April 21, 2014
RE: AITC Committee Annual Report

Faculty Senate,

Annual Report of the University of Wyoming Faculty Senate Academic Information Technology Committee (AITC).

During the 2013-2014 Academic Year the AITC met once and corresponded via email to discuss the single charge for the committee.

Committee Charge:
“This memo serves as the official charge to the Academic Information Technology Committee to recommend the technological options for the purpose of reviewing reappointment, tenure, extended term, and promotion packets by peers and administrators.”

Committee Recommendation:
After examining several options and exploring processes used by multiple other universities it is the recommendation of the Academic Information Technology Committee that the new Learning Management System, WyoCourses, be examined for possible use as to review reappointment, tenure, extended term and promotion packets.
The committee submitted a memo to Senate Chair Keeney with the above recommendations.

Respectfully submitted;

Christine Boggs
Chair AITC
## AITC Committee Membership for the 2013-2014 Academic Year

<table>
<thead>
<tr>
<th>College</th>
<th>Department</th>
<th>Name</th>
<th>Term Expires (Spring)</th>
<th>Phone</th>
<th>Email</th>
</tr>
</thead>
<tbody>
<tr>
<td>AG</td>
<td>Veterinary Science</td>
<td>Merl Raisbeck*</td>
<td>2016(2)</td>
<td>69963</td>
<td>raisbeck</td>
</tr>
<tr>
<td>AS</td>
<td>English</td>
<td>Eric Nye</td>
<td>2014(2)</td>
<td>63244</td>
<td>nye</td>
</tr>
<tr>
<td>AS</td>
<td>Geography</td>
<td>Shannon Albeke</td>
<td>2015</td>
<td>66207</td>
<td>albeke</td>
</tr>
<tr>
<td>BU</td>
<td>Management &amp; Marketing</td>
<td>Mark Peterson</td>
<td>2015(2)</td>
<td>62054</td>
<td>markpete</td>
</tr>
<tr>
<td>ED</td>
<td>Elementary &amp; Early Childhood Education</td>
<td>George Kamberlis</td>
<td>2016</td>
<td>63275</td>
<td>gkambere</td>
</tr>
<tr>
<td>EN</td>
<td>Computer Science</td>
<td>Kim Buckner</td>
<td>2014</td>
<td>65182</td>
<td>kbuckner</td>
</tr>
<tr>
<td>HS</td>
<td>Communication Disorders</td>
<td>Amy Weaver</td>
<td>2015(2)</td>
<td>65187</td>
<td>aweaver</td>
</tr>
<tr>
<td>LA</td>
<td>Law School</td>
<td>Tawnya Plumb</td>
<td>2016</td>
<td>65733</td>
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<td>LI</td>
<td>Administrative Office</td>
<td>Chad Hutchens</td>
<td>2016</td>
<td>65592</td>
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<tr>
<td>AHC</td>
<td>American Heritage Center</td>
<td>Tyler Cline</td>
<td>2014(R)</td>
<td>65614</td>
<td>tcline3</td>
</tr>
<tr>
<td>OS</td>
<td>Outreach Credit Programs</td>
<td>Christl Boggs, Chair</td>
<td>2015(2)</td>
<td>64238</td>
<td>cboggs</td>
</tr>
<tr>
<td>ASUW</td>
<td>Student</td>
<td>Arsem Baziar</td>
<td>2014</td>
<td></td>
<td>abaziar</td>
</tr>
</tbody>
</table>

(2)=second consecutive term
(R)=replacement for an unexpired term

*substitute for Virginia Vincenti while on sabbatical AY2013-14
The Academic Planning Committee was composed of the following members:

<table>
<thead>
<tr>
<th>College</th>
<th>Department</th>
<th>Name</th>
<th>Term Expires (Spring)</th>
</tr>
</thead>
<tbody>
<tr>
<td>AG</td>
<td>Ecosystem Science &amp; Management</td>
<td>James Waggoner</td>
<td>2016(R)</td>
</tr>
<tr>
<td>AS</td>
<td>History</td>
<td>Phil Roberts</td>
<td>2016(2)</td>
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<td>AS</td>
<td>Statistics</td>
<td>Steve Bieber</td>
<td>2014(R)</td>
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<tr>
<td>BU</td>
<td>Management &amp; Marketing</td>
<td>Jose Rosa</td>
<td>2015(2)</td>
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<tr>
<td>ED</td>
<td>Secondary Education</td>
<td>Linda Hutchison</td>
<td>2015(2)</td>
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<td>EN</td>
<td>Computer Science</td>
<td>Ruben Gamboa</td>
<td>2014(2)</td>
</tr>
<tr>
<td>HS</td>
<td>Communication Disorders</td>
<td>Roger Steeve</td>
<td>2015(2)</td>
</tr>
<tr>
<td>LA</td>
<td>Law School</td>
<td>Debra Donahue</td>
<td>2016</td>
</tr>
<tr>
<td>LI</td>
<td>Coe Reference</td>
<td>David Kruger</td>
<td>2016</td>
</tr>
<tr>
<td>AHC</td>
<td>American Heritage Center</td>
<td>D. Claudia Thompson, Chair</td>
<td>2016(2)</td>
</tr>
<tr>
<td>OS</td>
<td>UW/CC Center</td>
<td>Lydiah Nganga</td>
<td>2016(2)</td>
</tr>
<tr>
<td>ASUW</td>
<td>Student</td>
<td>Paige Hellbaum</td>
<td>2014</td>
</tr>
</tbody>
</table>

On December 2, 2013, the committee received this charge from the chair of the Faculty Senate:

“Pursuant to our meeting and discussions on November 18, this memo serves as an official charge to the Academic Planning Committee. First, the APC should review all elements of USP 2015 with the goal of facilitating the “hand-off” of this academic program from USP Task Force 3 to the permanent University Studies Program Committee. Second, the APC should review all current University Regulations that may require elimination or modification in regard to the adoption of USP 2015. Third, the APC should draft any necessary modification(s) to University Regulations necessary to align them with the adoption of USP 2015.

Given the breadth of this charge, there are two recommendations. Including Cheryl Goldenstein in the APC’s deliberations might prove beneficial; her experience with the Committee on Committees and USP might help reduce some of the time involved with this charge. Also, in the area of University Regulations, including Tara Evans from the Office of General Counsel might prove productive. Ms. Evans has volunteered to assist all standing committees involved with redrafting UW Regulations from the earliest stages of this process and onward. Please take both of these individuals under consideration.

As always, you and the APC’s members should feel free to consult or work with the Faculty Senate’s Executive Committee at any point during your deliberations. This particular task is critically important to the University’s delivery of future academic programs, and we are ready to support you at all times.”
The Academic Planning Committee held meetings on December 9, 2013, and on April 1, 2014, but the bulk of the work was conducted by email. The committee identified five regulations that appeared to be affected by the General Education standards. These were: regulation 6-404 (University Undergraduate Degree Requirements), regulation 6-407 (University Studies Program), 6-702 (Establishment of Faculty Senate Committees), 6-712 (Physical Activity and Health Theory Requirement), and 6-714 (Communication Skills Requirement).

It was quickly determined that regulations 6-712 and 6-714 were made redundant by the General Education standards. The bulk of the committee’s work concentrated on the remaining three standards, which were found to be duplicative, confused, and badly out of date with technological advances in distance learning. The Academic Planning committee chair consulted with the Office of General Counsel, the University Studies committee, the University Studies coordinator, the Outreach School dean, and others. The APC committee sought to make the new university regulations useful but not too specific. It was felt that the regulations should state the philosophy of general education at the University of Wyoming, but that details of implementation should be left to planning documents at a lower level. Thus, changes that might be suggested by experience could be accommodated without requiring alteration at the governing document level.

The drafts of the proposed new regulations were introduced to the Faculty Senate Executive Committee on March 10, 2014. They were submitted to the full Faculty Senate on March 31, 2014.

D. Claudia Thompson  
Chair, Academic Planning Committee
Budget Planning Committee

Annual Report 2013-2014

This year the Budget Planning Committee undertook three tasks:

1. We reviewed our web site to ensure that the content was current and to identify other sources that might be useful to faculty looking for information on the university’s budget.

2. We engaged in preliminary searching of policies employed at other universities to improve the institutions’ financial situation through tuition increases.

3. We evaluated the committee’s role in future university planning. As the university administration has been in flux this year, no final decisions were made. However, we have begun to investigate ways to have more involvement with the university’s financial planning. We have determined the importance of having a university financial administrator as a regular attendee at meetings and will take steps to include our contacts in future meetings. As the university’s CPM process undergoes changes to a new funding model for colleges, the committee has monitored the process and has followed up with the Academic Planning Committee to discuss possible future changes. Members of the committee are also taking an active role in the university’s UP4 plan.
Membership:

AG  Ecosystem Science & Management  Michael Smith
AS  Communication & Journalism  Eric Wiltse
AS  Sociology  Malcolm Holmes
BU  Economics & Finance  Owen Phillips
ED  Elementary & Early Childhood Education  Michelle Buchanan
EN  Chemical & Petroleum  Shunde Yin
HS  Communication Disorders  Teresa Ukrainetz
LA  Law School  Jacquelyn Bridgeman
LI  Coe Reference  Cheryl Goldenstein, Chair
AHC  American Heritage Center  Emily Christopherson
OS  Outreach Credit Programs  Jeff Miller

The Committee on Committees ensures that the colleges and other academic units have representation on eight Faculty Senate standing committees, in accordance with UW Regulation 6-702.

Most of the CoC’s work to recruit volunteers for committee service is done in preparation for our spring meeting, when the CoC approves nominations for the upcoming academic year. Nominations and approvals continue throughout the year by email as vacancies arise. Amy Kopp provides invaluable record-keeping regarding committee membership.

The CoC met April 4, 2014, to consider nominations for standing committees for 2014-15. All nominations were approved and forwarded to Faculty Senate for ratification. One vacancy remains as of this writing; the committee is in communication with the College of Agriculture to recruit a representative from that college for the CoC.

Other action by the CoC this year included approval of Faculty Senate Bill 328, A Bill to Revise UW Regulations 6-702, “Establishment of Faculty Senate Committees.” The chair presented the bill to the Faculty Senate Executive Committee and to Faculty Senate at their March meeting in cooperation with the Academic Planning Committee.

Cheryl Goldenstein was re-elected as chair for 2014-15.

Respectfully submitted,
Cheryl Goldenstein
Chair, Committee on Committees
TO: Dr. Colin Keeney, Chair
Faculty Senate

FROM: Tim Collier, Chair
Faculty Academic Standards, Rights & Responsibilities Committee

DATE: April 16, 2014

RE: Annual Report on FASRR Activities for Academic Year 2013-2014

The FASRR Committee received the charge of revising the University of Wyoming's statement on Academic Freedom from the Faculty Senate Executive Committee on December 3, 2013. The committee met twice during spring semester 2014, and corresponded about revisions via email. Using a spring 2013 draft statement from the Office of Academic Affairs, and ideas from the Academic Freedom statements from other institutions, we produced a draft statement on Academic Freedom, which was presented to the Faculty Senate Executive Committee on March 10, 2014. If you have any questions or require further input about this annual report, please contact me.

Sincerely,

Timothy Collier, Chair
Committee Members:

<table>
<thead>
<tr>
<th>Name</th>
<th>College</th>
<th>Department</th>
</tr>
</thead>
<tbody>
<tr>
<td>Bret Range (Chair)</td>
<td>Education</td>
<td>Professional Studies</td>
</tr>
<tr>
<td>Jennifer Petrie</td>
<td>Health Sciences</td>
<td>Pharmacy</td>
</tr>
<tr>
<td>Kelly Visnak</td>
<td>Library</td>
<td>Administrative Office</td>
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<tr>
<td>Larry Jansen</td>
<td>Outreach</td>
<td>Online UW</td>
</tr>
<tr>
<td>Lawrence Hubbell</td>
<td>Arts and Sciences</td>
<td>Political Science</td>
</tr>
<tr>
<td>Marcel Kornfeld</td>
<td>Arts and Sciences</td>
<td>Anthropology</td>
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<tr>
<td>Margaret Stefanovic</td>
<td>Engineering</td>
<td>Electrical/Computer Eng</td>
</tr>
<tr>
<td>Noah Novogrodsky</td>
<td>Law</td>
<td>Law School</td>
</tr>
<tr>
<td>Rachael Dreyer</td>
<td>American Heritage Center</td>
<td>American Heritage Center</td>
</tr>
<tr>
<td>Robert Cordery-Cotter</td>
<td>Agriculture</td>
<td>Animal Science</td>
</tr>
<tr>
<td>Roland Kidwell</td>
<td>Business</td>
<td>Management and Marketing</td>
</tr>
</tbody>
</table>

Annual FDC Activities

- **Flittie Sabbatical Award** (one award approved)
  - Application deadline: November 18, 2013
    - Three applications received
    - One awarded

- **Faculty Awards**
  - Application deadline: January 17, 2014
    - John P. Ellbogen Meritorious Classroom Teaching Award
      - Seven applications received
      - Three awarded
    - George Duke Humphrey Distinguished Faculty Award
      - Four applications received
      - One awarded
    - Hollon Family Award for Teaching Excellence in Off-Campus Programs
      - Three applications received
      - One awarded
    - John P. Ellbogen Lifetime Teaching Award
      - Six applications received
      - One awarded
    - CASE U.S. Professors of the Year Award nominee recommended by the FDC

- **Flittie House**
  - Application deadline: May 9, 2014
    - FDC will review applications following deadline
To: Colin Keeney, Chair  
Faculty Senate  

From: Suzanne Young, Chair  
Graduate Council  

Subject: Graduate Council Report 2013-14  

Date: April 14, 2014  

The Council met regularly throughout the academic year to consider requests from Academic Affairs and from colleges/departments/programs. The following provides additional details of these activities.

1. The Council reviewed a request from the College of Education for a revised EdD program. The Council recommended approval and forwarded it to Academic Affairs.

2. The Council reviewed a request from the College of Education for a revised MA in Educational Administration, changing it to a professional degree program. The Council recommended approval and forwarded it to Academic Affairs.

3. The Council reviewed a request from the College of Education for a new graduate certificate program in Play Therapy. The Council recommended approval and forwarded it to Academic Affairs.

4. The Council reviewed a request from the College of Engineering for a new Master degree in Architectural Engineering. The Council recommended approval and forwarded it to Academic Affairs.

5. The Council recommended minor revisions to the following documents:
   a. Report of Final Examination Results  
   b. Proposals for new or revised graduate programs  
   c. Graduate Committee Assignment/Change Form  
   d. Petition to Exceed 4-year Time Limitation  
   e. Exception to Regulation: Only Courses Offered S/U Can Be Listed as S/U on a Program of Study  
   f. Request for Change in Graduate Program  
   g. Exception to Regulation: Completion of Master’s Degree Within Six Years  
   h. Report on Preliminary Examination for Admission to Candidacy  
   i. Exception to Regulation: Limitation of 12 Non-degree Hours in a Graduate Program  

   Recommended changes were forwarded to Academic Affairs.

6. The Council discussed the reinstatement of the Graduate School; recommendations are still forthcoming at this time.

7. The Council reviewed nominations for Graduate Faculty and Student Awards and made the following recommendations to Academic Affairs:
   a. Distinguished Graduate Faculty Mentor Award – Harold Bergman  
   b. John P. Ellbogen Outstanding Graduate Assistant Teaching Award
      i. Charles Fournier  
      ii. Daniel Freije  
      iii. Rachel Jones
iv. Curtis Nelson
v. Maurissa Radakovich
c. Outstanding Dissertation Award – Jamie Crait
d. Outstanding Master’s Thesis Award – Matthew Jones
8. Caroline McCracken-Flesher was elected as the 2014-15 Chair of Graduate Council.
Meeting dates:
The UW Library Council met four times during the academic year. Meeting dates were October 14, November 18, February 3, and March 10.

Detailed minutes of each meeting, submitted by Birgit Fowler Burke, Staff Assistant, can be obtained from the Administrative Page of University Libraries homepage. http://www-lib.uwyo.edu/about/library_council/index.cfm

Purpose:
The purpose of this council is to advise and assist the libraries on issues and policies related to strategic planning, organization, operations, and resource allocation. This council reports to the Vice-President for Academic Affairs and the Dean of Libraries.

Council members for 2013 – 2014:
Agriculture (Animal Science) – Brenda Alexander
Arts and Sciences (Geology and Geophysics) – Erin Campbell-Stone, chair
Arts and Sciences (History) – JoAnna Poblete
Business (Management and Marketing) – Robert Sprague
Education (Secondary Education) – Andrea Burrows
Engineering (Electrical and Computer) - Margareta Stefanovic
Health Sciences (WIND) – Michelle Jarman
Law School (Law Library) – Deborah Person
Libraries (Coe Reference) – Kaijsa Calkins
American Heritage Center (Toppan Rare Books Library) – Anne Marie Lane
Albany County Library Representative– Cindy Moore
Graduate Student Representative – Harry Whitlock
Undergraduate Student Representative – Sean Collins

Overview of Discussions

Budget
Because almost 70% of the library budget is spent on electronic resources, the Dean and library staff continually evaluate opportunities to cut costs, while expanding access to archived content and providing permanent access. The library has also implemented a new program to provide incoming faculty with $1000 for library acquisitions to enhance their research or creative endeavors.

Digital Directions and Digital Collections
The UW library continues to make progress in the acquisition of e-books and improvement of e-book accessibility to users, despite the multitude of e-book formats, and copyright and licensing challenges. Existing books within the library are being digitized and included in the Alliance Digital Repository. The repository of UW scholarship and research (WySR) is growing in use, and developments are being made toward making content searchable and indexed by Google. WySR currently hosts digital material such as faculty research, oral histories, student creative writing, lecture series, photographs, and curriculum materials. Future directions for WySR include accessible storage of data, and open access portals to comply with requirements for federally funded research. The library is also exploring options for hosting streaming video to accompany or replace the DVD collection. The Digital Herbarium continues to grow and showcases scanned specimens, field notebooks, maps, and historical aerial photographs.

Library Spaces and Space
A room in the library has been newly outfitted for screening different types of media; meeting academic need and honoring copyright law are issues the library staff will evaluate as the room is used. The council discussed
preliminary plans to create semi-private collaborative workspaces and larger informal teaching spaces to respond to student demand. The council also discussed plans for accommodation of the growing collection; the library will exceed capacity in 2026, and the possibility of remote storage was discussed.

Special Collections
The library hosts a variety of special collections, including the Heberd Special Collections, the Canoso Miniature Book Collection, Sonja Meyer’s historical Clothing collection, the Cheramy Native American Collection, and a vast collection of rare maps. A notable recent addition is the Wool Collection, which has garnered international attention as rare historical collection of wool samples, wool data, agriculture bulletins, a video of the steam-powered wool-scouring machine, oral histories, and photographs.

Other discussions:
ClimateQUAL survey of library staff satisfaction, planned for 2014
Library accessibility and collaboration with disability services
Results of ASUW student survey on satisfaction with Coe Library
Research assistance for undergraduates, graduate students and faculty
Replacement of photocopiers in the library with free scanners
New York Times program
Liaison Librarian program
Geology Library holdings and acquisitions
Learning Management System development and faculty instruction

Issue for discussion:
The Library Council would like to emphasize the importance of student representatives on the council; student participation is the best way to ensure that the library meets the needs of undergraduates and graduate students. Because student representatives are appointed late in the year, or sometimes not at all, the Library Council would like to develop a new system for appointing student representatives.

Chair Selection for 2014-2015:
Robert Sprague, Associate Professor in Management and Marketing, College of Business, was elected as Library Council Chair for AY 2014-2015
Research Advisory Committee.

Committee membership:
Benjamin Rashford <brashfor@uwyo.edu>; Anna Zajacova <azajacov@uwyo.edu>; Kenneth Warren Sims <ksims7@uwyo.edu>; Charles F. Mason <Bambuzlrv@uwyo.edu>; Jane A. Warren <jwarren4@uwyo.edu>; Suresh Muknahallipatna <SureshM@uwyo.edu>; Douglas Bryan Petersen <dpeter39@uwyo.edu>; Diane Elizabeth Courselle <Diane.Courselle@uwyo.edu>; Lawrence O. Schmidt <LSchmidt@uwyo.edu>; Leslie Carol Waggenger <lwagggen2@uwyo.edu>; Dagmara Motriuk Smith <MOTRIUK@uwyo.edu>

The committee reviewed the following FGIA applications from University of Wyoming Faculty. The best six applications received the Faculty Grant-in-Aid awards up to $7,500 for research projects that expand their work in new directions.

A Zajacova, Chair 2013-14
April 14, 2014

**Student Interaction Committee** Report 2013-14

To The Faculty Senate:

The Student Interaction Committee was charged with reviewing UW REGULATION 8-238, regarding the add/drop/withdraw policy. This revision was introduced to the Faculty Senate at its March meeting, and will be voted on in April.

The above charge was the only action that the Student Interaction Committee was to review for the 2013-14 term.

The SIC members are as follows: Kim Miller, Chair, Ginger Paige, Sandy Hsu, Brianna Wright, David Finnoff, David Whitman, Linda Williams, Julia Proctor, Amanda Stow, and Arsam Baziar.

Regards,

Kimberly D. Miller, Ed.D
Student Interaction Committee Chair
University of Wyoming
College of Education
Department of Elementary and Early Childhood
Kmiller1@uwyo.edu
TO: University of Wyoming Faculty Senate

FROM: University Course Review Committee

RE: Annual Report

The University Course Review Committee has met six times during the 13-14 academic year (last meeting of the year is scheduled for April 21). In total the committee approved 231 course action items. The breakdown and classification by college/school is shown below:

<table>
<thead>
<tr>
<th>College Name</th>
<th>Courses Modified</th>
<th>Courses Added</th>
<th>Courses Discontinued</th>
</tr>
</thead>
<tbody>
<tr>
<td>College of Agriculture &amp; Natural Resources</td>
<td>12</td>
<td>1</td>
<td>2</td>
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<tr>
<td>College of Arts &amp; Sciences</td>
<td>80</td>
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<td>College of Business</td>
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<tr>
<td>College of Education</td>
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<td>11</td>
<td>0</td>
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<tr>
<td>College of Engineering &amp; Applied Science</td>
<td>26</td>
<td>6</td>
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<tr>
<td>College of Health Sciences</td>
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<td>Army</td>
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</tr>
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<td>LAW</td>
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<tr>
<td>Total</td>
<td>137</td>
<td>51</td>
<td>43</td>
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</table>

Committee member included Bruce Cameron (AGNR), Audrey Shalinsky (A&S), Kent Drummond (BUS), Leslie Rush (ED), David Whitman (ENG), Tristan Wallhead (HS), Jacquelyn Bridgemon (LAW). Ex-officio members, Susan Frye (Outreach School), Paige Helbaum (ASUW).

Respectfully submitted

Bruce A. Cameron, Chair (13-14).
The responsibilities and activities of the University Tenure and Promotion Committee are outlined in University Regulation 5-803, Section 3-c. The University Tenure and Promotion Committee may evaluate cases of faculty in tenure track positions prior to the tenure decision year, in the tenure decision year, or when under consideration for promotion. The committee also may evaluate cases of APLs in their probationary period or when under consideration for extended terms or promotion. This may include personnel with faculty designations in any of the colleges, the libraries, the American Heritage Center, or with Extension Educator designations within the colleges.

The committee generally evaluates cases in four categories:

- Every case that is conflicted is brought before the committee. A case is conflicted if there is disagreement among the four levels of review, meaning that the majority vote at the department level, the recommendation of the department head, the majority vote at the college level, and the recommendation of the dean of the college are not all in the same direction. Having less than unanimous support at the department or college level does not constitute a conflicted case; rather conflict is determined by majority votes at those two levels. The University Tenure & Promotion committee invites the faculty with a conflicted majority vote along with the appropriate Department Head and Dean to discuss the issues of the case directly with the Committee. Following that discussion, Committee members vote and comment on each case.

- The committee also considers all candidates for early promotion, tenure, or extended. The University Tenure & Promotion committee may invite the faculty for early tenure/promotion along with the appropriate Department Head and Dean to discuss the issues of the case directly with the Committee. In cases where an exceptional record of performance is documented, the University Tenure and Promotion Committee may elect to cancel the face-to-face meeting. The Committee members vote and comment on each early tenure/promotion case in both situations.

- A candidate receiving majority negative recommendations at all levels is invited to meet with the committee to present his or her case to a final level of peer review if they so desire. The appropriate Department Head and Dean are also invited to attend the meeting. Committee members only comment on these cases.

- Finally, additional cases are selected at the Provost’s discretion when the packets contain signals that candidates may be headed toward unfavorable outcomes if adjustments are not made. The University Tenure & Promotion committee invites the faculty identified by the Provost’s along with the appropriate Department Head and Dean to discuss the issues of the case directly with the Committee. Committee members only comment on these cases.
For the 2013 – 2014 year, the University Tenure & Promotion Committee considered twenty-five cases. There was one conflicted case, five early tenure/promotion cases, one case with negative recommendations at all four lower level reviews, and eighteen cases selected by the Provost. The committee met for 11 hours on March 31, 2014 and 10 hours on April 1, 2014 to consider all cases. Comments on all twenty-five cases and votes on six cases have been compiled and made known to the candidates. The Provost gives each candidate an opportunity to respond to comments and/or votes prior to making a final recommendation. The final recommendations will be presented to the Board of Trustees at their May meeting. The University President is only involved if any of those whom the Provost recommends against extending or promoting elect to appeal their cases.

Steven Smutko, Ruckelshaus Institute of ENR, was elected Chair of the University Tenure and Promotion Committee for the 2014 – 2015 academic year.
2013-2014 Annual Report from the University Studies Committee

Committee Membership
Brant Schumaker, Chair, College of Agriculture and Natural Resources
Lawrence Jackson*, College of Arts and Sciences
Steve Bieber**, College of Arts and Sciences
Robert Godby, College of Business
Samara Madrid, College of Education
Steven Barrett, College of Engineering
Mark Byra, College of Health Sciences
Cass Kvenild, University Libraries
Shaun Hayes, American Heritage Center
Jason Katzmann, University of Wyoming Outreach School
Paige Hellbaum, Associated Students of the University of Wyoming

*substitute for Jennifer Deckert for AY13-14 while on sabbatical
**substitute for Tim Robinson for AY13-14 while on sabbatical

Ex Officio Members
Jo Chytka, Advising and Career Services, Student Affairs
Alyson Hagy, University Studies Coordinator
Joe Jensen, Athletics, Academic Planning Committee

Purpose of Committee
The committee is primarily charged with setting policy and approving courses for the University Studies Program. Committee members met monthly (either in-person or electronically) throughout the 2013-2014 academic year.

Course Approvals/Rejections
Courses approved for USP designations are renewed every three years. Departments offering USP courses submit syllabi and other supporting materials to the USP Committee as part of the renewal process. Because of the current revision of USP, the committee chose to extend designations of existing USP courses through 2013-14 rather than asking departments and faculty to complete what might seem to be unnecessary work. The committee will be ready to begin reviewing courses for USP 2015 this upcoming academic year.

The committee reviewed 18 new course proposals for a total of 30 USP designations. The D, G, L, WB, and WC may be embedded in courses meeting another USP requirement. No courses were rejected for their proposed designations. The following chart shows approvals for each USP category:
Summary of USP Courses Approved/Rejected (by component)

<table>
<thead>
<tr>
<th>Courses</th>
<th>I</th>
<th>WA</th>
<th>O</th>
<th>QA</th>
<th>QB</th>
<th>S, SB, SP, SE</th>
<th>C</th>
<th>CH</th>
<th>CS</th>
<th>CA</th>
<th>V</th>
<th>P</th>
</tr>
</thead>
<tbody>
<tr>
<td># Approved</td>
<td>3</td>
<td>1</td>
<td></td>
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<td></td>
<td></td>
<td>3</td>
<td>3</td>
<td>1</td>
<td></td>
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<tr>
<td># Rejected</td>
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</tbody>
</table>

<table>
<thead>
<tr>
<th>USP Embeddable Components</th>
<th>L</th>
<th>WB</th>
<th>WC</th>
<th>G</th>
<th>D</th>
</tr>
</thead>
<tbody>
<tr>
<td># Approved</td>
<td>3</td>
<td>2</td>
<td>9</td>
<td>5</td>
<td></td>
</tr>
<tr>
<td># Rejected</td>
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</tbody>
</table>

*Committee chose not to review courses for the 2013-2014 academic year do to the revision process.

**USP Revision**

Under USP 2015, the USP committee will oversee approval of first-year seminars and the COM sequence, while approval of the other designations will be at the college level. After approval in the colleges, all proposals will reside with the USP committee for consistency. The committee is working closely with the administration to help expedite the new USP implementation.

**Committee Chair for 2013-2014 Academic Year** – TBD