Center Estimated Start-Up Costs

<u>AREA SUMMARY</u>		<u>COMMENTS</u>
Playground	\$ 23,904	
Students	245,350	
Children	31,724	
Staff	28,454	
Grand Total	\$ 329,432	



EQUIPMENT FOR PLAYGROUND

Structures (toddler and preschool)	\$ 20,184	
School Age Equipment	980	
Bikes/Trikes	740	
Benches/Tables	1,500	
Assorted Toys	500	
Playground	\$ 23,904	Minimum. Additional costs for more equipment & toys \$75,000. Other items could be brought over from the existing schools.

EQUIPMENT FOR STUDENT USE

Video Observation System	\$ 240,000	One estimate. Additional bids needed.
Work Centers/Tables	1,950	
Computers and Printers	3,400	
Students	\$ 245,350	

EQUIPMENT FOR CHILDREN

Preschool Rooms	\$ 20,760	
School-Age Room	4,032	
Library	3,575	
Science Room	1,650	
Multipurpose Room	1,707	
Children	\$ 31,724	Plus grant received for other costs and other centers' equipment, pending replacement.

EQUIPMENT FOR STAFF USE

Directors' Offices	\$ 300	
Staff Support	11,340	
Teacher Prep Room	4,260	
Laundry Room	1,075	
Nurse's Office	2,223	
Kitchen	3,390	
Conference Room	180	
Breastfeeding Room	1,575	
Commons Area	1,511	
Storage Room	2,600	
Staff	\$ 28,454	Plus equipment from other centers, pending replacement.

Vice President Phill Harris, Budget and Planning, presented an overview of the project and the actions that the Board was requested to take. The low bidder for the project was Spiegelberg at \$1.999 million dollars, although this was 24% greater than anticipated. The Center is anticipated to be self-sustaining and will be on the same scale as other similar facilities in Laramie.

AGENDA ITEM TITLE: **ASUW Constitutional Revisions**

CHECK THE APPROPRIATE BOX(ES):

- Work Session
 Education Session
 Information Item
 Other Specify: BUSINESS MEETING, Committee of the Whole, (Regular Business)

BACKGROUND AND POLICY CONTEXT OF ISSUE:

Two changes to the Constitution of the Associated Students of the University of Wyoming (ASUW) have been recommended, one making changes to the qualification to hold a student government office, and one changing the composition of the ASUW Judicial Council.

The proposed change to Article IV, Appointed or Elected Officers, provides that a student government officer or representative may be removed from office only through the impeachment procedures of the ASUW Senate. Currently, a student is prevented from running for or taking office, or automatically removed from office, when the student's actions result in the creation of a "citizenship" file in the Office of Student Life.

The changes to Article VII, Judicial Council, would increase the number of justices from five to seven and remove the provision for alternate justices. It also stipulates that justices are to be appointed in a manner to assure diverse representation from UW's seven colleges and continuity of service through staggered two-year terms.

WHY THIS ITEM IS BEFORE THE BOARD:

Article VIII, Students, Section F of the Trustee Regulations provides that, "No revisions of, or amendment to, such constitution shall become effective until they have been submitted to and approved by the Trustees." A nearly identical provision is found in Article X, Section 3 of the ASUW Constitution.

ARGUMENTS IN SUPPORT:

- Changes to officer qualification were approved by the ASUW Senate on March 2, 2004
- The Judicial Council changes were approved by the ASUW Senate on December 3, 2003
- Both sets of changes were approved in a student body referendum on April 12-14, 2004

ARGUMENTS AGAINST:

Under the current ASUW Constitution, there are academic and citizenship requirements to run and hold office. The academic requirements are a 2.00 cumulative GPA with specified hours completed at UW. The citizenship requirements rely on the establishment of a confidential citizenship file in the Dean of Students Office, which is only established if a student is found responsible for a violation of the Student Code of Conduct. One of the two proposed changes to the ASUW Constitution functionally removes the examination of the citizenship files as a criterion to represent the University of Wyoming students. This change was enacted because even a relatively minor violation of the Student Code of Conduct could preclude an otherwise qualified student from seeking ASUW office. However, with the change as enacted, a student with one or more serious violations of the Code of Conduct could be elected to ASUW office, removable thereafter only by impeachment.

The concerns and issues raised by the ASUW Senate during this academic year relating to the use of citizenship files are legitimate; the University Board has recently raised additional concerns for Student Appeals. The current policies and procedures that establish and maintain citizenship files need to be reviewed in terms of the severity of the violation and the period of time during which a citizenship file will be maintained (currently 7 years).

ACTION REQUIRED AT THIS BOARD MEETING:

Formal approval of the proposed changes is requested by ASUW during the May Board of Trustees' Business Meeting.

PRESIDENT'S RECOMMENDATION:

Based on extensive deliberations within the ASUW Senate and approval in a student body referendum, the President recommends approval, with the proviso that ASUW and the Dean of Students complete a thorough review of the academic and citizenship requirements to serve as an elected student leader at other universities and provide recommendations in the coming year. The Dean of Students will be asked to review the issues related to creation, jurisdiction, maintenance and use of student citizenship files and make appropriate recommendations for changes to University policy and procedures.

Dr. Leellen Brigman, Vice President for Student Affairs reported on the work that has been completed by ASUW to provide the revisions. This represents a change in the judicial council for ASUW, with a caveat on citizenship files for students to include dishonesty, etc. that would be placed in a student's file. Trustee Willms and ASUW Senator Caruthers spoke about the amendment that they had proposed. The focus of the legislation is to remove the automatic

disqualification for students as is currently in place. Trustee Davis requested the Board place the item on the Consent Agenda.

CONSTITUTION
OF THE
ASSOCIATED STUDENTS
OF THE
UNIVERSITY OF WYOMING
LARAMIE, WYOMING

No significance is to be attached to singular or plural designations or the use of masculine, feminine, or neuter gender in this Constitution. Each designation or gender shall be construed to include the others where appropriate. Wherever used in this Constitution, the term University refers to the University of Wyoming.

Approved by the ASUW Senate
March 3, 1981

Approved by the Board of Trustees
May 1981

Latest Revision

Spring 2004

CONSTITUTION OF THE ASSOCIATED STUDENTS OF THE UNIVERSITY OF WYOMING

PREAMBLE

In the belief that students have the right, as well as the obligation, to play a significant role in guiding their University, we, the student body of the University of Wyoming, seeking to provide an effective organization to promote the general welfare of all students at the University, to represent the concerns for the student body, and to provide for and regulate such other matters as are hereinafter set forth, do ordain and establish this Constitution.

ARTICLE I

Name

The name of this organization shall be the Associated Students of the University of Wyoming, hereinafter referred to as the ASUW.

ARTICLE II

Delegation of Authority and Responsibility

As an inseparable part of the University of Wyoming, the ASUW derives all power and authority from the Trustees of the University. The authority conferred upon the ASUW shall, along with the accompanying responsibilities, be vested exclusively in the ASUW Student Government established by this Constitution. Further, through the elected representatives to this body, the ASUW shall be responsible to the authority of the President of the University and shall serve as the means by which the governing and administrative authorities of the University may be apprised of representative concerns of the ASUW. The ASUW business, in addition to the services and programs of ASUW, shall, in accordance with the procedures and delegation of responsibility provided herein, be conducted through its Executive, Legislative and Judicial branches.

ARTICLE III

Membership

Section 1. A student enrolled in the University of Wyoming shall be a member of the ASUW during each regular semester of registration when payment or remission of registration fees is made in the amount specified by the University to be recognized as and accorded the privileges of a full-time student.

Section 2. Members of the ASUW shall, in accordance with specific provisions contained in this Constitution, be eligible to hold elected or appointed office in the ASUW; shall be entitled to take part in matters of issue or consideration before ASUW; and shall be entitled to participate in the programs or activities provided by the ASUW to include any special benefits provided as part of these programs and activities.

Section 3. The Student Government of the Associated Students of the University of Wyoming will not discriminate on the basis or race, color, religion, sex, sexual orientation, age, political belief, veteran status, disability, or national origin.

ARTICLE IV

Appointed or Elected Officers

The privilege of holding an elected or appointed position as an ASUW representative shall be in accordance with the following provisions.

Section 1. A member of the ASUW may be removed from office in the ASUW Executive, Legislative, or Judicial branches if he has been found guilty of acts which compromise his integrity as a student leader and representative of the ASUW.

No person shall be removed from office under this provision except through the impeachment process established by the ASUW Senate.

Section 2. Except as provided elsewhere in this Constitution, a member of the ASUW shall not, at one time, hold office or fulfill responsibilities in more than one (1) of the Executive, Legislative or Judicial branches; however, an ASUW member may, as is provided or determined to be appropriate, maintain multiple responsibilities or positions within one (1) of the three (3) areas.

Section 3. With the exception of the Judicial Council, the term of office for each elected or appointed ASUW representative and officer shall be limited to one (1) year; however, this is not to be construed to prevent a student from being re-elected to successive terms in the same position or being appointed or elected to different positions in succeeding terms.

Section 4. An Ex-Officio member is a representative chosen by an entity, who shall enjoy all rights of senate membership except the right to vote.

Section 5. A Student-at-Large is any full fee paying member of the student body who is not a member of the ASUW Executive, Legislative, or Judicial branch. Students-at-Large who are appointed to ASUW standing or special committees have all rights and duties of committee membership.

Section 6. Articles of impeachment may be brought against any member of the Executive, Legislative, or Judicial branch of the ASUW.

ARTICLE V

ASUW Executive Branch

The ASUW President, and such assistants as may, from time to time, be approved by the Legislative branch to assist the President, and such assistants as may, from time to time be appointed by the Vice President to assist the Vice President, will constitute the Executive branch. The ASUW President shall have the duty and accompanying authority to represent, promote, and pursue, in behalf of the ASUW, those programs and objectives of the ASUW as such relate to the welfare of students at the University and as such are approved by the duly elected student representatives of the ASUW Legislative branch. As well, the ASUW President shall, on behalf of the ASUW, exercise such discretion or authority as may be delegated by the ASUW Legislative branch in order to facilitate timely ASUW representation in decision-making and program effectuation.

ARTICLE VI

ASUW Legislative Branch

The Legislative Branch of the ASUW shall consist of the ASUW Vice President and a student senate, which shall be made up of the student senators annually elected by the ASUW membership. All legislative powers of the ASUW shall be vested in the ASUW Student Senate.

Section 1. The ASUW Student Senate shall include thirty (30) elected Senators. The defeated presidential and vice presidential candidates in the preceding ASUW General Election shall have the opportunity to hold Senator-at-Large positions. This body shall be constituted in accordance with the following provisions:

- A. Each of the University's seven (7) colleges shall have at least one (1) student senator; and
- B. The remaining twenty-three (23) senators shall be allocated to those colleges with more than one-thirtieth (1/30) of the total full-fee paying University students. This allocation shall be done in exact relation to the percentage of such students who are enrolled in the college; and
- C. All calculations will be based upon the enrollment in the colleges during the semester prior to the general election.

Section 2. In order to provide continuity in ASUW activities and business along with providing a mechanism for timely participation by the ASUW in University processes, the ASUW Senate may create Standing and Ad-Hoc committees.

ARTICLE VII

ASUW Judicial Council

The Judicial powers of the ASUW and the University of Wyoming student body shall be vested in the ASUW Judicial Council, which shall conduct its business in accordance with the following provisions:

Section 1. The Judicial Council shall be composed of seven (7) Justices, appointed by the ASUW President with the advice and consent of three-fourths (3/4) of the voting ASUW Senate.

- A. The ASUW President should make all possible efforts to appoint a diverse group of students to the Judicial Council, making special efforts to see that the Council represents as many of UW's seven colleges as possible.
- B. The term of office for each Justice shall be two (2) years; however, this is not to be construed to prevent a student from being reappointed to successive terms;
- C. One (1) of the seven (7) Justices shall, with the advice and consent of three-fourths (3/4) of the voting Senate, be appointed by the ASUW President to serve as chairperson of the Judicial Council; for one (1) year of that justice's two (2) year term and shall be eligible to be appointed to successive terms as Chief Justice by successive ASUW Presidents.
- D. There shall be an advisor appointed by the mutual agreement of the ASUW President and the Dean of Students with the advice and consent of a two-thirds (2/3) of the voting Senate.
- E. Three (3) justices shall each be appointed to serve a two (2) year term in each ASUW Senate term beginning in an odd numbered year, and four (4) justices shall be appointed to serve a two (2) year term in each ASUW Senate term beginning in even numbered years, with the advice and consent of three-fourths (3/4) of the voting Senate.

ARTICLE VIII

Meetings and Quorum

Section 1. The business of the ASUW Senate shall be conducted in accordance with procedures set forth in the ASUW By-Laws and which shall include the following:

- A. Regular ASUW Senate meetings shall be held each week during Fall and Spring semester except for University vacations and holidays or by a two-thirds (2/3) vote of the Senate;
- B. Regular ASUW Senate meetings shall be relocated as determined by the ASUW Senate a minimum of once per semester.
- C. Special meetings of the ASUW may be called by the Chairperson of the ASUW Senate, the ASUW Vice President, or upon written demand of one-third (1/3) of the current ASUW Senate membership;
- D. In order to conduct official business of the ASUW Senate, a quorum of two-thirds (2/3) of the voting membership of the Senate shall be present; and
- E. Each ASUW Senator shall be entitled to one (1) vote on any issue before the Senate, and voting by proxy shall not be allowed.

ARTICLE IX

Amendments

Amendments to this constitution may be initiated by the ASUW Constitution committee or by a majority of the voting ASUW Senate, or by any ASUW member who presents a draft of the proposed amendment to the ASUW Senate along with a student petition, which includes the signatures of at least ten percent (10%) of the current ASUW membership. Two (2) weeks after initiation at the second reading of a proposed amendment before the Senate, the proposal must be passed the Student Senate by a two-thirds (2/3) vote. When this is obtained, the proposed amendment shall be scheduled for a vote in the next ASUW General Election; and, if the proposal receives a majority of the votes cast in this election, it shall be presented to the University Trustees for final approval.

ARTICLE X

Enactment

Section 1. This Constitution shall become effective upon a two-thirds (2/3) vote of the ASUW Senate, a majority vote of ASUW members voting, and approval of the Trustees of the University of Wyoming.

Section 2. All revisions of or amendments to this Constitution shall be published in an official ASUW publication ten (10) days prior to the General ASUW election at which the student body votes on the revisions and amendments.

Section 3. No revisions of, or amendment to, this Constitution shall become effective until they have been submitted to and approved by the University's Trustees.

Section 4. This ASUW Constitution shall supersede all previous ASUW Constitutions.

AGENDA ITEM TITLE: **FY 2005 PLUS Budget Allocations**

CHECK THE APPROPRIATE BOX(ES):

- Work Session
 Education Session
 Information Item
 Other Specify: BUSINESS MEETING, Committee of the Whole, (Consent Agenda)

BACKGROUND AND POLICY CONTEXT OF ISSUE:

The Section I operating budget for FY 2005 includes the allocation of PLUS Budget funds recommended by the President. The recommendation to distribute \$2,632,586 includes \$201,000 for continuing allocations and \$2,431,586 for one-time allocations.

The following table details the requests by the Vice Presidents and the Athletic Director, as well as the final allocation recommendations made by the President:

FY 2005 PLUS BUDGET ALLOCATION REQUESTS

PLUS Budget Requests	VP/AD	Unit Priority	Request Type	Amount Requested	Amount Recommended
[BOLD = Continuing Allocation]			[Software = Equip]		
<u>President Dubois</u>					
Minority Affairs: PACMWA	Dubois	n/a	Other	5,000	5,000
SIS Project	Dubois	1	Equip	100,228	316,486
Contingency Reserve	Dubois	2	Other	50,000	50,000
			President Dubois	155,228	371,486
<u>Aylward</u>					
Network Security	Aylward	1	Equip	161,500	161,500
Exchange Server and Disk Expansion	Aylward	2	Equip	216,000	216,000
Network Fiber & Equipment (FY04 Funds Requested)	Aylward	3*	Equip	0	0
Student Lab Server for Remote Users	Aylward	4	Equip	250,000	0
Student Email Server (ASUWlink Replacement)	Aylward	5	Equip	315,000	0
Access Grid, Multicasting & Desktop Video Integration	Aylward	6**	Other	80,000	0
Ethernet for UW Resident Apartments	Aylward	7	Equip	225,000	0
			Aylward	1,247,500	377,500
* Use of unobligated FY04 Black Fiber funds approved (\$170,000).					
** Includes 1 new permanent FT position (includes EPB's).					
<u>Barta</u>					
Turnstiles-War Memorial Stadium	Barta	1	Equip	200,000	0
E-Venue On-line Ticketing Software	Barta	2	Equip	40,000	0
Swimming Timing System & Scoreboard	Barta	3	Equip	22,000	22,000
Service Vehicle Replacements (2 Vehicles)	Barta	4	Equip	60,000	60,000
Field House Mats	Barta	5	Equip	25,000	25,000
Indoor Putting/Chipping Training Area	Barta	6	Other	25,000	25,000
Lockable Parking Lot Posts	Barta	7	Equip	16,000	0
Golf Carts for Elderly/Handicapped	Barta	8	Equip	12,000	0
			Barta	400,000	132,000

Blalock

Foundation House-Air Conditioning	Blalock	1	Maint	120,000	0
Foundation House-Living Room Furnishings	Blalock	2	Equip	20,000	20,000
Foundation House-Application Enabler for OnBase	Blalock	3	Equip	15,000	15,000
				<hr/>	<hr/>
			Blalock	155,000	35,000

Brigman

Temperature Control-Student Health Service	Brigman	1	Maint	200,000	200,000
Half-Acre Entrance Relocation (Version 2 = \$60,000)	Brigman	2	Maint	100,000	60,000
Job X Student Employment Software (joint: see Hardin)	Brigman	3	Equip	0	0
Integrated Doc. Imaging: Technical Support (5 years=FY04=>FY08)	Brigman		Equip	24,000	24,000
				<hr/>	<hr/>
			Brigman	324,000	284,000

Buchanan

LeaRN Director (\$60,000+\$19,800 EPB's @ 33%)	Buchanan	Highest*	Other	79,800	60,000
LeaRN Office Staff (\$30,000+\$9,900 EPB's @ 33%)	Buchanan	Highest*	Other	39,900	30,000
LeaRN Math Lab Coordinator(\$45,000+\$14,850 EPB)	Buchanan	Highest*	Other	59,850	45,000
LeaRN Pgm Support(Synergy+Lrng Com+Wks Welc+Stu Lrn Cnt)	Buchanan	Highest	Other	40,000	40,000
LeaRN Supplies & Office Support	Buchanan	Highest	Other	6,000	6,000
*** VARIOUS PROJECTS (est.85%-equip+15%-maint.)	Buchanan	n/a **	Eq+Maint	0	766,067
Ed Annex Remodel, Phase 2	Buchanan	1	Maint	250,000	0
Tech Services Relocation (Coe Remodeling-5th Floor)	Buchanan	2	Maint	360,000	0
LeaRN Equipment Hub	Buchanan	3	Equip	40,000	0
History Classrooms (College of Arts & Sciences)	Buchanan	4	Equip	59,000	0
C&J Photo Lab Upgrade	Buchanan	5	Equip	35,000	0
Ag Econ Experimental Markets Lab	Buchanan	6	Equip	76,000	0
ASMB Autoclave System Replacement	Buchanan	7	Equip	39,000	0
Server Replacement (Academic Affairs)	Buchanan	8	Equip	20,000	0
Computing Facilities, Phase 1(College of Engineering)	Buchanan	9	Equip	74,000	0
Patient Simulators (Nursing)	Buchanan	10	Equip	111,000	0
Ultrasonic Film Welder	Buchanan	11	Equip	25,000	0
Child-Care Center Equipment, Phase 1	Buchanan	12	Equip	135,000	0
Computing Facilities, Phase 2(College of Engineering)	Buchanan	13	Other	48,000	0
Pharmacy Teaching Equipment	Buchanan	14	Equip	30,000	0
Child-Care Center Equipment, Phase 2	Buchanan	15	Equip	135,000	0
Pep Band Equipment	Buchanan	16	Equip	5,000	0
Engineering Projects, Part I(released time+labs+equip.)	Buchanan	17	Other	147,000	0
Ag Projects (smaller equipment+remodeling)	Buchanan	18	Equip	553,000	0
Print Documents Replacement	Buchanan	19	Other	212,000	0
Engineering Projects, Part II (miscellaneous projects)	Buchanan	20	Other	150,000	0
Disease Prevention & Health Promotion Clinic	Buchanan	21	Equip	55,000	0
Compact Shelving (Coe Basement)	Buchanan	22	Equip	1,600,000	0
Various Projects (College of Arts & Sciences)	Buchanan	23	Other	425,000	0
AES Projects	Buchanan	24	Equip	334,000	0
				<hr/>	<hr/>
			Buchanan	5,143,550	947,067

* 3 new permanent full-time positions requested (includes EPBs).

EPBs for new positions will be covered by the Academic Affairs EPB pool.

** Distribution is up to the VP-AA who will determine the best use. Specific allocations will be available at the Board meeting.

Gern

EPSCoR Match (3 years=FY05+FY06+FY07 only)	Gern	1	Other	200,000	0
UW-NPS Research Center Equipment	Gern	2	Equip	35,000	35,000
			Gern	235,000	35,000

Hardin

Harney Street & 22nd St. Tree Planting Project	Hardin	1	Maint	40,000	40,000
Spillman Software Upgrade (Police Report & Record Keeping System)	Hardin	2	Equip	21,923	21,923
Leak Detection Alarm System (RMMC)	Hardin	3	Equip	20,000	0
Job X Student Employment Software (joint w/Brigman)	Hardin	4	Equip	22,400	22,400
Patrol Car Replacement	Hardin	5	Equip	23,800	23,800
WyGISC Database	Hardin	6	Equip	55,000	55,000
Mail Room Operations	Hardin	7*	Other	57,972	0
Payroll Office Furniture and Files	Hardin	8	Equip	21,410	21,410
22nd & Willett Rec Area (Ongoing Maintenance)	Hardin	9	Maint	40,400	0
Mower (22nd & Willett Rec Area)	Hardin	10	Equip	45,000	45,000
Prexy's Pasture (Ongoing Maintenance)	Hardin	11	Maint	25,000	0
Industrial Snow Blower	Hardin	12	Equip	70,000	70,000
44 Horsepower Tractor	Hardin	13	Equip	44,000	44,000
Employment History Card Archival (5 years)	Hardin	14**	Other	10,000	0
Carbon Filters Replacement (RMMC)	Hardin	15	Maint	5,364	0
Staff Senate Leadership Training	Hardin	16	Other	20,000	20,000
EHS Computer Replacements (4 PC's)	Hardin	17	Equip	6,000	0
Benefits Office Furniture	Hardin	18	Equip	6,202	0
Motor Grader (Used)	Hardin	19	Equip	70,000	0
HR Document Scanning Software/Hardware	Hardin	20	Equip	15,620	0
Landscaping-Bullpen (Equipment Storage Area)	Hardin	21	Maint	50,000	0
Knight Hall 74 Remodel (Training Room)	Hardin	22	Maint	34,800	0
Campus ID Office Operations	Hardin	23***	Other	102,128	0
Central Energy Plant - Stack Mufflers	Hardin	24	Maint	100,000	0
			Hardin	907,019	363,533

* Includes 1.400 FTE positions (1 new + 0.400 from Sec. II; includes EPBs).

** Temporary Non-Benefited Part-Time Position.

*** Includes 2.250 FTE positions (1 new + 1.250 from Sec. II; includes EPBs).

Harris

LCD Projectors for Classroom Building	Harris	1	Equip	20,000	20,000
Classroom Equipment Security System	Harris	2	Equip	11,000	11,000
Replacement Bulbs for LCD Projectors	Harris	3	Equip	15,000	15,000
Consulting Support for CollegeNet Software	Harris	4	Other	20,000	20,000
Large Format Plotter (Facilities Planning)	Harris	5	Equip	6,000	6,000
Large Format Copier (Facilities Planning)	Harris	6	Equip	5,000	5,000
Office Annex Tenant (ELS)	Harris	7	Maint	10,000	10,000
Off-campus Sign Replacements (joint w/Miller)	Harris	8	Maint	100,000	0
			Harris	187,000	87,000

Miller

No request submitted, except joint w/Harris.

Miller	n/a	n/a	0	0
	Miller		0	0

<u>SUMMARY</u>	<u>Requested</u>	<u>Recommended</u>
Continuing Requests	551,050	201,000
<u>One-time Requests</u>	<u>8,203,247</u>	<u>2,431,586</u>
Grand Total Requested	8,754,297	2,632,586
<u>Funds Available</u>	<u>2,632,586</u>	<u>2,632,586</u>
Budget Remaining	(6,121,711)	0

Prior Related Board Discussions/Actions:

March 2004: WORK SESSION: FY 2005 “PLUS” Budget Request.

WHY THIS ITEM IS BEFORE THE BOARD:

As part of the Section I Operating Budget, the President recommends annual allocations from the UW block grant. The funds are being spent in the spirit of the original request to fund one-time maintenance, equipment and other projects needed by the University. Occasionally, permanent needs must be funded, as is the case here (\$201,000), but substantial funds remain to be allocated on an annual basis.

ARGUMENTS IN SUPPORT:

- Requests for funding unmet needs, generally for equipment and maintenance, were solicited from the Vice Presidents and the Athletic Director. The requests have been reviewed by the President and the funding priorities recommended have been supported by the Cabinet.
- The University of Wyoming will not be able to fund these special needs without approval of the President’s recommendation.

ARGUMENTS AGAINST:

- None.

ACTION REQUIRED AT THIS BOARD MEETING:

This is an action item for which Board approval is requested.

PRESIDENT’S RECOMMENDATION:

It is recommended that the Board of Trustees of the University of Wyoming approve the President’s PLUS Budget recommendation for FY 2005 in the amount of \$2,632,586.

Vice President Harris reviewed the information that had been provided to the Board as tentative recommendations. UW receives about \$2.6 million dollars annually that can be used as the PLUS budget. Items were determined after discussion with the president and president's cabinet. The actual dollar amounts are embedded in the authorization for the Section I budget. President Dubois noted that the money was given to UW several years ago in two different legislative sessions and were for a set of University needs related to recruitment, retention, equipment replacement, maintenance and UW Libraries. The allocations are kept within those categories with slight adjustments as needed. Members of the Board noted that this process has evolved over the years and is very understandable. The item will remain on the Consent Agenda.

AGENDA ITEM TITLE: **FY 2005 Major Maintenance Projects**

CHECK THE APPROPRIATE BOX(ES):

- Work Session
- Education Session
- Information Item
- Other Specify: BUSINESS MEETING, Committee of the Whole, (Consent Agenda)

Priority	Building	Item	Submitted by	Amount	Running Total	Remarks
	War Memorial Stadium	Structural Repairs	President	\$6,200,000	\$6,200,000	
1	Prexy's	Redundant Condensate Line	Hardin	\$250,000	\$6,450,000	Goes with Prexy's remodel
2	Campus	ADA Access North side	Harris	\$260,000	\$6,710,000	Work with Prexy's remodel
3	College of Business	Concrete Step Replacement	PP	\$30,000	\$6,740,000	South entrance
4	Animal Science	Fume Hood Fan Repair	PP	\$60,000	\$6,800,000	Goes with reroofing
5	Animal Sci/ Mol Bio **	Roofs	PP	\$345,000	\$7,145,000	Top priority
6	Office Annex	HVAC Repair	Hardin	\$75,000	\$7,220,000	
7	Campus	Elevator Repair and Replacement	PP	\$350,000	\$7,570,000	First three priorities
8	Campus	Exterior Lighting	PP	\$250,000	\$7,820,000	Perimeter of campus
9	Centennial Complex	Roof Repairs	Harris	\$605,000	\$8,425,000	
10	Campus	ADA Projects	Harris	\$500,000	\$8,925,000	Reduced from \$750,000
11	Cowboy Field	ADA Modifications	Hardin	\$45,000	\$8,970,000	Required by City's D.O.J. review
12	Engineering	Relighting Corridors	PP	\$150,000	\$9,120,000	
13	Ag C	Relighting Corridors	PP	\$150,000	\$9,270,000	
14	Hoyt Hall	Relighting Corridor	PP	\$35,000	\$9,305,000	
15	College of Business	Door and Hardware Replacement	PP	\$21,000	\$9,326,000	South east and north entry
16	Fine Arts	Stage Floor Replacement	PP	\$110,000	\$9,436,000	
17	RMMC	Leak Detection Alarm System	Hardin	\$20,000	\$9,456,000	
18	A&S Auditorium	Painting, upholster existing seating	Hardin	\$630,000	\$10,086,000	ADA Compliance + \$870,000
19	Centennial Complex	Alarm System	Hardin	\$200,000	\$10,286,000	
20	Campus	Tunnel Replacement Account	PP	\$500,000	\$10,786,000	
21	Campus	Emergency Repairs	PP	\$500,000	\$11,286,000	
22	Foundation House	Carpeting Whole House	Blalock	\$35,000	\$11,321,000	
23	Half Acre	Water Heater Replacement	PP	\$75,000	\$11,396,000	
24	Sigma Phi epsilon	Water Heater Replacement	PP	\$25,000	\$11,421,000	
25	Bio-Science	Well Repair Basement	Allen	\$45,000	\$11,466,000	

The University of Wyoming
 Minutes of the Trustees
 May 20-22, 2004
 Page 35

26	Hoyt Hall	Sanitary Sewer Replacement	PP	\$50,000	\$11,516,000	
27	Campus	Concrete	PP	\$100,000	\$11,616,000	
28	Field House North Addition	EFIS Walls	PP	\$60,000	\$11,676,000	Repair and repaint
29	Ag C	Electrical Wiring Retrofit	Allen	\$90,000	\$11,766,000	Start rewiring the branch panels
30	Kappa Sigma	Exterior Repairs	Hardin	\$50,000	\$11,816,000	
31	Biological Science	Roofs	PP	\$185,000	\$12,001,000	
32	Ag C Addition	Roofs	PP	\$295,000	\$12,296,000	Main portion of building
33	Multi Purpose Gym	Roofs	PP	\$70,000	\$12,366,000	
34	WRI	Roofs	PP	\$55,000	\$12,421,000	Roof has failed
35	Arena Auditorium	Roofs	PP	\$41,000	\$12,462,000	Skylight and lower roofs
36	Old Main	Roofs	PP	\$55,000	\$12,517,000	Gutters and sheet metal
37	Nat. Park Serv. Research Ctr.	Roofs	W.A.Gern	\$30,000	\$12,547,000	
38	Corbett	Re-pipe Pool	PP	\$30,000	\$12,577,000	
		Appropriation for 2005-2006 Biennium			<u>\$12,585,599</u>	
		Difference			\$8,599	

The following projects may be funded in FY 2006 when major maintenance priorities are set for the second year of the biennium.

Priority	Building	Item	Submitted by	Amount	Running Total	Remarks
39	Campus	Stair Repairs	PP	\$170,000	\$170,000	Exterior stairways
40	Engineering	Painting	PP	\$80,000	\$250,000	Stair tower and halls
41	College of Business	Renewal Classroom 105	Buchanan	\$100,000	\$350,000	Ceiling/lights/fixd furniture/carpet
42	College of Business	Renewal of Auditorium 101	Buchanan	\$200,000	\$550,000	Ceiling/lights/fixd furniture/carpet
43	Hoyt Hall	Classroom Renewal Language Lab	PP	\$30,000	\$580,000	
44	Engineering	Renewal Staircase and Hallways	Allen	\$19,000	\$599,000	
45	Half Acre	HVAC Replacement	Brigman	\$150,000	\$749,000	

President Dubois advised the Board that the money was provided to UW for major maintenance with restrictions in place by virtue of statute. This is the first year that the legislature funded the formula at 100%; last year funding was at 50% of the formula. He also commented that UW will pay for the stadium repair out of the major maintenance funds, which reduces it by half.

Vice President Harris talked about the information that was sent to the Board under separate cover and is a review of tentative prioritization to spend \$6.2 million over the next two-year period. He noted that as of next June, UW will have spent about half of the \$6 million and will then have \$3 million remaining in major maintenance and will again set a list of priorities for the second year of the biennium. The item will remain on the Consent Agenda for the Business Meeting. President Dubois observed that he wanted to thank Vice Presidents Harris and Hardin for their work in this process.

AGENDA ITEM TITLE: **FY 2005 Section I Operating Budget**

CHECK THE APPROPRIATE BOX(ES):

- Work Session
- Education Session
- Information Item
- Other Specify: BUSINESS MEETING, Committee of the Whole, (Consent Agenda)

BACKGROUND AND POLICY CONTEXT OF ISSUE:

The Section I operating budget for FY 2005 has been prepared based on the legislative appropriation for the 2005-2006 Biennium. Permanent salary increases for FY 2005, which continue throughout the biennium, have been included in the funding profile shown below. There are no funds reserved to provide additional salary increases during the second year of the biennium.

The following table summarizes the sources of revenue and the total budget to support Section I operations for the 2005-2006 Biennium:

**UNIVERSITY OF WYOMING
 SECTION I OPERATING BUDGET
 2005-2006 BIENNIUM**

FUNDING SOURCE	Recommended FY 2005	Proposed FY 2006	2005-2006 Biennium Total
General Fund	\$137,359,741	\$134,434,531	\$271,794,272
UW Income Funds	33,858,449	34,156,707	\$68,015,156
UW Income Fund (Athletics)	1,832,500	1,832,500	\$3,665,000
Federal Mineral Royalties	11,625,950	10,935,720	\$22,561,670
Sales and Services	3,364,352	3,354,352	\$6,718,704
Federal Funds-Agr. Research	1,350,000	1,350,000	\$2,700,000
Federal Funds-Agr. Extension	1,107,809	1,107,809	\$2,215,618
Cheyenne/Casper Clinic Income	1,823,545	1,823,545	\$3,647,090
University Land Income Fund	1,100,000	1,100,000	\$2,200,000
Agriculture Land Income Fund	500,000	500,000	\$1,000,000
Medical Contract Income	1,071,773	1,071,773	\$2,143,546
Foundation Income	390,163	390,163	\$780,326
Total Section I Budget	\$195,384,282	\$192,057,100	\$387,441,382

The total 2005-2006 Biennium General Fund appropriation for State Aid (University “Block Grant”) equals \$288,794,272. The total shown above does not include the \$18 million increase that is appropriated for the university endowment challenge program.

Increases in the FY 2005 Section I operating budget include the following:

Compensation Increases	\$7,500,000
Student Information Systems (SIS) project – Year One	\$2,151,000
Athletics Strategic Plan (one-time funding)	\$2,984,000
Academic Scholarships	\$376,420
Athletics Scholarships	\$169,380
PHARMD Differential Tuition	\$245,000
Academic Affairs – 2% Supportive Services Increase	\$216,258
Facilities Planning	\$93,800
WWAMI	\$55,221
Wyoming Leadership Program (\$60,000 one-time funding)	\$30,000

In addition, the University will receive an allocation of up to \$5.4 million during the biennium for the state’s contribution for health insurance premium increases. The amounts and the dates of the allocations from the State Auditor will be determined later.

Prior Related Board Discussions/Actions:

November 2003: Trustees approved adjusting the Section I operating budget for fiscal year 2004 to accommodate the actual allocation of state funds for group insurance premiums, which resulted in an increase in state general funds and a reduction of university income funds (net decrease of \$1,794,375) and the distribution of summer school revenues (\$216,475 increase).

May 2003: Trustees approved Section I operating budget for fiscal year 2004 in the amount of \$181,917,696.

May 2003: Trustees approved adjusting the Section I operating budget for fiscal year 2003 to \$179,558,649, to accommodate health premium costs.

November 2002: Trustees approved adjusting the Section I operating budget for fiscal year 2003 to accommodate increases (\$2,401,959) due to the distribution of revenue for summer school, course fees, computer fees, and a one-time distribution of new tuition revenue.

July 2002: Trustees approved adjusting the Section I operating budget for fiscal year 2003 to accommodate increased budgets for the accounts receivable (\$224,942) and scholarship administration (\$39,410) offices, which was funded with sales and services revenue.

May 2002: Trustees approved Section I operating budget for fiscal year 2003 in the amount of \$175,680,146.

WHY THIS ITEM IS BEFORE THE BOARD:

The Board's approval of the Section I operating budget is required by Trustee Regulations and University budget procedures.

ARGUMENTS IN SUPPORT:

- The Section I operating budget has been prepared based on legislative appropriations, and estimated University resources. It has been reviewed by the President, the Vice President for Budget and Planning, the University Budget Officer, and many other interested parties, all of whom support the recommendation for approval.
- The University of Wyoming will not be able to operate without approval of the operating budget.

ARGUMENTS AGAINST:

- None.

ACTION REQUIRED AT THIS BOARD MEETING:

This is an action item that requires approval, denial or modification by the Board.

PRESIDENT'S RECOMMENDATION:

It is recommended that the Board of Trustees of the University of Wyoming approve the Section I operating budget for FY 2005 in the amount of \$195,384,282.

Vice President Harris reviewed the different segments of the Section I budget for the Board, noting the major increases proposed in 2005. The SIS project, salary funds, and the change in tuition for PharmD and general tuition increased. The Academic Affairs support services budget had an increase of 2%, the one-time WWAMI increase was approved by

legislative channels, and one additional position will be added to Facilities Planning. Vice President Harris also reported that health insurance premium increase funds are located in the auditor's office and will be adjusted in the second year of the biennium. The item will be on the Consent Agenda.

AGENDA ITEM TITLE: **FY 2005 Section II Operating Budget**

CHECK THE APPROPRIATE BOX(ES):

- Work Session
- Education Session
- Information Item
- Other Specify: BUSINESS MEETING, Committee of the Whole, (Consent Agenda)

BACKGROUND AND POLICY CONTEXT OF ISSUE:

The Section II operating budget for FY 2005 covers the University's need for its self-sustaining operations, consisting primarily of auxiliary services, gifts and contributions, sponsored funding for research, debt service, and other similar activities. Spending authority for this section is no longer authorized by legislative action, but it will remain under the jurisdiction of the Board of Trustees for approval.

The Section II budget for the 2005-2006 Biennium is shown below:

UNIVERSITY OF WYOMING
SECTION II BUDGET
2005-2006 BIENNIUM

PROGRAM/ACTIVITY	Recommended FY 2005	Proposed FY 2006	2005-2006 Biennium Total
Sponsored Funding	\$49,767,551	\$49,767,551	\$99,535,102
Gifts and Contributions	5,581,555	5,581,555	11,163,110
Auxiliary Enterprises	45,961,870	45,961,870	91,923,740
ASUW	880,687	880,687	1,761,374
Student Publications	438,920	438,920	877,840
Debt Service	4,288,383	4,171,048	8,459,431
Intercollegiate Athletics	6,688,221	6,688,221	13,376,442
Total	\$113,607,187	\$113,489,852	227,097,039
FUNDING SOURCES	Recommended FY 2005	Proposed FY 2006	2005-2006 Biennium Total
Federal Funds	\$43,670,811	\$43,546,942	\$87,217,753
University Funds	67,142,475	67,142,475	134,284,950
Mineral Royalties	2,793,901	2,800,435	5,594,336
Total	\$113,607,187	\$113,489,852	227,097,039

Prior Related Board Discussions/Actions:

January 2004: Trustees approved a \$5,700 increase to the ASUW operating budget for fiscal year 2004.

May 2003: Trustees approved Section II operating budget for fiscal year 2004 in the amount of \$100,905,900.

May 2002: Trustees approved Section II operating budget for fiscal year 2003 in the amount of \$103,846,691.

WHY THIS ITEM IS BEFORE THE BOARD:

The Board's approval of the Section II operating budget is required by Trustee Regulations and University budget procedures.

ARGUMENTS IN SUPPORT:

- The Section II operating budget has been prepared based on operating budget requests submitted by ASUW, Student Publications, the Wyoming Union, the Athletic department, and other university units operating under Section II funding. It has been reviewed by the President, the Vice President for Budget and Planning, the University Budget Officer, and many other interested parties, all of whom support the recommendation for approval.
- The University of Wyoming will not be able to operate Section II programs without approval of the operating budget.

ARGUMENTS AGAINST:

- None.

ACTION REQUIRED AT THIS BOARD MEETING:

This is an action item that requires approval, denial or modification by the Board.

PRESIDENT'S RECOMMENDATION:

It is recommended that the Board of Trustees of the University of Wyoming approve the Section II operating budget for FY 2005 in the amount of \$113,607,187.

Vice President Harris briefly spoke about the Section II operating budget, commenting that there are no general state-appropriated funds. All funding in Section II is a result of self-

sustaining operations. The Section II budget is prepared with projected revenues and also receives funding from fees. The item will be on the Consent Agenda.

AGENDA ITEM TITLE: **FY 2005 ASUW Budget**

CHECK THE APPROPRIATE BOX(ES):

- Work Session
- Education Session
- Information Item
- Other Specify: BUSINESS MEETING, Committee of the Whole, (Consent Agenda)

BACKGROUND AND POLICY CONTEXT OF ISSUE:

Section 3 of University Regulation 239 provides that the annual budget for the Associated Students of the University of Wyoming (ASUW) is to be presented to the Board of Trustees for consideration. The ASUW Student Senate approved the FY 2005 proposed operating budget on April 20, 2004 (Senate Bill #2028).

The ASUW student fee of \$36.50 per semester is the major revenue source supporting this budget. The budget is based on an estimated 9,500 students per semester, plus about 15,000 credit hours for summer students. Total Student Fees available for FY 2005 are \$732,200 for budgeting purposes.

The ASUW budget request for FY 2005 is summarized below.

ASUW
Operating Budget

Fund Sources	FY04 - Current Budget	FY05 - Proposed Budget
ASUW Fee	\$604,000	\$732,200
ASUW Reserve	63,020	22,145
ASUW Equipment Reserve	33,390	10,680
ASUW Endowment	11,500	4,000
ASUW Student Loan	20,000	36,932
ASUW Concert & Convocations Fund	55,000	0
Other Revenue	73,680	74,730
Total Fund Sources	\$860,590	\$880,687

Fund Uses	FY04 - Current Budget	FY05 - Proposed Budget
ASUW Government and Services	\$450,735	\$498,295
ASUW Activities	266,850	251,450
Recognized Student Organizations	118,895	114,442
ASUW Special Projects	7,500	0
ASUW Equipment Reserve	16,610	16,500
Total Fund Uses	\$860,590	\$880,687

The ASUW Reserve fund balance as of March 31, 2004 was \$349,771.30. Use of the funds from the reserve in FY 05 ASUW operating budget will include funding for Town Hall meetings (Senate Bill #2084), ASUW staff salary and benefit increases, the Safe Ride program, and selected recognized student organization (RSO) requests.

The ASUW Equipment Reserve fund balance as of March 31, 2004 was \$52,239.35. Funds from this account will be used to purchase a computer, additional monitors and microphones for ASTEC, a new desk system for the Students' Attorney Program, and a portable CD system for the Student Activities Council. The annual allocation of 2.75% from FY 05 student fees (\$16,500) will be transferred to the equipment reserve by the end of the fiscal year.

Prior Related Board Discussions/Actions:

May 2003: Trustees approved the ASUW operating budget for fiscal year 2004 in the amount of \$854,890.

WHY THIS ITEM IS BEFORE THE BOARD:

The Board's approval of the ASUW operating budget is required by UNIREG 239, Trustee Regulations, and University budget procedures.

ARGUMENTS IN SUPPORT:

- The ASUW Business Manager, with the assistance of various ASUW committees, prepared a budget that was adopted by the ASUW Student Senate on April 20, 2004 (Senate Bill #2088).
- ASUW will not be able to operate without approval of the fiscal year budget.

ARGUMENTS AGAINST:

- None.

ACTION REQUIRED AT THIS BOARD MEETING:

This is an action item that requires approval, denial or modification by the Board.

PRESIDENT'S RECOMMENDATION:

It is recommended that the Board of Trustees of the University of Wyoming approve the ASUW operating budget for Fiscal Year 2005 in the amount of \$880,687. Included in the recommendation is the authorization to transfer up to \$22,145 from the ASUW Reserve.

Vice President Harris commented on the ASUW budget, stating that its review is required by trustee regulations. The ASUW Senate approved the budget prior to presentation to the Board. The item will be on the Consent Agenda.

AGENDA ITEM TITLE: **FY 2005 Student Publications Budget**

CHECK THE APPROPRIATE BOX(ES):

- Work Session
- Education Session
- Information Item
- Other Specify: BUSINESS MEETING, Committee of the Whole, (Consent Agenda)

BACKGROUND AND POLICY CONTEXT OF ISSUE:

The Student Publications Board approved the following budget at their April 16, 2004 meeting. The Student Publications budget request is based upon expected revenue from student fees and advertising sales in the *Branding Iron*, Cowboy Bucks, Orientation, and other special issues; publications sales and advertising in the *Frontiers* magazine and the *Owen Wister Review*; and GA&P (Graphic Arts and Production) graphic design work. A student fee of \$11.40 per student per semester is used for the FY 05 budget. Based on the new student fee rate, estimated student fee income increases from \$204,000 in FY 04 to \$235,420 for FY 2005. The estimated student fee revenue will fund about 54% of the budget. Generated revenues will fund the remainder of the proposed budget. No reserve funds will be used to fund the FY05 budget.

The Student Publications budget request for FY 2005 is summarized below.

Student Publications		
<u>Operating Budget</u>		
Sources of Funds	FY04 - Current Budget	FY05 - Proposed Budget
Student Fees	\$204,000	\$235,420
Reserve ⁽¹⁾	0	0
Other Revenue	208,450	203,500
Total Fund Sources	\$412,450	\$438,920
Uses of Funds		
Staff Salaries and Benefits	\$184,320	\$219,402
Student Salaries	74,677	76,804
Travel	7,300	10,400
Equipment	19,500	5,750
Operations	125,060	126,564
Equipment Reserve	1,593	0
Total Fund Uses	\$412,450	\$438,920

⁽¹⁾ As of March 31, 2004, the Student Publications Reserve fund balance was \$156,278.77.

Prior Related Board Discussions/Actions:

May 2003: Trustees approved Student Publications operating budget for fiscal year 2004 in the amount of \$412,450.

WHY THIS ITEM IS BEFORE THE BOARD:

The Board's approval of the Student Publications operating budget is required by UNIREG 38 and University budget procedures, for action.

ARGUMENTS IN SUPPORT:

- The Supervisor of Student Publications prepared a budget that was adopted by the Student Publications Board.
- The Student Publications Board will not be able to operate without approval of the fiscal year budget.

ARGUMENTS AGAINST:

- None.

ACTION REQUIRED AT THIS BOARD MEETING:

This is an action item that requires approval, denial or modification by the Board.

PRESIDENT'S RECOMMENDATION:

It is recommended that the Board of Trustees of the University of Wyoming approve the Student Publications operating budget for Fiscal Year 2005 in the amount of \$438,920.

Vice President Harris answered questions from the Board. The item was placed on the Consent Agenda.

AGENDA ITEM TITLE: **FY 2005 Wyoming Union Budget**

CHECK THE APPROPRIATE BOX(ES):

- Work Session
- Education Session
- Information Item
- Other Specify: BUSINESS MEETING, Committee of the Whole, (Consent Agenda)

BACKGROUND AND POLICY CONTEXT OF ISSUE:

The Wyoming Union operating budget request was developed in consultation with and approved by the Wyoming Union Board. The budget request for FY 2005 is \$1,507,572, which is an increase of \$125,186 from the FY 2004 actual budget. The following table shows the actual FY 2004 operating budget and the proposed budget for FY 2005:

Wyoming Union		
<u>Operating Budget for FY 2005</u>		
Revenue	FY04 Actual Budget	FY05 Proposed Budget
Food Services	\$ 52,050	\$ 67,300
ATM	3,900	1,500
Retail Space	10,300	10,310
Gardens	21,210	17,250
Copy Shop	6,300	16,400
Events Office	32,000	34,200
Bookstore	95,686	98,078
Info Desk/Ticket Office	4,950	5,250
Fall-Spring Fees	1,130,000	1,159,930
Summer Fees	35,000	96,000
Miscellaneous	1,000	500
Interest Income	4,400	2,650
Total Revenue	\$1,396,796	\$1,509,368

Expenses	FY04 Actual Budget	FY05 Proposed Budget
Advertising/Promo	\$ 10,500	\$ 10,700
Assessments	50,000	86,020
Copy Machine	3,360	3,600
Union Board	500	600
Clothing	3,850	700
Courtesy	750	750
Depreciation	22,056	7,507
Dues/Memberships	1,060	1,060
Insurance	38,005	46,303
Maintenance/Repair	47,750	64,200
Salaries, Full Time	566,862	588,460
Salaries, Part Time	117,034	135,704
Miscellaneous	5,350	3,250
Benefits	252,540	271,203
Retirement	520	500
Laundry, Linen	850	900
Programming	112,250	113,250
Postage	800	900
Subscriptions	400	675
Supplies, Building	13,969	23,500
Supplies, Office	26,750	13,590
Supplies, Custodial	36,660	40,000
Supplies, Equipment	8,200	29,200
Water Dispenser	0	1,800
Telephone	25,200	30,000
Ticket expenses	3,000	3,025
Training/Development	8,255	7,230
Travel	22,665	19,965
Utilities	90,000	100,000
<i>Utility Reimbursement</i>	(90,000)	(100,000)
Cable Television	750	480
Bldg. Programming	2,500	2,500
Total Expenses	\$1,382,386	\$1,507,572
Difference (Revenue to Expenses)	\$14,410	\$1,796

Prior Related Board Discussions/Actions:

May 2003: Trustees approved the Wyoming Union operating budget for fiscal year 2004 in the amount of \$1,396,796.

WHY THIS ITEM IS BEFORE THE BOARD:

The Board's approval of the Wyoming Union operating budget is required by UNIREG 245, Trustee Regulations, and University budget procedures.

ARGUMENTS IN SUPPORT:

- The Wyoming Union operating budget request was developed in consultation with and approved by the Wyoming Union Board. It has been reviewed by the President, the Vice President for Student Affairs, the Vice President for Administration, the Vice President for Budget and Planning, the University Budget Officer, and many other interested parties, all of whom support the recommendation for approval.
- The Wyoming Union will not be able to operate without approval of the operating budget.

ARGUMENTS AGAINST:

- None.

ACTION REQUIRED AT THIS BOARD MEETING:

This is an action item that requires approval, denial or modification by the Board.

PRESIDENT'S RECOMMENDATION:

It is recommended that the Board of Trustees of the University of Wyoming approve the Wyoming Union operating budget for FY 2005 in the amount of \$1,507,572.

Vice President Harris stated that this is a budget that is determined by the Wyoming Union Board, and goes through an extensive process before it is presented to the Board. The item was added to the Consent Agenda.

AGENDA ITEM TITLE: **Jacoby Development**

The write-up was sent under separate cover.

CHECK THE APPROPRIATE BOX(ES):

- Work Session
 Education Session
 Information Item
 Other Specify:

President Dubois introduced Mark Isaaksen and Joe Jensen, and spoke about the proforma that was distributed to the Board. One of the benefits of this project will be to expand the housing market in Laramie. He suggested to the Board that they appoint a three-member subcommittee to work on the development from this point on. The plan is to develop a 27-hole golf course and clubhouse. The clubhouse is estimated to cost \$3 million and the golf course itself \$9 million. President Dubois stated that the university is seeking the cooperation of the Foundation in providing a line of credit to fund the project. Board members discussed concerns they had, and Gary Negich, president of First Interstate Bank spoke about the benefits he saw with this project.

President Dubois noted that he had spoken with several trustees who had experience in this area and asked that Trustees Spicer and Neiman and perhaps one other trustee be appointed to a subcommittee.

Trustee President Hunt said she would entertain a motion to allow her to appoint a working subcommittee to consult with the administration with the understanding that the entire Board will be given periodic status reports on progress and that final approvals will be taken up

by the entire Board. A motion to that effect was moved by Trustee Davis, seconded by Trustee Richards. After further discussion, the motion carried.

Trustees Neiman and Spicer were appointed to serve on the subcommittee along with President Hunt.

AGENDA ITEM TITLE: **UniReg 30 and Code of Conduct**

CHECK THE APPROPRIATE BOX(ES):

- Work Session
 Education Session
 Information Item
 Other Specify: BUSINESS MEETING, Committee of the Whole, (Regular Business)

BACKGROUND AND POLICY CONTEXT OF ISSUE:

Action Item #94 of the Student Affairs Support Services Plan of 2000-2005 states, "Review and rewrite university regulations regarding student conduct." Since Fall 2001, efforts have been underway to consolidate, revise and update existing University Regulations (UniRegs) governing student behavior. The culmination of this effort is the drafting of a new UniReg 30 that provides for a Student Code of Conduct. The revised UniReg 30 and the Code of Conduct are presented for approval following this narrative text.

The new Code brings together policies, procedures, expectations, and responsibilities that were previously outlined in more than 15 diverse documents. The language of the Code is positive and constructive. It recognizes the continuum of discipline from educational sanctions, to direct interventions, to punitive and administrative sanctions.

Drafts of the new UniReg 30 and the Code of Conduct have been distributed to UW students, faculty, staff, administrators, and organizations for review and comment. The documents are available on the Student Life web site. Suggestions and modifications have been incorporated as appropriate.

Prior Related Board Discussions/Actions:

A brief presentation on the role of a Code of Conduct and need for a major revision at UW was offered by Vice President Brigman at the Board meeting on March 26, 2004.

WHY THIS ITEM IS BEFORE THE BOARD:

Article IV, Regulations of the Principal Administrative and Academic Units of the University, Section C provides that, "Proposed regulations which involve substantial changes to the functions, programs and procedures of academic units or the organization and operation of the offices of the principal administrative officers or which involve significant matters of University-wide concern and policy shall be referred to the Trustees for consideration before the President takes action thereon.

ARGUMENTS IN SUPPORT:

- The Code of Conduct contains the major behavioral rights and responsibilities of students in one document.

- The Code of Conduct updates UW policies and procedures on student behavior to today's best practices in student learning, technology and applicable landmark legal cases.
- The Code of Conduct has been thoroughly reviewed and revised through more than fifteen editions prior to presentation to the Board.

ARGUMENTS AGAINST:

- None

ACTION REQUIRED AT THIS BOARD MEETING:

At the Business Meeting, the Trustees are asked to approve the revised University Regulation 30 and the associated Student Code of Conduct.

PRESIDENT'S RECOMMENDATION:

Recognizing the extensive review given to these documents by the Office of Student Life and the Office of General Counsel, plus the inclusion of suggestions and revisions offered by various constituencies of the UW community, including the ASUW Senate, the President recommends approval.

THE UNIVERSITY OF WYOMING
Laramie, Wyoming

UNIREG 30, Revision 1
May 22, 2004

UNIVERSITY REGULATION 30, Revision 1

Initiating Authority: President of the University

Subject: Student Conduct

I. PURPOSE. The University of Wyoming is a community of scholars in which the ideals of freedom of inquiry, freedom of thought, and freedom of expression are sustained. The exercise and preservation of these freedoms require a respect for the rights of all in the community to enjoy them to the same extent. It is clear that in a community of learning, willful disruption of the educational process, destruction of property, and interference with the orderly process of the institution or with the rights of other members of the University of Wyoming cannot be tolerated.

When students enter the University of Wyoming, they assume responsibilities and obligations, including satisfactory academic performance and social behavior consistent with the purpose of the institution. Student conduct, therefore, is not considered in isolation within the University community but as an integral part of the educational process. As such, students are expected to conduct themselves in accordance with the rules and regulations of the University. Students, like all members of the University community, assume the responsibility to conduct themselves in compliance with the objectives and standards of conduct established by the University of Wyoming.

II. AUTHORITY FOR STUDENT DISCIPLINE.

A. Authority and Jurisdiction. Authority for student discipline is vested in the Board of Trustees of the University. Disciplinary authority may be delegated through the enactment of a Student Code of Conduct under the direction of the Dean of Students. Nothing in the Code is meant to prohibit any University official from acting within the scope of his or her designated responsibility and authority in addressing student misconduct, in or outside of the classroom. University jurisdiction for student misconduct shall be limited, in general, to conduct that occurs on University premises, or at University-sponsored or University-supervised events including students involved with off-campus internships and study abroad programs, or, that occurs off University premises and has an adverse impact on the University community, its members, and/or the pursuit of its objectives, regardless of where such conduct may occur. Whenever student conduct constitutes a violation of federal, state, or municipal law as well as University rules, disciplinary proceedings may be instituted against a student for the preservation of University interests. Proceedings under the Code may be conducted prior to, simultaneously with, or following any civil or criminal proceedings. Students, as well student organizations, are subject to this jurisdiction.

B. Dean of Students. The Dean of Students is that individual designated by the University President and the Vice President of Student Affairs to be responsible for the administration, maintenance, and revision of the Code. The Dean of Students may delegate this responsibility.

III. GENERAL STUDENT RIGHTS AND RESPONSIBILITIES. Every student has the right to all advantages, prestige and honors accruing to a student of this institution. The student retains the rights guaranteed under the Constitution and laws of the United States and the State of Wyoming, the right to pursue an education, and to receive a degree or certificate for the successful completion of its requirements. The University will establish and publish its rules concerning student conduct. The University will determine when its rules are violated and determine the appropriate course of action. By enrolling in the University of Wyoming, the student accepts the responsibility to comply with the University's authority.

IV. STUDENT CODE OF CONDUCT CONTENT. The Code shall include, but not be limited to: (a) definitions, (b) student rights and responsibilities, (c) authority for student discipline, (d) prohibited conduct, (e) judicial policies and procedures, including policies regarding student records related to disciplinary proceedings, (f) sanctions, and (g) appeals processes. Academic dishonesty and misconduct are addressed in UniReg 802. Discrimination and Sexual Harassment are defined and will be handled under the procedures outlined within the university regulations on those topics.

V. REVISION, APPROVAL, AND EFFECTIVE DATE. The Code shall be reviewed as needed under the direction of the Dean of Students. The Dean of Students or designee is responsible for recommending revisions to the Code. The Associated Students of the University of Wyoming will be consulted as part of any revision process. The Vice President for Student Affairs shall review revisions of the Code in consultation with the Office of General Counsel. Any revisions to the Code shall become effective from the date of their approval by the Vice President for Student Affairs.

VI. DISTRIBUTION/STUDENT NOTIFICATION. The Code will be published and distributed by the Admissions Office and/or the Office of the Registrar to each student at or before the student's enrollment in the University of Wyoming. The Code shall also be made available through the University's electronic information system. The failure of a student to receive a copy of the Code or the failure of the Code to be readily available through the University's electronic information system shall not negate the authority of the Code.

APPROVED:

Philip L. Dubois
President

UNIVERSITY OF WYOMING STUDENT CODE OF CONDUCT

- I. PURPOSE.** The Student Code of Conduct outlines rights and responsibilities of students enrolling at the University of Wyoming or any of its sponsored programs. The Code defines conduct offenses and reflects the University's commitment to equity and procedural fairness. Any member of the University community may file a complaint of violation of the Code of Conduct through the Office of Student Life.
- II. DEFINITIONS.** For purposes of this Code of Conduct:
- A. "Academic dishonesty" is defined in University Regulation 802.
 - B. "Any" is used in the permissive sense.
 - C. "Appeals Officer" means the individual authorized by this Code to consider an appeal of a finding of student misconduct or the subsequent sanction(s).
 - D. "Code" means the Student Code of Conduct.
 - E. "Disciplinary proceeding(s)" means a disciplinary conference or hearing.
 - F. "Faculty member" means any person hired by the University to conduct instructional and/or classroom activities.
 - G. "Hazing" means an act that endangers the mental or physical health or safety of a student, or which destroys or removes public or private property for the purpose of initiation, admission into, affiliation with, or as a condition for continued membership in a group, team or organization.
 - H. "Hearing Officer" means the Dean of Students, or any University official designated by the Dean of Students who is authorized on a case-by-case basis to review allegations of student misconduct and determine appropriate outcomes and/or sanction(s) that may include suspension, expulsion or fines.
 - I. "Magistrate" means a member of the University staff or faculty appointed by the Dean of Students to conduct informal disciplinary conferences or disciplinary hearings where the sanctions shall not include suspension, expulsion or fines.
 - J. "Member of the University community" includes any person who is a student, faculty member, staff member, University official, or any other person employed by the University. The Dean of Students or a designee shall determine a person's status in a particular situation.
 - K. "Organization" means any number of persons who have received University status as a recognized student organization (RSO).
 - L. "Policy" is defined as the written regulations of the University as found in, but not limited to, the Trustee Regulations, University Regulations, Student Code of Conduct, Residence Halls and Dining Services Handbook, Student Athlete Daily Handbook, and Undergraduate/Graduate Bulletins.
 - M. "Reckless" means conduct which one should reasonably be expected to know would create a substantial risk of harm to persons or property or which would otherwise be likely to result in interference with normal University activities.
 - N. "Shall" used in the imperative sense.

- O. "Student" means any person who is taking or auditing class(es) through the University of Wyoming or is enrolled in any University program or activity.
- P. "University" means University of Wyoming.
- Q. "University activity" means any activity on or off University premises that is directly initiated or supervised by the University.
- R. "University living units" means all residence halls, apartments, structures, and, cooperative and academic houses on University premises or living units operated by RSO's.
- S. "University official" includes any person employed by the University, and/or performing assigned administrative or professional responsibilities, including every administrative officer, dean, director, department head, supervisor, and all faculty members.
- T. "University premises" includes all land, buildings, facilities, and other property in the possession of or owned, used, leased, or controlled by the University (including adjacent streets and sidewalks) as defined by the "Campus Security Act".
- U. "University Regulations (UniRegs)" means a general code of ethics, rules and regulations that govern how members of the University community interact with one another. UniRegs are enforced through the authority of the President and Board of Trustees.
- V. "Weapon" is defined in accordance with state criminal law, and includes any object or substance designed or used to inflict a wound or cause injury.

III. STUDENT RIGHTS AND RESPONSIBILITIES.

- A. **General Rights and Responsibilities.** Recognizing that freedom of individuals is never absolute but is subject to reasonable restrictions, this statement is intended to set forth general principles of rights and responsibilities of the student in relation to the University and members of the University community.

All members of the University community share a responsibility to maintain a climate suitable to a community of scholars and to refrain from conduct that obstructs the work of the University, interferes with the lawful exercise of rights by other persons, endangers the safety or security of other persons or their property, prevents the proper use of the facilities of the University, or impairs the maintenance of that kind of an environment which is essential to the operation of an institution of higher learning.

- 1. Students have the right to access all related requirements, standards, policies, and regulations on the University's educational mission and that affect students in general.
- 2. Students have a responsibility to comply with regulations and procedures pertaining to their admission and continued enrollment,

including the timely payment of regularly assessed fees or other sums of money owed to the University.

3. This Code shall be published and distributed by the Admissions Office and/or the Office of the Registrar to each student at or before his/her enrollment in the University of Wyoming. When the student enrolls in the University such act or acts shall amount to an agreement by the student with the University that the student will adhere to and be bound by the rules and regulations of the University.

B. Rights and Responsibilities in the Instructional Setting. The primary responsibility for managing the instructional environment rests with each faculty member. The student has the right to participate in relevant, civil discussion, inquiry, and expression in academic endeavors. Student academic performance shall be evaluated on an academic basis.

1. Students shall be free to take reasoned exception to the data or views offered in any course of study. Students shall have protection through orderly procedures against prejudiced or capricious academic evaluation. They shall be responsible for learning the content of any course of study for which they are enrolled.
2. Students shall be provided with a statement of academic expectations at the beginning of each course. They shall be responsible for maintaining standards of academic performance established for each course in which they are enrolled.
3. A student has responsibilities as well as rights in an instructional setting and other academic endeavors. The student has the responsibility to respect the instructor's freedom to teach and the right of other students to learn. The student has the responsibility to maintain reasonable standards of conduct established by the instructor for each class.
4. Students who engage in acts that result in the disruption of a class may be directed by the faculty member to leave the class for the remainder of the class period. Repetition of such behavior or egregious classroom offenses may result in termination of a student's enrollment in the class.

C. Student Records.

1. Students have the right to a confidential student educational record in accordance with the Family Educational Rights and Privacy Act (FERPA). Transcripts of academic records shall contain only

information about academic status and history, including notations as to any suspension or expulsion from the University.

2. Individuals applying for admission to the University and students enrolled in the University have a responsibility to provide to designated persons accurate, honest, and complete information as is required for legitimate University purposes.
3. The University reserves the right to revoke an awarded degree for cause, including but not limited to fraud in receipt of the degree.

D. Terms of Enrollment.

1. By enrollment at the University, a student assumes obligations and responsibilities for performance and behavior reasonably expected by the University relevant to its lawful missions, processes and functions.
2. Termination of continued enrollment may take the form of:
 - i. Conduct under the Code.
 - a. Disciplinary suspension or expulsion for violation of the Code of Conduct.
 - b. Cancellation of admissions and/or registration when admission is found to have been based upon incomplete or false information provided by a student.
 - c. Temporary suspension (see Section VIII).
 - ii. Medical. Medical suspension for mental health or physical conditions that pose a threat to the health or safety of the individual or other persons, or results in disruption of normal University activities. Such determination shall be made in consultation with the Director of Student Health Service or other qualified health service provider. The decision is subject to review by the Vice President for Student Affairs upon request of the student. A required medical leave of absence will only be removed by the Office of Student Life, after consultation with the Director of Student Health Service or other qualified health provider, to assure that the condition for withdrawal has been evaluated, treated, and appropriate follow up care is arranged.
 - iii. Other
 - a. Academic suspension for failure to maintain minimum academic standards.

- b. When proper payment of registration fees has not been made.
 - c. **Administrative Hold.** Any student who fails to pay any sum of money owed to the University, fails to return or account for University property in the student's possession, or fails to complete any requirement imposed by a University official acting within the scope of his or her authority, shall be subject to having a "hold" placed with the Registrar by the concerned University official. Until released, such a "hold" shall serve to deny registration in the University and preclude the issuance of transcripts, diplomas, institutional aid/scholarships and other University benefits.
3. Re-enrollment, diplomas, and transcripts may be denied to a student, if the student has failed to fulfill all University obligations.

IV. DELEGATION OF AUTHORITY AND JURISDICTION FOR STUDENT DISCIPLINE.

- A. **Authority and Jurisdiction.** Authority and jurisdiction for student discipline is prescribed by UniReg 30.
 - B. **Director of Residence Life and Dining Services.** The Dean of Students delegates to the Director of Residence Life and Dining Services the authority to develop and enforce rules and procedures to address the unique needs and management of University premises under the control of the Director of Residence Life and Dining Services. Such rules and procedures shall be complimentary to this Code.
- V. PROHIBITED CONDUCT.** The University has the right to take necessary and appropriate action to protect the safety and well being of the University community. Any student or student organization found to have committed the following misconduct is subject to the disciplinary sanctions outlined herein:

A. Offenses Against the University Community.

1. Acts of dishonesty, including but not limited to furnishing false information to any University official, faculty member or office; and forgery, alteration, or misuse of any University document, record or instrument of identification. Acts of academic dishonesty, as outlined in UniReg 802, shall be adjudicated pursuant to the provisions of that UniReg.
2. Disruption or obstruction of teaching, research, administration, disciplinary proceedings, other University activities, including its

educational or service functions on or off campus, or other authorized activities on University premises.

3. Disorderly conduct that disrupts the operations of the University; leading or inciting others in such activities that disrupt the operations of the University or infringe upon the rights of others.
4. Intentionally interfering with freedom of movement and the free flow of pedestrian or vehicular traffic on University premises or at University sponsored or supervised functions.
5. Illegal or unauthorized possession of firearms, explosives, other weapons, or dangerous chemical/biological agents on University premises.
6. Violation of federal, state, or local law on University premises or at University functions.
7. Illegal gambling.
8. Failure to comply with directions of University officials or law enforcement officers acting in performance of their duties and/or failure to identify oneself to these persons when requested to do so.
9. Violation of University policies, rules or regulations.

B. Offenses Against Persons.

1. Physical abuse including assault, battery, fighting, reckless conduct and hazing.
2. Verbal abuse includes threats, intimidation, harassment, coercion or other conduct that creates a reasonable fear for the health or safety of any person.
3. Sexual harassment, sexual assault, or stalking.
4. Discrimination and Sexual Harassment shall be processed in accordance with UniReg 5.
5. Failure to report incidents of hazing.

C. Offenses Against Property.

1. Theft of, damage to, misuse of or unauthorized possession of property of the University, other public property, or personal property of another.
2. Unauthorized entry to or use of University premises including unauthorized possession, duplication or use of access control codes, keys, and cards to any such facility or premises.
3. Making or communicating false alarms or threats, tampering with fire extinguishers, the intentional mixture of harmful or hazardous biological/chemical/materials for purposes other than those under the supervision of a University faculty/staff member.

D. Offenses Involving Alcohol and Drugs.

1. Use, possession or distribution of illegal drugs or other controlled substances except as expressly permitted by law.
2. Public intoxication or the use, possession or distribution of alcoholic beverages except as expressly permitted by law and University policies, rules, and regulations.
3. Unauthorized selling, directly or indirectly (such as through donations or solicitations), of alcoholic beverages on University premises is prohibited. This restriction shall include the exchange of tickets for alcoholic beverages or any other means by which alcoholic beverages are provided for a consideration of cash or other method of exchange.
4. Unauthorized public advertisement of alcohol related functions or parties on University premises.

E. Abuse, misuse or theft of computer data, equipment, programs, time and/or violation of Information Technology policies, including but not limited to:

1. Unauthorized entry into a file, to use, download, read, transfer or change the contents, or for any other purpose.
2. Unauthorized use of another individual's identification and password.
3. Use of computing facilities, networks, and services to interfere with the work of another student, staff, faculty member or University official.

4. Use of computing facilities to cyber stalk or send obscene or abusive messages.
5. Use of computing facilities to interfere with normal operation of the University computing system.
6. Attempting to modify system facilities including the introduction of electronic vandalism, i.e., “viruses”, “worms”, or other destructive or disruptive programs and devices, into University computing resources, those on its premises, or those connected to it by network.
7. Use of computing facilities for personal profit, other than authorized University business.
8. Unauthorized copying or reproduction of licensed software on University computing equipment.

F. Interfering with the disciplinary process, including but not limited to:

1. Failure to cooperate with the directions of a University official.
2. Falsification, distortion, or misrepresentation of information.
3. Knowingly initiating a disciplinary process without cause.
4. Attempting to discourage or prevent an individual’s proper participation in, or use of the disciplinary process.
5. Failure to comply with any sanction imposed under this Code.

VI. DISCIPLINARY PROCESS.

A. Filing a Complaint and Initiating Charges.

1. When informed of a potential disciplinary matter, the Dean of Students or designee may assist in the resolution of the matter through an administrative disposition without the filing of a formal complaint or disciplinary charge.
2. Any member of the University community may file a complaint against any student or student organization suspected of violating this Code. A complaint shall be in writing and directed to the Dean of Students or a designee responsible for the administration of the student discipline under this Code. Any complaint should be

submitted promptly as soon as possible after the event takes place, preferably within seven (7) business days. For discrimination and sexual harassment complaints against a student, acts should be reported promptly and without unreasonable delay under UniReg 5.

3. The Dean of Students or a designee may initiate a charge on his own accord or based on a written complaint received by a member of the University community.
4. The student or student organization accused of misconduct will receive written notice of a charge and the date, time and location of the disciplinary hearing at least five (5) business days prior to the hearing date.

B. Informal Process-Disciplinary Conference. Students or student organizations accused of misconduct who are not disputing the complaint may elect to participate in a disciplinary conference with a magistrate.

1. **Admission of Responsibility.** Students or student organizations that elect a disciplinary conference admit responsibility for misconduct. The purpose of the disciplinary conference is to determine what Sanctions are appropriate for a violation of this Code. Students or student organizations that agree to a disciplinary conference waive any right to further hearings or appeals regarding the admitted misconduct.
2. **Magistrate's Duties.** The magistrate will review the allegations and any response to determine the appropriate sanction.
3. **Failure to Appear.** If a student or student organization accused of misconduct fails to appear for a disciplinary conference, the magistrate may refer the student or student organization for a disciplinary hearing and/or a hold may be placed on the student's record. In the case of an organization's failure to appear, cancellation of the group's University recognition or other disciplinary penalties may automatically occur.
4. **Appeal.** A student or student organization may appeal only the sanction imposed by the magistrate. The appeal shall be to the Dean of Students. Such disposition shall be final and there shall be no subsequent proceedings.

C. Formal Process – Disciplinary Hearing. Students or student organizations accused of misconduct who are disputing the charge are entitled to a disciplinary hearing.

1. **Hearing Officer/Magistrate Duties.** The Dean of Students or a designee shall assign a hearing officer or magistrate to hear and act on each case based on potential sanctions. Magistrates shall hear cases where the sanctions do not involve suspension, expulsion or fines. Hearing officers shall hear cases where sanctions may involve suspension, expulsion or fines. The assigned hearing officer/magistrate shall conduct the disciplinary hearing according to the procedural standards specified in this Code and shall exercise control over the disciplinary hearing. The standard of proof in a disciplinary hearing shall be “more likely than not”.
 - a. All procedural questions are subject to the final decision of the hearing officer/magistrate. In the case of appeals, all procedural questions are subject to the final decision of the Vice President for Student Affairs.
 - b. The hearing officer/magistrate may exclude any person(s) disrupting a disciplinary hearing or who fails to abide by the decisions of the hearing officer/magistrate.
 - c. In disciplinary hearings involving more than one accused student, the hearing officer/magistrate, at his or her discretion, may permit the hearing concerning each student to be conducted separately.
 - d. The hearing officer/magistrate will consider information that directly relates to the facts of the complaint or information regarding the appropriateness of a particular sanction.
 - e. The hearing officer/magistrate may question all witnesses in a disciplinary hearing.

2. **General Procedure for Hearings.**
 - a. A disciplinary hearing shall occur within thirty (30) business days of the charge unless the Dean of Students determines that it is in the best interests of the University or the student or student organization to postpone the hearing.
 - b. Appropriate accommodations will be made for students who have documented disabilities through the University Disability Support Services Office.
 - c. Normally, disciplinary proceedings are not open to the public. At the request of the student or student organization accused of misconduct, and subject to the discretion of the hearing officer/magistrate, the hearing may be opened to the public.
 - d. Admission of any person to the disciplinary hearing shall be at the discretion of the hearing officer/magistrate. Witnesses, other than the student or student organization accused of misconduct, may be excluded from the disciplinary hearing during the testimony of other witnesses.

- e. The student or student organization accused of misconduct may present information and/or a reasonable number of relevant witnesses in support of the student's position as determined by the hearing officer. The student or student organization may also ask questions of the opposing witnesses.
- f. The student or student organization accused of misconduct may speak on their own behalf; however, students who choose to remain silent shall not have their silence used to their detriment.
- g. After the disciplinary hearing, the hearing officer/magistrate shall determine whether or not the student or student organization is responsible for violating each section of the Code for which the student is charged.
- h. The student or student organization accused of misconduct will be informed in writing of the determination and recommendations of the hearing officer/magistrate, and the appellate process within twenty (20) business days.

3. Representation at Hearings.

- a. At a hearing before a magistrate, neither the charging party nor the student or student organization may have legal counsel present.
- b. At a hearing before a hearing officer, a student or student organization accused of misconduct may be assisted by an advisor of their choice and at their own expense. However, the accused student or student organization is responsible for presenting case information. Advisors are not permitted to speak on behalf of the student. Accused students or student organizations who use an attorney as their advisor shall notify the hearing officer of the attorney's name and telephone number at least five (5) business days prior to the disciplinary hearing. Advisors may not appear in lieu of the accused student. An advisor may consult with the student or student organization during a disciplinary hearing and may assist with the preparation for the hearing.

4. Discovery.

- a. At a hearing before a magistrate, the charging party and the student or student organization shall exchange a list of witnesses and exhibits five (5) business days prior to the hearing.
- b. At a hearing before a hearing officer and upon the time specified, the charging party and the student or student organization accused of misconduct will submit a list of witnesses for the hearing, a brief summary of the information each witness is expected to provide, and any document(s) to be presented at the hearing.

5. **Failure to Appear.** If a student or student organization accused of misconduct fails to appear for a hearing, the hearing may proceed without the student or student organization's presence and/or a hold may be placed on the student's record. In the case of an organization's failure to appear, cancellation of the group's University recognition or other disciplinary penalties may automatically occur.
 6. **Appeals.** Appeals shall be pursuant to Section IX of this Code.
- D. **Impact of Withdrawal on Disciplinary Proceedings.** While a student who has been charged with misconduct may exercise his or her right to withdraw from the University, this does not excuse the student from the University's disciplinary process. In such cases, the student will be advised that the withdrawal from the University will not result in the charge(s) being dropped. The disciplinary proceedings will be continued and the student's right to further enrollment at the University will be determined.
- E. **Record.** There shall be a written record for each disciplinary conference or hearing. In cases involving a finding of student or student organization misconduct under this Code, a citizenship record shall be maintained in the Office of Student Life until the student graduates, or for a period of seven (7) years, whichever occurs later, and include a summary of the evidence presented against and for the accused, the findings of the disciplinary proceedings and any sanctions imposed. Disciplinary records generated by University officials outside the Office of Student Life shall be copied and sent to the Office of Student Life for the individual student citizenship record. Such disciplinary records shall be the property of the University.
- F. **Notification of Complainant or Victim.** Affected University departments, officials, and/or victims will be notified of the outcomes of student disciplinary proceedings as soon as possible, when appropriate and permitted by law.

VII. SANCTIONS.

- A. The following sanctions may be imposed upon any student, group or organization found responsible for misconduct.
 1. **Written Reprimand.** A notice of warning in writing to the student or student organization that has been found responsible for violating expected standards of conduct.

2. **Conduct Probation.** A written reprimand that includes probation for a designated period of time. The occurrence of any further misconduct during the stated period will constitute grounds for further disciplinary sanctions.
3. **Loss of Privileges or Services.** Denial of specified privileges or services, loss of organizational recognition, or suspension of group privileges for a designated period of time.
4. **Restitution and Community Service.** Compensation for loss, damage or injury may take the form of appropriate service to the University or Laramie community and/or monetary material replacement.
5. **Educational and Discretionary Sanctions.** Educational assignments or other related discretionary assignments as appropriate to the violation.
6. **Restriction/Trespass/Suspension/Expulsion from Residence Hall(s) or other UW facilities.**
 - a. **Restriction/Trespass:** Elimination of privilege to visit a particular residence hall or facility. University police are notified when this sanction is implemented and violators may be subject to arrest when ignoring this sanction.
 - b. **Suspension:** Separation of the student from the residence hall or facility for a definite period of time, after which the student is eligible to return. Conditions for readmission may be specified.
 - c. **Expulsion:** Permanent separation of the student from the residence halls or facility.
 - d. **Consultation:** The Director of Residence Life and Dining should be consulted prior to the imposition of restriction, suspension or expulsion from facilities under the Director's control.
7. **Fines or Loss of Funding.** Fines may be imposed upon a student or student organization. A student's University funded financial assistance and an organization's University funding may be revoked.
8. **University Suspension.** Separation of a student from the University for a definite period of time, after which the student is eligible to return. An administrative hold may be placed on the student's record and conditions for readmission may be specified. Administrative holds may be released by the Dean of Students once stated re-enrollment requirements are met. A suspension for misconduct may

not be imposed until recommended by the Vice President for Student Affairs and approved by the University President.

9. **University Expulsion.** Expulsion (a permanent separation of the student from the University) for misconduct may not be imposed until recommended by the Vice President for Student Affairs and approved by the President of the University.
 10. **Transcript Notation Permitted.** Notations of disciplinary suspension and/or disciplinary expulsions from the University may be placed on a student's academic transcript.
 11. **Termination of Course Enrollment.** The student may be removed from registration in a particular class or classes, with no rights to credit for work completed. The University is not responsible for any financial losses incurred by the student through this sanction.
- B. More than one of the sanctions listed above may be imposed for any single violation.

VIII. TEMPORARY SUSPENSION.

- A. The Dean of Students, Vice President for Student Affairs or the President may impose a temporary suspension. A temporary suspension may be imposed only:
1. To ensure the safety and well-being of members of the University community or the preservation of University property;
 2. To ensure physical or emotional safety and well-being of the student;
 3. If the student poses a threat of disruption of or interference with the normal operations of the University.
- B. During the temporary suspension, students shall be denied access to the University premises and all other University activities or privileges for which the student might otherwise be eligible.
- C. A temporary suspension shall become effective immediately upon the written order of the Dean of Students, the Vice President for Student Affairs or the President and shall last no more than forty-five (45) business days unless renewed by the Dean of Students, the Vice President for Student Affairs, or the President. No more than one extension shall be permitted without the filing of disciplinary charges.

IX. APPEALS.

- A. A student or student organization may appeal the decision of a hearing officer, magistrate, or Director of Residence Life and Dining. In situations where the Dean of Students has not acted as the hearing officer, an appeal shall be made to the Dean of Students. When the Dean of Students has acted as the hearing officer, or the discipline is suspension or expulsion, the appeal shall be made to the Vice President for Student Affairs. In all cases, the decision of the designated appeals officer shall be final.
- B. Appeals shall be made in writing and must be presented to the designated appeals officer within five (5) business days from the receipt of the hearing officer/magistrate's written decision. If mailed, the appeal should include a return receipt. The written appeal shall include the action being appealed and the justification for the appeal.
- C. The designated appeals officer shall consider the appeal and any record in the case. The student or student organization shall be informed in writing of the final outcome of the appeal within forty-five (45) business days of its being presented.
 - 1. The designated appeals officer may uphold the decision, reverse the decision or provide an alternate sanction.
 - 2. If alternate sanctions are imposed, they may not be more severe than the original sanctions.
- D. Sanctions resulting from a formal disciplinary hearing shall not begin until either the time for appeal has expired without an appeal, or until the appeal has been concluded. The designated appeals officer may impose temporary sanctions during the appeal process to ensure the safety and well being of members of the University community or preservation of University property.

APPROVED:

Vice President for Student Affairs: _____

Date: _____

Vice President Brigman spoke about UniReg 30 and the Code of Conduct, noting the dedication of several staff members to see the process thru. She stated that the Code of Conduct is a critical document for UW, and the proposal on UniReg 30 will address the broader issues. Dr. Dolores Cardona, Interim Dean of Student Life talked about the work that remains to be completed, but noted that this document was a result of Academic Plan I. The item was placed on the Consent Agenda.

RECOGNITION ITEMS

AGENDA ITEM TITLE: **Jack Edwards**

CHECK THE APPROPRIATE BOX(ES):

- Work Session
- Education Session
- Information Item
- Other Specify: RECOGNITION

BACKGROUND AND POLICY CONTEXT OF ISSUE:

The President of the Associated Students of the University of Wyoming (ASUW) by virtue of the elected position serves as an *ex officio* member of the Board of Trustees. Each spring, UW students conduct campaigns and elect a new ASUW president. The outgoing ASUW president completes his/her term as a non-voting member of the Board of Trustees at the May meeting. Therefore, during this meeting of the Board of Trustees, we have an opportunity to recognize the service of the student trustees on the Board.

Jack Edwards, a native of Nevada, attended high school in Las Vegas and earned a Bachelor of Arts degree from the University of Nevada-Reno in 2001. In May 2004, Jack graduates from the UW College of Law and concludes his term as ASUW president and student trustee.

During 2003-04, President Edwards has overseen a 300% increase in the ridership of Safe Ride, formal student responses to the Academic and Athletic Plans as well as the Student Code of Conduct, a legislative revision of the Students' Attorney program, initiation of the "Pizza with the Prez" series, student support of UW programs before the Legislature, changes to the structure of the ASUW Judicial Council, revision of the ASUW website to enhance information available to students, and the change to a ticket system of President/Vice President in ASUW elections.

It is with appreciation that the Board recognizes the work of Jack Edwards as an *ex officio* trustee and commends him for his leadership in the last year.

UNIVERSITY OF WYOMING RESOLUTION OF APPRECIATION

JACK D. EDWARDS

President, Associated Students of the University of Wyoming

WHEREAS, 27 years after the University of Wyoming was established by the Wyoming Legislature in 1886, the Associated Students of the University of Wyoming (ASUW) was created to provide a voice and leadership opportunities for University students; ASUW is one of the premier student associations in higher education in the United States today; and Jack Edwards has just completed an effective term as its President;

WHEREAS, Mr. Edwards was responsible for dramatically increasing the success of the ASUW Safe Ride program resulting in a 300% increase in ridership with more than 18,500 riders;

WHEREAS, the Governor's Conference on Impaired Driving recognized the Safe Ride program for "outstanding efforts to prevent impaired driving in the area of education and prevention;"

WHEREAS, Mr. Edwards promoted ASUW legislation on a series of campus wide initiatives including the Student Code of Conduct, the Athletics' Strategic Plan, and the Academic Plan;

WHEREAS, Mr. Edwards provided valuable student perspectives on the Athletic Plan to the Wyoming Legislature during the 2004 budget session in an articulate, confident manner; and further organized additional student support to augment UW's presence in Cheyenne;

WHEREAS, President Edwards increased student involvement with the Student Attorney and explored the possibility of expanding the relationship of the Student Attorney with the College of Law, thereby providing litigation opportunities for students;

WHEREAS, Mr. Edwards enhanced student communication with the university administration by introducing "Pizza with the Prez"—a program devoted to candid Q&A sessions between President Dubois and the students;

WHEREAS, Mr. Edwards got the ASUW Judicial Council up and running at the start of the year (probably for the first time in years!);

WHEREAS, Mr. Edwards was extremely successful in elevating the profile of ASUW campus-wide by introducing legislation for funding to publish the weekly ASUW agenda in the Branding Iron; ensuring all ASUW legislation was placed on the ASUW web site for all students to read; holding "meet and greet" sessions to further connect with the students; and meeting most of UW's nearly 200 recognized student organizations;

WHEREAS, the hard work of Mr. Edwards, in increasing the awareness and importance of ASUW among students, helped student participation reach a record high voter turnout of 23 percent;

WHEREAS, President Edwards successfully introduced changes to the ASUW elections from an individual to a ticket system with the President and Vice President running on a ticket;

WHEREAS, Mr. Edwards position as Team Captain of the Nevada 4-A Football Championship Team in 1996 was a prelude to his superb leadership of ASUW;

WHEREAS, Mr. Edwards graduated from the University in May, 2004 with a Law degree;

WHEREAS, President Edwards was an effective voice for UW students at all meetings of the UW Board of Trustees.

THEREFORE, BE IT RESOLVED, that the University of Wyoming Board of Trustees expresses its appreciation, on behalf of the entire campus community, to Jack Edwards for his service to the University. In witness whereof, we have hereunto set our hands and caused the great seal of the University of Wyoming to be affixed this twentieth day of May, 2004.

Philip L. Dubois
President, University of Wyoming

Kathleen A. Hunt
President, UW Board of Trustees

Trustee President Kathy Hunt read the resolution to Trustee Edwards, and presented him with the resolution, his name plate, and his trustee photo.

AGENDA ITEM TITLE: **Tobin and Spitaleri Award Recipients**

CHECK THE APPROPRIATE BOX(ES):

- Work Session
- Education Session
- Information Item
- Other Specify: RECOGNITION

BACKGROUND AND POLICY CONTEXT OF ISSUE:

Each year, the Tobin Memorial Award and the Rosemarie Martha Spitaleri Award recognize the outstanding man and woman graduating from the University of Wyoming. This recognition is based on outstanding scholarship, leadership, character and contributions to the university. UW faculty, staff, and recognized student organizations submitted nominations for 17 men and 25 women representing every undergraduate college and 37 academic disciplines for the 2004 awards.

The Tobin Memorial Award winner for 2004 is Benjamin FitzPatrick. His references unanimously say that they expect Benj to make major contributions to his field(s). He is a triple major in the very challenging combination of chemical engineering, chemistry, and mathematics with a minor in honors, too. He also is graduating in five years with a near-perfect grade point average. He was one of only 300 students nationwide to win the Goldwater Scholarship, the premier undergraduate award in the sciences, mathematics, and engineering. In appreciation, Benj spent numerous volunteer hours mentoring this year's Goldwater applicants from UW in preparing their material. Benj participated in research at Los Alamos National Laboratory each summer of his collegiate career and spent two years working as an undergraduate researcher at UW. He also has been active in honoraries and university service, including work as a peer assistant for an engineering freshman seminar and a teaching assistant for organic chemistry. Next year, Benj has received a scholarship to pursue doctoral studies in physical chemistry at the University of Chicago.

The Rosemarie Martha Spitaleri Award winner for 2004 is Sabina Baig. Sabina's resumé reveals an incredibly energetic student who has been involved in a myriad of activities and organizations. A zoology major, she speaks four languages and has studied Spanish and American Sign Language at the University. As the vice president of ASUW for 2003-04, Sabina represented UW students in meetings with the trustees, state and federal legislators, and the governor of Wyoming and was appointed to the President's Advisory Council on Minority and Women's Affairs. Among her most valued contributions, Sabina organized two panels to combat prejudice in the wake of 9/11 and the wars in Afghanistan and Iraq; these programs received local and state media coverage. When Sabina couldn't find student assistance, she proceeded alone with a crusade for campus lighting and safety that will provide a long-range plan for the Laramie campus. In outreach activities, Sabina continues to visit Rawlins High School to encourage low income and ethnic minority students to pursue a college education.

AGENDA ITEM TITLE: **Janae Nuspl**

CHECK THE APPROPRIATE BOX(ES):

- Work Session
- Education Session
- Information Item
- Other Specify: RECOGNITION

BACKGROUND AND POLICY CONTEXT OF ISSUE:

Janae Nuspl, a graduating senior in Speech, Language, & Hearing Science, from Eaton, Colorado, has received the Delta Delta Delta Sorority's national leadership award. The Sarah Ida Shaw Award is presented to one Tri Delta member nationally in recognition of her devotion to the ideals of Tri Delta Sorority, her outstanding service to her local chapter, and her diverse array of activities on campus. Janae was selected from more than 100 outstanding nominees from chapters across the country.

She served as president, social development chairman, and activities chairman for her sorority chapter. In addition, she served the university in numerous leadership activities—from student government, to the campus recreation board, to senior class ambassador. She has been president, secretary, and homecoming parade chairman of the Student Alumni Association. This year she has been the ASUW chief of staff.

It is most impressive that Janae has served in so many leadership roles on the campus while maintaining a perfect 4.0 grade point average in a challenging academic field. As her chapter adviser wrote in her nomination, "She sets the standard for excellence. Perfect grades, outstanding leadership, caring friend."

The UW Board of Trustees is pleased to recognize Janae Nuspl, the 2004 winner of the Sarah Ida Shaw leadership award presented by the national executive board of the Delta Delta Delta Sorority.

WHEREAS, Janae Nuspl, a graduating senior in Speech, Language, & Hearing Science, from Eaton, Colorado, has received the Delta Delta Delta Sorority's national leadership award, the Sarah Ida Shaw Award; and

WHEREAS, The Sarah Ida Shaw Award is presented to one Tri Delta member nationally in recognition of her devotion to the ideals of Tri Delta Sorority, her outstanding service to her local chapter, and her diverse array of activities on campus; and

WHEREAS, Janae, who served as president, social development chairman, and activities chairman for her sorority chapter, was selected from more than 100 outstanding nominees from chapters across the country; and

WHEREAS, Janae also has served the university in numerous leadership activities, including student government, where she this year has been ASUW chief of staff; the campus recreation board, senior class ambassador; and president, secretary, and homecoming parade chairman of the Student Alumni Association; and

WHEREAS, Janae has accomplished these many tasks while maintaining a perfect 4.0 grade point average in a challenging academic field; and

WHEREAS, Janae's academic and service accomplishments were recognized in April when she was named a finalist for the Rosemarie Martha Spitaleri Award as one of the University of Wyoming's outstanding graduating women; now

THEREFORE, LET IT BE RESOLVED, That the UW Board of Trustees is pleased to recognize Janae Nuspl, the 2004 winner of the Sarah Ida Shaw leadership award as presented by the national executive board of the Delta Delta Delta Sorority. We extend our best wishes for continued success in the classroom and in life.

EDUCATION ITEMS

AGENDA ITEM TITLE: **Support Services Planning Process**, Harris

CHECK THE APPROPRIATE BOX(ES):

- Work Session
 Education Session
 Information Item
 Other Specify:

University of Wyoming
Support Services Planning
2005-2010 Plan

Introduction

Effective planning is the hallmark of an organization focused on its vision for the future. In much the same way that the second round of academic planning (Academic Plan II 2004-2009) refined the planning process for academic programs, it is expected that the second round of support services planning will refine the scope and purpose of administrative units and the services they provide.

The AP II does not constitute a complete strategic plan for the institution. Rather, its focus is the academic core of the institution and, therefore, represents the hub around which the Support Services Plan will be developed.

The purpose of this document is to provide the framework within which the planning process will proceed. The units involved in the planning process will include the following divisions: Administration; Budget and Planning; Information Technology; Institutional Advancement; Government, Community and Legal Affairs; Research; Student Affairs; and the Office of the President. The planning process will occur during the 2004-2005 academic year.

I. The Planning Process

The Academic Plan II identifies six areas of distinction to be enhanced over the next five years (e.g., environment and natural resources) and a set of institutional issues that will require attention over the next five years. These issues include:

- The learning environment;
- Scholarship and graduate education;
- Diversity, internationalization, and access;
- Structure of the curriculum;
- Faculty and program planning;
- Educational infrastructure;

- Outreach, extension, and community service; and
- Enrollment management.

Within each of these key areas, the AP II prescribes action items that will be undertaken over the next five-year period. The starting point for development of the Support Services Plan will be consideration of the action items contained within AP II and the direct role a support unit may play to support implementation of these items. While many units will have an indirect role in supporting various action items, it is important to focus discussion within the support units on those action items that each unit will directly support through their programming efforts, personnel assignments and budget commitments.

In addition to the linkages to the AP II, each support unit should prepare a self-study assessing the unit's strengths, weaknesses and opportunities. In discussing the various strengths of the unit, the narratives should describe those unique abilities and services being provided. Any perceived weakness within the programs and operations of a unit should be accompanied by a narrative discussing plans and alternatives the unit will consider to mitigate the weakness. Finally, opportunities the unit may see that will enhance their programs and operations should be fully discussed. Although budget and staffing deficiencies may be identified, it is important for units to consider how the major unit weaknesses or opportunities can be addressed by the reallocation of existing resources. Recommendations for innovative structural and functional changes that increase the effectiveness of support for the UW mission are welcome.

Central to each self-study should be a critical examination of the services or products delivered. This examination should include discussion of the necessity to provide this service or product; the quality, cost and efficiency of the service or product; and whether alternate delivery systems are available and should be considered. The central question to examine in this section of the self-study is: What is our business and is this product or service central to the mission of university?

In preparing self-study, a unit may wish to consider any or all of the following sources of information:

- External quality assessments a unit may have available;
- Comparator data, if available, standardized to eliminate size variance between UW and comparator institutions;
- Any recent internal departmental reviews;

It is critically important that unit self-studies involve individuals from all levels of the organization. Great ideas are not the exclusive purview of supervisors and managers. Without input and consensus from the entire workforce, it is virtually impossible to develop plans and secure the buy-in needed to take the unit to a new level of performance. Each Vice President should utilize processes in developing unit self-studies that assures broad representation and input from all levels of their organization. Vice Presidents are authorized to employ external consultants when deemed necessary.

Another essential element of each self-study will be closing the loop on your existing Support Services Plan. In reviewing your current Support Services Plan, identify any action item that has not been fully implemented or explored. For those items, describe what actions your unit will take to complete the items you have identified or the reason the action item has been abandoned or deferred. Additionally, if there are action items that should be continued into this next planning cycle, please identify those items and include them with your self-study.

Finally, it is expected that a number of interdivisional and/or cross-campus issues will be identified at the front-end of the planning process. It is expected that the President and the Executive Council will develop a list of issues of campus-wide importance that should be addressed in unit self-studies and incorporated into division plans to be submitted by each vice president. The major campus-wide issues will be distributed to the campus community to provide the opportunity for feedback on the issues that have been identified and to solicit additional comments on other support service functions and activities that should be considered in this next round of planning.

At the vice president level, each vice president should develop a Support Services Plan for their division that brings forward those essential planning objectives within their units that will serve as the basis for the overall Support Services Plan. The key objective in the Divisional Support Services Plan will be identification of those activities and tasks that will be evaluated each year to determine progress toward implementation of the entire University Support Services Plan. While an annual update on all of the specific actions items in the Support Services Plan is important, including progress at the unit level, the Divisional Support Plans will be a key element in determining progress toward the larger institutional objectives that have been identified.

Administrative review of the Support Services Plan will be completed by the President's Executive Council. The Executive Council will review Divisional Support Plans and may look at unit self-studies to determine whether proposed action items address those institutional planning priorities established at the beginning of the process. Unit and divisional plans will be made available to the general university community via a web site that will be established for that purpose

II. Support Services Planning Timeline

2004

- | | |
|--------|--|
| June | Executive Council develops campus-wide issues to be addressed in Support Service plans. |
| August | Central planning themes distributed to campus for comment and feedback. Unit self-studies are initiated. |

2005

- | | |
|-----------|---|
| January | First draft of unit self-studies submitted to respective Vice Presidents. |
| March | First draft of the Divisional Support Services Plans submitted to the Vice President for Budget and Planning. |
| April | Unit and Divisional Support Services Plans made available to the President and campus community |
| June | President and Executive Council will review Support Services Plan and incorporate final revisions to document to be delivered to Trustees |
| August | Support Services Plan made available to the Trustees for discussion at annual Trustee Retreat. |
| September | Support Services Plan formally approved by Board of Trustees |

Vice President Harris spoke about input that is necessary at the unit level for the Support Services Plan. Included in the discussion were comments on the process and coordination. The new Support Services Plan will be presented to the Board in September 2005 and once it is complete, work on the Capital Facilities Plan will commence.

AGENDA ITEM TITLE: **Request for Change in Degree Name**

CHECK THE APPROPRIATE BOX(ES):

- Work Session
 Education Session
 Information Item
 Other Specify: BUSINESS MEETING, Committee of the Whole, (Consent Agenda)

BACKGROUND AND POLICY CONTEXT OF ISSUE:

We request the Bachelor of Science in Vocational Agriculture be changed to Bachelor of Science in Agricultural Education. Leaders in education have vigorously promoted changes in the scope and emphasis of secondary programs in vocational agriculture since the early 1980's. The curriculum, now designed to prepare students for more than careers in production agriculture, has expanded to include knowledge and understanding of all aspects of human and animal food and fiber systems. As a result of this shift, virtually all educational programs in the field are now identified as "Agricultural Education" programs.

Prior Related Board Discussions/Actions:

None.

WHY THIS ITEM IS BEFORE THE BOARD:

Approval of changes in degree/major titles is required by Board Policy.

ARGUMENTS IN SUPPORT:

- The proposed name change better communicates the purpose of the degree in that UW graduates will be certified as teachers of agricultural education in public schools. Brings UW's program in line with national norms.
- The change is congruent with recommendations in a recent external program review initiated by Deans Galey and McClurg.

ARGUMENTS AGAINST:

None

ACTION REQUIRED AT THIS BOARD MEETING:

Approval is requested for a title change for the Bachelor of Science major in Vocational Agriculture to Agricultural Education.

PRESIDENT'S RECOMMENDATION:

The President recommends approval.

Associate Vice President for Academic Affairs Rollin Abernethy advised the Board that this is a housekeeping item and briefly provided the history. The item will remain on the Consent Agenda.

AGENDA ITEM TITLE: **Gender Equity**

CHECK THE APPROPRIATE BOX(ES):

- Work Session
 Education Session
 Information Item
 Other Specify:

BACKGROUND AND POLICY CONTEXT OF ISSUE:

Federal legislation passed in 1972, known as “Title IX,” was established to ensure equal access for female athletes and to accommodate their desire to participate in competitive athletics at all educational levels. Demonstrating compliance with Title IX has generally centered on showing that the number of women participating in intercollegiate athletics is “substantially proportional” to the presence of women in the undergraduate student body. Although Title IX legislation does not specify a percentage point difference to define “substantial proportionality,” it appears to be the case that the proportionality test has been met if the difference between female participation in intercollegiate athletics and their presence in the undergraduate population is less than 5 percent.

UW has a Gender Equity plan in place to address compliance with Title IX. A part of this plan is to continue to review on an annual basis the gender-based proportionality ratios of student-athletes and the over-all undergraduate student population. Other measures of gender equity compliance may include the proportion of scholarship budgets, operational budgets, and coaching salaries allocated to female athletics.

The educational item presented shows specific UW gender equity ratios and further provides comparisons with other schools in the Mountain West Conference as well as showing the upper and lower bounds of national data gathered from other Division I-A institutions. Results provided are based on 2001-02 data from the NCAA Gender Equity Survey (EADA Report).

Prior Related Board Discussions/Actions:

January, 2000: Presentation of the UW Gender Equity Plan.

July, 2000: Trustee approval of the UW Gender Equity Plan.

WHY THIS ITEM IS BEFORE THE BOARD:

The issue of gender equity is a topic relevant to the successful operation of intercollegiate athletics. It is desired to update the Board on UW’s compliance with Title IX.


ARGUMENTS IN SUPPORT:

ARGUMENTS AGAINST:

ACTION REQUIRED AT THIS BOARD MEETING:

The gender equity study is an information item only and requires no action by the Board.

PRESIDENT'S RECOMMENDATION:



UNIVERSITY
OF WYOMING
New Thinking

opportunity

Athletics Gender Equity Review *

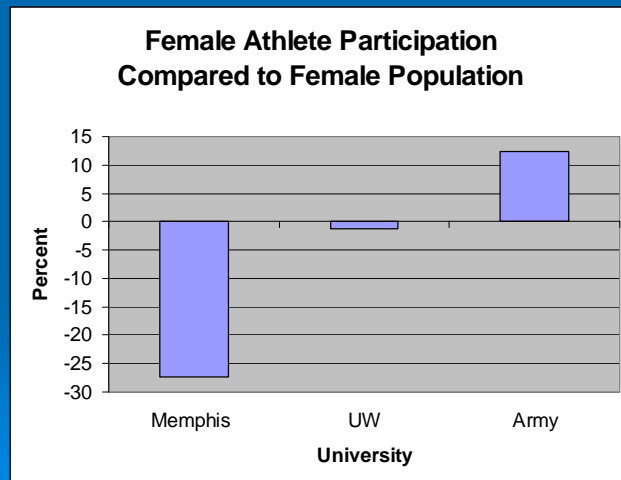
May 2004
University of Wyoming

* NCAA Gender Equity Survey (EADA Report)
2001-02 Data

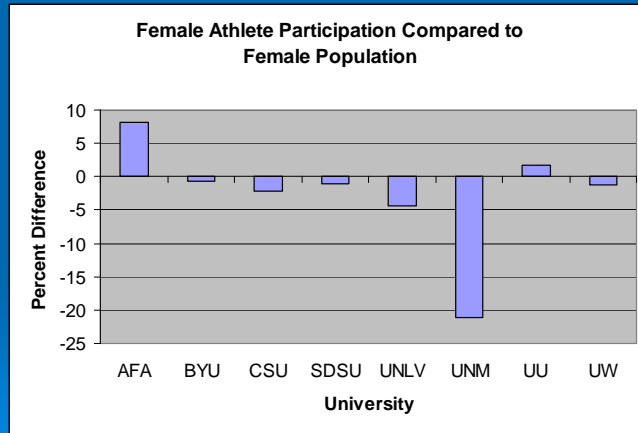
Female Participation

❖ Proportion of Female Undergraduates	50.5 %
❖ Proportion of Female Athletes	49.2 %
❖ Difference	-1.3 %

National Bounds



Mountain West Schools

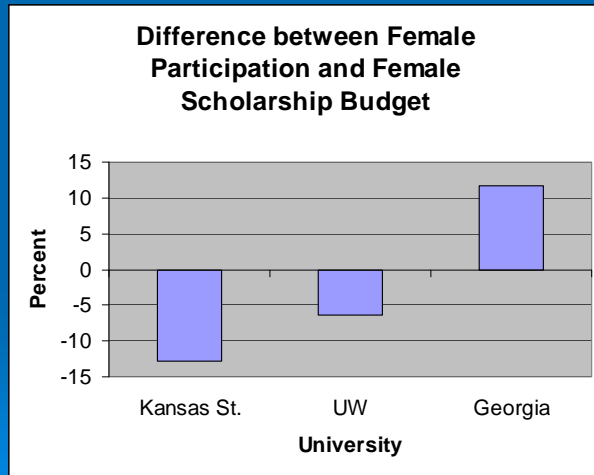


Scholarship Funding

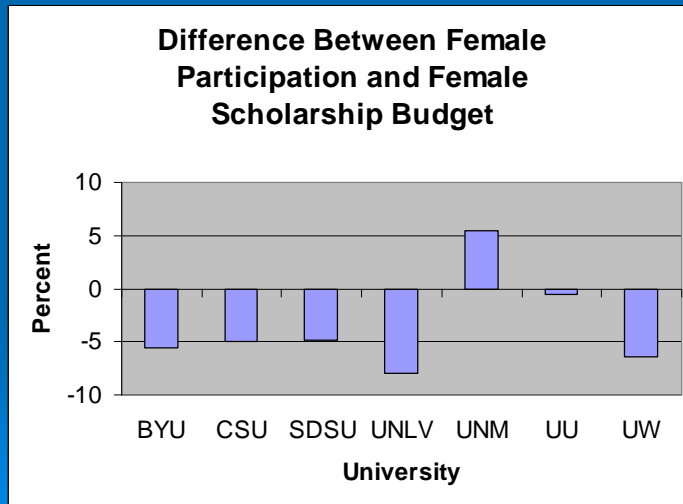
❖ Proportion of Female Athletes*	43.7 %
❖ Proportion of Female Scholarship Funding	37.3 %
❖ Difference	-6.4 %

*Female Athletes / Total Athletes: Unduplicated Count

National Bounds



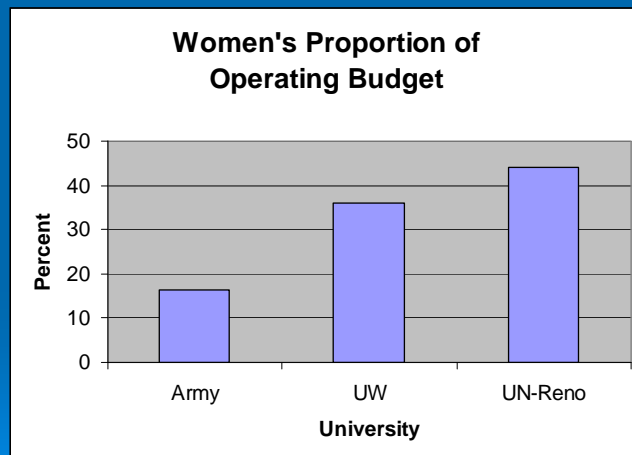
Mountain West Schools



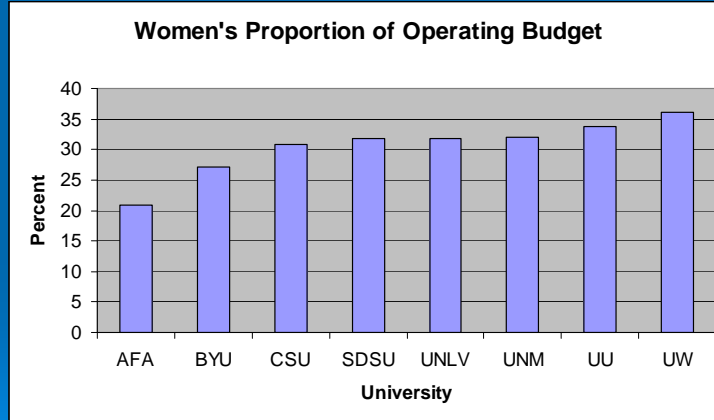
Women's Proportion of Operating Budget

❖ University of Wyoming	36 %
❖ Division IA Ranking	15 / 117

National Bounds



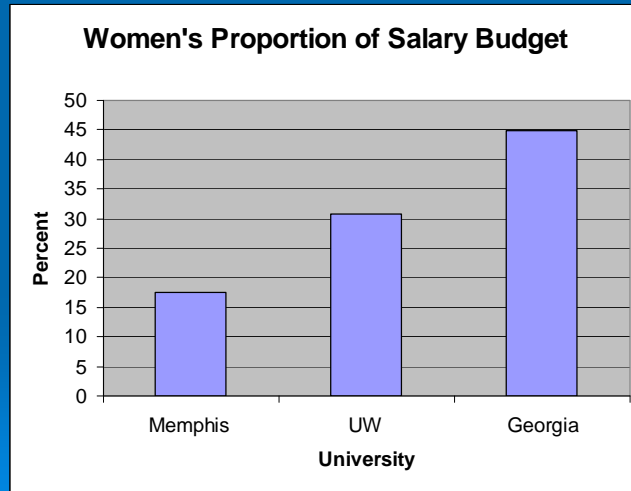
Mountain West Schools



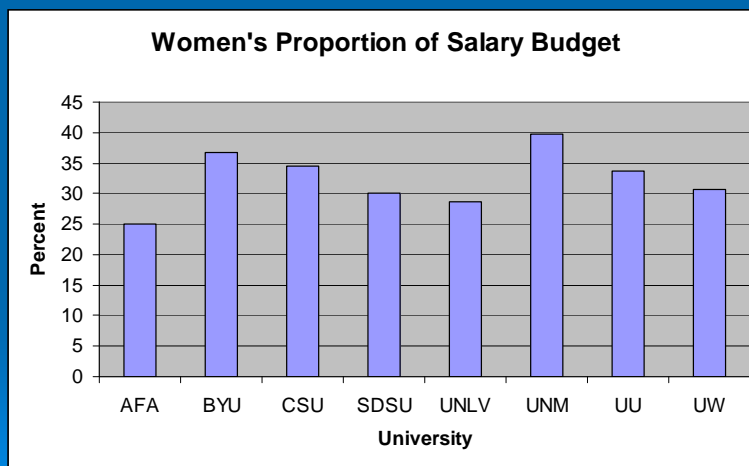
Women's Proportion of Salary Budget

- ❖ University of Wyoming 30.7 %
- ❖ Division IA Ranking 68 / 117

National Bounds



Mountain West Schools



President Dubois spoke to the Board about gender equity. The information presented in the report provides an update of UW's work on compliance with Title IX and focuses on participation and funding.

INFORMATION ITEMS

AGENDA ITEM TITLE: **Internal Audit Activity Conducted in Accordance with the Audit Plan for the Period January 1, 2004 – March 31, 2004**

CHECK THE APPROPRIATE BOX(ES):

- Work Session
- Education Session
- Information Item
- Other Specify:

BACKGROUND AND POLICY CONTEXT OF ISSUE:

The Internal Audit Activity is reported quarterly by Van Jacobsen, Internal Audit for the University of Wyoming. This is a routine item requiring no action, and is presented for the information of the Board.

Prior Related Board Discussions/Actions:

Presented quarterly.

WHY THIS ITEM IS BEFORE THE BOARD:

Routine information.

ACTION REQUIRED AT THIS BOARD MEETING:

None.

PRESIDENT'S RECOMMENDATION:

None.

INTERNAL AUDIT ACTIVITY CONDUCTED IN ACCORDANCE WITH THE AUDIT PLAN FOR THE PERIOD JANUARY 1 TO MARCH 31, 2004.

The following audits and related activities have been completed:

1. An operational review of the Wyoming Union Information Desk has been completed. The text of the audit report is on the following pages.
2. The Insurance handling accounts were audited. There were no written recommendations from that audit.

The following audits and related activities are in process:

1. An audit of Campus Recreation is in progress.
2. Van Jacobson and Jim Byram have been participating in the upgrades 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 upgraded and to assist with the upgrades.

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

1. The endowment and scholarship reporting process audit report was issued in January of 2001. The implementation plan for those recommendations is as follows:

The University of Wyoming Board of Trustees, at their November 8, 2003 meeting, authorized the University of Wyoming Foundation to serve as its agent for the investment and management of the University's endowment portfolio. It is anticipated that the physical transfer of endowment assets will occur by the end of February 2004. The Foundation has a reporting model in place and the University endowment assets will be included in this reporting package. The University Controller's Office will work closely with the Foundation over the next few weeks to identify all departments impacted by endowment accounts so that the goal of giving departments access to the financial reports of every account that has an impact on them is met.

This reporting model may eliminate the need for these accounts to be added to the appropriate PeopleSoft reporting tree as recommended in the January 25, 2001 internal audit report. If there are additional reporting needs, such as college-level management reports which the Foundation's reporting system does not provide at this time, the Controller's office will help the Foundation determine what those needs are and will pursue development of additional reports. The BRIO reporting solution mentioned in the 2001 internal audit report was undertaken for over a year and a half and was subsequently abandoned; however, since the endowments will now reside with one reporting entity, the need to extract information from two or more different databases has been eliminated. It is anticipated that these reporting issues will be resolved by December 31, 2004.

The recommendation that all PeopleSoft accounts have a complete long description will be pursued after implementation of the latest upgrade. Although this project is nearing completion,

it is difficult to anticipate post-implementation issues that will take priority. A realistic target for this recommendation would be six (6) months after the new version is in production and stable, at which time enhancements to the database will be undertaken and the feasibility of this endeavor will be assessed.

2. 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 \$219,000 remain uncollected. The Associate Director of Physical Plant is working with the Vice President of Administration and other Vice Presidents to collect the accounts receivable during fiscal year 2003-04.

WYOMING UNION INFORMATION DESK

UNIVERSITY OF WYOMING

Internal Audit

**P.O. Box 3314
Laramie, Wyoming 82071-3314
(307) 766-2385**

January 5, 2004

To the Board of Trustees
of the University of Wyoming

This report is submitted relative to our findings and conclusions as a result of our review and analysis of the Wyoming Union Information Desk cash handling procedures. The review included the following:

- Interviewed Information Desk Office Associate and Business Manager about their roles and functions associated with cash handling.
- Reviewed ticket office policies and procedures set up to accomplish these functions.
- Prepared both narrative and flow chart documentation of cash handling procedures.
- Assisted in risk/control analysis for the cash handling procedures.

BACKGROUND

The Wyoming Union Information Desk is responsible for the sales of tickets to a variety of events on campus. These events include plays, concerts, and athletic events sponsored by both campus and non-campus clients. The money from these sales must be reconciled with the number of tickets sold and transferred to the appropriate client. The Information Desk, at times, can be selling tickets for more than one event at the same time.

SCOPE OF REVIEW

For the purpose of identifying areas for improvement, my review and analysis of present Information Desk cash handling policies and procedures included the following functions:

Office Associate, Information Desk
Student employees, Information Desk
Business Manager, Wyoming Union

The above functions were reviewed according to the following general work steps:

PERSONNEL INTERVIEWS

The Wyoming Union Information Desk personnel were interviewed to analyze the present cash handling procedures to look for areas where there could be improvements. These discussions and reviews provided a working knowledge of present cash handling procedures.

MEETINGS WITH PERSONNEL

Meetings with the Associate Director, Business Manager, and Office Associate, Information Desk to discuss and plan the process of developing the risk/control, risk assessment and mitigation strategies for the cash handling process of the Information Desk.

OBJECTIVES

The objectives of the operational review were to identify the work being performed by Information Desk personnel in order to document present procedures as well as to make observations and recommendations about the manner in which immediate and short-term improvements could be realized. The principle focus of our efforts was toward developing operating procedures that would provide optimum efficiencies in meeting Wyoming Union Ticket Office requirements. Present personnel and their performance were not evaluated only the tasks and functions being performed were evaluated.

SUMMARY OF FINDINGS AND RECOMMENDATIONS

The major findings and recommendations are summarized below for your review. These findings and recommendations have been discussed with the appropriate personnel and the recommendations have been implemented.

1. Z TAPE IS ALTERED

Background

All sales are processed through the cash register and additionally ticket sales are tracked through Paciolan, which is a ticket managing software operated by the Athletic Ticket Office. At the end of the day the register is closed out which produces a Z tape that is a summary of all transactions processed by the register.

Observation

When the Z tape is compared to the Paciolan report and sales receipts it is often found that there are errors on the Z tape. Errors can occur during the course of the daily operations that are not discovered in time to use the "void" or "cancel" key on the cash register. When these sales are not voided the end result is the Z tape does not accurately reflect the sales transactions. Because the Z tape is sent to the Business Manager to be used in preparation of the deposit, the Z tape has been manually altered to agree with the Pacoilan report.

Recommendation

The Z tape is the official record of transactions processed by the cash register and as such should not be altered. A reconciliation form should be developed to enable the Z tape to be reconciled to the actual cash and Paciolan report. This reconciliation should accompany the Z tape and sales proceeds for the Business Manager to use in preparing the deposit.

Current Status

The daily cash register reconciliation process has been changed to recognize discrepancies between the Z tape and supporting documentation. The credit card batch reports, checks received, cash, and ticket sales reports are compared to the Z tape and any differences are identified and reconciled.

2. WYOMING UNION TICKET OFFICE INDIVIDUAL CASHIER'S REPORT

Background

The Business Manager receives daily sales receipts and the register Z tape from the Information Desk Office Associate; this information is used to produce the Wyoming Union Ticket Office Individual Cashier's Report. This report reconciles the information on the Z tape to the actual proceeds received.

Observation

The current Wyoming Union Ticket Office Individual Cashier's Report contains two columns "Register Readings" and "Cash Turned In". The cash turned in column contains currency, coin, check, and credit card information, which do not reflect all possible means of payment or refunds.

Recommendation

The Wyoming Union Ticket Office Individual Cashier's Report should be modified to allow the complete reconciliation of the Z tape to the sales proceeds.

Current Status

The Individual Cashier's Report has been modified to allow complete reconciliation with the deposit information received from the Information Desk

IMPLEMENTED MITIGATION STRATEGIES

Background

The process of reaching the mitigation strategies of risks is first to identify the risks associated with the process; a risk is anything that can jeopardize the achievement of an objective. Next, activities that are in place to control the risk as well as any control deficiencies are identified and finally the risk assessment is performed. Risk assessment is the identification and analysis of risks to the achievement of operations, financial reporting, and compliance objectives, forming a basis for determining how those risks are to be managed or mitigated.

Current Status

The process of risk identification, determining the control deficiencies, and risk assessment was completed and the mitigation strategies completed and implemented.

Jim Byram

Auditor, Senior

Copy: Philip Dubois, President

University of Wyoming

Leellen Brigman, Vice President

Student Affairs

Charles Francis

Director, Wyoming Union

Darcy DeTienne

Associate Director, Wyoming Union

AGENDA ITEM TITLE: **Internal Audit Plan for Fiscal Year 04 – 05**

CHECK THE APPROPRIATE BOX(ES):

- Work Session
 Education Session
 Information Item
 Other Specify:

BACKGROUND AND POLICY CONTEXT OF ISSUE:

The internal audit plan for the next year is presented to the Board at their May meeting each year. Questions are encouraged, and no action is required. The Internal Auditor is present at the Board meeting for additional explanation.

Prior Related Board Discussions/Actions:

Annual presentation to the Board.

WHY THIS ITEM IS BEFORE THE BOARD:

It is an annual, routine item.

ARGUMENTS IN SUPPORT:

ACTION REQUIRED AT THIS BOARD MEETING:

This is an educational item, so no action is required.

PRESIDENT'S RECOMMENDATION:

None.

INTERNAL AUDIT PLAN FOR THE YEAR ENDING JUNE 30, 2005

The goal of Internal Audit is to audit as many areas of the University as possible and to provide audit services to certain affiliated organizations. To determine the specific University areas to be audited the following factors are taken into consideration: audit work performed by external auditors, an assessment of risk, and the resources of Internal Audit. Whenever possible, internal controls are reviewed, as they are being developed for new systems or when they are revised within existing systems.

The Internal Audit Plan for the year ending June 30, 2005 consists of the following:

Participation in the upgrades of the PeopleSoft Financial Management System, Asset Management and Human Resources Management System will continue. The goals in this area are to evaluate the controls and functionality that are being configured into these systems as they are being upgraded and to assist with the upgrades.

Audit services will be provided to the following affiliated organizations:

1. Cowboy Joe Club will be audited and financial statements will be prepared for the fiscal year ending June 30, 2004.
2. The Wyoming State 4-H Foundation will be audited and financial statements will be prepared for the fiscal year ending September 30, 2004.

NCAA rules compliance will be audited for activity in fiscal year 2003-04 in the areas of Rules Education, Employment of Student-Athletes, Certification of Compliance, Camps and Clinics, and Recruiting. This is the third audit in a series of three annual audits that covered all of the NCAA rules compliance areas.

Audits of self-sustaining operations will continue. Self-sustaining operations typically involve one or more of the following: cash handling, sales, expense reimbursement, accounts receivable and inventory. Specific operations to be audited in the coming year are: Casper Family Practice Center, Renewable Resources, WYSAC, TransPark, and Community Service Education/Outreach (CSE).

ASUW and Student Publications will be audited for the year ending June 30, 2004.

Cash counts will be performed when appropriate.

Internal Audit will perform audits of UW licensees when requested by the Trademark Licensing Office. The Trademark Licensing Office licenses manufacturers to produce products bearing the University's trademarks. As part of the agreement the University has the right to audit their books to ensure that they are paying the appropriate royalties on their sales.

AGENDA ITEM TITLE: **Enhanced Oil Recovery**

CHECK THE APPROPRIATE BOX(ES):

- Work Session
 Education Session
 Information Item
 Other Specify:

BACKGROUND AND POLICY CONTEXT OF ISSUE:

In the recently concluded legislative session, Enrolled Senate Act 44 provided \$2.4 million to the University of Wyoming with the expressed purpose of creating an enhanced and improved oil recovery commission, specifying functions of the commission, and providing for research programs. The research program will focus on oil and gas recovery technological issues, including carbon dioxide separation reservoir sweep performance and reservoir displacement efficiency. In addition, there is to be an expanded program of technology transfer to help give industry access to and application of existing enhanced oil recovery and improved oil recovery technology. With the resignation of Dr. Dag Nummedal (Department of Geology and Geophysics), the Directorship of the Institute for Energy Research and the Enhanced Oil Recovery Institute became vacant. Vice President Buchanan appointed Dr. James Steidtmann, Professor Emeritus of the Department of Geology and Geophysics to the vacant directorship. Professor Steidtmann, an expert in sedimentology, came to the University in 1968 and retired in 2002. He was the Head of the Department of Geology and Geophysics for 11 years.

Prior Related Board Discussions/Actions:

January 2004 discussed as part of preliminary work with state legislature.

WHY THIS ITEM IS BEFORE THE BOARD:

Legislative Action Enrolled Senate Act 44

ARGUMENTS IN SUPPORT:

ARGUMENTS AGAINST:

ACTION REQUIRED AT THIS BOARD MEETING:

None

PRESIDENT'S RECOMMENDATION:

None

AGENDA ITEM TITLE: **Change Orders and Progress Reports**

The following gives an accounting of the progress and activity of construction and design since the March 2004 Trustees meeting. Also reported are approved change orders for the Health Science – Biochemistry Addition & Remodel.

PROJECTS IN CONSTRUCTION

1. Health Science – Biochemistry Addition & Remodel

Contractor: Groathouse Construction, Inc., Laramie, WY
 Bid Price: \$11,597,000.00
 Contract Substantial Completion Date: May 1, 2005

	Total	Administration	Construction	Design	Technology	FF & E	Contingency	Misc
Budget	17,984,000	600,000	11,597,000	1,680,000	1,386,000	915,000	1,556,000	250,000
Expended	4,742,710	162,054	3,268,460	1,283,432			28,051	713
Obligated	8,679,482		8,328,540	294,028			56,914	
Un-obligated	4,561,808	437,946	0	102,540	1,386,000	915,000	1,471,035	249,287

Remarks: Structural steel is 95% completed. Concrete for the second floor on the east wing has been placed. The concrete for the rest of the floors will be occurring soon. Door frames have been set for the first and fourth floors of the Biochemistry building. Metal framing for the partition walls has been completed on the fourth floor of the Biochemistry building and in the basement of Pharmacy. Mechanical rough-ins are complete in the Biochemistry and the Pharmacy building. Plumbing rough-ins have begun on the east addition. Electrical rough-ins have begun in the basement of the Pharmacy building and the fourth floor of the Biochemistry building.

2. Steam Tunnel Repair and Fuel Tank Removal

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

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

	Total	Administration	Construction	Design	Contingency
Budget	1,500,000	75,000	1,381,756	30,000	13,244
Expended	1,474,967	65,420	1,368,256	28,047	13,244
Obligated	13,500		13,500		0
Un-obligated	11,533	9,580	0	1,953	0

Remarks: Physical Plant has completed relocating the condensate pumps in the new pumping vault. The contractor is working on the final grading and finishing the parking lot. The final steam crossover from the old system to the new system and landscaping will be completed this spring.

3. Upper West Stand Replacement, War Memorial Stadium

Contractor: Reiman Corporation
 Bid Price: \$3,744,400.00
 Contract Substantial Completion Date: August 15, 2004

	Total	Admin	Construction	Design	Contingency
Budget	4,364,135	98,000	3,744,400	391,735	130,000
Expended	493,288	13,838	208,857	270,593	
Obligated	3,656,685		3,535,543	121,142	
Un-obligated	214,162	84,162	0	0	130,000

Remarks: The contractor is in the process of removing the L-beams from the south three bays. They have removed the L-beams from the north three bays. The submittal process and the demolition are on schedule.

PROJECTS IN DESIGN PHASE

1. Residence Halls Renovations

	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	575,211	46,317			528,894		
Obligated	240,406				240,406		
Un-obligated	7,784,383	228,863	5,556,625	256,985	56,200	825,470	860,240

Remarks: Bids have been accepted and are being evaluated.

2. Childcare Facility

	Total	Administration	Construction	Design	Contingency	Misc
Budget	1,915,500	58,500	1,608,600	146,000	73,000	29,400
Expended	122,754	25,617		97,137		
Obligated	37,963			37,963		
Un-obligated	1,754,783	32,883	1,608,600	10,900	73,000	29,400

Remarks: Bids have been accepted and are being evaluated.

CHANGE ORDERS

1. Health Science – Biochemistry Addition & Remodel

Change Order No. 4

Item 1	Brick In-fills at Biochemistry	Add:	1,840.00
Item 2	Colored Mortar	Add:	4,816.00
Item 3	Storefront/Window Finish	Add:	18,786.00
Item 4	Slab Demolition at Biochemistry Stairs	Add:	19,763.00
Item 4	Chase Wall at Handicap Bath 180	Add:	<u>2,481.00</u>
	<u>Total Change Order No. 4</u>	Add:	\$47,686.00

Change Order No. 5

Item 1	Fireproofing at South Addition	Add:	7,963.00
Item 2	Stone Veneer at Pharmacy Bldg	Add:	21,937.00
Item 3	Stone Palletization Labor	Add:	2,007.00
Item 4	Hardware Revisions	Add:	7,456.00
Item 5	Floor Repair at Biochemistry	Add:	2,671.00
Item 6	Pier Removal at Pharmacy	Add:	<u>443.00</u>
	<u>Total Change Order No. 5</u>	Add:	\$42,477.00

Statement of Contract Amount

Original Contract	\$11,597,000.00
Change Orders 1-5	<u>+ 147,077.00</u>
Adjusted Contract	\$11,744,077.00

AGENDA ITEM TITLE: **Development Report**, Blalock

FY 2004 Monthly Giving Report through April 30, 2004												
ALL GIFTS												
FUND	New Commitments FY 2004 GOALS	Current Month (cash received only)		FY 2004 to date						FY 2003 Commitments YTD		
		DONORS	FACE VALUE	Cash & Cash equivalent		New Commitments YTD			DONORS	FACE VALUE		
				DONORS	OUTRIGHT	PLEDGE PMTS	NEW PLEDGES	TOTAL				
				LIFE INCOME								
				FACE	NPV							
AGRIC	\$ 1,100,000	91	\$42,664	1089	\$619,247	\$50,000	\$26,882	(\$162,000)		\$507,246	1113	\$536,250
AHC	\$ 300,000	10	\$4,716	266	\$3,835,326			(\$3,500,000)		\$335,326	262	\$140,612
ALUMNI		2	\$100	16	\$2,000					\$2,000	4	\$1,050
A & S	\$ 3,000,000	197	\$47,934	2834	\$2,277,877	\$350,000	\$157,737	(\$437,284)	\$222,500	\$2,413,093	2684	\$2,645,243
ATHLETICS	\$ 3,115,000	697	\$217,400	6041	\$2,493,587			(\$806,394)	\$1,076,000	\$2,763,193	6004	\$1,646,616
BUSINESS	\$ 2,700,000	128	\$11,580	1251	\$834,341	\$50,000	\$17,358	(\$336,989)	\$50,720	\$598,073	1180	\$1,299,787
EDUCATION	\$ 1,000,000	93	\$21,845	1162	\$357,778	\$424,646	\$125,865	(\$126,185)	\$60,000	\$716,239	1063	\$175,099
ENGINEERING	\$ 3,000,000	118	\$68,081	1909	\$602,291			(\$204,791)	\$275,000	\$672,499	1842	\$2,900,930
IENR	\$ 500,000	20	\$16,350	168	\$315,322			(\$202,015)		\$113,307	127	\$355,363
HEALTH SCI	\$ 1,200,000	78	\$4,815	895	\$249,718	\$100,000	\$39,292	(\$174,058)	\$600,000	\$775,660	832	\$321,626
LAW	\$ 1,000,000	22	\$11,175	379	\$542,862			(\$389,109)	\$25,000	\$178,753	365	\$1,333,024
LIBRARY	\$ 130,000	17	\$690	279	\$61,617			(\$25,000)		\$36,617	296	\$40,816
OUTREACH	\$ 600,000	1475	\$80,084	7128	\$554,812			(\$6,160)	\$250	\$548,902	6874	\$550,178
STU AFFRS	\$ 78,500	99	\$5,613	1082	\$71,012			(\$905)		\$70,107	1196	\$92,524
UW ART MUS	\$ 325,000	118	\$7,365	679	\$560,298			(\$258,230)		\$302,068	649	\$238,358
UNIV. FUND	\$ 173,800	95	\$5,044	1388	\$160,839			(\$7,511)		\$153,329	1423	\$165,771
OTHER	\$ 3,777,700	44	\$156,199	515	\$11,885,783	\$786,500	\$346,133	(\$10,261,117)	\$3,915,581	\$6,326,747	971	\$14,352,283
GIFTS NOT YET BOOKED					\$26,528	\$75,000		(\$20,100)		\$81,428		
TOTAL	\$ 22,000,000	3,154	\$701,653	22,948	OUTRIGHT & FACE:	\$27,287,384	(\$16,917,848)	\$6,225,051	\$16,594,587	22,620	\$26,795,529	

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

FY 2004 Monthly Giving Report through April 30, 2004

ANNUAL FUND GIFTS (cash received)

FUND	FY 2004 GOALS	Current Month		FY 2004 to date		FY 2003 to same date	
		DONORS	AMOUNT	DONORS	TOTAL	DONORS	TOTAL
AGRIC	\$81,100	82	\$4,185	1001	\$77,700	956	\$63,661
AHC	\$27,900	6	\$335	214	\$29,766	191	\$22,109
ALUMNI	\$ -	2	\$100	16	\$2,000	3	\$50
A & S	\$ 348,800	175	\$ 17,109	2496	\$307,950	2433	\$298,631
ATHLETICS	\$1,043,200	619	\$79,167	5605	\$1,087,093	5472	\$996,993
BUSINESS	\$122,800	123	\$10,110	1104	\$143,165	1073	\$129,935
EDUCATION	\$56,800	79	\$2,310	1108	\$58,213	1010	\$40,838
ENGINEERING	\$241,600	110	\$12,068	1756	\$243,581	1683	\$198,218
IENR	\$107,000	18	\$5,350	145	\$50,987	113	\$37,313
HEALTH SCI	\$62,100	75	\$4,715	842	\$82,146	745	\$56,531
LAW	\$61,100	19	\$1,675	317	\$40,841	289	\$40,087
LIBRARY	\$35,900	17	\$690	272	\$35,532	290	\$25,088
OUTREACH	\$455,700	723	\$46,185	6681	\$510,329	6851	\$445,703
STU AFFRS	\$78,500	98	\$3,613	1053	\$49,714	988	\$47,944
UW ART MUS	\$53,000	118	\$7,365	333	\$53,708	292	\$42,736
UNIV. FUND	\$150,000	95	\$5,044	1378	\$152,046	1405	\$139,821
OTHER	\$28,800	12	\$4,505	188	\$61,129	308	\$62,096
TOTAL	\$2,954,300	2,269	\$204,525	21,325	\$2,985,900	20,974	\$2,647,754

Report on Status of State Match as of April 2004

Endowment Challenge Program

Total Available from State	\$48,000,000.00
Commitment Amount Approved for Match	<u>\$31,997,408.72</u>
Remaining Amount to be Committed	\$16,002,591.28
Total Paid by Donor as of 4/30/04	\$20,313,887.97
Net Unpaid by Donor as of 4/30/04	\$11,683,520.75
Amount Due From Donor:	
FY 04	\$1,934,283.39
FY 05	\$3,019,704.76
FY 06	\$2,691,143.18
FY 07	\$2,507,305.93
FY 08	\$1,531,083.49
Total Received from State as of 3/31/04	\$19,167,764.75

Athletic Facilities State Matching Funds

Total Available from State	\$10,000,000.00
Total Amount of Pledges or Cash Received	<u>1,185,000.00</u>
Remaining Amount to be Committed	\$ 8,815,000.00
Total Paid by Donor as of 3/31/04	\$735,000.00
Amount Due From Donor:	
FY 04	\$5,000.00
FY 05	\$110,000.00
FY 06	\$110,000.00
FY 07	\$110,000.00
FY 08	\$115,000.00

**University of Wyoming
 Distinction Campaign - SUMMARY
 Gifts and Pledges as of May 3, 2004**

GRAND TOTAL of all commitments for the Campaign:	\$110,908,684.00
Documented Campaign Commitments total:	\$110,423,684.00
Verbal (undocumented) Campaign Commitments total:	\$485,000.00
Eligible for State Match	\$31,371,859.00

	As of: 4/7/2004	As of: 5/3/2004	Increase:
Outright gifts and pledges:			
Paid Gifts	\$48,764,850.51	\$49,107,555.11	\$342,705.00
Documented Pledges:	\$34,689,487.00	\$34,846,987.00	\$157,500.00
Special University Group Transfers	\$1,126,000.00	\$1,126,000.00	\$0.00
Undocumented Pledges:	\$35,000.00	\$35,000.00	\$0.00
Subtotal, Outright gifts & pledges:	\$84,615,337.22	\$85,115,541.82	\$500,205.00
Deferred gifts & pledges:			
Paid, irrevocable, Life income gifts	\$5,858,092.00	\$5,933,092.00	\$75,000.00
Documented Deferred pledges	\$19,110,051.00	\$19,410,051.00	\$300,000.00
Undocumented Deferred Pledges:	\$450,000.00	\$450,000.00	\$0.00
Subtotal, Deferred gifts & pledges:	\$25,418,143.00	\$25,793,142.00	\$375,000.00
TOTAL, Documented Commitments:	\$109,548,480.00	\$110,423,684.00	\$875,204.00
TOTAL, Undocumented Commitments:	\$485,000.00	\$485,000.00	\$0.00
GRAND TOTAL, all commitments	\$110,033,480.00	\$110,908,684.00	\$875,204.00

AGENDA ITEM TITLE: **Faculty Awards**

Beatrice Gallatin Beuf Golden Apple

The Golden Apple Teaching Award was established in 1986 by Mrs. Beatrice Gallatin Beuf to recognize teaching excellence in freshman-level courses in the College of Arts and Sciences. The award includes a \$2,500 stipend. This year's recipient is Jane M. Beiswenger from the Department of Zoology and Physiology.

Excellence in Internationalization

The Award for Excellence in Internationalization was established by the International Board of Advisors in 2000 to recognize outstanding faculty commitment to internationalization. The award includes a \$2000 stipend. This year's recipient is Dale J. Menkhaus from the Department of Agricultural & Applied Economics.

John P. Ellbogen Lifetime Teaching Award (New for 2004)

The John P. Ellbogen Lifetime Teaching Award was established in 2004 to recognize the long, distinguished and exemplary career of one senior faculty member who has excelled as a teacher at the University of Wyoming. This year's recipient is Michael J. Horan from the Department of Political Science. The award includes a \$5000 stipend.

John P. Ellbogen Meritorious Classroom Teaching Award for 2004

The John P. Ellbogen Meritorious Classroom Teaching Awards, which include stipends of \$3,000 each, are made possible by a fund established in 1969 by John P. Ellbogen to "foster, encourage, and reward excellence in classroom teaching at UW." This year's recipients are: Steven Frank Barrett, Department of Electrical and Computer Engineering; William G. Berube, Department of Educational Leadership; Curtis A. Cramer, Department of Economics and Finance; Cheryl C. Burnett, Department of Criminal Justice; J. Scott Turpen, Department of Music; and Carolyn J. Young, Department of English.

John P. Ellbogen Outstanding Graduate Assistant Award

Nominations for the John P. Ellbogen Graduate Teaching Assistant Awards were received from faculty, students, staff, and academic professionals. Criteria used in the selection process include teaching effectiveness as judged by students, department heads or chairs, and supervising faculty, ability to manage the teaching assignment, and efforts made by the assistant to improve his or her teaching effectiveness. Recipients of this year's awards and receiving stipends of \$1,500 are: Jessica A. Bryski, Department of Women's Studies; Brent J. Deschamp, Department of Mathematics; Melanie Beth Forbes, Department of Zoology & Physiology; Allison A. Gernant, Department of English; Kioh Kim, Department of Adult Learning & Technology; Kenna D. Maughan, Department of Political Science; and, Beth A. VanDeWege, Department of Modern & Classical Languages.

Hollon Award for Teaching Excellence in Off-Campus Programs

The Hollon Award is given to an individual selected for outstanding teaching in the outreach program. The selection is made from student evaluations and letters of nomination. This year's recipient is Carol Lynne Tarantola from the UW Casper College Center. This award includes a \$1000 stipend.

George "Duke" Humphrey Distinguished Faculty Award for 2002

The Humphrey Award recognizes teaching effectiveness, distinction in scholarly work, and distinguished service to the University and State, and carries a \$3,800 stipend. This year's recipient is James I. Drever from the Department of Geology and Geophysics.

President's Achievement Award for Excellence in Reserach

The President's Achievement Award is presented to faculty whose creative activities have brought credit and distinction to them and to the University. The award recipient was selected from nominations from across the campus. Jason F. Shogren, from the Department of Economics and Finance was selected for this year's award and will receive a stipend of \$2,500.

UW Alumni Association/Student Alumni Association Outstanding Faculty Award

The University of Wyoming Alumni Association and the Wyoming Student Alumni Association are presenting this year's faculty award, which includes a \$500 stipend to Robert W. Atherton from the Department of Zoology and Physiology.

Wyoming Nominee for CASE Professor of the Year

The U.S. Professors of the Year program is presented by The Carnegie Foundation for the Advancement of Teaching and directed by the Council for Advancement and Support of Education (CASE). Steven Frank Barrett from the Department of Electrical and Computer Engineering was selected as the 2004 University of Wyoming nominee for the CASE award. Selected by his peers, this nomination recognizes Steven's extraordinary dedication to undergraduate teaching.

AGENDA ITEM TITLE: **Staff Awards**

Employee of the Year	Jim LaFleishe
Off Campus Award	Beth Barker Mikesell Rindy West
Jody S. Humphrey Inspirational Staff Award	Rick Zappa
Skilled Craft/Service Award	Jim Rector Doug Thymian George Kanada Mike Snow
UW Staff Incentive Award	Duane Fortson Kathy Olson Stephanie Moore
Unsung Hero Award	Ron Kaufman Joanne Prah Nicole Wade Tammy Jones-PT

Business Meeting, Old Main Boardroom

The Business Meeting was called to order at 11:02 a.m.

Roll Call

Roll call was taken by Trustee Richards. The following Board Members were present: Trustees Richard Davis, Taylor Haynes, Kathy Hunt, Jim Neiman, Judy Richards, Peggy Rounds (via phone), Greg Schaefer, Tom Spicer, James Trosper, Hank True (via phone), and Howard Willson. Trustee John Patrick was unable to attend the Business Meeting. Ex-officio Trustees Philip Dubois and David Willms were in attendance. Ex-officio Trustees Dave Freudenthal and Trent Blankenship were unable to attend; John Masterson and Dr. Annette Bohling (respectively) represented them at the Board meeting.

Approval of March 25-26, 2004 Minutes of the Trustees

Trustee Schaefer moved to approve the March 25-26, 2004 Minutes of the Trustees as presented; Trustee Haynes seconded. The motion carried.

Approval of May 10, 2004 Executive Committee Minutes

Trustee Schaefer moved to approve the May 10, 2004 Executive Committee Minutes as presented; Trustee Haynes seconded. The motion carried.

Election of Officers

Trustee Spicer moved to cease nominations for the officers of the Board, and to approve the following slate of officers: President, Kathy Hunt; Vice President, John Patrick; Secretary, Judy Richards; and Treasurer, Jim Neiman. Trustee Davis seconded. The motion carried.

Election of Two Members to Executive Committee

Trustee Spicer moved to elect Trustees Greg Schaefer and Hank True to the Executive Committee. Trustee Haynes seconded. The motion carried.

Appointment of One Member to Investment Committee

Trustee President Hunt requested that Trustees Greg Schaefer and Richard Davis remain on the Investment Committee.

Reports

ASUW

David Willms spoke to the Board about the work that has been completed with internships in preparation for the upcoming year. Legislation that was passed last year will be followed through on. David noted the addition of the Law School assisting students with legal issues. Trustee Hunt welcomed him to the Board, and he stated he appreciated the opportunity.

Staff Senate

Susan Cuthbertson thanked the Board for a good year, and listed the new officers of Staff Senate. Norm Hardesty, president; Maureen Morrison, vice president; Marie Mahoney; secretary, and member-at-large is Ray Gable. Jim Morgan has agreed to continue to serve as parliamentarian. Vice President Harris will do a presentation at the next Senate meeting regarding the Support Services Plan. Trustee Hunt presented Ms. Cuthbertson with a resolution and thanked her for her service.

Faculty Senate

Professor Timothy Harkin reported to the Board as the new Faculty Senate chair. Hannelore Mundt is the chair-elect for Faculty Senate next year. The Faculty Senate has two resolutions on the table in support of Academic Plan II and are very impressed with the work entailed. Another resolution for support of COYA (faculty for athletic reform) failed but may be reintroduced at a later date. President Dubois stated that the Faculty Budget Committee raised the issue of being more involved in the budget process on campus and he will speak to them on how that can be implemented. Trustee President Hunt asked Professor Harkin to accept the resolution on behalf of Deb McGriff, previous Faculty Senate chair.

Investment Committee

Quarterly Report on Investments

See following pages

Foundation Report on Transfer of Assets and Performance Report

See following pages

AGENDA ITEM TITLE: **Quarterly Report on Investments**, Hardin

CHECK THE APPROPRIATE BOX(ES):

- Work Session
 Education Session
 Information Item
 Other Specify: BUSINESS MEETING, Investment Committee

BACKGROUND AND POLICY CONTEXT OF ISSUE:

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 is presented on the following page.

Prior Related Board Discussions/Actions:

Presented quarterly as a routine item.

WHY THIS ITEM IS BEFORE THE BOARD:

Informational purposes.

ARGUMENTS IN SUPPORT:

ARGUMENTS AGAINST:

ACTION REQUIRED AT THIS BOARD MEETING:

This is an information item, so no action is required.

PRESIDENT'S RECOMMENDATION:

None

Vice President Hardin reported that UW performed well for short-term cash.

UNIVERSITY OF WYOMING
 FIXED INCOME INVESTMENTS
 SUMMARY FOR THE PERIOD
 1/1/04 - 3/31/04

	University Managed	
	Endowment Funds	University Funds
Beginning Balance 12\31\03	<u>1,007,615.09</u>	<u>69,177,237.01</u>
Ending Balance 3\31\04	<u>0.00</u>	<u>83,695,462.00</u>
Average Return	<u>1.07%</u>	<u>1.11%</u>

UNIVERSITY OF WYOMING
 UNIVERSITY MANAGED ENDOWMENT FUNDS
 SUMMARY FOR THE PERIOD
 1/1/04 - 3/31/04

Investments, Beginning of Period		1,007,615.09
Add		
Received, Current Period	2,517.48	
Uninvested, Prior Period	0.00	
Deduct		
Uninvested, End of Period	<u>0.00</u>	2,517.48
Deduct		
Endowments Refunded	0.00	
Transfers to U W Foundation	<u>(1,010,132.57)</u>	<u>(1,010,132.57)</u>
Investments, End of Period		<u>0.00</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.

AGENDA ITEM TITLE: **Foundation Report on Transfer of Assets and Performance Report**

CHECK THE APPROPRIATE BOX(ES):

- Work Session
 Education Session
 Information Item
 Other Specify: BUSINESS MEETING, Investment Committee

BACKGROUND AND POLICY CONTEXT OF ISSUE:

During the first quarter of 2004, the endowment assets of the University were transferred to the University of Wyoming Foundation for investment management. It was agreed the Foundation would keep the UW Trustees apprised of the performance of those assets.

WHY THIS ITEM IS BEFORE THE BOARD:

Based upon that agreement, the performance results compiled by Monticello Associates on the University of Wyoming Foundation pooled endowments are in the separate enclosure in the mailing packet for your reference.

COMMENTS:

Because of the timing of some of the transfers, there are two total balances reflected within the handouts. On the UW Asset Transfer Update-Proforma Asset Allocation page, the total is \$151,200,000 because it included the Spiders (these investments were interim during the time between when the UW assets were transferred and when the assets could go into the Foundation account with the chosen money manager) and the Brandes International holdings, as footnoted on the bottom of the page. On the Preliminary Manager Allocation page, the total shown as of March 31, 2004 is \$128,494,185. The Spiders and Brandes International were not included in that total for performance results because they were not in the pool long enough to determine performance for them for the first quarter.

Vice President Hardin reported that the transfer of assets was accomplished and is doing well. Ralph Whitney, Foundation Board, reported to the trustees that the assets are performing well and he is pleased with the cooperation between UW and Foundation.

Public Testimony

John Pearce spoke to the Board about his concerns for accessibility to people on campus who require special medical supplies, i.e. oxygen.

Kendall Corbett spoke to the Board, noting he is an alum of UW. His concerns included whether or not the vans will be utilized after construction, the distances visitors to campus must travel for accessibility, snow removal, and conversations with the City on some of the city streets that border UW.

Bob Buckardt spoke about the emotional pleas he has heard from various passengers on the bus that he drives for TransPark.

Beverly Stevens talked about her concerns for accessibility in simply getting people from point A to point B, and on students' needs.

Dee Mosebrook graduated from UW in 1969, and she stated that it was a struggle to get from place to place then. She said that if going from one building to another is complicated by construction or different access, it will cause problems for students and visitors to campus.

Kim Pierce spoke about her experiences at UW as a staff member and accessibility issues she feels will occur if Prexy's is changed.

Valerie Pearce spoke about her concerns as well as those of her husband John, and said she was impressed with all the thought that has gone into this project to improve campus. She proposed leaving the road around Prexy's in place while improving beauty and accessibility.

Kathy Buckardt has returned to school at UW and is concerned about trying to utilize the golf carts for transportation. They provide a personal obstacle to her, but she also noted that an enormous amount of work has been done on this project.

Ann Jacobs talked about the problems her husband experiences constantly and how his accessibility is severely limited.

Laurie Seidenberg spoke about the accessibility issues that were raised during the public testimony period. She said that access is a legal issue and that UW may not be in compliance. Her other issue was the trees that may be cut down and her hope that a report on the trees removed will be shared with the public. President Dubois noted that the state official on ADA compliance has reviewed the plan and it is in compliance, and the scientific advisory committee he appointed is working on the tree issues.

Janet Ferbett is an alum of UW and her concern is with having Prexy's being a walking area only. Her other concerns are with the courtesy carts and the impression she has that those needing access will be treated patronized. She commended Vice President Hardin on the idea for the golf carts. Members of the Board asked about the courtesy carts and were advised that they will only be in use during construction.

Ann Larson spoke about a recent graduation event that her father attended. If Prexy's and the area around it are closed, it is likely that he will not attempt to go again.

Olivette Turbeville spoke about the ADA issues and suggested leaving the area on the south side of Prexy's as a "mini-loop" for access. She also said she would be happy to volunteer to work on ideas for the project.

COMMITTEE OF THE WHOLE (Consent Agenda)

1. Approval of Sponsored Programs (pages 125-135)
2. Personnel (pages 136-150)
3. Master List of Degrees (pages 151-158)
4. Fiscal Year 2005 Budgets: W.R. Coe Estate, W.R. Coe School and Charles Chacey Kuehn Estate (pages 159-160)
5. Approval of ASUW Constitution (pages 161, 18)
6. FY 2005 PLUS Budget Allocations (pages 161, 28)
7. FY 2005 Major Maintenance Projects (pages 161, 33)
8. FY 2005 Section I Operating Budget (pages 161, 38)
9. FY 2005 Section II Operating Budget (pages 161, 42)
10. FY 2005 ASUW Budget (pages 161, 45)
11. FY 2005 Student Publications (pages 161, 48)
12. FY 2005 Wyoming Union Budget (pages 161, 50)
13. Approval of Change in Degree Name (pages 162, 87)
14. Approval of UniReg 30 (pages 162, 55)

AGENDA ITEM TITLE: **Approval of Sponsored Programs**

The following sponsored programs are accepted subject to compliance with the University's policies on classified information and protection of human subjects. This report covers the period March 05, 2004, through April 29, 2004.

A\S NORSK SHELL - 05/01/2002 - 04/30/2004	\$ 3,960
Ronald Steel; Institute for Energy Research - Tidal architectures and signatures in regressive vs. transgressive shorelines.	
AGLAND INCORPORATED - 03/01/1998 - OPEN	\$ 1,500
Bret Hess; Animal Science - Vitamin digestion.	
ALASKA DEPARTMENT OF FISH AND GAME - 05/20/2002 - 06/30/2004	\$ 16,420
Merav Ben-David; Zoology - Marten abundance, seasonal diets, and the old-growth reserve system.	
ALBANY COUNTY FAMILY PLANNING - 02/22/1994 - OPEN	\$ 665
Marcia Dale; Nursing - Develop nursing programs.	
ALBANY COUNTY SCHOOL DISTRICT NUMBER ONE - 09/23/2002 - 09/22/2004	\$ 8,888
Narina Nunez; Psychology - Drug free communities program evaluation.	
AMERICAN SOCIETY OF PLANT TAXONOMISTS - 09/01/1996 - OPEN	\$ 4,000
Gregory Brown; Botany - Secretarial and clerical support.	
ARAMCO SERVICES COMPANY - 03/31/2004 - 05/31/2004	\$ 20,000
Dag Nummedal; Institute for Energy Research - Devonian and paleozoic field studies.	

ARAMCO SERVICES COMPANY - 05/01/2002 - 04/30/2004	\$ 35,242
Ronald Steel; Institute for Energy Research - Tidal architectures and signatures in regressive vs. transgressive shorelines.	
ARCHER DANIELS MIDLAND COMPANY - 06/22/1999 - OPEN	\$ 5,600
Abdel Mesbah; Plant Sciences - Crop-weed research.	
BP EXPLORATION LIMITED NET - 10/03/2002 - 12/31/2004	\$ 9,500
Dag Nummedal; Institute for Energy Research - Sedimentological logging and environmental interpretation.	
BP INTERNATIONAL, LIMITED - 01/12/1993 - OPEN	\$ 24,418
Norman Morrow; Chemical Engineering - Reservoir wettability effect on oil recovery.	
BP NORGE AS - 05/01/2002 - 04/30/2004	\$ 3,956
Ronald Steel; Institute for Energy Research - Tidal architectures and signatures in regressive vs. transgressive shorelines.	
BRILL ACADEMIC PUBLISHERS - 03/04/2004 - OPEN	\$ 1,000
Paul Flesher; Religious Studies - Stipend for editing the series "Studies in the Aramaic Interpretation of Scripture".	
CARNEGIE INSTITUTION OF WASHINGTON - 10/01/2003 - 02/29/2004	\$ 4,725
Jeffery Yarger; Chemistry - Diamond anvil cell.	
CENTENNIAL LIVESTOCK AUCTION - 01/01/2002 - 12/31/2005	\$ 1,249
Stephen Ford; Animal Science - Center for fetal programming.	
COLORADO STATE UNIVERSITY - 03/01/2004 - 06/30/2004	\$ 14,867
John Hewlett; Agricultural Economics - Education, training and outreach on risk education.	
CONOCOPHILLIPS SKANDINAVIA AS - 05/01/2002 - 04/30/2004	\$ 3,980
Ronald Steel; Institute for Energy Research - Tidal architectures and signatures in regressive vs. transgressive shorelines.	
DENVER ZOOLOGICAL FOUNDATION, INCORPORATED - 02/23/2004 - OPEN	\$ 3,000
Emiliano Donadio/Steven Buskirk; Zoology - Mortality factors affecting sympatric camelids in Argentina.	
DONG NORGE AS - 05/01/2002 - 04/30/2004	\$ 3,960
Ronald Steel; Institute for Energy Research - Tidal architectures and signatures in regressive vs. transgressive shorelines.	
ENCANA OIL AND GAS (USA) INCORPORATED - 01/30/2004 - 04/01/2004	\$ 9,000
Roger Coupal/David Taylor/Dennis Feeny; Agricultural and Applied Economics - Demographic and economic profile of Sublette County.	

ESSO NORGE AS - 05/01/2002 - 04/30/2004 Ronald Steel; Institute for Energy Research - Tidal architectures and signatures in regressive vs. transgressive shorelines.	\$ 3,980
FISCHER, CAROL , M.D., P.C. - 02/22/1994 - OPEN Marcia Dale; Nursing - Develop nursing programs.	\$ 1,075
FORTUM PETROLEUM AS - 05/01/2002 - 04/30/2004 Ronald Steel; Institute for Energy Research - Tidal architectures and signatures in regressive vs. transgressive shorelines.	\$ 3,968
GUELPH, UNIVERSITY OF - 01/01/2004 - 11/30/2006 Lawrence Goodridge - Animal Science - Characterization of resistant escherichia coli.	\$ 35,000
IDAHO STATE UNIVERSITY - 10/01/2003 - 09/29/2004 Matthew Gray; Psychology - Utilize telehealth technologies to enhance the quality and availability of clinical services for children experiencing chronic distress.	\$ 34,948
INTERMOUNTAIN INTERNAL MEDICINE, P.C. - 02/22/1994 - OPEN Marcia Dale; Nursing - Develop nursing programs.	\$ 3,025
JET PROPULSION LABORATORY - 08/01/2003 - 12/31/2005 Daniel Dale; Physics and Astronomy - Infrared study of the star formation properties of nearby galaxies.	\$ 31,500
JET PROPULSION LABORATORY - 07/10/2003 - 06/30/2006 Henry Kobulnicky; Physics and Astronomy - Map the plane of the Milky Way.	\$ 12,480
LOEHLE, MATTHIAS - 01/01/2002 - 12/31/2005 Stephen Ford; Animal Science - Center for fetal programming.	\$ 1,000
MID-AMERICA MANUFACTURING TECHNOLOGY CENTER - 04/01/2004 - 03/31/2005 Larry Stewart; Mid-America Manufacturing Technology Center - Provide services to manufacturers and technical businesses in Wyoming.	\$ 211,366
MOUNTAIN WEST FARM BUREAU MUTUAL INSURANCE COMPANY - 01/01/2001 - OPEN Alfred Rodi; Atmospheric Science - Aircraft mechanic fees.	\$ 518
NATIONAL BISON ASSOCIATION - 01/01/2004 - 01/31/2014 Steven Torok; Agricultural and Applied Economics - Bison grading system.	\$ 5,000
NATIONAL CROP INSURANCE SERVICES - 07/01/1999 - OPEN Alan Gray; Plant Sciences - Field crop research.	\$ 5,000
NATIONAL FISH AND WILDLIFE FOUNDATION - 09/01/2003 - 11/30/2003 Harold Bergman; Institute of Environmental and Natural Resources - Prairie dog	\$ 82,500

interstate coordinator.

NATIONAL SUNFLOWER ASSOCIATION - 01/01/1999 - OPEN Stephen Miller; Plant Sciences - Various weed biology and control.	\$ 1,875
NATURESERV - 01/28/2004 - 10/31/2004 Gary Beauvais; Wyoming Natural Diversity Database - Provide Bureau of Land Management with data update.	\$ 5,825
NATURESERV - 01/28/2004 - 10/31/2004 Gary Beauvais; Wyoming Natural Diversity Database - Analyze biological data.	\$ 2,515
NATURESERV - 01/28/2004 - 10/31/2004 Gary Beauvais; Wyoming Natural Diversity Database - Provide Air Force with available point location data regarding threatened or endangered species.	\$ 1,825
NEBRASKA, STATE OF - 08/01/2001 - OPEN James Krall; Plant Sciences - Sustainable crop research.	\$ 2,242
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.	\$ 3,968
PINE BLUFFS, TOWN OF - 07/01/1990 - 06/30/2004 Charles Reher; Anthropology - Archaeological testing.	\$ 1,750
PROTECTION AND ADVOCACY SYSTEM, INCORPORATED - 09/01/2000 - OPEN Keith Miller; Wyoming Institute for Disabilities - Family support network.	\$ 3,000
ROCKY MOUNTAIN CONFERENCE OF THE UNITED CHURCH OF CHRIST - 09/23/2003 - OPEN Kristy Palmer/Nancy Stanton; Zoology - Selenium in alpine soils and small mammals.	\$ 1,800
SCHMITZ, THOMAS - 01/01/2002 - 12/31/2005 Stephen Ford; Animal Science - Center for fetal programming.	\$ 950
SMITHSONIAN ASTROPHYSICAL OBSERVATORY - 01/27/2004 - 01/26/2005 Henry Kobulnicky; Physics and Astronomy - High resolution x-ray imaging of the interacting galaxy pair.	\$ 6,912
SONORAN INSTITUTE - 07/01/2003 - 09/30/2003 Harold Bergman/Diana Hulme; Institute of Environment and Natural Resources - Sheridan County successful communities workshop.	\$ 5,000
SPANISH CONSULATE - 12/01/2003 - 08/31/2004 Carlos Mellizo; Philosophy - Summer lectures on language and social issues of Spain.	\$ 500

STATOIL ASA - 05/01/2002 - 04/30/2004	\$ 3,980
Ronald Steel; Institute for Energy Research - Tidal architectures and signatures in regressive vs. transgressive shorelines.	
SYNGENTA CROP PROTECTION, INCORPORATED - 01/01/1999 - OPEN	\$ 600
Stephen Miller; Plant Sciences - Various weed biology and control.	
TEXAS A&M RESEARCH FOUNDATION - 05/08/2003 - 05/31/2006	\$ 19,476
Michael Cheadle; Geology - Mantle peridotite fabrics at 15.65 degrees north.	
TEXAS A&M RESEARCH FOUNDATION - 07/08/2003 - 05/08/2006	\$ 20,013
Barbara John; Geology - Crystallization and cooling/denudation history of rocks drilled on ODP Leg 209.	
TEXAS A&M RESEARCH FOUNDATION - 09/07/2003 - 07/10/2006	\$ 7,538
Donna Shillington/W. Steven Holbrook; Geology - Velocity function creation and seismic-core correlation from lab measurements.	
THERMOPOLIS, WYOMING, TOWN OF - 03/15/2004 - 06/15/2004	\$ 2,800
Burke Grandjean; Survey Research Center - Determine income level of Thermopolis households.	
TOTAL SA TOUR COUPOLE - 01/12/1993 - OPEN	\$ 15,000
Norman Morrow; Chemical Engineering - Reservoir wettability effect on oil recovery.	
TOTALFINAELF EXPLORATION NORGE - 05/01/2002 - 04/30/2004	\$ 3,960
Ronald Steel; Institute for Energy Research - Tidal architectures and signatures in regressive vs. transgressive shorelines.	
UNITED STATES ARMY - 07/01/2003 - 06/30/2004	\$ 252
Joelanne Berrigan; Student Financial Aid - The Reserve Officer's Training Corps (ROTC) scholarship program.	
UNITED STATES BUREAU OF LAND MANAGEMENT - 12/12/2002 - 07/29/2005	\$ 16,688
Paul Caffrey; Wyoming Geographic Information Science Center - Hydrography dataset with riparian data attribution.	
UNITED STATES BUREAU OF LAND MANAGEMENT - 08/19/2003 - 09/30/2005	\$ 28,312
Paul Caffrey; Wyoming Geographic Information Science Center - Hydrography geospatial datasets for Wyoming.	
UNITED STATES BUREAU OF LAND MANAGEMENT - 09/17/2001 - 03/31/2005	\$ 18,000
William Reiners; Wyoming Geographic Information Science Center - Wyoming oil and gas resource assessment enhancement.	

UNITED STATES BUREAU OF LAND MANAGEMENT - 04/01/2004 - 12/31/2005 Wayne Hubert; Zoology - Upper Muddy Creek non-game fish study.	\$ 79,190
UNITED STATES DEFENSE THREAT REDUCTION AGENCY - 09/26/2001 - 09/25/2004 Scott Smithson/Igor Morozov; Geology - Seismic method to monitor nuclear tests.	\$ 27,010
UNITED STATES DEFENSE THREAT REDUCTION AGENCY - 09/26/2001 - 09/25/2005 Scott Smithson/Igor Morozov; Geology - Obtaining unique nuclear explosion seismic data from the former Soviet Union.	\$ 112,644
UNITED STATES DEPARTMENT OF AGRICULTURE AGRICULTURAL RESEARCH SERVICE - 10/01/2003 - 09/30/2004 Francis Galey; Agriculture Dean's Office - Research support: animal care 2003-2004.	\$ 30,000
UNITED STATES DEPARTMENT OF AGRICULTURE ANIMAL AND PLANT HEALTH INSPECTION SERVICE - 10/01/2003 - 09/30/2004 T. Donal O'Toole; Veterinary Sciences - Brucellosis and pseudorabies lab tests.	\$ 65,000
UNITED STATES DEPARTMENT OF AGRICULTURE FOREST SERVICE - 05/01/2004 - 09/30/2004 Ronald Hartman/Burrell Nelson; Botany - Floristics of the Buffalo Gap and Oglala National Grasslands.	\$ 6,700
UNITED STATES DEPARTMENT OF AGRICULTURE FOREST SERVICE - 02/25/2004 - 12/31/2006 Ronald Hartman/Burrell Nelson; Botany - Floristics of the east slope of the Wind River Range.	\$ 9,000
UNITED STATES DEPARTMENT OF AGRICULTURE FOREST SERVICE - 08/15/2003 - 09/30/2007 Merav Ben-David; Zoology - Habitat structure, behavior, and Northern Flying Squirrel movement in temperate rain forest.	\$ 42,181
UNITED STATES DEPARTMENT OF EDUCATION - 07/01/2003 - 06/30/2004 David Gruen; Student Financial Aid - The 2003-2004 pell grant program.	\$ 211,872
UNITED STATES DEPARTMENT OF ENERGY - 10/01/2003 - 09/30/2006 Morris Argyle; Chemical Engineering - Hydrogen-permeable membranes for plasma reactors.	\$ 228,586
UNITED STATES DEPARTMENT OF ENERGY - 07/18/2002 - 07/17/2005 Norman Morrow; Chemical Engineering - Wettability and recovery by imbibition and displacement.	\$ 231,644
UNITED STATES DEPARTMENT OF HEALTH AND HUMAN SERVICES -	\$ 50,000

02/01/2004 - 01/31/2005

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

UNITED STATES GEOLOGICAL SURVEY - 03/01/2003 - 02/28/2005 \$ 23,244

Drew Johnson/Greg Kerr; Civil Engineering - Conveyance losses along Bear River.

UNITED STATES GEOLOGICAL SURVEY - 03/01/2003 - 02/28/2005 \$ 22,420

Drew Johnson/Renduo Zhang/George Vance; Civil Engineering - Subsurface drip irrigation systems.

UNITED STATES GEOLOGICAL SURVEY - 03/01/2001 - 02/28/2006 \$ 17,451

Larry Pochop; Civil Engineering - Water resources research administration.

UNITED STATES GEOLOGICAL SURVEY - 03/01/2003 - 02/28/2005 \$ 9,953

Edward Barbier; Economics and Finance - Water scarcity and economic growth in Wyoming.

UNITED STATES GEOLOGICAL SURVEY - 03/01/2003 - 02/28/2005 \$ 9,660

Katta Reddy/Richard Olson/David Legg; Renewable Resources - Geochemistry of retention ponds.

UNITED STATES GEOLOGICAL SURVEY - 03/01/2002 - 02/28/2005 \$ 9,796

Michael Smith/Thomas Thurow/Philip Rosenlund; Renewable Resources - Drought prediction model development and dissemination.

UNITED STATES NATIONAL AERONAUTICS AND SPACE \$ 63,225

ADMINISTRATION - 08/01/2001 - 09/30/2004

Ronald Canterna/Paul Johnson; Physics and Astronomy - Long term space astrophysics.

UNITED STATES NATIONAL AERONAUTICS AND SPACE \$ 196,031

ADMINISTRATION - 07/01/2001 - 09/30/2004

Bart Geerts/Paul Johnson; Physics and Astronomy - Improve spaceborne cloud profiling.

UNITED STATES NATIONAL AERONAUTICS AND SPACE \$ 56,000

ADMINISTRATION - 03/01/2001 - 02/28/2005

Paul Johnson; Physics and Astronomy - Wyoming space grant college and fellowship program.

UNITED STATES NATIONAL AERONAUTICS AND SPACE \$ 95,000

ADMINISTRATION - 03/01/2001 - 02/28/2005

Paul Johnson; Physics and Astronomy - Strengthening the Wyoming aerospace workforce pipeline.

UNITED STATES NATIONAL AERONAUTICS AND SPACE \$ 25,000

ADMINISTRATION - 03/01/2001 - 02/28/2005

Paul Johnson; Physics and Astronomy - Nativeview connections.

UNITED STATES NATIONAL AERONAUTICS AND SPACE \$ 124,557

ADMINISTRATION - 08/01/2001 - 09/30/2004

Paul Johnson; Physics and Astronomy - Long term space astrophysics.

UNITED STATES NATIONAL AERONAUTICS AND SPACE \$ 15,000

ADMINISTRATION - 09/01/2002 - 04/30/2006

Henry Kobulnicky; Physics and Astronomy - Star formation feedback on galaxy evolution.

UNITED STATES NATIONAL AERONAUTICS AND SPACE \$ 108,777

ADMINISTRATION - 02/14/2002 - 09/30/2004

Michael Pierce/Paul Johnson; Physics and Astronomy - Long term astrophysics.

UNITED STATES NATIONAL INSTITUTES OF HEALTH - \$ 221,320

04/01/2004 - 03/31/2005

Jerry Johnson; Molecular Biology - Human tryptophanyl-tRNA synthetase-A functional analysis.

UNITED STATES NATIONAL INSTITUTES OF HEALTH - \$ 196,027

04/01/2004 - 03/31/2005

Jun Ren; Pharmacy - Role of acetaldehyde in alcoholic cardiomyopathy.

UNITED STATES NATIONAL SCIENCE FOUNDATION - \$ 134,439

04/15/2004 - 03/31/2005

Bart Geerts/Gabor Vali; Atmospheric Science - Cloud and dynamical processes of precipitating warm cumuli during rain in cumulus over the ocean.

UNITED STATES NATIONAL SCIENCE FOUNDATION - \$ 1,056,783

01/01/2004 - 12/31/2004

Alfred Rodi; Atmospheric Science - King Air airplane as a national facility.

UNITED STATES NATIONAL SCIENCE FOUNDATION - \$ 6,695

02/15/2002 - 01/31/2005

Gregory Brown; Botany - Generic relationships subfamily bromelioideae.

UNITED STATES NATIONAL SCIENCE FOUNDATION - \$ 47,770

12/02/2002 - 02/28/2005

Maciej Radosz; Chemical Engineering - Phase behavior of block and styrene copolymers in solvents.

UNITED STATES NATIONAL SCIENCE FOUNDATION - \$ 51,000

09/01/2003 - 08/31/2006

Mark Gomelsky; Molecular Biology - Cyclic diguanylate a secondary messenger in bacteria.

UNITED STATES NATIONAL SCIENCE FOUNDATION - \$ 126,900

09/01/2003 - 08/31/2005

Randolph Lewis; Molecular Biology - Tubuliform spider silk proteins.

UPLIFT - 09/01/2000 - OPEN \$ 1,000

Keith Miller; Wyoming Institute for Disabilities - Family support network.

UTAH STATE UNIVERSITY - 06/01/2003 - 05/31/2004 \$ 17,645

Kenneth Heinlein; Wyoming Institute for Disabilities - Champions for progress - transition to adult life.

VARIOUS SPONSORS - 01/01/2004 - 12/31/2006 \$ 3,500

Roger Hybner/Tanya Daniels; Agriculture Dean's Office - Several companies are providing funding for coal bed methane data collection for the Schwartz Ranch.

VARIOUS SPONSORS - 09/01/1994 - OPEN \$ 278

William Gribb/Linda Marston/Ronald Beiswenger; Geography and Recreation - Summer institute for Wyoming geographic alliance.

VARIOUS SPONSORS - 10/01/2003 - 09/30/2004 \$ 15,864

Diane Wolverton; Small Business Development Center - Fees for workshops presented by the Small Business Development Center for 2003-2004.

VARIOUS SPONSORS - 07/01/1998 - OPEN \$ 2,030

Jeffrey Hamerlinck; Wyoming Geographic Information Science Center - Fees received for services provided by the Geographic Information Science Center.

VARIOUS SPONSORS - 07/01/1995 - OPEN \$ 2,500

Keith Miller; Wyoming Institute for Disabilities - Fees for behavioral assessment workshop.

WASHINGTON STATE UNIVERSITY - 09/15/2003 - 09/14/2006 \$ 4,624

Duane Williams/John Hewlett; Cooperative Extension Service - Trade adjustment assistance for Wyoming farmers.

WEST VIRGINIA UNIVERSITY - 11/28/2003 - 12/31/2003 \$ 2,500

Scott Shaw; Renewable Resources - Identification of aleiodes of eastern forests.

WESTERN SUGAR COMPANY - 01/01/1999 - OPEN \$ 12,700

Gary Franc; Plant Sciences - Regional plant diseases.

WESTERN SUGAR COMPANY - 06/22/1999 - OPEN \$ 2,500

Abdel Mesbah; Plant Sciences - Crop-weed research.

WESTERN SUGAR COMPANY - 01/01/1999 - OPEN \$ 10,000

Stephen Miller; Plant Sciences - Various weed biology and control.

WYOMING AGRICULTURE IN THE CLASSROOM - 07/13/2001 - OPEN \$ 2,000

Peter Ellsworth; Science and Mathematics Teaching Center - Rangeland perspectives workshop.

WYOMING BUSINESS COUNCIL - 02/01/2004 - 01/31/2005 \$ 245,000

William Gern; Research Office - Wyoming small business assistance.

WYOMING COUNCIL FOR THE HUMANITIES - 02/23/2004 - 06/15/2004 James Wangberg/Karen Williams; Agriculture Dean's Office - Wyoming Agriculture: Rooted in diversity.	\$ 9,900
WYOMING DEPARTMENT OF AGRICULTURE - 02/13/2004 - 12/31/2004 Timothy Collier; Renewable Resources - Pest detection core project and pest survey.	\$ 119,807
WYOMING DEPARTMENT OF AGRICULTURE - 12/18/2001 - OPEN George Vance; Renewable Resources - Soil carbon database.	\$ 7,820
WYOMING DEPARTMENT OF EDUCATION - 01/26/2004 - 02/28/2005 Scott Winnail/R. Todd Bartee; Kinesiology and Health - Evaluating collaborative efforts to reduce teen sexual risk.	\$ 9,315
WYOMING DEPARTMENT OF EDUCATION - 02/27/2004 - 06/30/2007 Scott Winnail/R. Todd Bartee; Kinesiology and Health - Wyoming coordinated school health program pilot project.	\$ 110,802
WYOMING DEPARTMENT OF EDUCATION - 02/18/2004 - 12/31/2004 Robbie Bennett/Sean Moore; Student Educational Opportunity - Wyoming career information system software and training.	\$ 5,500
WYOMING DEPARTMENT OF EDUCATION - 01/27/2004 - 09/30/2004 Burke Grandjean; Survey Research Center - Research, design, and implementation of the "House Bill 0078 Verification Project".	\$ 49,680
WYOMING DEPARTMENT OF EDUCATION - 07/01/1995 - OPEN Keith Miller; Wyoming Institute for Disabilities - Training session presented by Ken Heinlein.	\$ 1,437
WYOMING DEPARTMENT OF EDUCATION - 01/21/2004 - 02/28/2005 Martha Engstrom/Laura Feldman; Wyoming Statistical Analysis Center - Youth risk behavior survey and 21st century community learning centers.	\$ 64,000
WYOMING DEPARTMENT OF HEALTH - 02/01/2004 - 06/30/2005 Teresa Scardino; Wyoming Statistical Analysis Center - Collect and analyze data for tobacco prevention and control in Wyoming.	\$ 422,749
WYOMING DEPARTMENT OF STATE PARKS AND CULTURAL RESOURCES - 05/15/2002 - 12/31/2007 Kenneth Battisti; Physical Plant - UW recreation area extension.	\$ 330,000
WYOMING GAME AND FISH COMMISSION - 02/01/2004 - 08/31/2004 Nathan Nibbelink; Wyoming Geographic Information Science Center - Database linking road and stream crossings.	\$ 15,000

WYOMING GAME AND FISH COMMISSION - 07/01/2003 - 06/30/2004 \$ 2,000
Douglas Keinath; Wyoming Natural Diversity Database - Monitoring Wyoming's
birds and maintain database.

WYOMING GAME AND FISH DEPARTMENT - 07/01/1999 - OPEN \$ 19,000
Frederick Lindzey; Zoology - Wildlife research.

YOUTH SERVICE AMERICA - 04/01/2004 - 05/30/2004 \$ 1,000
Elizabeth Jennings-Schaebethal; Wyoming Union - Funding for National Youth
Service Day.

TOTAL - Sponsored programs approved March 5, 2004, through April 29, 2004 \$ 5,983,097

TOTAL - Sponsored programs previously approved:

07/01/03 - 08/21/03	\$13,498,543	
08/22/03 - 10/08/03	\$20,493,686	
10/09/03 - 12/11/03	\$6,003,082	
12/12/03 - 03/04/04	\$10,119,796	<u>\$ 50,115,107</u>

TOTAL - Sponsored programs approved July 1, 2003 through April 29, 2004 \$ 56,098,204

AGENDA ITEM TITLE: **Personnel**

APPOINTMENTS

1. Administrators

College of Business

<u>Name</u>	<u>Rank</u>	<u>Salary</u>	<u>Appointment Period</u>
Hathaway, Brent A.	Dean	\$165,000/FY	07/01/2004 to 06/30/2009

Research Office

<u>Name</u>	<u>Rank</u>	<u>Salary</u>	<u>Appointment Period</u>
<i>Institute for Energy Research</i> Steidtmann, James R.	Director	\$109,920/AY	07/01/2004 to 06/30/2005

2. Faculty

College of Health Sciences

<u>Name</u>	<u>Rank</u>	<u>Salary</u>	<u>Appointment Period</u>
<i>Family Practice Residency Program - Casper</i> Baldwin, Ronald F.	Clinical Assistant Professor	\$140,004/FY	04/01/2004 to 06/30/2004

University Libraries

<u>Name</u>	<u>Rank</u>	<u>Salary</u>	<u>Appointment Period</u>
<i>Collection Development</i> Jacobs, Mark A.	Assistant Librarian	\$47,016/FY	05/01/2004 to 06/30/2004

PROMOTIONS
1. Faculty
College of Agriculture

<u>Name</u>	<u>New Rank</u>
<i>Department of Family & Consumer Sciences</i>	
Brown, Donna M.	Professor
Weigel, Randolph R.	Professor

College of Arts & Sciences

<u>Name</u>	<u>New Rank</u>
<i>Department of English</i>	
McCracken-Flesher,	Professor
<i>Department of Modern & Classical Languages</i>	
Mundt, Hannelore G.	Professor
<i>Department of Music</i>	
Bogard, Theresa L.	Professor
<i>Department of Sociology</i>	
Connolly, Catherine R.	Professor
<i>Department of Theatre & Dance</i>	
Downs, William M.	Professor
<i>Department of Zoology & Physiology</i>	
Fuzessery, Zoltan M.	Professor
Martinez del Rio, Carlos	Professor

College of Education

<u>Name</u>	<u>New Rank</u>
<i>Department of Adult Learning & Technology</i>	
Amstutz, Donna D.	Professor

College of Engineering

<u>Name</u>	<u>New Rank</u>
<i>Department of Atmospheric Science</i>	
Snider, Jefferson R.	Professor

College of Health Sciences

<u>Name</u>	<u>New Rank</u>
<i>School of Pharmacy</i>	
Culver, Bruce W.	Professor
Yamreudeewong,	Professor

2. Academic Professionals
College of Agriculture

<u>Name</u>	<u>New Rank</u>
<i>Cooperative Extension Service</i>	
Hybner, Roger	Senior Extension Educator
Peterson, Eric M.	Senior Extension Educator
Sanchez, Dawn	Associate Extension Educator
Tatman, Wayne R.	Senior Extension Educator

College of Arts & Sciences

<u>Name</u>	<u>New Rank</u>
<i>Department of Mathematics</i>	
Spitler, John	Associate Lecturer

TENURE APPOINTMENTS WITH PROMOTION

College of Agriculture

<u>Name</u>	<u>New Rank</u>
<i>Department of Animal Science</i>	
Ludden, Paul A.	Associate Professor

College of Arts & Sciences

<u>Name</u>	<u>New Rank</u>
<i>Department of Anthropology</i>	
Strauss, Sarah	Associate Professor

<i>Department of English</i>	
Loffreda, Beth A.	Associate Professor

<i>Department of History</i>	
Potter, Mark D.	Associate Professor

<i>Department of Modern & Classical Languages</i>	
Neemann, Harold P.	Associate Professor

<i>Department of Physics & Astronomy</i>	
Dahnovsky, Yuri	Associate Professor

<i>Department of Political Science</i>	
Garrison, Jean A.	Associate Professor

College of Arts & Sciences

<u>Name</u>	<u>New Rank</u>
<i>Department of Zoology & Physiology</i>	
Ben-David, Merav	Associate Professor
Hall, Robert O. Jr.	Associate Professor

College of Business

<u>Name</u>	<u>New Rank</u>
<i>Department of Accounting</i>	
Richtermeyer, Sandra	Associate Professor

College of Education

<u>Name</u>	<u>New Rank</u>
<i>Department of Counselor Education</i>	
Loos, Michael D.	Associate Professor

<i>Dept. of Elementary & Early Childhood Education</i>	
Roberts, Amy C.	Associate Professor

College of Engineering

<u>Name</u>	<u>New Rank</u>
<i>Department of Civil & Architectural Engineering</i>	
Johnson, Drew W.	Associate Professor

<i>Department of Computer Science</i>	
Caldwell, James L. II.	Associate Professor

<i>Department of Electrical and Computer Engineering</i>	
Ferre-Pikal, Eva S.	Associate Professor

<i>Department of Mechanical Engineering</i>	
Smith, Douglas R.	Associate Professor

College of Health Sciences

<u>Name</u>	<u>New Rank</u>
<i>Division of Kinesiology and Health</i>	
Winnail, Scott D.	Associate Professor
<i>Division of Social Work</i>	
Miller, Monte J.	Associate Professor

TENURE APPOINTMENTS

College of Arts & Sciences

<u>Name</u>	<u>Rank</u>
<i>Department of Geology & Geophysics</i>	
Cheadle, Michael J.	Associate Professor

College of Health Sciences

<u>Name</u>	<u>Rank</u>
<i>School of Pharmacy</i>	
Ren, Jun	Associate Professor

TENURE-TRACK REAPPOINTMENTS

College of Agriculture

<u>Name</u>	<u>Rank</u>	<u>Review Year</u>
<i>Department of Agricultural and Applied Economics</i>		
Mooney, Sian	Assistant Professor	2
<i>Department of Animal Science</i>		
Paisley, Steven I.	Assistant Professor	4
<i>Department of Molecular Biology</i>		
Gomelsky, Mark	Assistant Professor	5
Hanekamp, Theodor	Assistant Professor	2
<i>Department of Renewable Resources</i>		
Collier, Timothy	Assistant Professor	2
Miller, Scott N.	Assistant Professor	2
Stahl, Peter D.	Assistant Professor	5
<i>Department of Veterinary Sciences</i>		
Cornish, Todd E.	Assistant Professor	5
Van-Olphen, Alberto	Assistant Professor	2

College of Arts & Sciences

<u>Name</u>	<u>Rank</u>	<u>Review Year</u>
<i>Department of Anthropology</i>		
Ahern, James C.	Assistant Professor	4
Innes, Pamela J.	Assistant Professor	3
<i>Department of Art</i>		
Hardy, Leah M.	Assistant Professor	3
Haydon, Margaret K.	Assistant Professor	2
<i>Department of Botany</i>		
Ewers, Brent E.	Assistant Professor	2

TENURE-TRACK REAPPOINTMENTS
College of Arts & Sciences

<u>Name</u>	<u>Rank</u>	<u>Review Year</u>
<i>Department of Botany</i>		
Pendall, Elise G.	Assistant Professor	2
<i>Department of Chemistry</i>		
Anderson, David T.	Assistant Professor	4
<i>Department of Communication & Journalism</i>		
Price, Cynthia J.	Assistant Professor	5
<i>Department of Criminal Justice</i>		
Freng, Adrienne	Assistant Professor	3
<i>Department of English</i>		
Knieval, Michael	Assistant Professor	2
West, Peter H.	Assistant Professor	2
<i>Department of Geography & Recreation</i>		
Daniels, J. Michael	Assistant Professor	2
<i>Department of Geology & Geophysics</i>		
Dueker, Kenneth G.	Assistant Professor	4
<i>Department of History</i>		
Brose, Michael C.	Assistant Professor	4
Greenwald, Rachel T.	Assistant Professor	2
Kamp, Marianne R.	Assistant Professor	5
Wells, Cheryl A.	Assistant Professor	2
<i>Department of Mathematics</i>		
Yeung, Man-Chung	Assistant Professor	5
<i>Department of Music</i>		
Gjevre, Naomi	Assistant Professor	2
Pinell, Javier	Assistant Professor	2
<i>Department of Music</i>		
Turpen, John S.	Assistant Professor	4
Zook, Katrina J.	Assistant Professor	5
<i>Department of Philosophy</i>		
Griesmaier, Franz-Peter	Assistant Professor	4
<i>Department of Physics & Astronomy</i>		
Brotherton, Michael	Assistant Professor	2
Dale, Daniel A.	Assistant Professor	4
Kobulnicky, Henry	Assistant Professor	2
Pierce, Michael J.	Assistant Professor	5
<i>Department of Political Science</i>		
Engstrom, Richard N.	Assistant Professor	4
Van Winkle, Steven R.	Assistant Professor	3
<i>Department of Psychology</i>		
Gray, Matthew J.	Assistant Professor	2
Pepper, Carolyn M.	Assistant Professor	5
<i>Department of Statistics</i>		
Robinson, Timothy J.	Assistant Professor	4
Wulff, Shaun S.	Assistant Professor	5
<i>Department of Theatre & Dance</i>		
Claridge, Melvin R.	Assistant Professor	4
Earl, Robert Michael	Assistant Professor	4

Department of Zoology & Physiology

Skinner, Donal C. Assistant Professor 5

Women's Studies Program

Henry, Peaches M. Assistant Professor 3

College of Business

<u>Name</u>	<u>Rank</u>	<u>Review Year</u>
-------------	-------------	--------------------

Department of Economics & Finance

Aadland, David M. Assistant Professor 5

Department of Management & Marketing

Baker, Stacey K. Assistant Professor 4

Faircloth, James B. III Assistant Professor 4

Ferrell, Linda K. Assistant Professor 5

Page, Karen L. Assistant Professor 2

Valentine, Sean R. Assistant Professor 4

College of Education

<u>Name</u>	<u>Rank</u>	<u>Review Year</u>
-------------	-------------	--------------------

Department of Adult Learning & Technology

Sun, Qi Assistant Professor 2

Department of Counselor Education

McGriff, Deborah L. Assistant Professor 2

Smith, Michael R. Assistant Professor 2

Department of Educational Leadership

McCarthy, Robert J. Assistant Professor 2

Department of Educational Studies

Castaneda, Carmelita P. Assistant Professor 2

Trent, Allen W. Assistant Professor 4

College of Education

<u>Name</u>	<u>Rank</u>	<u>Review Year</u>
-------------	-------------	--------------------

Department of Secondary Education

Rush, Leslie S. Assistant Professor 2

Van Olphen, Marcela Assistant Professor 2

Department of Special Education

Simpson, Elizabeth S. Assistant Professor 3

Dept. of Elementary & Early Childhood Education

Bialostok, Steven M. Assistant Professor 5

Locke, Steven Assistant Professor 5

Manyak, Patrick Assistant Professor 3

Moran, Peter W. Assistant Professor 3

Muir, Katherine Assistant Professor 2

Parkinson, Debra D. Assistant Professor 3

College of Engineering

<u>Name</u>	<u>Rank</u>	<u>Review Year</u>
-------------	-------------	--------------------

Department of Atmospheric Science

Geerts, Bart Assistant Professor 5

Department of Chemical & Petroleum Engineering

Shen, Youqing Assistant Professor 2

Department of Civil & Architectural Engineering

Mukai, David J. Assistant Professor 5

Porter, Roy M. Jr. Assistant Professor 3

Urynowicz, Michael A. Assistant Professor 2

Young, Rhonda K. Assistant Professor 2

Department of Computer Science

Gamboa, Ruben	Assistant Professor	3
Spears, Diana	Associate Professor	3
Spears, William	Associate Professor	3
Yu, Byunggu	Assistant Professor	4

Department of Electrical and Computer Engineering

Pikal, Jon M.	Assistant Professor	5
Wright, Cameron H.G.	Assistant Professor	2

Department of Mechanical Engineering

Armstrong, William D.	Assistant Professor	5
Garnich, Mark	Associate Professor	3

College of Health Sciences

<u>Name</u>	<u>Rank</u>	<u>Review Year</u>
<i>Division of Communication Disorders</i>		
Beach, Kirstin	Assistant Professor	3
Jones, David L.	Associate Professor	3
<i>Division of Kinesiology and Health</i>		
Bartee, Roderick Todd	Assistant Professor	4
Jenkins, Jayne M.	Assistant Professor	5
<i>Division of Social Work</i>		
Smith, James Emory	Assistant Professor	5
<i>School of Nursing</i>		
Conley, Virginia Mary	Assistant Professor	2
Cumbie, Sharon A.	Assistant Professor	5

College of Health Sciences

<u>Name</u>	<u>Rank</u>	<u>Review Year</u>
<i>School of Pharmacy</i>		
Baher, Tracy D.	Assistant Professor	4
Dolence, Eric Kurt	Assistant Professor	5
Kobulnicky, Carol J.	Assistant Professor	2
Martin, Linda G.	Assistant Professor	4
Ontko, Allyn C.	Assistant Professor	2
Sreejayan,	Assistant Professor	2

College of Law

<u>Name</u>	<u>Rank</u>	<u>Review Year</u>
Benson, Reed D.	Assistant Professor	2
Bridgeman, Jacquelyn	Assistant Professor	2

EXTENDED-TERM APPOINTMENTS WITH PROMOTION

1. Faculty

University Libraries

<u>Name</u>	<u>New Rank</u>	<u>Extended Term Number</u>
<i>Acquisitions</i>		
Barstow, Sandra M.	Librarian	2
<i>Coe Reference Department</i>		
Kruger, David D.	Associate Librarian	1
<i>Extended Library Services</i>		
Kearley, Jamie P.	Associate Librarian	1

**2. Academic Professionals
 Academic Affairs**

<u>Name</u>	<u>New Rank</u>	<u>Extended Term Number</u>
<i>Ellbogen Center for Teaching and Learning</i>		
Bryson, Andrew	Senior Lecturer	2
<i>Writing Center</i>		
Evertz, Kathleen	Senior Lecturer	2

College of Agriculture

<u>Name</u>	<u>New Rank</u>	<u>Extended Term Number</u>
<i>Cooperative Extension Service</i>		
Jensen, Tamara	Senior Extension Educator	3
<i>Department of Animal Science</i>		
Murrieta, Charles M.	Associate Research Scientist	1

College of Arts & Sciences

<u>Name</u>	<u>New Rank</u>	<u>Extended Term Number</u>
<i>Department of English</i>		
Richardson, Bruce	Senior Lecturer	3
Young, Carolyn	Senior Lecturer	2
<i>Department of Sociology</i>		
Ashley, Yarong J.	Associate Lecturer	1

College of Education

<u>Name</u>	<u>New Rank</u>	<u>Extended Term Number</u>
<i>Department of Special Education</i>		
Cowie, Kay F.	Associate Lecturer	1
<i>Undergraduate Studies</i>		
Smueles, Nancy P.	Associate Lecturer	1

College of Health Sciences

<u>Name</u>	<u>New Rank</u>	<u>Extended Term Number</u>
<i>Division of Communication Disorders</i>		
Garcia, Teresa J.	Associate Lecturer	1

Division of Budget and Planning

<u>Name</u>	<u>New Rank</u>	<u>Extended Term Number</u>
<i>Office of Institutional Analysis</i>		
Muller, Lisa	Associate Research Scientist	1

EXTENDED-TERM APPOINTMENTS

**1. Faculty
 University Libraries**

<u>Name</u>	<u>Rank</u>	<u>Extended Term Number</u>
<i>Science Reference</i>		
Phillips, Lori J.	Associate Librarian	2

2. Academic Professionals
College of Agriculture

<u>Name</u>	<u>Rank</u>	<u>Extended Term Number</u>
<i>Cooperative Extension Service</i>		
Heald, Tom	Associate Extension Educator	2
Henderson, Frank	Senior Extension Educator	3
Hewlett, John P.	Senior Extension Educator	2
Lewis, Phyllis	Associate Extension Educator	2
Martin, Mary	Senior Extension Educator	2
Pasley, Christine A.	Senior Extension Educator	3
Romero-Caron, Virginia	Senior Extension Educator	3
Rosenlund, Philip A.	Senior Extension Educator	3
Schafer, Stephen Ray	Assistant Extension Educator	1
<i>Department of Animal Science</i>		
Austin, Kathleen J.	Senior Research Scientist	3
Kalchayanand, Norasak	Research Scientist	3
Van Kirk, Edward A.	Senior Research Scientist	3
<i>Department of Plant Sciences</i>		
Wilson, David W.	Associate Lecturer	3

College of Arts & Sciences

<u>Name</u>	<u>Rank</u>	<u>Extended Term Number</u>
<i>Department of Theatre & Dance</i>		
Stalder, Margaret	Senior Lecturer	2

College of Health Sciences

<u>Name</u>	<u>Rank</u>	<u>Extended Term Number</u>
<i>Division of Communication Disorders</i>		
Coyle, Lynda D.	Associate Lecturer	2
Kelley, Marcia B.	Associate Lecturer	2

EXTENDED-TERM-TRACK REAPPOINTMENTS

1. Faculty Academic Affairs

<u>Name</u>	<u>Rank</u>	<u>Review Year</u>
<i>American Heritage Center</i>		
Bowen, Shannon E.	Assistant Archivist	2
Jaehnig, Kenton G.	Assistant Archivist	3
Kilander, Ginny L.	Assistant Archivist	5
Shores, Leslie	Assistant Archivist	3
Waggener, John R.	Assistant Archivist	3
Winters, Katharine I.	Assistant Archivist	4

College of Law

<u>Name</u>	<u>Rank</u>	<u>Review Year</u>
Person, Debora A.	Assistant Librarian	5

University Libraries

<u>Name</u>	<u>Rank</u>	<u>Review Year</u>
<i>Access Services</i>		
Hicks, Gloria J.	Assistant Librarian	4

University Libraries

<u>Name</u>	<u>Rank</u>	<u>Review Year</u>
<i>Cataloging Department</i>		
Terrill, Lori	Assistant Librarian	4
<i>Coe Reference Department</i>		
Staley, Robert A.	Assistant Librarian	2
<i>Science Reference</i>		
Schmidt, Lawrence O.	Assistant Librarian	2
<i>Systems</i>		
Boss, Stephen C.	Assistant Librarian	2

2. Academic Professionals

Academic Affairs

<u>Name</u>	<u>Rank</u>	<u>Review Year</u>
<i>Ellbogen Center for Teaching and Learning</i>		
Hill, Robin K.	Assistant Lecturer	2

College of Agriculture

<u>Name</u>	<u>Rank</u>	<u>Review Year</u>
<i>Cooperative Extension Service</i>		
Birkholz, Donna M.	Assistant Extension Educator	3
Cooper, Troy	Assistant Extension Educator	3
Daniels, Tanya Keigh	Assistant Extension Educator	3
Hill, Hudson R.	Assistant Extension Educator	2
Mount, Dallas	Assistant Extension Educator	3
<i>Department of Agricultural and Applied Economics</i>		
Foulke, Thomas K.	Assistant Research Scientist	3
<i>Department of Animal Science</i>		
Hertz, Carole M.	Assistant Research Scientist	3
Nayigihugu, Venerand	Assistant Research Scientist	4
<i>Department of Molecular Biology</i>		
Gomelsky, Larissa A.	Assistant Research Scientist	4
<i>Department of Plant Sciences</i>		
Spence, Raina	Assistant Research Scientist	2

Department of Renewable Resources

Larson, Richard M. Research Scientist 5

College of Arts & Sciences

<u>Name</u>	<u>Rank</u>	<u>Review Year</u>
<i>Department of Botany</i>		
Driese, Kenneth I.	Assistant Research Scientist	2
Meyer, Carolyn B.	Assistant Lecturer	3
<i>Department of Chemistry</i>		
Sommer, Michael S.	Assistant Lecturer	4
<i>Department of Communication & Journalism</i>		
Roberts, Rebecca Lynne	Assistant Lecturer	5
Stannard, Matthew J.	Assistant Lecturer	5
<i>Department of Criminal Justice</i>		
Apgar, E. Stormy	Assistant Lecturer	3
<i>Department of Criminal Justice</i>		
Johnson, Ernest L.	Assistant Lecturer	3
<i>Department of Mathematics</i>		
Prewett, Jonathan L.	Assistant Lecturer	3
Weber, William S. Jr.	Assistant Lecturer	5
<i>Department of Music</i>		
Nicholas, Christopher J.	Assistant Lecturer	3
<i>Department of Physics & Astronomy</i>		
Thayer, David R.	Assistant Lecturer	4
<i>International Programs</i>		
Nyhus, Sheila M.	Assistant Lecturer	5

College of Business

<u>Name</u>	<u>Rank</u>	<u>Review Year</u>
<i>Department of Management & Marketing</i>		
Lewis, Kevin S.	Assistant Lecturer	3

College of Engineering

<u>Name</u>	<u>Rank</u>	<u>Review Year</u>
<i>Department of Computer Science</i>		
Ward, James S.	Assistant Lecturer	4

EXTENDED-TERM-TRACK REAPPOINTMENTS
College of Health Sciences

<u>Name</u>	<u>Rank</u>	<u>Review Year</u>
<i>Division of Kinesiology and Health</i>		
Werhonig, Gary	Assistant Lecturer	2
<i>Division of Social Work</i>		
Hart, Mary B.	Assistant Lecturer	5

Outreach School

<u>Name</u>	<u>Rank</u>	<u>Review Year</u>
<i>Outreach Credit Programs</i>		
Jansen, Lawrence A.	Assistant Lecturer	4
Miller, Jeffrey C.	Assistant Lecturer	4
<i>Outreach Regional Offices</i>		
Bass, Janet A.	Assistant Lecturer	4
Martinez, Jeanie R.	Assistant Lecturer	4
McClure, Amy Lee	Assistant Lecturer	4

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: Extension Educators, Lecturers, Research Scientists, 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

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 Faculty

An adjunct appointment is the appointment of an individual to an academic unit that recognizes special discipline-related expertise but carries no financial obligation per se. Adjunct appointments can include qualified non-academic personnel or faculty with other academic affiliations. Adjunct appointments carry no rights to remuneration, tenure, or employment-related privileges and are normally for three years, with renewal

Archives 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: Assistant Archivist, Associate Archivist, Archivist.

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.

Clinical Faculty

Clinical faculty appointments allow experts in health-related fields to contribute to the training of UW students in allied disciplines. Clinical appointments are for at most one year at a time and carry no rights to tenure or extended terms. Clinical faculty members may be salaried members of the UW faculty, in which case their reappointment is subject to annual performance reviews. There are also adjunct clinical faculty appointments, which typically involve health-care professionals whose normal employment is outside the university. Adjunct clinical appointments carry no financial commitment from the University.

Emeritus Faculty

Tenured faculty who retire after long and distinguished service are eligible for emeritus status upon their retirement. The designation is honorary and carries no necessary commitment of space or remunerative employment. By analogy, extended-term academic professionals may be eligible for emeritus status upon retirement. (Emeritus=male, emerita=female, 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

These academic professionals 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 Educator. All Extension Educators are in the College of Agriculture.

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. Librarians and archivists also hold faculty status. 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.

Part-Time Employee

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

Post-Doctoral Research Associate

Post-Docs are doctorally qualified academic professionals seeking greater professional development and research investigation, before obtaining permanent employment. Post-Doctoral appointments are temporary.

Probationary Faculty

This term refers to tenure-track faculty members who are working toward tenure and to academic professionals, library faculty, and archive faculty who are working toward extended-term contracts. 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.

Professional 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.

Professor

In addition to the qualification of an Associate Professor, "full" Professors have attained wide recognition in their professional fields for scholarship or other creative activity and have gained recognition for superior teaching and service.

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 three ranks for Research Scientists: Assistant Research Scientist, Associate Research Scientist, 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. Faculty members may not use sabbatical leaves to pursue

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), M.Arch. (architecture), and J.D. (law).

Visiting Appointment

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

AGENDA ITEM TITLE: **Master List of Degrees**

CHECK THE APPROPRIATE BOX(ES):

- Work Session
 Education Session
 Information Item
 Other Specify: BUSINESS MEETING, Committee of the Whole (Consent Agenda)

BACKGROUND AND POLICY CONTEXT OF ISSUE:

In March 1983, the Board adopted the process of annually approving a composite list of all degrees and majors offered by the University of Wyoming. Because of the diversity of academic programs at UW, it was deemed prudent and helpful to have a single list, maintained by the Registrar. While the Board may make changes at any time, the list is annually updated in May and presented to the Board for confirmation.

Only one change has been approved since May 2003, and one change is on the agenda of this meeting, May 2004. The Board, on January 10, 2004, at the request of the College of Health Sciences and Vice President for Academic Affairs, approved a title change for the major in Exercise and Sport Science to Kinesiology and Health Promotion, for the Bachelor of Science degree. Approval by the Board of the request to change the title of the Vocational Agriculture major to Agricultural Education will be reflected accordingly.

Prior Related Board Discussions/Actions:

WHY THIS ITEM IS BEFORE THE BOARD:

ARGUMENTS IN SUPPORT:

ARGUMENTS AGAINST:

ACTION REQUIRED AT THIS BOARD MEETING:

The Board is asked to approve the updated Master List of Degrees and Majors – 2004.

PRESIDENT'S RECOMMENDATION:

The President recommends approval.

UNIVERSITY OF WYOMING
MASTER LIST OF DEGREES AND MAJORS
AS AUTHORIZED BY THE TRUSTEES
MAY 2004
PREPARED BY THE OFFICE OF THE REGISTRAR

By way of explanation, the degree title is listed in ***bold italics*** (for example, ***Bachelor of Arts, Bachelor of Science in Chemical Engineering***). The list of majors for a specific degree in a specific college is listed below the degree title. Information in *italics* and parentheses () following a major is explanatory data, and not part of the official major name. Majors with brackets { } require the insertion of a secondary program of study.

College of Agriculture

Bachelor of Science #

Agricultural Business
Agricultural Communications
Agroecology
Animal and Veterinary Science
Microbiology (*also offered in the College of Arts & Sciences*)
Molecular Biology
Rangeland Ecology and Watershed Management

Bachelor of Science in Family and Consumer Sciences

Master of Science #

Agricultural Economics
Agricultural Economics/Water Resources (*interdisciplinary*) #
Agronomy
Animal and Veterinary Science
Entomology
Family and Consumer Sciences
Family and Consumer Sciences/Early Childhood Development (*interdisciplinary*) #
Food Science and Human Nutrition (*interdisciplinary*)
Molecular Biology
Rangeland Ecology and Watershed Management
Rangeland Ecology and Watershed Management/Water Resources (*interdisciplinary*) #
Reproductive Biology (*interdisciplinary-also in A&S*)
Soil Science
Soil Science/Water Resources (*interdisciplinary*) #

Doctor of Philosophy #

Agronomy
Animal and Veterinary Science
Entomology
Molecular Biology
Rangeland Ecology and Watershed Management
Reproductive Biology (*interdisciplinary-also in A&S*)
Soil Science

COLLEGE OF ARTS AND SCIENCES

Bachelor of Arts #

American Studies
Anthropology
Art
Biology
Botany
Chemistry
Communication
Criminal Justice
English
French
Geography
Geology and Earth Sciences
German
History
Humanities/Fine Arts
International Studies
Journalism
Mathematics
Mathematics/Science
Music
Philosophy
Political Science
Psychology
Russian
Self-Designed Major
Social Science
Sociology
Spanish
Statistics
Theatre and Dance
Women's Studies
Zoology and Physiology

Bachelor of Fine Arts #

Art *
Theatre and Dance *

Bachelor of Music #

Music Education
Music Performance
Music Theory and Composition

* = This major counted under previously-listed degree in this college (College of Arts and Sciences)
= This listing not counted as a separate major

COLLEGE OF ARTS AND SCIENCES (CONT.)

Bachelor of Science #

Astronomy/Astrophysics
Biology *
Botany *
Chemistry *
Chemistry (ACS approved) #
Communication *
Environmental Geology/Geohydrology
Geography *
Geology
History *
Journalism *
Mathematics *
Mathematics/Science *
Microbiology **
Physics
Physics Plus {affiliated concentration} #
Political Science *
Recreation and Park Administration (*professional*)
Self-Designed Major *
Social Science *
Sociology *
Statistics *
Theatre and Dance *
Wildlife and Fisheries Biology and Management (*professional*)
Zoology and Physiology *

Master of Arts #

American Studies (*interdisciplinary*)
Anthropology
Communication
English
French
Geography
Geography/Water Resources (*interdisciplinary*) #
German
History
International Studies (*interdisciplinary*)
Mathematics
Music
Philosophy
Political Science
Psychology
Psychology/Early Childhood Development (*interdisciplinary*) #
Sociology
Spanish

* = This major counted under previously-listed degree in this college (College of Arts and Sciences)

** = This major counted under previously-listed degree in another college (College of Agriculture)

= This listing not counted as a separate major

COLLEGE OF ARTS AND SCIENCES (CONT.)

Master of Arts in Teaching #

History *

Mathematics *

Master of Music #

Master of Planning (Community and Regional)

Master of Public Administration

Master of Science #

Botany

Botany/Water Resources (*interdisciplinary*) #

Chemistry

Geology

Geology/Water Resources (*interdisciplinary*) #

Geophysics

Mathematics *

Natural Science (*interdisciplinary*)

Physics

Psychology *

Psychology/Early Childhood Development (*interdisciplinary*) #

Reproductive Biology (*interdisciplinary*) **

Statistics

Zoology and Physiology

Zoology and Physiology/Water Resources (*interdisciplinary*) #

Master of Science in Teaching #

Chemistry *

Geography *

Mathematics *

Natural Science (*interdisciplinary*) *

Physics *

Doctor of Philosophy #

Anthropology

Botany

Chemistry

Geology

Geophysics

Mathematics

Neuroscience (*interdisciplinary*)

Physics

Psychology

Reproductive Biology (*interdisciplinary*)**

Statistics

Zoology and Physiology

* = This major counted under previously-listed degree in this college (College of Arts and Sciences)

** = This major counted under previously-listed degree in another college (College of Agriculture)

= This listing not counted as a separate major

COLLEGE OF BUSINESS

Bachelor of Science #

Accounting
Business Administration
Business Economics
Economics
Finance
Management
Marketing

Master of Business Administration

Master of Science #

Accounting
Economics
Economics/Water Resources (*interdisciplinary*) #
Finance

Doctor of Philosophy #

Economics

= This listing not counted as a separate major

COLLEGE OF EDUCATION

Bachelor of Arts #

Elementary Education
Elementary and Special Education
Secondary Education
Special Education

Bachelor of Science #

Industrial Technology Education (*only available through UW/CC Center*)
Trades and Industrial Education
Agricultural Education

Master of Arts #

Education
Education/Curriculum and Instruction/Early Childhood Development (*interdisciplinary*) #

Master of Science #

Education *

Education Specialist

Doctor of Education

Doctor of Philosophy #

Education #

* = This major counted under previously-listed degree in this college (College of Education)

= This listing not counted as a separate major

COLLEGE OF ENGINEERING

Bachelor of Arts

Management Information Systems (*no new admissions, degree being eliminated*)

Bachelor of Science in Architectural Engineering

Bachelor of Science in Chemical Engineering

Bachelor of Science in Chemical Engineering (petroleum engineering option) #

Bachelor of Science in Civil Engineering

Bachelor of Science in Computer Engineering

Bachelor of Science in Computer Science

Bachelor of Science in Electrical Engineering

Bachelor of Science in Electrical Engineering (bioengineering option) #

Bachelor of Science in Electrical Engineering (computer engineering option) #

Bachelor of Science in Management Information Systems

Management Information Systems (Business Option) #

Management Information Systems (Computer Science Option) #

Bachelor of Science in Mechanical Engineering

Master of Science #

Atmospheric Science

Chemical Engineering

Civil Engineering

Civil Engineering/Water Resources (*interdisciplinary*) #

Computer Science

Computer Science Professional #

Electrical Engineering

Environmental Engineering

Mechanical Engineering

Petroleum Engineering

Doctor of Philosophy #

Atmospheric Science

Chemical Engineering

Civil Engineering

Computer Science

Electrical Engineering

Mechanical Engineering

Petroleum Engineering

COLLEGE OF HEALTH SCIENCES

Bachelor of Science #

Health Education
Health Sciences
Kinesiology and Health Promotion
Physical Education Teaching
Speech, Language and Hearing Sciences

Bachelor of Science in Dental Hygiene

Bachelor of Science in Nursing

Bachelor of Social Work

Master of Science #

Audiology
Nursing
Nursing/Early Childhood Development (*interdisciplinary*) #
Kinesiology and Health
Kinesiology and Health/Early Childhood Development (*interdisciplinary*) #
Speech-Language Pathology
Speech-Language Pathology/Early Childhood Development (*interdisciplinary*) #

Master of Social Work

Doctor of Pharmacy

= This listing not counted as a separate major

COLLEGE OF LAW

Juris Doctor

GRADUATE SCHOOL

Master of Arts #

Interdisciplinary Studies

Master of Science #

Interdisciplinary Studies *

* = This major counted under previously-listed degree in this unit (Graduate School)

= This listing not counted as a separate major

SCHOOL OF ENVIRONMENT AND NATURAL RESOURCES

Bachelor of Science #

Environment and Natural Resources/{affiliated major}

Master of {affiliated degree}/Environment and Natural Resources

= This listing not counted as a separate major

AGENDA ITEM: **Fiscal Year 2005 Budgets: W.R. Coe Estate, W.R. Coe School and Charles Chacey Kuehn Estate**

CHECK THE APPROPRIATE BOX(ES):

- Work Session
 Education Session
 Information Item
 Other Specify: BUSINESS MEETING, Committee of the Whole (Consent Agenda)

BACKGROUND AND POLICY CONTEXT OF ISSUE:

Section 7-2 of Chapter VIII of the bylaws of the Trustees of the University of Wyoming provide that “each year the president of the University shall submit recommendations for the allocations of programs from income produced from the management endowment funds to the committee for approval and submission to the Trustees for adoption.”

The recommended fiscal year 2005 budget allocations for programs supported by the W.R. Coe and Charles Chacey Kuehn endowments are presented on the following page(s).

Prior Related Board Discussions/Actions:

Brought forward annually for Board information, discussion, and approval.

WHY THIS ITEM IS BEFORE THE BOARD:

The Board’s approval for the Coe-Kuehn is required by Trustee bylaws.

ARGUMENTS IN SUPPORT:

ARGUMENTS AGAINST:

ACTION REQUIRED AT THIS BOARD MEETING:

This item requires the approval of the Board for the annual budget outlined.

PRESIDENT’S RECOMMENDATION:

Approval of the Coe-Kuehn budget for Fiscal Year 2004-2005 as presented.

Coe Kuehn Budgets

	Approved FY 2004	Proposed FY 2005	Percentage Change
W R Coe Estate Funds			
Expenditures			
American Studies Program	154,580	152,020	-1.66%
Coe Chair	44,715	43,974	-1.66%
Administrative Expenses	44,288	41,262	-6.83%
	<hr/>	<hr/>	
Total	243,583	237,256	-2.60%

W R Coe School Funds

Expenditures			
American Heritage Center	222,243	224,689	1.10%
American Studies Program	10,677	10,794	1.10%
Administrative Expenses	51,760	49,575	-4.22%
	<hr/>	<hr/>	
Total	284,680	285,058	0.13%

Charles Chacey Kuehn Estate

Expenditures			
American Heritage Center	97,094	99,573	2.55%
American Studies Program	116,475	119,449	2.55%
College of Agriculture	98,899	101,424	2.55%
Administrative Expenses	69,437	67,462	-2.84%
	<hr/>	<hr/>	
Total	381,905	387,908	1.57%

Total all Programs	<hr/>	<hr/>	
	910,168	910,222	0.01%

Summary of All Budgets

American Heritage Center	319,337	324,262	1.54%
American Studies Program	281,732	282,263	0.19%
Coe Chair	44,715	43,974	-1.66%
College of Agriculture	98,899	101,424	2.55%
Administrative Expenses	165,485	158,299	-4.34%
	<hr/>	<hr/>	
Total all Programs	910,168	910,222	0.01%

AGENDA ITEM: **ASUW Constitution**, (see page 18)

Committee of the Whole, (Consent Agenda)

AGENDA ITEM: **FY 2005 PLUS Budget Allocations**, (see page 28)

Committee of the Whole, (Consent Agenda)

AGENDA ITEM: **FY 2005 Major Maintenance Project**, (see page 33)

Committee of the Whole, (Consent Agenda)

AGENDA ITEM: **FY 2005 Section I Operating Budget**, (see page 38)

Committee of the Whole, (Consent Agenda)

AGENDA ITEM: **FY 2005 Section II Operating Budget**, (see page 42)

Committee of the Whole, (Consent Agenda)

AGENDA ITEM: **FY 2005 ASUW Budget**, (see page 45)

Committee of the Whole, (Consent Agenda)

AGENDA ITEM: **FY 2005 Student Publications Budget**, (see page 48)

Committee of the Whole, (Consent Agenda)

AGENDA ITEM: **FY 2005 Wyoming Union Budget**, (see page 50)

Committee of the Whole, (Consent Agenda)

AGENDA ITEM: **Approval of Change in Degree Name**, (see page 87)

Committee of the Whole, (Consent Agenda)

AGENDA ITEM: **Approval of UniReg 30**, (see page 55)

Committee of the Whole, (Consent Agenda)

Trustee Schaefer moved for approval of the Consent Agenda, minus the Academic Plan II item; Trustee Spicer seconded. The motion carried.

COMMITTEE OF THE WHOLE (Regular Business)

APPROVAL OF EARLY CARE AND EDUCATION CENTER OPERATING BUDGET AND CONSTRUCTION BIDS (see page 9)

Trustee Richards moved for the approval of the Childcare Operating Budget and construction bid; Trustee Davis seconded. The motion carried.

APPROVAL OF BOND DOCUMENTS (see page 2)

Trustee Spicer moved for approval of the bond documents; Trustee Haynes seconded. The motion carried.

AUDIT COMMITTEE RESPONSIBILITIES AND REVIEW OF AUDIT (see following pages)

AGENDA ITEM TITLE: **Audit Committee Responsibilities and Review of Audit**

CHECK THE APPROPRIATE BOX(ES):

- Work Session
 Education Session
 Information Item
 Other Specify: BUSINESS MEETING, Committee of the Whole (Regular Business)

BACKGROUND AND POLICY CONTEXT OF ISSUE:

Prior Related Board Discussions/Actions:

The Investment Committee fulfilled the investment management oversight of the Board of Trustees prior to the transfer of UW assets to the Foundation. As that transfer has been accomplished, the Board now has a need to address the fiscal responsibility issues raised by the Sarbanes-Oxley Act.

WHY THIS ITEM IS BEFORE THE BOARD:

The Board should consider authorizing the transition of the Investment Committee to that of an audit and fiscal integrity committee. While the need for direct board oversight of investments has been lessened by the Foundation's new, the standard for acceptable fiscal oversight for higher education has increased in large part due to the passage of the Sarbanes-Oxley Act of 2002. While Sarbanes-Oxley does not apply specifically to institutions of higher education, it establishes a benchmark on several key issues relevant to higher education..

The National Association of College and University Business Officers (NACUBO) issued an Advisory Report (November 2003) with recommendations for addressing issues raised by the Act. Included in the recommendations are issues such as auditor independence, corporate responsibility, enhanced financial disclosures, accountability, and certification of financial results. NACUBO hopes that the Act will serve as a framework for implementation of emerging best practices to help evaluate overall financial risks.

ARGUMENTS IN SUPPORT:

- An investment committee has a materially reduced scope of work, as University investments are now held in the Foundation.
- The purpose of an audit and fiscal integrity committee will be to preclude the type of scandals that have occurred in private enterprise and work within the guidelines of the Sarbanes-Oxley Act of 2002.

- The Board of Trustees is the institution's governing body and will be able to enhance institutional accountability and responsibility through the audit and fiscal integrity committee.

ARGUMENTS AGAINST:

The Board may wish to retain direct involvement with all fiscal integrity matters and may be willing to devote the necessary time to doing so.

ACTION REQUIRED AT THIS BOARD MEETING:

This is a work session item, and the administration would like approval from the Board at this meeting to modify the Investment Committee to become the Audit and Fiscal Integrity Committee of the Board. The Trustees' work on the Investment Committee is strong evidence of their desire to understand and offer suggestions to the fiscal oversight of the Board.

PRESIDENT'S RECOMMENDATION:

The president supports the metamorphosis of the Investment Committee to an Audit and Fiscal Integrity Committee to support the institution and work within the guidelines of best practices, highly influenced by the Sarbanes-Oxley Act, to monitor corporate responsibility practices.

Trustee Schaefer moved for approval of the transition to an Audit Committee and review of the audit; Trustee Richards seconded. The motion carried.

AGENDA ITEM TITLE: **Approval of Bid for Phase I Prexy's Pasture Project**

CHECK THE APPROPRIATE BOX(ES):

- Work Session
 Education Session
 Information Item
 Other Specify: BUSINESS MEETING, Committee of the Whole,
(Regular Business)

BACKGROUND AND POLICY CONTEXT OF ISSUE:

The Trustees have reviewed the closure of Prexy's Pasture to vehicular traffic on two separate occasions. The Board approved the President's decision on the Parking Plan in March 2002 and approved the Capital Facilities Plan in September 2002 incorporating the recommendation to close Prexy's. This project is being funded through \$2 million in private gifts and \$106,600 in major maintenance funds.

Design services for this project were approved by the Trustees in May 2001 and the firm of EDAW was hired to provide the construction documents for the project. The budget established for the project was initially set at \$1.8 million including:

Administration	\$ 80,000
Construction	\$1,473,000
Design	\$ 175,000
Miscellaneous	\$ 25,000
Contingency	<u>\$ 125,000</u>
Total	\$1,878,000

Bids for the project were opened on April 29, 2004. Spiegelberg Lumber & Building submitted the only bid for the project. Their base bid was in the amount of \$1,614,500 which exceeded the construction estimate by \$141,500. Five alternates were also bid with the project. Alternate 1 was for rotomilling the asphalt and storing the material for future use by the university -- \$21,300. Alternate 2 was the labor cost to install a redundant condensate line -- \$54,200. Alternate 3 included expansion of the sprinkler system required for the project -- \$11,500. Alternate 4 was for work to extend the plaza on the east side of Prexy's Pasture to Half Acre -- \$19,600. Alternate 5 was the cost to remove the mugho pines -- \$6,000. Alternates 1 through 4 can be funded through the major maintenance appropriation and are being recommended for inclusion in the project. Alternate 5 is recommended for the removal of the mugho pines once the President has received and considered the advice of the Scientific Advisory Panel. As noted at the last Trustee meeting, none of the mature spruce trees are scheduled for removal during Phase I of the project, although it is possible that two of the trees located on the northwest corner may be lost during the removal of the asphalt road bed. Removal of up to 45 mugho pines may occur in Phase I, depending upon the outcome of the President's discussion with the Scientific Advisory Committee, the planning team, and the landscape architect (EDAW).

Accepting the base bid and all alternates produces the following project budget:

Administration	\$ 80,000
Construction	\$1,727,100
Design	\$ 175,000
Miscellaneous	\$ 25,000
Contingency	<u>\$ 99,500</u>
Total	\$2,106,600

WHY THIS ITEM IS BEFORE THE TRUSTEES:

Trustee approval is required before the administration can sign the construction contract. Reconstruction of Prexy's Pasture will begin as soon as the contract is awarded. Because this project been delayed it is possible that substantial completion of Phase I may not be completed prior to the start of fall semester.

ARGUMENTS IN SUPPORT:

- The total project budget for Phase I can be accomplished within the funds available for the project.
- The first phase of the project must be completed during the summer months to minimize impact to the campus. Delaying the project beyond this year may increase construction costs.
- Sufficient on-campus parking exists to replace the parking lost with the closure of Prexy's Pasture.

ARGUMENTS AGAINST:

- A total of 186 parking spaces currently located on Prexy's Pasture will be removed. Of those, 10 are spaces for people with disabilities (9 requiring UW permits and 1 metered), and they will be relocated to locations around campus. An *additional* 14 spaces for persons with disabilities will be added to the parking-space inventory. The University has requested an *additional* 5 spaces on City of Laramie streets be designated for disabled parking; the initial response has been favorable but is not confirmed. The campus parking-space inventory is sufficient to absorb the non-disabled parking spaces that will be removed from Prexy's Pasture.
- For non-disabled patrons and, in some cases, for disabled patrons, walking distances from parking spaces to destinations may be longer. However, numerous improvements have been made for transportation of disabled patrons, including deployment of courtesy shuttles during construction, bringing on-line an additional paratransit bus, redesigning campus bus routes, and use of existing bus lifts. Further, ramp improvements have been made to improve access for disabled parking spaces to near-by buildings, e.g., installation of a ramp on the west side of Hoyt Hall.

- As many as 45 mugho pines may be removed from Prexy's Pasture.

ACTION REQUIRED AT THIS TRUSTEE MEETING:

It is the recommendation of the administration that the Trustees approve a construction bid in the amount of \$1,727,100 to be awarded to Spiegelberg Lumber and Building Company. The award will include the base construction bid and all alternates. This project will be funded by the private gifts and major maintenance funds.

After everyone present for public testimony had had the opportunity to speak, Trustee Schaefer moved for approval of the bid for Phase I of the Prexy's Pasture renovation; Trustee Spicer seconded. Trustee Haynes offered a friendly amendment to the motion to include providing President Dubois with the leeway to consider and make such changes in view of the testimony heard, as well as giving him the authority to move major main fund money to the Prexy's Pasture design to work on the suggestions. Trustees Schaefer and Spicer accepted the amendment. President Dubois reiterated that there are no trees being removed for Phase I, and he did not want to bring the issues to the Board for a tree-by-tree basis. He did explain that each plaza will probably be approved individually through Board action. The motion carried, with Trustee Trospen voting nay.

AGENDA ITEM TITLE: **Approval of University of Wyoming Research Corporation Board Appointments**

CHECK THE APPROPRIATE BOX(ES):

- Work Session
 Education Session
 Information Item
 Other Specify: BUSINESS MEETING, Committee of the Whole (Regular Business)

BACKGROUND AND POLICY CONTEXT OF ISSUE:

It is recommended that the Trustees of the University of Wyoming reappoint the following Directors for the UWRC for one-year terms:

Mr. Ronald Benson

Dr. Ovid (Gus) Plumb

Mr. Brent Erickson

Mr. Richard Willson

Dr. William Gern

Mr. James Hettenhaus

Lt. General (Ret.) Thad Wolfe

Dr. William Gern, Vice President for Research spoke about the composition of the Wyoming Research Corporation Board, noting that Dolores Kern had left. Trustee Spicer moved to approve the board as presented; Trustee Haynes seconded. The motion carried.

AGENDA ITEM TITLE: **Academic Plan II 2004-2009**

CHECK THE APPROPRIATE BOX(ES):

- Work Session
 Education Session
 Information Item
 Other Specify: Business Meeting, Committee of the Whole

BACKGROUND AND POLICY CONTEXT OF ISSUE:

Academic Plan II is the strategic planning document that will guide institutional priorities and resource allocations from 2004-2009. It defines an educational vision for the University of Wyoming, and it is the core planning document around which other planning documents (e.g. support services plan, capital construction plan) will be built.

Prior Related Board Discussions/Actions:

Some aspect of the Academic Plan has been on every Board agenda for the last five years. The Board has been routinely briefed on implementation progress for Academic Plan I. For the last 2+ years, the Board has also been regularly involved in discussions regarding the development of strategic planning issues (Moving Forward I, II, III). During AY 2003-2004, iterative drafts of the Academic Plan II were provided for review, comment, and modification.

WHY THIS ITEM IS BEFORE THE BOARD:

The development of *Academic Plan II 2004-2009* (APII) for the University of Wyoming is complete, subject to Board approval.

ARGUMENTS IN SUPPORT:

- APII articulates a clear, realistic, and forward-looking vision for the university.
- APII has been developed through multiple iterations, and with multiple opportunities for faculty, staff, students, external constituents, and policy makers to comment and influence the substance in the final plan.
- APII serves as the overall university plan. It is built upon and is fully complementary with 80+ college, department, and unit-level five-year strategic plans.
- APII has strong institution-wide buy-in and support. It received strong support from the Faculty Senate as evidenced by unanimous endorsement of their Resolution No. 301, April 26, 2004:

WHEREAS, we, the Faculty Senate of the University of Wyoming, wholeheartedly support the goals of strategic academic planning; and

WHEREAS, we commend the diligence and rigor with which this most recent plan was executed; and

WHEREAS, we believe that the final draft of the document “Academic Plan II” reflects worthy and attainable goals; and

WHEREAS, we find the final draft of “Academic Plan II” fairly incorporates comments of the faculty in response to earlier drafts of that document. Therefore,

BE IT RESOLVED that we support “Academic Plan II” and recommend it to the Board of Trustees of the University of Wyoming.

ARGUMENTS AGAINST:

- None

ACTION REQUIRED AT THIS BOARD MEETING:

Approval of *Academic Plan II 2004-2009*

PRESIDENT’S RECOMMENDATION:

The development of all other university planning documents (currently in progress) is contingent upon acceptance of the *Academic Plan II 2004-2009*. The President recommends approval.

Trustee Schaefer moved to accept the Academic Plan II; Trustee Richards seconded. The Board asked questions about the items that were listed in the Academic Plan and if they were in priority order, which Dr. Buchanan stated they were not. President Dubois then asked Dr. Buchanan to list the items in alphabetical order. The Board had subsequent discussion on the different areas and received clarification on the different sections, and commended Dr. Buchanan for the work on the AP II. The motion carried.

UNFINISHED BUSINESS

There was no unfinished business to come before the Board.

NEW BUSINESS

Proposed Trustee Retreat Agenda

Agenda for the UW Board of Trustees Retreat, August 20-22, 2004

Old Baldy Club; Saratoga, Wyoming

Phone: (307) 326-5222

Participants: Richard Davis, Philip Dubois, Taylor Haynes, Kathy Hunt, Jim Neiman, John Patrick, Judy Richards, Peggy Rounds, Greg Schaefer, Tom Spicer, James Trosper, Hank True, David Willms, Howard Willson, John Masterson (representing Governor Freudenthal), Trent Blankenship

Others attending: Governor Dave Freudenthal (invited)
Governor Mike Sullivan
Mrs. Miriam Carver (Consultant on Board governance)
Vice Presidents Tom Buchanan, Phill Harris, Bill Gern, Rick Miller

Friday, August 20

12:00 p.m.	<i>Lunch (on your own)</i>
1:00 p.m.	Academic Plan, 2004-2009: Priorities for First-Year Implementation Dubois and Buchanan
1:30 p.m.	Support Services Plan, 2005-2010: Process and Priorities Dubois and Harris
2:30 p.m.	Discussion of Trustee "White Paper" on Wyoming's Future Governors Freudenthal and Sullivan
4:00 p.m.	Break
4: 20 p.m.	Future Approach to Budget Request, 2005 Legislative Session & Beyond Dubois and Miller
5:00 p.m.	<i>Free time</i>
7:00 p.m.	Cocktails and Dinner

Saturday, August 21

- 7:30 a.m. Breakfast
- 8:00 a.m. Boards That Make a Difference
Mrs. Miriam Carver
- 12:00 p.m. Lunch
- 12:45 p.m. Boards That Make a Difference, Continued:
Mrs. Miriam Carver
- 5:00 p.m. *Free Time*
- 7:00 p.m. Cocktails and Dinner

Sunday, August 22

- 8:00 a.m. Working Breakfast: Continued Discussion from Saturday
Trusteeship Review: How Well Are We Doing Our Business and Where Are We Headed? (Hunt, Richards)
- 9:00 a.m. Setting Tuition Policy: Exploratory Concepts for a Model
Dubois and Harris
- 10:00 a.m. Unfinished Business
- 11:00 a.m. Adjournment
- Afternoon Free Time (Golf, Fishing, Hiking, Shopping, depart Saratoga, etc.)
Golf Tee Times at Old Baldy Club*

***Tee Times**

President Dubois stated that Governor Freudenthal plans to attend the Trustees' Retreat, and he has invited others from UW to attend as well. He and Trustee President Hunt will work more on the agenda.

2004-05 Board Meeting Schedule

2004-2005 Board Meeting Schedule

August 20-22	Board of Trustees Retreat, Old Baldy, Saratoga
September 23-25	Board Meeting, Laramie
November 11-13	Board Meeting, Laramie
January 6-8	Board Meeting, Laramie
March 3-5	Board Meeting, Laramie
May 12-14	Board Meeting, Laramie
August 19-21	Board of Trustees Retreat, Location TBD

President Dubois said that his staff had scheduled the meetings for the next year by selecting those dates that will allow a majority to attend. There will be a special Board of Trustees' session on June 24, with the intention of immediately moving into Executive Session to work on personnel matters.

Chief Washakie Statue Process

President Dubois updated the Board on the Chief Washakie statue process, saying it will take approximately ten months to cast the statue and determine the cost on the base. The select board recommended the statue be placed immediately south of the Washakie cafeteria, although there is a possible space issue. Vice President Miller, Governmental, Community and Legal Affairs, noted that the Board needs to approve negotiating the contract with the sculptor.

Trustee Schaefer moved to approve authorization of the contract negotiations; Trustee Neiman seconded. The statue is "The Battle of Two Hearts" with proposed placement near Washakie Center facing Grand Avenue.

DATE OF BOARD RETREAT – August 20-22, 2004

DATE OF NEXT BOARD MEETING – The next Executive Session meeting of the Board will be June 24, 2004. The next public meeting of the Board will be September 23-25, 2004.

In closing, President Dubois asked the Board to think about the revised report format and how they felt it accomplished their needs. President Hunt commented that she had learned of the format at AGB and shared it with the Board.

President Dubois also noted that the Boardroom table will be wired for trustees' laptops by the next meeting.

Trustee Trospen commented that Gerry Spence spoke on campus at the native American graduation and was very well received.

ADJOURNMENT

Trustee Haynes moved to adjourn the meeting at 3:13 p.m.; Trustee Schaefer seconded. The motion carried.

Respectfully submitted,



Nicky S. Moore
Deputy Secretary, Board of Trustees



Crystal R.M. Bennett
Asst. to the Vice President for Administration