

**THE UNIVERSITY OF WYOMING**

**MINUTES OF THE TRUSTEES**

**SPECIAL MEETING**

**Tuesday, August 24, 2010**

**Final Minutes can be found on the University of Wyoming Board of Trustees website  
at [www.uwyo.edu/trustees](http://www.uwyo.edu/trustees)**

**THE UNIVERSITY OF WYOMING  
“SPECIAL” MEETING OF THE BOARD  
MINUTES OF THE TRUSTEES**

**Tuesday, August 24, 2010  
8:00-9:00 a.m.; in Old Main Boardroom/Conference Call**

**AGENDA**

Call to Order .....1

Roll Call.....1

Public Session .....1

    I. Approval of SFSF Major Maintenance Architectural & Engineering Design, Vinzant .....1

    II. Approval of Transit Equipment Storage Facility Architectural & Engineering Design, Vinzant...2

    III. Approval of FY 2011-2012 Biennium Supplemental Budget Request: Agency 067, Vinzant .....3

    IV. Approval of FY 2011-2012 Biennium Budget Authorization Increase: Agency 167, Vinzant.....4

Adjournment .....4

### **Call to Order**

President of the Board of Trustees Jim Neiman called the meeting to order at 8:02 a.m.

### **Roll Call**

Deputy Secretary for the Board Shannon Sanchez took roll. The following Trustees participated: Trustees Dave Bostrom, Chuck Brown, Dick Davis, Betty Fear, Brad Mead, Jim Neiman, Dave Palmerlee, Ann Rochelle, and Howard Willson. Ex-officio Trustee Tom Buchanan was in attendance and sat in the Old Main Boardroom. Ex-officio Trustee Wyoming State Superintendent of Public Instruction Jim McBride was not present. Ex-Officio Trustee Governor Dave Freudenthal did not participate; however, Chief of Staff Chris Boswell participated as representative from the Governor’s office. Trustees Haynes, Lauer, and Troser and ex-officio Trustee Cameron Nazminia did not participate on the conference call.

### **Public Session**

#### **I. Approval of SFSF Major Maintenance Architectural & Engineering Design, Vinzant**

Vice President for Administration Doug Vinzant led the discussion with the Board. He stated that the University has eleven buildings that will be part of the Major Maintenance work. See buildings listed in the meeting report.

The SFSF Coordinating Team has reviewed submittals from nine design teams responding to a request for qualifications for architectural and engineering design services for this project. Four of the teams were interviewed. From those, three have been identified as potential candidates. The three finalist firms are all Wyoming firms.

Vice President Vinzant stated that Administration is seeking approval from the Board to begin negotiations with the first ranked team, Pappas & Pappas, for design services for projects supported by the State Fiscal Stabilization Fund, Education Fund of Wyoming (SFSF).

With this approval to move forward, Administration will be able to present a CMAR proposal in September and should have all design work done in late fall with construction beginning in 2011.

Trustee Mead moved to approve the recommendation from UW Administration to begin negotiations with the first ranked team, Pappas & Pappas, for design services for projects

supported by the State Fiscal Stabilization Fund, Education Fund of Wyoming (SFSF); second from Trustee Davis. Motion passed unanimously.

## **II. Approval of Transit Equipment Storage Facility Architectural & Engineering Design, Vinzant**

Vice President Vinzant briefed the Board of the Architectural and Engineering Design for the transit equipment storage facility. The Transit Equipment Storage Facility project consists of three components: indoor storage for vehicles used primarily for the shuttle service; maintenance area for these vehicles; and administrative space for the operation of the shuttle system. This facility would centralize an operation that has doubled in size in the last 8 years.

Preliminary estimated costs for the project total \$6,000,000. The Facilities Planning Office and the Transit Equipment Planning Team have reviewed submittals from five design teams responding to a request for qualifications. Four of the teams were interviewed. The teams were ranked in the following order:

1. WWC Engineering, Laramie, Wyoming
2. TSP, Sheridan, Wyoming
3. Poupirt Architects, Cheyenne, Wyoming

The group would like to begin negotiations with the opt firm. If successful in obtaining, construction would begin as early as the first quarter of 2012.

The A&E design services would begin with a Level 2 study to be completed this year. The goal is to utilize the level 2 study to obtain grants in the spring of 2011 to fund the project and the rest of the design work. If grants are successfully obtained, construction documents would be completed by the end of 2011 for a bid and construction start in the first quarter of 2012.

Vice President Vinzant stated that his division is seeking approval to begin negotiations for A&E Design Services for a Level 2 Study and negotiations for Design Services for construction documents and construction administration if grant funding is obtained for the project in 2011.

There was discussion by the Board regarding receiving grants and where these grants would come from and location of this facility.

Trustee Fear moved to approve the recommendation presented by Administration; Trustee Bostrom seconded, and the motion carried unanimously.

**III. Approval of the FY 2011-2012 Biennium Supplemental Budget Request: Agency 067, Vinzant**

Vice President Vinzant stated that they are seeking approval for the FY 2011-2012 budget request. He stated that the information is consistent with that discussed at the Board Retreat in July. Vice President Vinzant then reviewed the report materials provided in advance of the meeting, outlining requests for funding for the Wyoming State Vet Lab and GWLA membership.

There was discussion by the Board regarding the UW Libraries and GWLA membership, its importance, the Library’s budget, and possible funded positions in the Library.

Vice President Vinzant then discussed the Capital Construction Requests, which include the University of Wyoming – Casper College joint facility bond authorization, Fine Arts renovation and addition, and planning for the UW/Community College joint facilities in Sheridan and LCCC.

There was discussion by the Board regarding the joint facilities with Sheridan College and LCCC.

Vice President Vinzant stated that the University is trying to present options that the Governor and Legislature can consider, but are not truly “emergency” situations. Provost Allen stated that this would be an appropriate year to ask for “planning” money because it would set us up to ask for other funding a budget year.

There was discussion regarding one-time monies and recurring funding, and biennial calculations.

Trustee Mead moved to approve the General Fund and capital construction supplemental budget requests for University of Wyoming, Agency Code 067 as presented; second from Trustee Davis.

There was discussion again regarding the joint facilities with Sheridan College and LCCC and some questions regarding potential increases in state health insurance. There was call for a vote and the motion passed unanimously.

**IV. Approval of the FY 2011-2012 Biennium Budget Authorization Increase: Agency 167, Vinzant**  
Finally, Vice President Vinzant discussed the FY 2011-2012 biennium budget authorization increase for Agency 167. In the current biennium, the Casper Residency Center has three legislatively authorized positions which require modification, necessitating submittal of a budget amendment to the State Budget Office: 1) a vacant position which they propose to reclassify as a Clinical Assistant Professor in order to support enhanced operations of the clinic; 2) a filled Clinical Associate Professor position from which the annual Program Director stipend must be removed; and 3) reclassification of a vacant Clinical Assistant Professor position to a Clinical Associate Professor and Program Director with an associated salary increase to support a successful search and appointment for the position.

Vice President Vinzant stated that we have a signed agreement with the Community Health Center of Central Wyoming (CHCCW), the organization that partners with the Casper Residency Center to provide health care services to the community and training for medical residents in a curriculum accredited by the Accreditation Council for Graduate Medical Education, agreeing to share the cost of the reclassified position #1. If approved, the budget authority for UW Medical Education will be increased by \$153,230 for the 2011-2012 biennium.

Trustee Willson moved to approve the increase in budget authority for the Casper Residency Center as presented; Trustee Rochelle seconded. There was no further discussion and the motion passed unanimously.

Vice President Vinzant thanked all those who assisted with creating the supplemental budget request.

There was no other business to come before the Board.

#### **Adjournment**

The Board of Trustees President Chuck Brown adjourned the meeting at 8:46 a.m.

Respectfully submitted,



Shannon Sanchez  
Deputy Secretary, Board of Trustees