

**THE UNIVERSITY OF WYOMING
BOARD OF TRUSTEES' REPORT**

May 13-15, 2015

**The final report can be found on the University of Wyoming Board of Trustees website at
<http://www.uwyo.edu/trustees/>**

University of Wyoming Mission Statement (March 2009)

The University of Wyoming aspires to be one of the nation's finest public land-grant research universities. We serve 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 promote learning, 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 accomplish this complex mission are the University's strategic plans, revised periodically.

TRUSTEES OF THE UNIVERSITY OF WYOMING REPORT
May 13-15, 2015

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BUSINESS MEETING

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March 25-27, 2015

April 6, 2015

April 13, 2015

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March 25-27, 2015

April 6, 2015

April 13, 2015

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- SB 333, A Bill to Revise UW Regulation 6-805(3)(d) Regarding Dual Degrees Awarded by the College of Law

New Business

Old Business

Date of Next Meeting – June 15, 2015; Casper, Wyoming

Adjournment

Information Only Items:

1. Progress Change Orders.....
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AGENDA ITEM TITLE: **Clery Act**

CHECK THE APPROPRIATE BOX(ES):

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

BACKGROUND AND POLICY CONTEXT OF ISSUE:

University Police Chief Mike Samp will provide an update to the Board.

AGENDA ITEM TITLE: **Community College Collaboration/Course Transfer**, Hagy/Noel

CHECK THE APPROPRIATE BOX(ES):

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

BACKGROUND AND POLICY CONTEXT OF ISSUE:

Interim Associate Vice President of Academic Affairs Alyson Hagy and Director of Transfers Relations Patrice Noel will update the Board on community college collaboration/course transfer.

AGENDA ITEM TITLE: **University Strategic Plan Progress**, McGinity/Jones

CHECK THE APPROPRIATE BOX(ES):

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

BACKGROUND AND POLICY CONTEXT OF ISSUE:

UW President Dick McGinity and Vice President of Academic Affairs will update the Board on UW's strategic plan.

AGENDA ITEM TITLE:

Phil Nicholas, President of the Senate, and other Legislators meet with Trustees re: Capital Construction

CHECK THE APPROPRIATE BOX(ES):

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

BACKGROUND AND POLICY CONTEXT OF ISSUE:

Senator Nicholas will discuss the historic preservation plan, capital construction, and the exterior design on current and future projects.

AGENDA ITEM TITLE: **Presentation on Residence Halls**

CHECK THE APPROPRIATE BOX(ES):

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

BACKGROUND AND POLICY CONTEXT OF ISSUE:

Trustees, administrators, local leaders, and campus constituencies will view a presentation regarding the planning for residence halls.

AGENDA ITEM TITLE: **Presidential Search Planning Committee Report**

CHECK THE APPROPRIATE BOX(ES):

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

BACKGROUND AND POLICY CONTEXT OF ISSUE:

Presidential Search Planning Committee Chair John MacPherson and other committee members Trustees Baldwin, Marsh, Massie, and Sullivan will discuss with the full Board the advice received by the committee during public forums and meetings with campus constituencies.

AGENDA ITEM TITLE: FY 2015 Operating budget adjustment, FY 2016 Operating budget preliminary overview, and FY 2017-2018 Budget Request Issues Overview

CHECK THE APPROPRIATE BOX(ES):

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

BACKGROUND AND POLICY CONTEXT OF ISSUE:

Biennium Budget Committee Chair John McKinley; members of the Committee Trustees Bostrom, Massie, and Scarlett; Vice President for Administration Bill Mai; Vice President for Governmental and Community Affairs Chris Boswell; and, Vice President and General Counsel Rick Miller will discuss adjustment of FY15 Operating Budget, overview of the FY16 Operating Budget following action made during the 2015 Legislative Session, and planning for the FY 2017-2018 budget request. The committee will engage the full Board in a discussion regarding timeline and future decisions on the budget.

AGENDA ITEM TITLE: **Science Initiative**, Mai/Blake/Brown

CHECK THE APPROPRIATE BOX(ES):

- Work Session
- Education Session
- Information Item
- Other Specify: Approval of Architect -Engineer

BACKGROUND AND POLICY CONTEXT OF ISSUE:

Vice President for Administration Bill Mai, Director of Facilities Planning Larry Blake, and Associate Dean and Professor Greg Brown will provide an update on work on the science initiative and information regarding the Architect-Engineer for the Science Initiative Facility, Phase I, Levels I and II.

Architect-Engineer for the Science Initiative Facility, Phase 1, Levels I and II

The Wyoming Governor's UW Top-Tier Science Programs and Facilities Task Force and the University of Wyoming Science Initiative Leadership Team propose a strategic investment to build on emerging growth areas in scientific imaging and integrative biology that will elevate UW's core science disciplines to nationally recognized top-quartile status, otherwise known as UW's Science Initiative. Phase 1 of the Science Initiative will include facilities for the Center for Advanced Scientific Imaging, the Center for Integrative Biological Research, and Active Learning Classrooms.

Currently, UW researchers in the core sciences operate \$9 million worth of sensitive imaging and microscopy instrumentation scattered across the campus in 50-year-old buildings. The Center for Advanced Scientific Imaging (CASI) will consist of configurable, state-of-the-art rooms to host existing and new microscopy and imaging instruments that require vibration- and radiation-free climate-controlled environments, including atomic force microscopes, Transition Electron Microscopes, and X-Ray Photoelectron Spectrometers, which are essential to modern nanomolecular materials research.

On multiple occasions, UW researchers have been denied access to organisms and animal strains due to the lack of suitable facilities to contain them. Core facilities within the Center for Integrative Biological Research (CIBR) will include precisely controlled environment facilities where animal rearing and plant growth can be carefully manipulated. The Laboratory Animal facility will include: 1) quarantine facilities to meet Biosafety Level 2 requirements, 2) rigorous control systems to ensure constancy of internal environments, 3) separate entrances for receipt of new animals and egress of resident animals to research labs, and 4) separate spaces for the housing and care of mice, birds and aquatic species. The Plant Growth facility will consist of a centralized shared facility with state-of-the-art greenhouses, growth chambers, and teaching and research laboratories. In addition, the CIBR will include shared faculty research labs and office suites for

faculty, research staff, and graduate students from the departments of Botany and Molecular Biology.

A transformative element of the Science Initiative will be four Active Learning Classrooms (ALCs) for core science courses in biology, chemistry and physics. In these ALCs, working groups of 6-9 students will gather around tables supported by computers and video displays that can be connected and shared across the class. Traditional lectures will be replaced by a variety of learning opportunities facilitated by the instructor, including short interactive lectures, small group discussions, problem sets, and case studies; as well as rich web-based learning opportunities outside of class. All core science department classes enrolling more than 40 students will be accommodated by these four Active Learning Classrooms (one 200-person, one 150-person, one 100-person, and one 50-person).

The Architect-Engineer will develop a Level I planning study, in which the space requirements, conceptual floor plans, and project budget of the Science Initiative Facility, Phase 1 will be developed. In addition, the Architect-Engineer will analyze potential sites for the facility and make recommendations for approval by the Board of Trustees. If the University is satisfied with the performance of the first-ranked Architect-Engineer on the Level I planning study, the University will extend the contract with the Architect-Engineer to include Level II design services for the facility.

The professional architect/engineering services were publicly advertised in March 2015 with qualification responses received by April 7, 2015. Seven statements-of-qualification were received from firms. Four respondents were scheduled for interviews on April 28, 2015. The recommended ranking of the firms by the Science Initiative planning team and the Facilities Planning office is as follows:

1. GSG Architecture, Casper, WY, in association with Perkins & Will, Seattle, WA
2. Bennett Wagner Grody Architects, Cheyenne, WY, in association with HOK, St. Louis, MO
3. By Architectural Means, Cheyenne, WY, in association with Anderson Mason Dale Architects, Denver, CO

PRIOR RELATED BOARD DISCUSSIONS/ACTIONS:

None

WHY THIS ITEM IS BEFORE THE BOARD:

Authorization is required from the Board of Trustees to contract the architect/engineering services for development of the Level I planning study and Level II design for the Science Initiative Facility, Phase 1.

ARGUMENTS IN SUPPORT:

A Level I "reconnaissance study" and Level II "feasibility study" are required by Wyoming Statute 9-5-108.

ARGUMENTS AGAINST:

None

ACTION REQUIRED AT THIS BOARD MEETING:

Authorization to contract with the first-ranked firm, GSG Architecture. If favorable negotiations cannot be completed with the first-ranked firm, negotiations will be opened with the second-ranked firm and third-ranked firm until a contractual agreement can be successfully completed.

PRESIDENT'S RECOMMENDATION:

It is recommended that the Board of Trustees of the University of Wyoming authorize the contracting with the recommended first-ranked Architect-Engineer, GSG Architecture.

AGENDA ITEM TITLE: **Capital Facilities Discussion**, MacPherson

CHECK THE APPROPRIATE BOX(ES):

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

BACKGROUND AND POLICY CONTEXT OF ISSUE:

Facilities Committee Chair John MacPherson, members of the Committee Trustees Marsh and McKinley, Vice President for Administration Bill Mai, and Vice President and General Counsel Rick Miller will discuss the status of all construction projects on campus, including steps as the University proceeds with RAC 2.0, Phase II of the Arena Auditorium, and future involvement of the Board in the facilities construction process.

AGENDA ITEM TITLE: **Financial Management and Reporting Discussion**, True

CHECK THE APPROPRIATE BOX(ES):

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

BACKGROUND AND POLICY CONTEXT OF ISSUE:

Financial Management and Reporting Committee Chair Dave True; members of the committee Trustees Baldwin, Scarlett, and True; and, Vice President for Administration Bill Mai will provide an update on progress regarding the Financial Management System, and reporting tools that will be used until implementation of the new system are in place.

AGENDA ITEM TITLE: **Introduction and Presentation**, Peter Nathanielsz

CHECK THE APPROPRIATE BOX(ES):

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

BACKGROUND AND POLICY CONTEXT OF ISSUE:

Dr. Peter Nathanielsz, and Dr. Steve Ford, Rochelle chair, will provide a presentation to the Trustees.

AGENDA ITEM TITLE: **Trustees College of Education Initiative**, Palmerlee

CHECK THE APPROPRIATE BOX(ES):

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

BACKGROUND AND POLICY CONTEXT OF ISSUE:

This initiative will also be discussed at length at during the June 15, 2015, Board of Trustees meeting in Casper.

AGENDA ITEM TITLE: **Trustees Endowed Chairs Initiative**, Palmerlee

CHECK THE APPROPRIATE BOX(ES):

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

BACKGROUND AND POLICY CONTEXT OF ISSUE:

This initiative will also be discussed at length at during the June 15, 2015, Board of Trustees meeting in Casper.

AGENDA ITEM TITLE:

Meeting Schedules, Board Committees and By-Law Changes, Palmerlee/Miller

CHECK THE APPROPRIATE BOX(ES):

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

BACKGROUND AND POLICY CONTEXT OF ISSUE:

Over the past year, the Board has discussed formalizing additional standing committees to allow subsets of the Board to develop special expertise on topics that may arise within broad spheres of governance. The President proposes that the Audit and Fiscal Integrity Committee (established in 2009) continue as a standing committee and recommends the following additional standing committees for the Board's consideration:

- 1) Biennium Budget Committee
- 2) Facilities Contracting Committee
- 3) Financial Management and Reporting Committee ("Financial Committee")
- 4) Honorary Degrees and Awards Committee ("Honorary Degrees Committee")

Biennium Budget Committee

The Biennium Budget Committee is responsible for familiarizing itself with the process under which the University develops and submits its budget requests to the Governor as a state agency. This specifically includes the 067 University of Wyoming operating budget, the 069 WICHE budget, and the 167 Medical Education budget. It also includes funding requests related to capital facilities, as well as any other recommendations in the University's budget request that would be included in the state's appropriations bill for the biennium or in a supplemental budget request. Further, though the Enhanced Oil Recovery Commission is a separate state agency, the University's School of Energy Resources is statutorily required to provide support for the Commission's activities. The Biennium Budget Committee should familiarize itself with the Enhanced Oil Recovery Commission's 070 operating budget to ensure that the University fulfills its statutory mandate.

The Biennium Budget Committee is also responsible for taking an immediate and active role in working with the administration as it develops its recommendations to the Board as regards the University's budget request for the FY 2017-2018 biennium which will be considered by the Legislature during the 2016 legislative session and for helping develop a structure so that the administration's recommendations submitted to the Board of Trustees provide the Board information in a format so as to enable the Board to meet its fiduciary obligations. This reporting structure shall also include strategies to ensure the Board understands the consequences of the provisions of the state budget bill as enacted.

Facilities Contracting Committee

The Facilities Contracting Committee is responsible for working closely with University administration to develop an in-depth understanding of the facilities planning, contracting and construction process. This Committee will develop and recommend modifications to policies and procedures to the full Board of Trustees.

Financial Committee

The Financial Committee is responsible for familiarizing itself with (a) the current financial and human resource information systems currently in use at the University; (b) the budget and financial reporting needs of the University now and in the future; and (c) the shortcomings of the existing systems relative to the needs identified in (b). The Financial Committee is also responsible for taking an immediate and active role in developing a long-term, integrated and comprehensive financial management and reporting system for the University; helping develop a meaningful short-term financial reporting protocol for the Board of Trustees so that the Board of Trustees can meet its fiduciary obligations; and participating in developing the University's FY 2016 budget structure in coordination with the financial management and reporting system.

Honorary Degrees Committee

The Honorary Degrees and Awards Committee is responsible for awarding both the Trustees' Award of Merit and Honorary Degrees.

PRIOR RELATED BOARD DISCUSSIONS/ACTIONS:

None

WHY THIS ITEM IS BEFORE THE BOARD:

The Bylaws of the Trustees may be changed or amended and additional Bylaws may be adopted at any regular meeting of the Trustees by a vote of two-thirds of all the members, provided that notice of the intention to change, amend, or add to the Bylaws, in whole or part, shall have been given in the notice of the meeting or shall have been given at a preceding meeting of the Trustees.

ACTION REQUIRED AT THIS BOARD MEETING:

Board approval or disapproval of establishing the additional standing committees and modifications to the Bylaws of the Trustees.

PRESIDENT'S RECOMMENDATION:

The President recommends approval.

**BYLAWS OF THE TRUSTEES
OF THE UNIVERSITY OF WYOMING**

The ByLaws of the Trustees were adopted pursuant to authority granted to the Trustees by the Wyoming Legislature and in accordance with the Wyoming Constitution. The ByLaws are about the Trustees and how the Trustees organize and carry out their meetings. Additionally, the existence of Trustee Regulations is established and the appointment of the President of the University and his/her authority is set forth.

**BYLAWS OF THE TRUSTEES OF
THE UNIVERSITY OF WYOMING**
Republished Edition January 31, 2007

Article I. STATUTORY CREATION AND AUTHORITY

Section 1-1. APPOINTMENT, TERM AND AUTHORITY

In accordance with the laws of the State of Wyoming (Wyo. Stat. 1957, §§21-350, 351, 352), the government of the University of Wyoming is vested in a board of twelve (12) trustees appointed by the governor, with the advice and consent of the senate, for a six year term, with terms to be staggered. Such board constitutes a body corporate by the name of "The Trustees of the University of Wyoming" and is granted all the powers necessary or convenient to accomplish the objects and perform the duties prescribed by law.

Section 1-2. EX OFFICIO MEMBERS

The Governor of the State of Wyoming, the President of the University of Wyoming, the State Superintendent of Public Instruction, and the President of the Associated Students of the University of Wyoming are ex officio members of the Trustees, as such having the right to speak, but not to vote.

Section 1-3. VACANCIES

Any vacancy in the membership of the Trustees shall be filled in accordance with laws pertaining thereto.

Article II. MEETINGS OF THE TRUSTEES

Section 2-1. REGULAR MEETINGS

The annual meeting of the Trustees shall be held at the time of the meeting that is held closest to the regular Spring Commencement. At the annual meeting, the Trustees may set their schedule of regular meetings for the ensuing year. Written

notice of all regular meetings shall be given by the President of the University to each member of the Trustees at least five days in advance of the meeting.

Section 2-2. SPECIAL MEETINGS

Special meetings of the Trustees may be called by the President of the Trustees, or by any three members thereof, at such time and place as they may deem expedient, and a majority of said Trustees shall constitute a quorum for the transaction of business; but a smaller number may adjourn from time to time. Notice of special meetings shall be given to each member of the Trustees at least 24 hours in advance of such meeting.

Section 2-3. ACTION IN REGULAR AND SPECIAL MEETINGS

At all regular and special meetings, it shall be valid to act on any subject within the power of the corporation except as provided elsewhere in these Bylaws.

Section 2-4. PLACE OF MEETINGS

All meetings of the Trustees shall be held at the University of Wyoming, unless otherwise ordered by the Trustees.

Section 2-5. REPEALED

Section 2-6. ACT OF THE TRUSTEES

The act of the majority of the Trustees present at a meeting at which a quorum is present shall be the act of the Trustees.

Section 2-7. PUBLIC ATTENDANCE AT MEETINGS

Regular and special meetings of the Trustees shall be open to the public except for executive sessions which may be convened at any time by vote upon motion by any member of the Trustees. Executive sessions shall be attended only by members of the Trustees and such persons as may be designated by the presiding officer or included in the motion. No actions shall be taken in executive sessions. Matters considered and discussed during executive sessions shall be confidential except as otherwise provided by law.

Article III. PROCEDURE AT MEETINGS

Section 3-1. QUORUM

A majority of the duly appointed and qualified members of the Trustees shall constitute a quorum for the transaction of business. Any number less than a quorum present at a meeting duly called may adjourn from time to time until a quorum shall be in attendance.

Section 3-2. ORDER OF BUSINESS

The business at each regular or special meeting shall be conducted in the following manner, unless otherwise authorized by appropriate Trustees action.

Roll call of members

Approval of minutes of last meeting

Election of officers

Reports

Public Testimony

Audit and Fiscal Integrity Committee Report

Committee of the Whole (Consent Agenda)

Committee of the Whole (Regular Agenda)

New business

Section 3-3. RULES OF PROCEDURE

Meetings of the Trustees shall be conducted according to Robert's rules of parliamentary procedure except as modified by the Trustees. Each member of the Trustees who is present shall vote on every question, unless excused from voting by the Trustees. The ayes and noes shall be called and entered upon request of any member of the Trustees.

Section 3-4. MINUTES OF PROCEEDINGS

Minutes of proceedings of the Trustees and of their committees shall be kept by the secretary, or by a person designated by him. Action of the Trustees which utilizes material presented by reports or other documents shall be presented in the minutes in such form as to include, when not impractical, the full text of the action so that reference to other reports and documents is not necessary in order to determine the exact meaning of the action taken.

Article IV. OFFICERS OF THE TRUSTEES

Section 4-1. NUMBER

The officers of the Trustees shall be a President, a Vice President, a Secretary, and a Treasurer, who shall be members of the Trustees.

Section 4-2. ELECTION AND TERM OF OFFICE

The officers of the Trustees shall be elected annually at the annual meeting. Each officer shall hold office for one year or until his successor is elected and qualified. No member of the Trustees shall be eligible for re-election as president immediately after having served two successive regular terms in that office.

Section 4-3. VACANCIES

In the event of a vacancy in any office of the Trustees, an election shall be held for the unexpired term at the next regular or special meeting of the Trustees.

Article V. DUTIES OF OFFICERS

Section 5-1. DETERMINATION OF DUTIES

The officers of the Trustees shall perform the duties expressly enjoined upon them by the laws of this State and by the Bylaws of the Trustees, and such other incidental duties as pertain to their respective offices, or as may be assigned from time to time by the Trustees or their President.

Section 5-2. PRESIDENT

The President of the Trustees shall preside over all meetings of the Trustees; he shall call the Trustees or Executive Committee in regular or special session at such times as he may deem advisable or necessary or at any time upon the petition of three or more members of the Trustees; and he shall have authority to decide any disputes as to the application or meaning of these rules and Bylaws, but this decision shall be referred to the next regular or special meeting of the Trustees for final decision and adjudication by the Trustees. The President of the Trustees shall have power to make temporary appointments to fill vacancies in the appointments of the Trustees to other boards or committees during the interval between Trustees meetings. He shall be an ex officio voting member of all permanent committees of the Trustees. He may sign, with the secretary or any other proper officer of the Trustees thereunto authorized by the Trustees, any deeds, mortgage, bonds, contracts, or other instruments which the Trustees have authorized to be executed, except in cases where the signing and execution thereof shall be expressly delegated by the Trustees by resolution, by Regulations of the Trustees, or by these Bylaws to some other officer or agent of the Trustees, or shall be required by law to be otherwise signed or executed.

Section 5-3. VICE PRESIDENT

In the absence of the President of the Trustees or in the event that the office becomes vacant, or of the president's inability or refusal to act, the Vice President shall perform the duties of the President.

Section 5-4. SECRETARY

The Secretary shall be sworn to the performance of his duties as provided by statute. He shall be responsible for the minutes of meetings of the Trustees; he shall be custodian of the Trustees records and of the seal of the Trustees and see that the seal of the Trustees is affixed to all documents, the execution of which on behalf of the Trustees under its seal, is duly authorized. The Secretary shall sign with the President such instruments as the latter may execute. He shall be responsible for the supervision of duties delegated or assigned to the Deputy Secretary appointed by the Trustees.

In the event that the offices of President and Vice President become vacant or both refuse or are unwilling to act, the Secretary shall perform the duties of President until the next regular or special meeting of the Trustees and preside at that meeting until the vacancy in the presidency is filled.

Section 5-5. TREASURER

The Treasurer shall cause an annual report to be prepared by the officers and employees of the University of Wyoming which shall show all receipts and disbursements; he shall receive any monies, through the Deputy Treasurer, required by law to be paid to the Treasurer of the Trustees; and shall maintain general cognizance of fiscal and accounting procedures utilized by officers of the University of Wyoming designated by the Trustees to receive and disburse all monies.

In the event that the offices of President, Vice President and Secretary become vacant or all refuse or are unwilling to act, the Treasurer shall perform the duties of the president until the next regular or special meeting of the Trustees and preside at the meeting of the Trustees until the vacancy in the presidency is filled.

Article VI. OTHER OFFICERS

Section 6-1. DEPUTY SECRETARY

The Deputy Secretary shall be appointed by the Trustees, and he shall perform such duties as are delegated by the Secretary of the Trustees.

Section 6-2. DEPUTY TREASURER

The Deputy Treasurer shall be nominated by the President of the University for appointment by the Trustees, and he shall be an officer of the University of Wyoming whose duties include responsibility for the receipt, custody, and expenditure of all funds of the University of Wyoming not held by the State Treasurer, and he shall exercise the same responsibility with respect to any funds or monies of the Trustees of the University of Wyoming.

Section 6-3. INTERNAL AUDITOR

The Internal Auditor shall be appointed by the Trustees, and he shall perform such duties as they shall require.

Section 6-4. OTHER OFFICERS AND DUTIES

Other officers may be appointed by the Trustees as may be deemed necessary. The duties of all officers of the Trustees shall set forth in writing at the time of appointment or in appropriate Regulations of the Trustees.

Article VII. COMMITTEES OF THE TRUSTEES

~~Section 7-1. EXECUTIVE COMMITTEE~~

~~The Executive Committee shall consist of five members of the Trustees one of whom shall be the President of the Trustees who shall serve as Chairman, one of whom shall be the immediate past President of the Trustees, one of whom shall be the Vice President of the Trustees, and two of whom shall be elected by the Trustees for a term of one year at the annual meeting of the Trustees. The Executive Committee shall have authority to transact business during the recess of the Trustees and to act for the Trustees in all matters wherein immediate decisions and actions are deemed necessary for the present welfare of the University. All such actions of the Executive Committee shall be reported to the Trustees at their next regular or special meeting, and shall be entered in full upon the minutes of such meeting of said Trustees.~~

Section 7-~~1~~². AUDIT AND FISCAL INTEGRITY COMMITTEE

The Audit and Fiscal Integrity Committee is responsible for assuring that the University's organizational culture, capabilities, systems and processes are appropriate to protect the financial health and the reputation of the University in all audit-related areas enumerated below. Specifically the Audit and Fiscal Integrity Committee will review the financial reporting processes, the system of internal controls, the audit process, and the process for monitoring and ensuring compliance with financial laws and regulations. It will monitor the University's internal and external auditor's findings.

~~The Audit and Fiscal Integrity Committee shall consist of not less than three members of the Trustees, preferably those with financial or business expertise. Appointments shall be made by the President of the Board of Trustees at the annual meeting of the Trustees for terms of three years. Appointments to fill a vacancy for the unexpired term may be made by the President of the Board at any time and announced at the next regular Board meeting following the appointment. In the initial appointments, at least one member shall be appointed to terms of one, two and three years respectively.~~

In discharging their duties hereunder, the members are entitled to rely on information, opinions, reports or statements, including financial statements and other financial data, if prepared or presented by: officers or employees of the University whom the committee members reasonably believe to be reliable and competent in the matters presented; and legal counsel, public accountants or other persons as to matters the committee members reasonably believe are within the person's professional or expert competence.

I. Investments

Review the management of invested University funds, including University endowment funds and University operating funds, subject to the following conditions:

- a. The President of the University shall be the administrative officer of the invested University funds, and may assign to a designee such duties as may be described in a written delegation of authority.
- b. With Board approval, the Committee may employ the services of an agent, such as the University of Wyoming Foundation, an investment adviser, and/or manager(s), and may give due consideration to such advice.
- c. The Committee, or the Board-approved agent, shall place the securities of said Funds in custody of a custodian bank or other fully insured custodial institution, which shall have the right and privilege of holding the securities in a street name or in a name of such nominee as it may choose.
- d. Each year the Committee shall review the agent's investment policy, asset allocation strategy and other endowment management philosophies, such as earnings distribution policies. The Committee shall receive and review an annual report on portfolio performance and other relevant endowment management metrics.

II. Financial Reporting Process

- a. Ensure that the external auditors communicate all matters required by their professional standards to the Committee and review significant accounting and reporting issues, including recent professional and regulatory pronouncements in order to understand their impact on the University's financial statements.
- b. Review the annual financial statements, including management's discussion and analysis, and determine if they are complete and

consistent with information known to committee members.

- c. Be satisfied that all regulatory compliance matters have been considered in the preparation of the financial statements.
- d. Review significant financial risks and exposures and the plans to minimize such risks.
- e. Review, with the University's legal counsel, any legal matters that could have a significant impact on the financial statements.

III. System of Internal Control

- a. Ensure that management is setting the appropriate tone in communicating the importance of internal control and ensure that individuals have an understanding of their roles and responsibilities.
- b. Receive and review reports from internal and external auditors regarding the quality of institutional internal control systems and determine whether management has implemented internal control recommendations made by internal and external auditors.
- c. Ensure that internal and external auditors keep the Committee informed about fraud, illegal acts, deficiencies in internal control and ensure that an appropriate process exists for the receipt, retention and treatment of complaints, including anonymous complaints, regarding accounting, internal controls and auditing matters.
- d. Evaluate the extent to which internal and external auditors review computer systems and applications, the security of such systems and applications, and the contingency plan for processing financial information in the event of a systems breakdown.

IV. Audit Process – External

- a. Following appropriate consultation with management, recommend to the Board the selection and retention of the external audit firm. Approve external auditor's fees.
- b. Review and approve the external auditor's proposed scope and approach.
- c. Review and confirm the external auditor's assertion of their independence in accordance with professional standards.
- d. Review the performance of the external auditors and recommend the appointment or discharge of the external auditors.

- e. Meet with the external auditors, the Internal Auditor, and management in separate executive sessions to discuss any matters that the Committee or these entities believe should be discussed privately. Mediate any disagreements between management and external auditors regarding financial reporting.
- f. Review with management and external auditors the results of the annual external audit, including any difficulties encountered, restrictions placed on the scope of the external auditor's activities, access to requested information and any significant disagreements with management.
- g. Review and approve any engagement of the external auditors for non-audit related consulting activities.

V. Audit Process – Internal

- a. Review and ensure that the University has the appropriate structure, staffing, and capability to effectively carry out the internal audit responsibilities.
- b. Review and concur in the appointment, compensation, replacement, reassignment, or dismissal of the Internal Auditor.
- c. Review and confirm the priorities and key action plans of the audit function. Receive and review internal audit reports from the Internal Auditor regarding results of the internal audit program.
- d. Ensure there is regular, independent communication between the Committee and the Internal Auditor and ensure there are no unjustified restrictions or limitations on internal audit programs.

VI. Compliance with Laws & Regulations

- a. Review the findings of any significant examinations by financial regulatory agencies and review management's corrective action plans. Ensure that action plans are implemented to the satisfaction of the regulatory agencies.

VII. Other Responsibilities

- a. Ensure that significant findings and recommendations made by the internal and external auditors are received, discussed and acted upon in an appropriate and timely manner.

- b. Regularly update the Board of Trustees about Committee activities, any key internal or external audit issues and make appropriate recommendations for Board action.
- c. Review and update this By-Law and receive approval of changes from the Board of Trustees.

~~Section 7-3. COMMITTEE CHAIRMEN~~

~~At the annual meeting, the President of the Trustees shall appoint a chairman for the committee described in Section 7-2. Such chairman shall hold office for one year or until his successor is appointed and qualified. No member of the Trustees shall be eligible for reappointment as chairman of the committee immediately after having served two successive annual terms in that office.~~

Section 7-2. BIENNIUM BUDGET COMMITTEE

The Biennium Budget Committee is responsible for familiarizing itself with the process under which the University develops and submits its budget requests to the Governor as a state agency. This specifically includes the 067 University of Wyoming operating budget, the 069 WICHE budget, and the 167 Medical Education budget. It also includes funding requests related to capital facilities, as well as any other recommendations in the University's budget request that would be included in the state's appropriations bill for the biennium or in a supplemental budget request. Further, though the Enhanced Oil Recovery Commission is a separate state agency, the University's School of Energy Resources is statutorily required to provide support for the Commission's activities. The Biennium Budget Committee should familiarize itself with the Enhanced Oil Recovery Commission's 070 operating budget to ensure that the University fulfills its statutory mandate.

The Biennium Budget Committee is also responsible for taking an immediate and active role in working with the administration as it develops its recommendations to the Board as regards the University's budget request for the FY 2017-2018 biennium which will be considered by the Legislature during the 2016 legislative session and for helping develop a structure so that the administration's recommendations submitted to the Board of Trustees provide the Board information in a format so as to enable the Board to meet its fiduciary obligations. This reporting structure shall also include strategies to ensure the Board understands the consequences of the provisions of the state budget bill as enacted.

In discharging their duties hereunder, the members shall work with the Vice President for Administration and the Vice President for Governmental and Community Affairs.

Section 7-3. FACILITIES CONTRACTING COMMITTEE

The Facilities Contracting Committee is responsible for working closely with University administration to develop an in-depth understanding of the facilities planning, contracting and construction process. This Committee will develop and recommend modifications to policies and procedures to the full Board of Trustees.

In discharging their duties hereunder, the members shall work with the Vice President and General Counsel and the Vice President for Administration.

Section 7-4. FINANCIAL MANAGEMENT AND REPORTING COMMITTEE ("FINANCIAL COMMITTEE")

The Financial Committee is responsible for familiarizing itself with (a) the current financial and human resource information systems currently in use at the University; (b) the budget and financial reporting needs of the University now and in the future; and (c) the shortcomings of the existing systems relative to the needs identified in (b).

The Financial Committee is also responsible for taking an immediate and active role in developing a long-term, integrated and comprehensive financial management and reporting system for the University; helping develop a meaningful short-term financial reporting protocol for the Board of Trustees so that the Board of Trustees can meet its fiduciary obligations; and participating in developing the University's FY 2016 budget structure in coordination with the financial management and reporting system.

In discharging their duties hereunder, the members shall work with the Vice President for Administration and the Vice President and General Counsel.

Section 7-5. HONORARY DEGREES AND AWARDS COMMITTEE ("HONORARY DEGREE COMMITTEE")

The Honorary Degrees and Awards Committee is responsible for awarding both the Trustees' Award of Merit and Honorary Degrees.

The Trustees' Award of Merit was established in 1984 and recognizes individuals and groups who have rendered meritorious service or made exemplary contributions to the University. Nominations for the Trustees' Award of Merit are submitted to the Honorary Degree Committee, accepted on a continuous basis, and reviewed at regular intervals. There are no minimum or maximum number of awards given in any calendar year.

An Honorary Degree from the University recognizes individuals who embody the University's high ideals and who exemplify the values of excellence, service, and integrity. Honorary Degrees are among the highest honors a university can confer, and recognize a career of distinguished accomplishment in the professions, sciences, arts, humanities, public service, and service to humanity. Nominations for

Honorary Degrees are submitted to the President of the University, who will refer them to a joint committee made up of the Honorary Degree Committee and three faculty members appointed by the Faculty Senate. The joint committee will forward its recommendations to the Board of Trustees for final decision at its annual January meeting and announcement in the spring semester.

In discharging their duties hereunder, the members shall work with the Vice President for Academic Affairs.

Section 7-6. MEMBERS, TERM, AND CHAIRMAN

~~The Audit and Fiseal Integrity~~Each Committee shall consist of not less than three members of the Trustees ~~preferably those with financial or business expertise.~~ Appointments shall be made by the President of the Board of Trustees at the annual meeting of the Trustees for terms of three years. Appointments to fill a vacancy for the unexpired term may be made by the President of the Board at any time and announced at the next regular Board meeting following the appointment. In the initial appointments, at least one member shall be appointed to terms of one, two and three years respectively.

At the annual meeting, the President of the Trustees shall appoint a chairman for each Committee. Such chairman shall hold office for one year or until his successor is appointed and qualified. No member of the Trustees shall be eligible for reappointment as chairman of the committee immediately after having served two successive annual terms in that office.

Article VIII. AMENDMENT OF BYLAWS

These Bylaws may be changed or amended and additional Bylaws may be adopted at any regular meeting of the Trustees by a vote of two-thirds of all the members, provided that notice of the intention to change, amend, or add to the Bylaws, in whole or part, shall have been given in the notice of the meeting or shall have been given at a preceding meeting of the Trustees. Such notice shall be in writing and shall include the exact wording of the legislation proposed. The Bylaws, in whole or in part, may be suspended at any Board meeting only by an affirmative vote of two-thirds of all the members of the Trustees.

Article IX. REGULATIONS OF THE TRUSTEES

Rules for the government of the University and all its branches shall be designated as "Regulations of the Trustees," which may be adopted, changed or amended at any regular or special meeting of the Trustees without prior formal notice. In order to have the status of a standing regulation, any intention to adopt, change or amend such Regulations must be presented as a formal motion for action by the Trustees.

Article X. PRESIDENT OF THE UNIVERSITY OF WYOMING

Section 10-1. APPOINTMENT

The President of the University of Wyoming shall be appointed by the Trustees, but no such appointment shall be made without nine affirmative votes of the Trustees. His initial term of office shall be for not less than one year, and he shall thereafter continue in such office at the will of the majority of the Trustees, who, from time to time, shall fix his salary. It will be the policy of the Trustees to confer with an advisory committee from the University faculty and staff prior to the selection of a new President.

Section 10-2. DUTIES AND POWERS

The President of the University shall perform the duties expressly enjoined upon him by the laws of this State, by these Bylaws, and such other incidental duties as pertain to his office or as may be assigned from time to time by the Trustees. As the executive head of the University of Wyoming, in behalf of the Trustees he shall be responsible for the custody of the books, records, buildings, and all other property of the University, and for the administration of the academic and business activities of the University in accordance with the directives, Bylaws and Regulations of the Trustees; and he shall be clothed with all authority requisite to these ends. He shall inform and advise the Trustees with respect to the operations of the University and its relationships, and shall serve as an ex officio member of all permanent Trustees' committees.

Article XI. THE UNIVERSITY OF WYOMING

Pursuant to State Law establishing the University as an institution of learning under the name and style "The University of Wyoming," all authorized functions and business matters carried on by the officers, faculty and staff of the University in accordance with regulations and financial budgets of the Trustees shall be in the name of "The University of Wyoming."

Article XII. SEAL

The corporate seal of the Trustees of the University of Wyoming shall consist of a circular design on which is inscribed the words "The University of Wyoming - 1886 -" and in the center the word "Equality." It shall be affixed to all papers which may require it as authorized by the Secretary, the President of the University of Wyoming, or regulation or direction of the Trustees.

Committee of the Whole: REGULAR BUSINESS

Board of Trustees Committee Reports

[Note- Committees of the Board will be discussed during a regular work session of the meeting.]

CHECK THE APPROPRIATE BOX(ES):

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

Trustee Standing Committees

- Audit and Fiscal Integrity Committee
- Financial Management and Reporting Committee
- Facilities Contracting Committee
- Honorary Degrees and Awards Committee
- Biennium Budget Committee

Ad Hoc Committees

- Presidential Search Planning Committee
- Vice President and Dean Search Committee
- Trustees Legislative Relations

Liason to Other Boards

- UW Alumni Association Board
- Foundation Board
- Haub School of Environment & Natural Resources
- Energy Resources Council
- Cowboy Joe

1. Committee of the Whole- CONSENT AGENDA
Approval of Contracts and Grants, Gern

CHECK THE APPROPRIATE BOX(ES):

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

February 2015

Sponsor	Amount	Principal Investigator (PI)	Co-PI	Dept	Description
Alkali Holdings Corporation	\$150,000	Fan, Maohong		Chemical/Petroleum Engineering	Thermodynamics and Kinetics of Bicarbonate Decomposition or CO2 Desorption
BASF Corporation	\$3,000	Kniss, Andrew		Plant Sciences	Weed Science Research in Agronomic Crops
Colorado, Univ of, Denver	\$30,000	Cherrington, Brian		Zoology	ACAP Generation and Extracellular Citrullinated Proteins in the Lung and Cervicovaginal Mucosa
Corporation for Public Broadcasting	\$309,692	Kuzmych, Christina		Wyoming Public Radio	Unrestricted FY2015 Radio Community Service Grant; and Restricted Station
Exxon Mobil Education Foundation	\$80,000	Kobulnicky, Henry A		Physics/Astronomy	2015 Exxon Mobile Bernard Harris Summer Science Camp
Iverson Memorial Hospital	\$5,000	Gaudreault, Karen		School-Physical/Health Education	Healthy Pokes: Education and Mentoring to Enhance Child Health in Laramie
Kier Associates	\$17,513	Hall, Robert		Zoology	Calculate and Analyze Long Term Trends in Lower Klamath River Ecosystem Metabolism
Maryland, University of	\$87,535	Mavriplis, Dimitri J		Mechanical Engineering	Vertical Lift Research Center of Excellence
Monsanto Company	\$4,800	Kniss, Andrew		Plant Sciences	MSA Service Order 2: Warrant Best Management Practices in Roundup Ready Sugarbeets
National 4-H Council	\$99,388	Despain, Johnathan Carvel		Cooperative Extension Services	OJJDP Mentoring Project
New Mexico Department of Game and Fish	\$24,000	Albeke, Shannon		Wyoming Geographic Information Science Center	Web-Based Application for Viewing, Editing and Maintaining Colorado River, Green Back and Rio Grande Native Cutthroat Trout Databases

Sponsor	Amount	Principal Investigator (PI)	Co-PI	Dept	Description
Newfield Exploration-Rocky Mountains	\$492,986	Piri, Mohammad		Chemical/Petroleum Engineering	Fundamental Multi-scale Investigation of Improved and Enhanced Oil Recovery Processes: A Detailed Study of Newfield Reservoirs
North Dakota, State of	\$75,000	Anatchkova, Bistra		Zoology	Conduct the 2015 North Dakota Adult Tobacco Phone Survey
Ohio State University	\$18,991	Legleiter, Carl		Geography/Recreation	Ground support of the AirSWOT mission by the University of Wyoming's Fluvial Remote Sensing Research Group
Parents as Teachers National Center, Inc.	\$11,500	Feldman, Laura		Wyoming Survey & Analysis Center	Wyoming Maternal, Infant and Early Childhood Home Visiting Programs Evaluation and Continuous Quality Improvement Program Development
Petroleum Association of Wyoming	\$102,000	Graf, Nicholas		Wyoming Geographic Information Science Center	Mitigation Opportunity Mapping Tool for Sage-Grouse Habitat
Robert Wood Johnson Foundation	\$150,000	Burman, Mary E		School of Nursing	Future of Nursing: State Implementation Program: ReNEW: Seamless Nursing Education for Students in Wyoming
Science Fiction and Fantasy Writers of America, Inc.	\$6,000	Brotherton, Michael S		Physics/Astronomy	The Launch Pad Astronomy Workshop for Writers
US Department of Agriculture, National Institute of Food and Agriculture (USDA/NIFA)	\$149,858	Jones Ritten, Chian A		Ag Economics	Overcoming Honey Bee Pollination Market Information Deficiencies in the Intermountain West and Pacific Coast

Sponsor	Amount	Principal Investigator (PI)	Co-PI	Dept	Description
US Department of Defense, Office of Naval Research (DOD ONR)	\$137,240	Mavriplis, Dimitri J		Mechanical Engineering	Efficient and Accurate Overset Mesh Methodology for Dynamic Ship/Aircraft Interface Simulations
US Department of Education (D-ED)	\$304,854	Bobbitt, Kathleen M.		Student Financial Aid	Pell Grant 14-15
US Department of Education (D-ED)	\$50,055	Bobbitt, Kathleen M.		Student Financial Aid	Student Educational Opportunity Grant 14-15
US Department of Health and Human Services National Institutes of Health (DHHS NIH)	\$268,850	Wall, Daniel		Molecular Biology	Year 4 Protein Exchange and Self Recognition in Myxobacteria Biofilms
US National Aeronautics and Space Administration (NASA)	\$148,260	Heinz, Stefan		Mathematics	Turbulence Structure Preserving Unified and Dynamic Large Eddy Simulation of Separated Flows
US National Aeronautics and Space Administration (NASA)	\$108,300	Liu, Xiaohong		Atmospheric Science	Developing and Evaluating an Advanced Aerosol Module in Geos-5 for Data Assimilation and Climate Studies
US Small Business Administration (SBA)	\$122,463	Kline, Jill		Wyoming Small Business Development Center	Wyoming Small Business Development Center_FY2015 - State Office; and Region 1, 2, 3, 4, 4A, 5, and 6
Various Sponsors	\$512	Kline, Jill		Wyoming Small Business Development Center	Program Income for FY15 SBDC SBA

Sponsor	Amount	Principal Investigator (PI)	Co-PI	Dept	Description
Various Sponsors	\$828	Kline, Jill		Wyoming Small Business Development Center	Market Research Center Program Income
Various Sponsors	\$21,095	Stewart, Larry Ray		Manufacturing Works	Program Income - Manufacturing Works: The Wyoming Manufacturing Extension Partnership (FY 15)
Various Sponsors	\$394	Kline, Jill		Wyoming Small Business Development Center	PTAC FY15 Program Income
Various Sponsors	\$2,050	Root-Elledge, Sandra Lee		Wyoming Institute for Disabilities	Fee Book Income
Various Sponsors	\$5,000	Peterson, Eric M.	Schamber, Robin Anne	Cooperative Extension Services	Sublette County Extension Programs
Various Sponsors	\$5,636	Ford, Stephen		Animal Science	Fetal Programming
Various Sponsors	\$4,037	Westlake, Laura Lea		Wyoming Institute for Disabilities	Early Childhood Vision Screening
Various Sponsors	\$875	Root-Elledge, Sandra Lee		Wyoming Institute for Disabilities	UAP Techinal Assistance
Various Sponsors	\$650	Clarke, Pamela		School of Nursing	Various Nursing Schools Program Development
Various Sponsors	\$1,000	McDonald, David		Zoology	Microsatellite DNA Analysis of Black Bears
West Virginia University	\$337,000	Northam, Mark		School Energy Resource	U.S. China Clean Energy Research Center Advanced Coal Technology Collaboration (CERC)
West Virginia University	\$15,000	Jiao, Zunsheng		School Energy Resource	Pre-feasibility for Increasing CO2 Storage in Saline Aquifers

Sponsor	Amount	Principal Investigator (PI)	Co-PI	Dept	Description
Wyoming Association of Sheriffs and Chiefs of Police	\$13,891	Bade, Chad		University Police	Enforcing Underage Drinking Laws 2014-2015
Wyoming Business Council	\$10,000	Jordan, Gregory		Wyoming Small Business Development Center	GRO-Biz Conference and Idea Expo
Wyoming Department of Agriculture	\$23,000	Dhekney, Sadanand		Plant Sciences	Studying Grapevine Water Requirement and Irrigation Management Strategies in Wyoming Vineyards
Wyoming Department of Agriculture	\$22,946	Edwards, Jeffrey		Cooperative Extension Services	Wyoming Pollinator Education Program
Wyoming Department of Agriculture	\$20,000	Dhekney, Sadanand		Plant Sciences	Engineering Alfalfa Weevil Resistance in Commercial Alfalfa Cultivars: A Valuable Tool for Integrated Pest Management of Alfalfa Weevil
Wyoming Department of Health	\$78,201	Wambeam, Rodney		Wyoming Survey & Analysis Center	Comprehensive Evaluation of Wyoming Cancer Prevention and Control Programs and Partnerships for Success II Grant
Wyoming Game and Fish Department	\$182,000	Beck, Jeffrey		Ecosystem Science & Management	Response of Greater Sage-grouse to Treatments in Wyoming Big Sagebrush
Wyoming Governor's Office	\$50,000	Mealor, Brian		Plant Sciences	Wyoming Invasive Grass Initiative: Statewide Cheatgrass Distribution and Prioritization; and WYDOT; and OSLI
Wyoming Wildlife and Natural Resource Trust	\$148,000	Monteith, Kevin		Zoology	Effects of Habitat, Nutrition, and Predation on Survival of Neonatal Mule Deer

**Sponsored
 Programs**

TOTAL 2/2015 \$2,501,494

Total From 7/2014 \$12,977,621
Total From 8/2014 \$12,616,411
Total From 9/2014 \$15,525,386
Total From 10/2014 \$10,341,067

Total From 11/2014 \$6,872,510
Total From 12/2014 \$3,492,343
Total From 01/2015 \$7,523,172
Total Year to Date \$71,850,004

Sponsor	Amount	Principal Investigator (PI)	Co-PI	Dept	Description
US Department of Education	\$24,937,916	Bobbitt, Kathleen M.		VP Student Affairs	Student Financial Aid
US Department of Education	\$18,817,502	Bobbitt, Kathleen M.		VP Student Affairs	Student Financial Aid

Total Institutional Awards \$43,755,418

Grand Total \$115,605,422

March 2015

Sponsor	Amount	Principal Investigator (PI)	Co-PI	Dept	Description
American Society of Plant Taxonomists	\$10,300	Brown, Gregory		Botany	Operational Support
Anadarko Petroleum Corporation	\$13,000	Beck, Jeffrey		Ecosystem Science & Management	Factors Influencing Pronghorn Survival and Reproduction in South-Central Wyoming
Battelle Energy Alliance	\$26,385	Banic, Amy		Computer Science	Joint Appointment Agreement with Idaho National Laboratory to Evaluate and Enhance the Usability and Effectiveness of Immersive Visualization Application and Hardware Solutions (Yr 3)
Booz, Allen, Hamilton	\$382	Taylor, David T		Ag Economics	Economic Impact of Sage Grouse Management Alternatives for BLM and Forest Service
California, Davis, University of	\$29,919	Jabbour, Randa		Plant Sciences	Predicting Variation of Biological Insect Control in Alfalfa Hay and Seed Crops
Colorado State University	\$262,738	Tinker, Daniel		Botany	Sustainable Biofuel Feedstocks from Beetle-killed Wood: Bioenergy Alliance Network of the Rockies (BANR)
Colorado State University	\$65,000	Harnisch, Brian		Wyoming Survey & Analysis Center	National Park Service WTP Pilot Survey Wave 2
FMC Corporation	\$5,250	Kniss ,Andrew		Plant Sciences	Weed Control in Agronomic Crops
Helis Oil & Gas Company LLC	\$50,000	Kaszuba, John		Geology/Geophysics	KTOC II: Interactions Among Reservoir Rocks, Formation Waters, and Hydraulic Fracturing Fluids
Hess Corporation	\$550,000	Piri, Mohammad		School Energy Resource	Hess-Ziess purchase account
Iowa State University	\$15,000	Ehmke, Cole		Ag Economics	Annie's Project: Risk Management Education for Women in Agriculture in Wyoming

Sponsor	Amount	Principal Investigator (PI)	Co-PI	Dept	Description
Kansas, University of	\$22,028	Boyle, Diane		School of Nursing	The Relationship between Nursing Specialty Certification and Surgical Site Infection Rates in Acute Care Hospitals
KeyLogic Systems, Inc.	\$75,000	Jiao, Zunsheng		School Energy Resource	Pre-feasibility Study of Integrated Extracted Water Treatment with the CCUS Demonstration Project
Ladies Auxiliary Veterans of Foreign Wars	\$1,484	Oakey, John		Chemical/Petroleum Engineering	Cancer-Focused Micro-Technology
National Fish and Wildlife Foundation	\$11,500	Harrington, Patrick		VP-Student Affairs	Archaeological and Environmental Conservation at Whoop Up Area of Critical Environmental Concern, WY
Nebraska Game and Parks Commission	\$72,052	Kauffman, Matthew		Zoology	Resource Selection, Area Requirements and Monitoring of Bighorn Sheep in Northwest Nebraska
Northern Arapaho	\$43,750	Butler, Steven	Delapp Lorenz, Michelle Oliva	Wyoming Survey & Analysis Center	SPF-TIG Program Evaluation
Planetary Science Institute	\$24,845	Adidharma, Hertanto		Chemical/Petroleum Engineering	CRYOCHEM: A Thermodynamic Equation of State of Fluid and Solid Solutions at Extremely Low Temperatures for Applications in the Outer Solar System
Sigma Xi	\$500	Murphy, Melanie		Ecosystem Science & Management	Accomplishing Conservation through Classroom Citizen Science in Northeast Wyoming
US Department of Agriculture, Forest Service (USDA FS)	\$11,706	Keinath, Douglas		Wyoming Natural Diversity Database	Monitoring of Snow Hare Abundance in Medicine Bow National Forest
US Department of Energy (D-DOE)	\$171,952	Zhang, Ye		Geology/Geophysics	Optimal Model Complexity in Geological Carbon Sequestration: A Response Surface Uncertainty Analysis

Sponsor	Amount	Principal Investigator (PI)	Co-PI	Dept	Description
US Department of Education (D-ED)	\$45,571	Bobbitt, Kathleen M.		Student Financial Aid	Pell Grant 14-15
US Department of Interior, Bureau of Land Management (DOI, BLM)	\$3,000	Harrington, Patrick		VP-Student Affairs	Newcastle BLM Field Office: Whoopup Fire Rehabilitation
US Department of Interior, Bureau of Land Management (DOI, BLM)	\$158,025	Field, Robert		Atmospheric Science	Air Quality Assessment and Outreach in Wyoming Areas of Oil and Gas Development
US National Aeronautics and Space Administration (NASA)	\$50,000	Jang-Condell, Hannah		Physics/Astronomy	Large-Scale Structure in Protoplanetary Disks: Signatures of Planet Formation
US National Aeronautics and Space Administration (NASA)	\$96,119	Jang-Condell, Hannah		Physics/Astronomy	Structure, Dynamics and Evolution of Planet-Forming Disks: Modeling the Inner Walls of Transitional Disks
US National Science Foundation (NSF)	\$7,245	Rodi, Alfred		Atmospheric Science	REU - Wyoming King Air as a National Facility
US National Science Foundation (NSF)	\$17,340	Zelikova, Tamara		Botany	REU - "Collaborative Research: Quantifying the footprint of a dominant organism: Biogeochemical impacts of leaf cutter ants in a lowland tropical forest ecosystem."
US National Science Foundation (NSF)	\$134,995	Currano, Ellen D		Botany	CAREER: Plants, Insects, and the Early Paleogene Hothouse: Using the Past to Assess the Future, While Challenging the Face of Science
US National Science Foundation (NSF)	\$90,477	Parish, Thomas		Atmospheric Science	Collaborative Research: Lidar and Modeling Applications from the PreAMBLE Dataset

Sponsor	Amount	Principal Investigator (PI)	Co-PI	Dept	Description
Various Sponsors	\$2,456	Kline, Jill		Wyoming Small Business Development Center	Program Income for FY15 SBDC SBA
Various Sponsors	\$1,710	Kline, Jill		Wyoming Small Business Development Center	Market Research Center Program Income
Various Sponsors	\$47,700	Stewart, Larry Ray		Manufacturing Works	Program Income - Manufacturing Works: The Wyoming Manufacturing Extension Partnership (FY 15)
Various Sponsors	\$2,456	Kline, Jill		Wyoming Small Business Development Center	PTAC FY15 Program Income
Various Sponsors	\$250	Johnson, Paul E		Physics/Astronomy	Program Income for Space Grant Consortium
Veterans Medical Research Foundation	\$7,771	Gray, Matthew James		Psychology	A Proof of Concept and Feasibility Trial of Compassion Meditation for PTSD
Washington, Seattle, University of	\$76,500	Easton, Marivern		WWAMI	Wyoming States Area Health Education Center (Wyoming)
Western Sugar Cooperative	\$10,000	Garcia, Axel		Plant Sciences	Effect of Phosphorus Rate and Formulation on Sugarbeet Yield
Wyoming Arts Council	\$250	Turpen, John		Music	AP: Guitar Recital and Master Class
Wyoming Department of Agriculture	\$20,000	Islam, Md		Plant Sciences	Evaluation of Birdsfoot Trefoil--A Non-bloating Forage Legume--in Wyoming

Sponsor	Amount	Principal Investigator (PI)	Co-PI	Dept	Description
Wyoming Department of Education	\$223,382	Hutchison, Linda		Secondary Education	Year 2 - Probability and Statistics: Common Core and Beyond
Wyoming Department of Education	\$226,864	Katzmann, Jason		Casper College	Utilizing Place Pedagogies to Engage Real-world Watershed Investigations (UPPER Wind): A Community Based-Model
Wyoming Department of Health	\$153,934	Wambeam, Rodney		Wyoming Survey & Analysis Center	SAMHSA Supplement for Wyoming State Epidemiological Outcomes Workgroup (SEOW-PFS II)
Wyoming Department of Transportation	\$72,000	Kunkel, Paul W		TransPark	FTA/FY15 Section 5311 - Capital
Wyoming Game and Fish Department	\$5,500	Clement, Jessica		Institute for Environmental and Natural Resources	Aquatic Habitat Collaboration and Facilitation Workshop
Wyoming Governor's Office	\$34,779	Considine, Timothy J		Economics/Finance	The Economics of Tolling Arrangements for Gas-to-Liquids Facilities

**Sponsored
 Programs**

TOTAL 3/2015 \$2,951,114

Total From 7/2014 \$12,977,621
Total From 8/2014 \$12,616,411
Total From 9/2014 \$15,525,386
Total From 10/2014 \$10,341,067
Total From 11/2014 \$6,872,510
Total From 12/2014 \$3,492,343
Total From 01/2015 \$7,523,172
Total From 02/2015 \$2,501,494
Total Year to Date \$74,801,118

Sponsor	Amount	Principal Investigator (PI)	Co-PI	Dept	Description
US Department of Education	\$24,937,916	Bobbitt, Kathleen M.		VP Student Affairs	Student Financial Aid
US Department of Education	\$18,817,502	Bobbitt, Kathleen M.		VP Student Affairs	Student Financial Aid

Total Institutional Awards \$ 43,755,418

Grand Total \$118,556,536

2. Committee of the Whole- CONSENT AGENDA
Approval of Personnel, Jones

CHECK THE APPROPRIATE BOX(ES):

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

A. Items for Action Recommended by the President

APPOINTMENTS

It is recommended to the Trustees of the University of Wyoming that the following Administrator be approved as indicated.

1. Administrators

<u>Name</u>	<u>Rank</u>	<u>Salary</u>	<u>Appointment Period</u>
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Dean's Office

Reutzel, D. Ray	Dean/Professor	\$210,000/FY	07/06/2015
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D. Ray Reutzel received a B.A. (1977) in Elementary and Early Childhood Education from the University of Wyoming, a M.A. (1980) in Reading and Elementary Education from Utah State University, and a Ph.D. (1982) in Reading, Language Arts and Elementary Education from the University of Wyoming. Dr. Reutzel has been the Emma Eccles Jones Endowed Chair and Distinguished Professor of Early Literacy and Director of the Emma Eccles Jones Early Childhood Education Center at Utah State University since 2001. Dr. Reutzel will be Dean of the College of Education and will be a tenured Professor in the Department of Elementary and Early Childhood Education.

2. Faculty

It is recommended to the Trustees of the University of Wyoming that the following faculty appointments be approved as indicated.

Academic Affairs

<u>Name</u>	<u>Rank</u>	<u>Salary</u>	<u>Appointment Period</u>
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American Heritage Center

Jacinto, Irlanda E.	Assistant Archivist	\$41,208/FY	04/06/2015
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Irlanda Jacinto received a B.A. (2008) in Anthropology and History from the University of Texas at El Paso, and a M.A. (2013) in Information Resources and Library Science from the University of Arizona. Ms. Jacinto has been a Data and Operations Specialist at the University of New Mexico since 2013.

College of Health Sciences

<u>Name</u>	<u>Rank</u>	<u>Salary</u>	<u>Appointment Period</u>
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School of Pharmacy

Lessard, Bethany	Clinical Assistant Professor	\$90,000/FY	07/06/2015
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Bethany Lessard received a Pharm.D. (2009) from Northeastern University - Bouvé College of Health Sciences. Dr. Lessard has been a Clinical Pharmacist at BMC HealthNet Plan in Boston since 2014.

1. Academic Professionals

It is recommended to the Trustees of the University of Wyoming that the following extended-term-track academic professional appointments be approved as indicated.

Academic Affairs

<u>Name</u>	<u>Rank</u>	<u>Salary</u>	<u>Appointment Period</u>
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School of Energy Resources

Alexander, Emma Jane	Assistant Research Scientist	\$90,000/FY	06/30/2014
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Emma-Jane Alexander received a B.S. (2000) in Visualization from the University of Teesside and a M.B.A. (2006) from the University of Hull. Ms. Alexander has been the Manager of the Shell 3D Visualization Center in the School of Energy Resources since 2013.

PROMOTIONS

1. Faculty

It is recommended to the Trustees of the University of Wyoming that the following faculty promotions be approved as indicated.

College of Agriculture and Natural Resources

<u>Name</u>	<u>New Rank</u>
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Department of Agricultural and Applied Economics

Coupal, Roger H.	Professor
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McLeod, Donald M.	Professor
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Department of Ecosystem Science and Management

Latchininsky, Alexandre V.	Professor
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College of Arts & Sciences

<u>Name</u>	<u>New Rank</u>
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Department of Anthropology

Surovell, Todd A.	Professor
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Department of English

Nye, Eric W.	Professor
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Department of Geology & Geophysics

Shuman, Bryan N. Professor

Department of History

Messenger, David A. Professor

Department of Mathematics

Bessaih, Hakima Professor

Lyng, Gregory D. Professor

Department of Music

Fadial, John M. Professor

College of Education

Name

New Rank

Department of Educational Studies

Cho, Jeasik Professor

Department of Educational Studies

Kambutu, John N. Professor

Department of Elementary & Early Childhood Education

Bialostok, Steven M. Professor

Chamberlin, Scott A. Professor

Department of Professional Studies

Harbour, Clifford P. Professor

College of Engineering and Applied Science

Name

New Rank

Department of Computer Science

Caldwell, James Professor

Gamboa, Ruben Professor

Hitchcock, John Professor

Department of Electrical and Computer Engineering

Wright, Cameron H.G. Professor

College of Health Sciences

Name

New Rank

Family Medicine Residency Program - Casper

Deiss, Zachory F. Clinical Associate Professor

Miller, Michael Clinical Associate Professor

Robitaille, Beth C. Clinical Professor

Family Medicine Residency Program - Cheyenne

Broomfield, Kimberly R. Clinical Associate Professor

Healey, John P. Clinical Associate Professor

School of Nursing

Hart, Ann Marie Professor

College of Law

Name

New Rank

Chestek, Kenneth D Associate Professor

Jackson, Darrell D Associate Professor

2. Academic Professionals

It is recommended to the Trustees of the University of Wyoming that the following promotions of academic professionals be approved as indicated.

Academic Affairs

Name

New Rank

School of Environment & Natural Resources

Korfanta, Nicole Senior Lecturer

College of Health Sciences

Name

New Rank

Division of Kinesiology and Health

Smith, Marci L. Senior Lecturer

TENURE APPOINTMENTS WITH PROMOTION

It is recommended to the Trustees of the University of Wyoming that the following faculty be granted tenure with a promotion in rank.

College of Agriculture and Natural Resources

Name

New Rank

Department of Family & Consumer Sciences

Wade, Christine E. Associate Professor

Christine Wade (Ph.D., University of Wyoming, 2008) was appointed to the Department of Family and Consumer Sciences in 2008. Professor Wade teaches a variety of undergraduate and graduate courses in the Human Development and Family Sciences program area of the department and received a Teaching Award of Merit from the North American Colleges and Teachers in 2011. Her research and publications focus on positive youth development and distance education, and include collaborations with Wyoming 4-H and work as a co-investigator on the UW Healthy Pokes program.

Department of Plant Sciences

Mealor, Brian

Associate Professor

Brian A. Mealor (Ph.D., University of Wyoming) was appointed as Assistant Professor and Extension Weed Specialist in 2009. He has received over \$1.25 million as PI or co-PI for research and extension work related to invasive weeds in rangeland systems. He has been recognized regionally and nationally for his innovative approaches to extension, research and teaching.

Norton, Urszula

Associate Professor

Urszula Norton (Ph.D., University of Montana) was appointed to the Plant Sciences faculty in 2009. Professor Norton has received over \$900,000 in grant funding as principal investigator along with over \$8 million as co-principal investigator. She is a well-published researcher with 18 peer reviewed high impact publications since she arrived at the University of Wyoming. She teaches Agroecology, Capstone Senior Seminar "Issues in Sustainable Agriculture", travel course to Kenya to undergraduate students and Plant-Soil-Atmosphere Interactions in Managed Ecosystems to graduate students. She is faculty advisor to UW ACRES Student Farm.

College of Arts & Sciences

Name

New Rank

American Studies Program

Adelt, Ulrich

Associate Professor

Ulrich Adelt (Ph.D., University of Iowa, Iowa City) was appointed to the American Studies and African-American Diaspora Studies faculty in 2009. He teaches a range of undergraduate and graduate courses about topics that bring together American and African-American Studies such as the Harlem Renaissance, African-American popular culture and music as well as introductory courses in U.S. diversity. He has nearly completed his second book while his first was a well-received volume on the blues in the 1960s.

Department of Art

Baumbach, Diana L.

Associate Professor

Diana Baumbach (MFA, Southern Illinois University) was appointed to the Art faculty in 2009. She teaches and coordinates the foundations courses in Art to all Art majors and is known for outstanding and rigorous teaching. She has exhibited artistic pieces regionally and nationally in many Wyoming venues as well as museums/galleries in New York, Missouri, Texas, and Tennessee among others. She received a Wyoming Arts Council fellowship grant this year.

Shadwell, Shelby K.

Associate Professor

Shelby Shadwell (MFA, Southern Illinois University) was appointed to the Art faculty in 2009. Professor Shadwell teaches all levels of undergraduate drawing courses to both Art majors and non-majors. He is able to inspire students to not only observe what they are drawing, but also to think about the creative process. He is in charge of the portfolio review required for all art majors. He exhibits regionally and nationally, receiving the first place prize at the Texas National Juried Exhibition at the Cole Art Center of Stephen F. Austin State University as one example.

Department of English

Fitch, Andrew J.

Associate Professor

Andrew Fitch (Ph.D., CUNY Graduate Center, New York City) was appointed to the English faculty in 2009. He teaches in the literature section of the English Department but overlaps into creative writing as well. Such courses as introduction to literature, creative non-fiction, magazine and biographical writing are among the various classes in his wide-ranging repertoire.

Thompson, Jason C.

Associate Professor

Jason Thompson (Ph.D. University of Arizona) was appointed to the English faculty in 2008. Professor Thompson teaches in that section of the English Department known as rhetoric and composition. He also teaches technical

writing in the professions. Bringing something new to UW, his research area is game culture. He has an edited volume on this subject as well as numerous publications on computer games and new media.

Department of Geography

Chen, Yi-Ling

Associate Professor

Yi-Ling Chen (Ph.D., Rutgers University) was appointed to the Global and Area Studies and Geography Department faculty in 2010. She teaches urban geography with a focus on international development, economic geography, global cities, and current trends in globalization. Her research area is primarily Taiwan and other parts of East Asia and she is considered an expert in housing policy especially as related to low income people and/or women.

Legleiter, Carl

Associate Professor

Carl Legleiter (Ph.D., University of California, Santa Barbara) was appointed to the Geography faculty in 2009. He teaches in the broad area of physical geography, more specifically remote sensing of rivers and general and/or fluvial geomorphology (that is the earth's changing landscapes especially as related to rivers and water). He has brought nearly 1.4 million dollars in grants to UW. He has published over 19 refereed publications in his time here.

Department of History

Helfgott, Isadora A.

Associate Professor

Isadora Helfgott (Ph.D., Harvard University) was appointed to the History faculty in 2009. She teaches introduction to museum studies, modern U.S. history, and historical research methods among other courses. She is a member of the museum studies minor committee. Her new book (Temple University Press) Framing the Audience: Fine Art and the Politics of the Popular, 1929-1945, brings together her historical interest in museums, art and 20th century American culture.

Laegreid, Renee M

Professor

Renee Laegreid (Ph.D., University of Nebraska-Lincoln) was appointed to the History faculty in 2012. Professor Laegreid arrived at UW from Hastings College in Nebraska where she served as the head of her department. She teaches courses related to the history of the American West, for example, the 19th century West, the 20th century West, and women and the West. She has published two books during her academic career, both of which deal with aspects of the lives of women in the West. She has begun a new research area on the historical impact of Buffalo Billand perceptions of the West in Italy.

Poblete, JoAnna U.

Associate Professor

JoAnna Poblete (Ph.D., University of California, Los Angeles) was appointed to the History faculty in 2009. Professor Poblete is a core U.S. history faculty member and teaches a survey of modern American history among other course offerings. She also manages student internships and the undergraduate colloquium for undergraduate research presentations. Her 2014 book published by the University of Illinois Press, Islanders in the Empire: Filipino and Puerto Rican Laborers in Hawaii, is considered to be cutting edge in the study of Asian immigrants in the U.S.

Department of Mathematics

Liu, Rongsong

Associate Professor

Rongsong Liu (Ph.D., York University) was appointed to the Mathematics and Zoology and Physiology faculty in 2009. She was hired to bridge the gap between pure mathematical inquiry and mathematical studies which indicate strong connection to other fields of study such as biology. She has published 18 refereed articles since coming to UW generally on mathematical models of animal/plant/ecological systems. She teaches calculus, differential equations, algebra and trigonometry, often in special sections for biology majors.

Department of Modern & Classical Languages

Steele, Rebecca E. Associate Professor

Rebecca Steele (Ph.D., Rutgers) was appointed to the Modern and Classical Languages faculty in 2009. She teaches various levels of German language and literature. Her publications on various literary topics are in English and German and some are published in Germany. She has been instrumental for her department in the continuing development of World Languages Day, an event which brings many high school students to UW for an exploration of the foreign languages taught here.

Department of Music

Meredith, Scott A. Associate Professor

Scott Meredith (D.M.A., University of North Texas, Denton) was appointed to the Music faculty in 2009. Professor Meredith's primary teaching responsibility is applied trumpet lessons. He is the chair of the department's brass section. Closely linked to this is his direct recruiting of music majors especially in trumpet. He performs with the Cheyenne and Wyoming symphonies and at other local, regional, and national orchestral, recital, and ensemble performances.

Department of Zoology & Physiology

Dillon, Michael E. Associate Professor

Michael Dillon (Ph.D., University of Washington, Seattle) was appointed to the Zoology and Physiology faculty in 2009. He teaches human physiology and related courses including an intensive disciplinary writing course for advanced level undergraduate biology students. Professor Dillon has brought nearly $\frac{3}{4}$ of a million dollars in grants to UW and is an expert on bees, temperature, and altitude change.

Goheen, Jacob R. Associate Professor

Jacob Goheen (Ph.D., University of New Mexico) was appointed to the Zoology and Physiology faculty in 2010. Professor Goheen teaches conservation biology, the study of mammals, and a special field course through which students study wildlife in Kenya. He has 19 refereed publications since arriving at UW, many of which deal with different kinds of mammals and the ecology of Kenya. He has \$285,000+ in grants as principal investigator and \$544,400+ in grants as co-principal investigator.

Prather, Jonathan Associate Professor

Jonathan Prather (Ph.D., Emory University) was appointed to the Zoology and Physiology faculty in 2009. He conducts research on songbird neurology and thereby is connected to UW's program in neuroscience in addition to his departmental responsibilities. He was awarded a National Science Foundation CAREER award, one of the most prestigious grants given to young scholars. His grants while at UW, total over a million dollars. An outstanding teacher in freshman biology as well as other courses, he received the Golden Apple Award for freshman teaching in 2013.

Global and Area Studies Program

Seitz, Thomas R. Associate Professor

Thomas Seitz (Ph.D., University of Cambridge) was appointed to the Global and Area Studies faculty in 2009. Professor Seitz teaches comparative political cultures, development, and Asian studies. He regularly teaches the capstone course for senior international studies majors and the required introductory graduate seminar. In 2013, his major book from Manchester University Press, *The Evolving Role of Nation Building in U.S. Foreign Policy*, was published. It has proven to be of great interest to political scientists as well as those in other disciplines.

College of Business

Name

New Rank

Department of Economics & Finance

Choi, Nicole Y.

Associate Professor

Nicole Choi (Ph.D., Washington State University) was appointed to the Finance faculty in 2009. Her main areas of research are the investment behaviors of institutional investors and international finance. Since she arrived at the University of Wyoming, she has published peer-reviewed articles in prestigious finance journals such as the Journal of Financial Economics and the Review of Financial Studies. She teaches Investment Management to undergraduates and Financial Management to Executive MBA students.

College of Health Sciences

Name

New Rank

Division of Communication Disorders

Petersen, Douglas B.

Associate Professor

Douglas Petersen (Ph.D., Utah State University) has been an assistant professor in the Division of Communication Disorders since August 2009. Dr. Petersen has received 1.5 million in grant funding as principal investigator. He has published his work from UW in 14 highly respected peer-reviewed journals, 4 invited journals, and 1 refereed book chapter. He has published 2 tests and 1 language intervention curriculum. He has made 53 national presentations and numerous local and regional presentations. He teaches courses in language disorders across the lifespan and multicultural issues and evaluation procedures in communication disorders.

TENURE APPOINTMENTS

It is recommended to the Trustees of the University of Wyoming that the following faculty be granted tenure with no change in rank.

College of Arts & Sciences

Name

Rank

Department of Religious Studies

Raddaoui, Ali H

Associate Professor

Ali Raddaoui (Ph.D., Indiana University, Bloomington) was appointed to the Religious Studies and Global and Area Studies faculty in 2011. Professor Raddaoui was hired to form an Arabic language program at UW and he has created nine courses for the program. His courses receive very positive evaluations from students. He publishes both on language pedagogy, language and technology as well as having a strong background in linguistics. Professor Raddaoui was hired as an associate professor but without tenure, thus the process for him was tenure only.

TENURE-TRACK REAPPOINTMENTS

It is recommended to the Trustees of the University of Wyoming that the following tenure-track faculty be reappointed in probationary positions.

College of Agriculture and Natural Resources

<u>Name</u>	<u>Rank</u>	<u>Review Year</u>
<i>Department of Agricultural and Applied Economics</i>		
Hansen, Kristiana M.	Assistant Professor	5
<i>Department of Animal Science</i>		
Bisha, Bledar	Assistant Professor	2
Guo, Wei	Assistant Professor	2
<i>Department of Ecosystem Science and Management</i>		
Hufford, Kristina M.	Assistant Professor	5
Murphy, Melanie A.	Assistant Professor	5
Zhu, Mengqiang	Assistant Professor	2
<i>Department of Family & Consumer Sciences</i>		
Irick, Erin M.	Assistant Professor	2
<i>Department of Molecular Biology</i>		
Bowman, Grant R.	Assistant Professor	3
<i>Department of Molecular Biology</i>		
Gatlin, Jesse C.	Assistant Professor	5
Gigley, Jason P.	Assistant Professor	3
Levy, Daniel L	Assistant Professor	4
<i>Department of Plant Sciences</i>		
Dhekney, Sadanand A.	Assistant Professor	3
<i>Department of Veterinary Sciences</i>		
Miller, Myrna M.	Assistant Professor	5
Schumaker, Brant A.	Assistant Professor	5

College of Arts & Sciences

<u>Name</u>	<u>Rank</u>	<u>Review Year</u>
<i>American Studies Program</i>		
Soto, Lilia M.	Assistant Professor	5
<i>Department of Anthropology</i>		
Toohey, Jason Leigh	Assistant Professor	4
Toulson, Ruth E	Assistant Professor	4

Department of Art

Fine, Peter	Assistant Professor	4
Sailor, Rachel M.	Assistant Professor	5

Department of Chemistry

Leonard, Brian M.	Assistant Professor	5
Varga, Krisztina	Assistant Professor	4

Department of Communication & Journalism

Landreville, Kristen D.	Assistant Professor	5
Li, Li	Assistant Professor	3

Department of Criminal Justice

Boman, John H. IV	Assistant Professor	2
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Department of English

Baskin, Jason	Assistant Professor	4
Forbes, Erin	Assistant Professor	5
Obert, Julia C	Assistant Professor	4
Pafunda, Danielle M.	Assistant Professor	5

Department of Geology & Geophysics

Grana, Dario	Assistant Professor	2
McElroy, Brandon J.	Assistant Professor	3

Department of History

Ryan Larson, Carolyne L.	Assistant Professor	4
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Department of Mathematics

McAllister, Tyrrell B.	Assistant Professor	5
Niu, Zhuang	Assistant Professor	4

Department of Modern & Classical Languages

Alexandrova, Ekaterina R	Assistant Professor	3
Checa-Garcia, Irene	Assistant Professor	3
Domenech, Concepcio	Assistant Professor	4

Department of Music

Dalrymple, Holly A	Assistant Professor	2
McGee, Blake A.	Assistant Professor	5
Wu, Chi-Chen	Assistant Professor	3

Department of Physics & Astronomy

Chien, TeYu	Assistant Professor	2
Jang-Condell, Hannah	Assistant Professor	4
Myers, Adam D	Assistant Professor	4

Department of Psychology

Minear, Meredith E. Assistant Professor 2

Department of Sociology

Noy, Shiri Assistant Professor 2

Department of Theatre & Dance

Huizinga, Sharon Assistant Professor 2

Department of Zoology & Physiology

Carling, Matthew D. Assistant Professor 4

Cherrington, Brian D. Assistant Professor 4

Lanier, Hayley Christine Assistant Professor 2

Navratil, Amy M. Assistant Professor 3

Pratt, Kara G. Assistant Professor 4

Global and Area Studies Program

Watson, Marcus D. Assistant Professor 5

Latina/o Studies

Fonseca, Vanessa R. Assistant Professor 2

College of Business

<u>Name</u>	<u>Rank</u>	<u>Review Year</u>
<i>Department of Accounting</i>		
Embree, Joy Lynn	Assistant Professor	2
<i>Department of Accounting</i>		
Sims, James E	Assistant Professor	3
<i>Department of Economics & Finance</i>		
Skiba, Alexandre	Assistant Professor	5
Skiba, Hilla Maaria	Assistant Professor	5
Thunstrom, Linda	Assistant Professor	2
<i>Department of Management & Marketing</i>		
Arnette, Andrew N.	Assistant Professor	3
Brewer, Barry L.	Assistant Professor	4
Harvey, Bruce	Assistant Professor	2
Lewellyn, Krista B.	Assistant Professor	2

College of Education

<u>Name</u>	<u>Rank</u>	<u>Review Year</u>
<i>Department of Educational Studies</i>		
Shim, Jenna M.	Assistant Professor	5
<i>Department of Professional Studies</i>		
Carnes Holt, Kara L.	Assistant Professor	5
Dousay, Tonia Anne	Assistant Professor	2
Hvidston, David J	Assistant Professor	4
McKim, Courtney A	Assistant Professor	4
<i>Department of Secondary Education</i>		
Burrows, Andrea C.	Assistant Professor	4
Haynes, James C.	Assistant Professor	4
Hendryx, Jason D.	Assistant Professor	2
<i>Department of Elementary & Early Childhood Education</i>		
Forrester, Jennifer H.	Assistant Professor	5
Han, Keonghee Tao	Assistant Professor	5
Houseal, Anne K	Assistant Professor	4
Mielke, Tammy L.	Assistant Professor	4
Robertson, Dana A.	Assistant Professor	3

College of Engineering and Applied Science

<u>Name</u>	<u>Rank</u>	<u>Review Year</u>
<i>Department of Atmospheric Science</i>		
Murphy, Shane M	Assistant Professor	3
<i>Department of Chemical & Petroleum Engineering</i>		
Li, Dongmei	Assistant Professor	4
<i>Department of Civil & Architectural Engineering</i>		
Ahmed, Mohamed	Assistant Professor	2
Tan, Gang	Assistant Professor	5
Zhu, Jianting	Associate Professor	5
<i>Department of Computer Science</i>		
Banic, Amy C.	Assistant Professor	4
Clune, Jeffrey M.	Assistant Professor	2
<i>Department of Mechanical Engineering</i>		
Fertig, Ray Stuart III	Assistant Professor	4

College of Health Sciences

<u>Name</u>	<u>Rank</u>	<u>Review Year</u>
<i>Division of Communication Disorders</i>		
Cooley Hidecker, Mary Jo	Assistant Professor	2
<i>Division of Kinesiology and Health</i>		
Dai, Boyi	Assistant Professor	3
Guseman, Emily H	Assistant Professor	2
Lux Gaudreault, Karen M.	Assistant Professor	4
Porter, Christine	Assistant Professor	5
Readdy, Ryan T.	Assistant Professor	5
<i>Division of Social Work</i>		
Mahapatra, Neely	Assistant Professor	5
Thompson-Ebanks, Valerie	Assistant Professor	3
<i>School of Nursing</i>		
Fischer, Shelly A.	Assistant Professor	2
Thomas, Jenifer Jo	Assistant Professor	5
<i>School of Pharmacy</i>		
Brown, Travis E.	Assistant Professor	3
He, Guanglong	Assistant Professor	2
Singh, Reshmi L.	Assistant Professor	2
Staubach, Lawrence B.	Assistant Professor	3
Thyagarajan, Baskaran	Assistant Professor	4

College of Law

<u>Name</u>	<u>Rank</u>	<u>Review Year</u>
Glover, Mark	Assistant Professor	2

EXTENDED-TERM APPOINTMENTS WITH PROMOTION

1. Academic Professionals

It is recommended to the Trustees of the University of Wyoming that six-year extended-term appointments with promotion in rank for the following academic professionals be approved as

Academic Affairs

<u>Name</u>	<u>New Rank</u>	<u>Extended Term Number</u>
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Art Museum

Crawford, Nicole M.	Associate Lecturer	1
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Nicole M. Crawford (M.A., University of Nebraska) was appointed as the UW Art Museum's new Curator of Collections (APL) in 2008. Her scholarship focus is American Modernism, but she has conducted research and written extensively on many other art genres for exhibition catalogue essays and articles, and has presented her work at several national and international conferences. She has curated 37 exhibitions from the Art Museum collections; works with faculty to integrate object-based learning into their curriculum; uses collection objects in class visits with UW students; established a teaching gallery for academic use; and co-teaches museums studies courses to undergraduate and graduate students. Her interdisciplinary work with WIHR and the History Department resulted in \$22,000+ in grant funds to support an international partnership with the Sleuk Rith Institute in Cambodia. She received the 2015 International Board of Advisors Award for Faculty Achievement in Internationalization.

Clifton, Rachel	Associate Research Scientist	1
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Rachel Clifton (M.A., University of Denver) joined the UW Art Museum in 2009. She has had direct roles in curating exhibitions, major fundraising events, retail store restructuring, hiring, training, and supervising staff, organizing symposia, creating and implementing public programs, grant writing, and marketing. Her focus has increasingly been on student and community engagement, including creating two new programs in 2014 specifically targeted to those audiences. Clifton oversees the Annual Juried UW Student Exhibition each year, working with a juror from outside WY, a range of students across the UW campus and across the state through the Outreach School, and a variety of departments, donors, and local businesses.

College of Agriculture and Natural Resources

<u>Name</u>	<u>New Rank</u>	<u>Extended Term Number</u>
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Cooperative Extension Service

Garrelts, Ashley	Associate Extension Educator	1
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Ashley Garrelts, (M.S. University of Wyoming), has been an Assistant University Extension Area Educator for Sustainable Management of Rangeland Resources for Converse, Natrona and Niobrara Counties since 2008. Over the past four years, she has chaired the statewide effort to produce a series of 53 videos called Exploring the Nature of Wyoming. These air weekly on KCWY13 out of Casper and also are posted on YouTube with 15 to 2,212 views each. Ashley provides a bi-weekly radio program reaching three counties and has an award winning blog called Writing on the Range. She teaches a variety of relevant Extension programs including Management Intensive Grazing School, Wyoming Women in Range, Annie's project, and Master Gardeners.

Ibarra, Josefina	Associate Extension Educator	1
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Josefina Ibarra (R.D., B.S., University of Texas Pan-American, Edinburg, Texas) was appointed as an Assistant University Extension Educator in 2009. Josephina serves five Wyoming counties in the west Extension area with educational programming in our Nutrition and Food Safety Initiative. Last year, Josephina documented over 7,000 educational contacts with Wyoming clientele in the subject matter areas of institutional food safety (e.g., ServSafe

Starter and ServSafe Managers) and promoting healthful living through nutritional considerations (e.g., menu planning, cooking, dining w/ diabetes, breast feeding, My Plate, fresh foods, cooking w/ whole grains, etc.). Spanish language programming and educational experiences specifically developed for Hispanic audiences are also areas of distinction for Josefina. She is productive, innovative, responsive to clientele needs, and very conscientious of educational program quality.

Russell, Justina	Associate Extension Educator	1
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Justina Russell (M.S., University of Montana, Missoula, Montana) was appointed as an Assistant University Extension Educator in 2011. Tina serves UW Extension clientele on the Wind River Indian Reservation (WRIR) in our Sustainable Management of Rangeland Resources and 4-H Youth Development Initiatives. Tina has taught or facilitated over 100 educational programs to UW Extension clientele on the WRIR and adjacent Wyoming counties. Her expertise is exemplified in comprehensive educational programming such as the Wind River Agricultural Summit; Beekeeping; Wind River Leadership School; Natural Resources Adventure Camp; Wind River Agricultural Producers Initiative; Grow Your Own Garden Series; Wind River Farmer's Market; Sustainable Energy; Small Business Development on the WRIR; and many others. Tina is an exceptionally positive contributor to our organization and an extremely effective ambassador for our College and University to community members on the WRIR.

Department of Ecosystem Science and Management

Schell, Scott P.	Senior Research Scientist	2
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Scott P. Schell, (M.S., University of Wyoming) was hired in May of 2003 to be extension entomologist Alex Latchininsky's assistant to support extension and research. Since 2009 he has been the principal investigator on \$679,280 in grants. Since his last promotion, he has assisted 13 graduate students on their research project, given 6 research presentations at national meetings, and coauthored 3 peer reviewed publications. For extension, he has 9 reviewed publications and numerous articles for the general public, and made over 100 presentations to stakeholder groups. He has around 3000 client contacts and requests on arthropod identification and management on average, each year. He was given the Harold P. Alley Award from the Wyoming Weed and Pest Council in 2010. He was part of the team given the International IPM Award for Excellence at the Seventh International Integrated Pest Management Symposium in 2012.

College of Arts & Sciences

<u>Name</u>	<u>New Rank</u>	<u>Extended Term Number</u>
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Department of Communication & Journalism

Bingham, Beau B.	Senior Lecturer	2
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Beau Bingham (M.A., New Mexico State University) was appointed to the Communication and Journalism faculty in 2006. Working closely with the Oral Communication Center, he teaches courses in oral communication and especially helps students with anxiety about public speaking.

Department of English

Fisher, Richard R.	Associate Lecturer	1
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Richard Fisher (M.A. University of Wyoming) was appointed to the English faculty in 2011. Currently helping to coordinate the communication sequences of UW general education system set to be implemented in 2015, he is an integral part of the English Department's section on rhetoric and composition. He teaches a variety of courses with intensive writing requirements.

Heaney, April M.	Senior Lecturer	2
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April Heaney (M.A., University of Wyoming) was appointed to the English faculty in 2005. She is the director of LeARN and Synergy, two UW programs that seek to promote the success of at risk students. She teaches writing intensive courses.

Van Baalen-Wood, Margaret Senior Lecturer 2

Meg Van Baalen-Wood (M.A. University of Wyoming) was appointed to English in 2004. She is a member of the rhetoric and composition section of the English Department, teaching courses on technical and professional writing in on-campus and online courses.

Department of Geography

Albeke, Shannon E. Associate Research Scientist 1

Shannon Albeke (Ph.D., University of Georgia, Warnell School of Forestry and Natural Resources) was appointed to the Geography faculty in 2010. An expert in geographical information systems, he teaches courses for the Program in Ecology and Environment and Natural Resources along with Geography. His primary teaching responsibility is to help students with techniques in environmental data management.

Department of History

Logan, Barbara E. Associate Lecturer 1

Barbara Logan (Ph.D. University of California, Santa Cruz) was appointed to History and Gender and Women's Studies in 2011. Her teaching focuses on the ancient Greco-Roman period and the Middle Ages to the Renaissance in Europe. Frequently, her teaching brings in an emphasis on women, providing a different perspective on these historical periods.

Department of Modern & Classical Languages

Sohier, Benedicte Pia Associate Lecturer 1

Benedicte Sohier (M.A., Indiana University) was appointed to Modern and Classical Languages in 2009. She teaches courses on French language, conversation, literature, and cinema. She has led study abroad courses for students in France.

Department of Zoology & Physiology

Krist, Amy C. Senior Research Scientist 2

Amy Krist (Ph.D., Indiana University) was appointed to the Zoology and Physiology faculty in 2006. As a research scientist, she publishes on invasive species and various kinds of ecological adaptations. She also teaches zoology courses.

College of Education

Name New Rank Extended Term Number

Department of Secondary Education

Thompson, Rodrick A. Associate Lecturer 1

Rod Thompson (M.A., University of Northern Iowa) was appointed to the College of Education-Casper College faculty in 2003. Rod has constructed a nationally recognized Career and Technical Education Program and he works extremely closely with other CTE educators throughout Wyoming. He teaches undergraduate students in high need areas.

Department of Elementary & Early Childhood Education

Baldwin, Nikki A. Associate Lecturer 1

Nikki Baldwin (Ph.D., University of Wyoming 2013) was appointed to the College of Education faculty in 2009. As curriculum coordinator for the UWECEC Nikki assists all staff in areas of curriculum development, planning, classroom management, working with children with diverse needs, documentation and assessment. Nikki has published 4-refereed articles and secured over \$10,000 in grants during her time at UW.

College of Engineering and Applied Science

<u>Name</u>	<u>New Rank</u>	<u>Extended Term Number</u>
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Department of Civil & Architectural Engineering

Kobbe, Ryan G.	Associate Lecturer	1
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Ryan Kobbe (M.S., Washington State University) was appointed as an assistant lecturer in 2008 in the Dean's Office and transferred to Civil and Architectural Engineering in 2011. Ryan teaches undergraduate engineering science, civil and architectural engineering courses receiving excellent student and peer evaluations. He has won the Top Prof Award in 2010, 2012 and 2013 along with being named as an ASCE Outstanding Faculty Member in 2008 and 2009. Ryan conceived and leads the Exploring Engineering Program for K-12 outreach. He currently advises 31 undergraduate students. He has two funded research proposals, and graduated one student with a M.S. degree in Civil Engineering. Ryan also serves as faculty advisor for five student organizations: American Society of Civil Engineers, University of Wyoming Engineering Fund for Enrichment, SkillsUSA, Energy and Sustainability Club, and Pi Kappa Phi.

Division of Administration

<u>Name</u>	<u>New Rank</u>	<u>Extended Term Number</u>
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Office of Institutional Analysis

Muller, Lisa	Senior Research Scientist	4
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Lisa Muller (M.S., University of Wyoming) was appointed as an extended term Associate Research Scientist since 2004 in Institutional Analysis. She has developed, built, and interpreted academic databases for academic initiatives including internationalization, diversity, and general education. Her leadership has included presentations, papers, and chair positions in Rocky Mountain Association for Institutional Research, Association for Institutional Research, and Phi Beta Kappa at the University of Wyoming. Key research projects include the University of Wyoming's Strategic Plan/Annual Report to the Governor's Office and the UW Dashboard.

Outreach School

<u>Name</u>	<u>New Rank</u>	<u>Extended Term Number</u>
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Outreach Credit Programs

Boggs, Christine N.	Associate Lecturer	1
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Christine Boggs (Ed.D., University of Wyoming) joined the Outreach School in 2007. Dr. Boggs has developed and delivered professional development workshops on a wide variety of topics including: WyoCourses, Twitter, Podcasting, Google Docs. She has had 11 peer-reviewed publications and has been a keynote and invited speaker at local, regional, national, and international events. Dr. Boggs has also been instrumental in several campus-wide initiatives such as the Learning Management System transition, the e-Volution forum, Technology Boot Camp and the Teaching Instructional Excellence project. She also serves in leadership roles with WyoCourses, Faculty Senate and Shepard Symposium on Social Justice. Dr. Boggs is adjunct faculty with the Bachelors of Applied Science and Environment and Natural Resources. Dr. Boggs has won the Hollon Family Award for Distance Teaching and the Mortar Board "Top Prof" teaching award.

EXTENDED-TERM APPOINTMENTS

1. Faculty

It is recommended to the Trustees of the University of Wyoming that five-year extended-term appointments with no promotion in rank for the following faculty be approved as indicated.

Academic Affairs

<u>Name</u>	<u>Rank</u>	<u>Extended Term Number</u>
<i>American Heritage Center</i>		
Kilander, Ginny L.	Associate Archivist	3

College of Law

<u>Name</u>	<u>Rank</u>	<u>Extended Term Number</u>
<i>Law Library</i>		
Plumb, Tawnya K.	Associate Librarian	2

2. Academic Professionals

It is recommended to the Trustees of the University of Wyoming that six-year extended-term appointments with no promotion in rank for the following academic professionals be approved as indicated.

College of Agriculture and Natural Resources

<u>Name</u>	<u>Rank</u>	<u>Extended Term Number</u>
<i>Cooperative Extension Service</i>		
Edwards, Jeffrey M.	Associate Extension Educator	1
Kuipers, Tara L.	Associate Extension Educator	1

College of Arts & Sciences

<u>Name</u>	<u>Rank</u>	<u>Extended Term Number</u>
<i>Global and Area Studies Program</i>		
Ashley, Yarong J.	Senior Lecturer	3

College of Health Sciences

<u>Name</u>	<u>Rank</u>	<u>Extended Term Number</u>
<i>School of Nursing</i>		
Hager, Mary Sue	Associate Lecturer	1
Rubio-Wallace, Sherrie D.	Associate Lecturer	1
Williams, Linda G.	Associate Lecturer	1

EXTENDED-TERM-TRACK REAPPOINTMENTS

1. Faculty

It is recommended to the Trustees of the University of Wyoming that probationary, one-year reappointments for the following extended-term-track faculty be approved as indicated.

Academic Affairs

<u>Name</u>	<u>Rank</u>	<u>Review Year</u>
<i>American Heritage Center</i>		
Cline, Tyler G.	Assistant Archivist	2
Dreyer, Rachael A	Assistant Archivist	4
Stow, Amanda M.	Assistant Archivist	3

University Libraries

<u>Name</u>	<u>Rank</u>	<u>Review Year</u>
<i>Coe Reference Department</i>		
Conerton, Kate L	Assistant Librarian	2

2. Academic Professionals

It is recommended to the Trustees of the University of Wyoming that probationary, one-year reappointments for the following extended-term-track academic professionals be approved as indicated.

Academic Affairs

<u>Name</u>	<u>Rank</u>	<u>Review Year</u>
<i>LeaRN/English</i>		
Bray, David D.	Assistant Lecturer	2
<i>School of Environment & Natural Resources</i>		
Carlson, Courtney Bethel	Assistant Lecturer	5
<i>WyGIS/Geography</i>		
Hodza, Paddington	Assistant Research Scientist	5

College of Agriculture and Natural Resources

<u>Name</u>	<u>Rank</u>	<u>Review Year</u>
<i>Agricultural Experiment Station</i>		
Zalesky, Douglas D	Assistant Research Scientist	4
<i>Cooperative Extension Service</i>		
Carter, Caleb	Assistant Extension Educator	2
Fleenor, Sara	Assistant Extension Educator	2
Kelley, Windy	Assistant Extension Educator	2
Sebade, Brian	Assistant Extension Educator	4
Smith, Mae	Assistant Extension Educator	4
Swanbom, Hannah	Assistant Extension Educator	3
<i>Department of Agricultural and Applied Economics</i>		
Lee, Brian P	Research Scientist	3
<i>Department of Ecosystem Science and Management</i>		
Cook, Craig	Assistant Research Scientist	4
<i>Department of Family & Consumer Sciences</i>		
Bardsley, Melissa M.	Assistant Extension Educator	4
<i>Department of Plant Sciences</i>		
Hilgert, Christopher L	Assistant Extension Educator	5

College of Arts & Sciences

<u>Name</u>	<u>Rank</u>	<u>Review Year</u>
<i>American Studies Program</i>		
Graham, Andrea M	Assistant Research Scientist	5
<i>Department of Art</i>		
Jones, David Lawrence Jr.	Assistant Research Scientist	4
<i>Department of Art</i>		
Russel, Bailey	Assistant Lecturer	3
<i>Department of Botany</i>		
Wright, Brianna R	Assistant Lecturer	5
<i>Department of Communication & Journalism</i>		
Cram, Travis J.	Assistant Lecturer	4
<i>Department of Criminal Justice</i>		
Stone, Shane T	Assistant Lecturer	3

Department of English

Kirkmeyer, Jason S. Assistant Lecturer 5

Department of Geology & Geophysics

Carr, Bradley J. Assistant Research Scientist 2

Dewey, Janet C Assistant Research Scientist 4

Department of Mathematics

Clements, Nathan P Assistant Lecturer 3

Department of Modern & Classical Languages

Heinz, Petra J Assistant Lecturer 3

Lavanchoy, Jennifer Diane Assistant Lecturer 5

Department of Philosophy

Colter, Robert S. Assistant Lecturer 5

Department of Psychology

Kuznetsova, Maria I Assistant Lecturer 4

Department of Religious Studies

Fall, Tyler S. Assistant Lecturer 4

Global and Area Studies Program

Bjorkenwall, Ruth Olga Assistant Lecturer 3

College of Education

Name Rank Review Year

Department of Educational Studies

Burant, Theresa J. Assistant Lecturer 4

Department of Elementary & Early Childhood Education

Geringer, Jennifer Assistant Lecturer 4

College of Engineering and Applied Science

<u>Name</u>	<u>Rank</u>	<u>Review Year</u>
<i>Department of Civil & Architectural Engineering</i>		
Gardzelewski, Jon A.	Assistant Lecturer	5

College of Health Sciences

<u>Name</u>	<u>Rank</u>	<u>Review Year</u>
<i>Division of Social Work</i>		
Cutts, Bethany A.	Assistant Lecturer	4
<i>School of Pharmacy</i>		
Brown, Antoinette	Assistant Lecturer	2
Bruch, David C	Assistant Lecturer	3

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 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 possible.

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=masculine, emerita=feminine, emeriti=plural)

Extended-Term Appointment

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

Extension Educator

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 Extension Educator, Associate Extension Educator, Senior 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 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 degrees.

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.

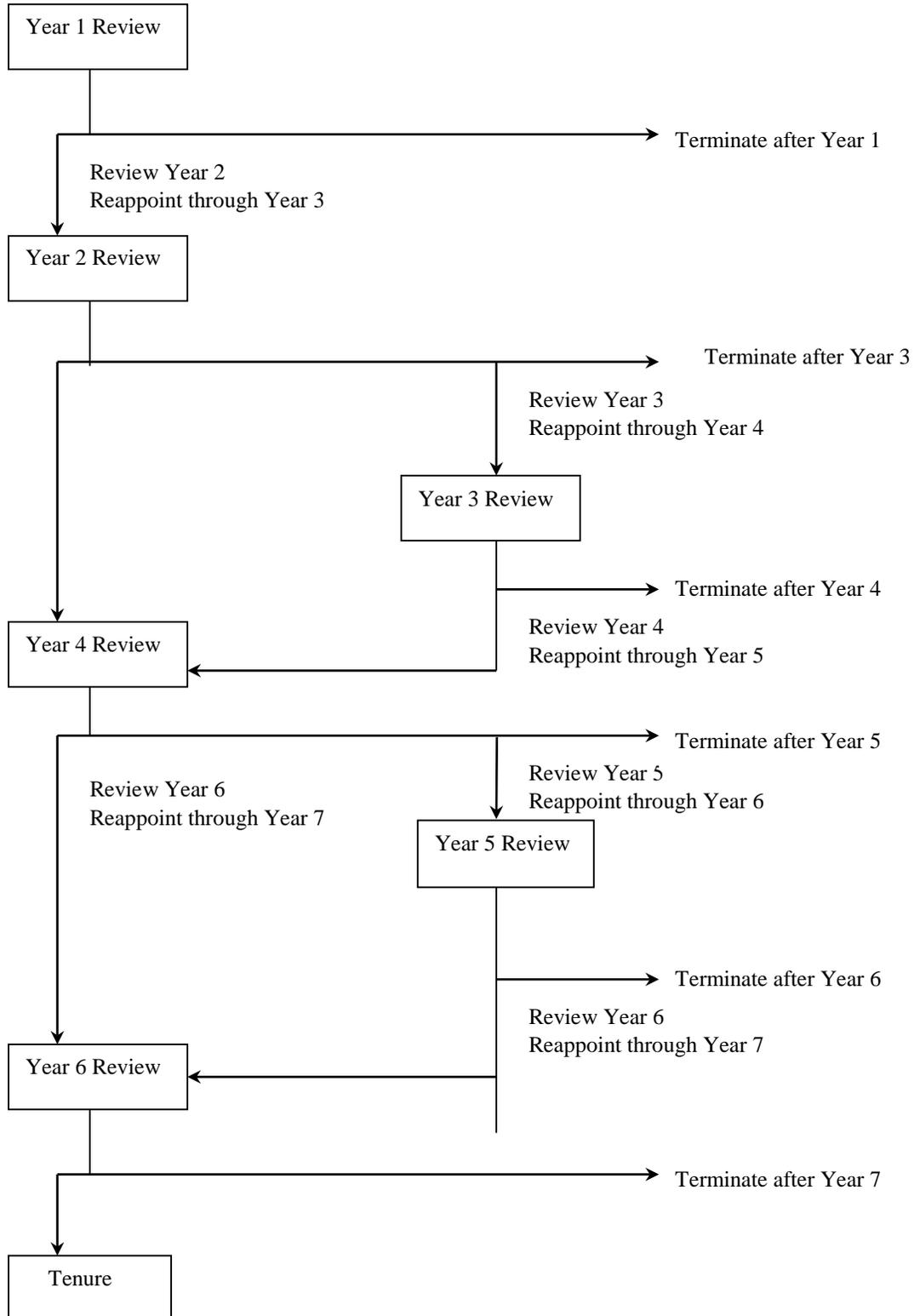
Terminal Degree

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.

FLOW CHART FOR FACULTY REAPPOINTMENTS



B. Items for Information

The changes in appointments and reappointments listed below are for the information of members of the Board of Trustees.

REAPPOINTMENTS

1. Faculty

College of Health Sciences

<u>Name</u>	<u>Rank</u>	<u>Appointment Period</u>
<i>Family Medicine Residency Program - Casper</i>		
Deiss, Zachory F.	Clinical Associate Professor	07/01/2015 to 06/30/2016
Dunn, Mesha	Clinical Assistant Professor	07/01/2015 to 06/30/2016
Karnes, Sharon	Clinical Associate Professor	07/01/2015 to 06/30/2016
Kirsch, Caroline	Clinical Assistant Professor	07/01/2015 to 06/30/2016
Miller, Michael	Clinical Associate Professor	07/01/2015 to 06/30/2016
Radosevich, Thomas	Clinical Associate Professor	07/01/2015 to 06/30/2016
Robitaille, Beth C.	Clinical Professor	07/01/2015 to 06/30/2016
Sievers, Karlynn	Clinical Assistant Professor	07/01/2015 to 06/30/2016
Veauthier, Brian	Clinical Associate Professor	07/01/2015 to 06/30/2016
Works, Cindy	Clinical Assistant Professor	07/01/2015 to 06/30/2016
<i>Family Medicine Residency Program - Cheyenne</i>		
Broomfield, Kimberly R.	Clinical Associate Professor	07/01/2015 to 06/30/2016
Cottam, Tamara	Clinical Assistant Professor	07/01/2015 to 06/30/2016
Healey, John P.	Clinical Associate Professor	07/01/2015 to 06/30/2016
<i>WWAMI</i>		
Doherty, Alison	Clinical Assistant Professor	07/01/2015 to 06/30/2016
<i>School of Pharmacy</i>		
Hilaire, Michelle	Clinical Associate Professor	07/01/2015 to 06/30/2016
Biehle, Lauren	Clinical Assistant Professor	07/01/2015 to 06/30/2016
Carrico, Catherine	Clinical Assistant Professor	07/01/2015 to 06/30/2016
Fox, Lanae	Clinical Assistant Professor	07/01/2015 to 06/30/2016
Harshberger, Cara	Clinical Assistant Professor	07/01/2015 to 06/30/2016
Hornecker, Jaime	Clinical Assistant Professor	07/01/2015 to 06/30/2016
Krueger, Janelle	Clinical Associate Professor	07/01/2015 to 06/30/2016
Linn, Becky	Clinical Assistant Professor	07/01/2015 to 06/30/2016
Mann, Allison	Clinical Assistant Professor	07/01/2015 to 06/30/2016

Myran, Leena	Clinical Assistant Professor	07/01/2015 to 06/30/2016
Nguyen, Thanh-Nga	Clinical Assistant Professor	07/01/2015 to 06/30/2016
Onysko, Mary	Clinical Associate Professor	07/01/2015 to 06/30/2016
Vandiver, Jeremy	Clinical Assistant Professor	07/01/2015 to 06/30/2016
Woods, Tonja	Clinical Assistant Professor	07/01/2015 to 06/30/2016
<i>School of Nursing</i>		
Gilman-Kehrer, Esther	Clinical Assistant Professor	07/01/2015 to 06/30/2016
McGee, Nancy	Clinical Assistant Professor	07/01/2015 to 06/30/2016
Proctor, J'Laine	Clinical Assistant Professor	07/01/2015 to 06/30/2016
Steiner, Susan	Clinical Associate Professor	07/01/2015 to 06/30/2016

3. Committee of the Whole- CONSENT AGENDA
Master List of Degrees, Jones

CHECK THE APPROPRIATE BOX(ES):

- Work Session
- Education Session
- Information Item
- Other Specify: 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. The Office of Academic Affairs maintains this list and presents it to the Board for confirmation.

The current Masters List contains several changes compared to the list confirmed by the Board in November 2014. New additions to the list include the Bachelor of Arts in African American Diaspora Studies, which was created after concerted efforts in the College of Arts & Sciences to hire faculty and refine course offerings to support an interdisciplinary program that is important for UW and the state. The Master of Science in Health Science Administration was designed to meet a healthcare market demand for individuals trained in Pharmacy Administration. This degree will help pharmacists and other healthcare workers distinguish themselves in a tight job market. The College of Education has eliminated the Bachelor of Arts in Elementary and Special Education, the Bachelor of Arts in Special Education, the Bachelor of Science in Trades and Industrial Education, and the Education Specialist degree as these programs have been updated to new programs and currently have no students enrolled. The Master of Science/Master of Arts in Interdisciplinary Studies has been deleted. Two graduate certificates, Nurse Educator and the Program in College Teaching have also been deleted at the request of the College.

In addition to those new degrees, the Board of Trustees have previously approved the following, including the creation of the Bachelor of Arts in Art History, the Psychology Department changing the Bachelor of Arts in Psychology to a Bachelor of Science in Psychology. The Bachelor of Science in Clinical Laboratory was approved by the Board last year. For accreditation purposes, this degree should be titled Bachelor of Science in Medical Laboratory Science, which has been updated on this list.

ACTION REQUIRED AT THIS BOARD MEETING:

The Board is asked to approve the updated Master List of Degrees and Majors – 2015.

PRESIDENT'S RECOMMENDATION:

The President recommends approval.

UNIVERSITY OF WYOMING
MASTER LIST OF DEGREES AND MAJORS

as authorized by the Trustees

May 2015

Prepared by the Office of Academic Affairs

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. Degrees and Certificates deleted from previous Master Lists are highlighted in yellow and crossed out. New Degrees and Certificates have been highlighted in green.

COLLEGE OF AGRICULTURE & NATURAL RESOURCES

Bachelor of Applied Science #

Organizational Leadership

Bachelor of Science #

Agricultural Business

Agricultural Communications

Agroecology

Animal and Veterinary Science

Molecular Biology

Rangeland Ecology and Watershed Management

Bachelor of Science in Family and Consumer Sciences

Master of Arts #

Molecular Biology

Master of Science #

Agricultural and Applied Economics

Agronomy

Animal and Veterinary Science

Entomology

Family and Consumer Sciences

Food Science and Human Nutrition (*interdisciplinary*)

Molecular Biology *

Rangeland Ecology and Watershed Management

Soil Science

Doctor of Philosophy #

Agronomy

Animal and Veterinary Science

Entomology

Molecular Biology

Rangeland Ecology and Watershed Management

Soil Science

* = This major counted under previously listed degree in this college (College of Agriculture & Natural Resources)

= This listing not counted as a separate major

COLLEGE OF ARTS & SCIENCES

Bachelor of Arts #

African and American Diaspora Studies

American Indian Studies

American Studies

Anthropology

Art

Art History

Chemistry

Communication

Criminal Justice

English

French

Geography

Geology and Earth Sciences

Gender and Women's Studies

German

History

Humanities/Fine Arts

International Studies

Journalism

Mathematics

Mathematics/Science

Music

Philosophy

Physics

Political Science

Psychology

Religious Studies

Russian

Self-Designed Major

Social Science

Sociology

Spanish

Statistics

Theatre and Dance

Bachelor of Fine Arts #

Art *

Theatre and Dance *

Bachelor of Music #

Music Education

Music Performance

* = 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 & SCIENCES (cont.)

Bachelor of Science #

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

Master of Arts #

American Studies (*interdisciplinary*)
Anthropology
Communication
English
French
Geography
German
History
International Studies (*interdisciplinary*)
Mathematics
Philosophy
Political Science
Psychology
Sociology
Spanish

Master of Arts in Teaching #

History *
Mathematics *

Master of Fine Arts in Creative Writing

* = 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 & SCIENCES (cont.)

Master of Music

Master of Music Education

Master of Planning (Community and Regional)

Master of Public Administration

Master of Science #

Botany
Chemistry
Geology
Geophysics
Mathematics *
Natural Science (*interdisciplinary*)
Physics
Psychology *
Statistics
Zoology and Physiology

Master of Science in Teaching #

Chemistry *
Geography *
Mathematics *
Natural Science (*interdisciplinary*) *
Physics *

Doctor of Philosophy #

Anthropology
Botany
Chemistry
Geology
Geophysics
Mathematics
Physics
Psychology
Statistics
Zoology and Physiology

* = 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 BUSINESS

Bachelor of Science #

Accounting
Business Administration
Business Economics
Economics#
Finance
Management
Marketing

= This listing not counted as a separate major

COLLEGE OF BUSINESS (cont.)

Master of Business Administration#

Business Administration
Business Administration- Executive #
Energy Management

Master of Science #

Accounting
Economics
Economics and Finance
Finance

Doctor of Philosophy #

Economics
Management and Marketing

= 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 #

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

Master of Arts #

Education

Master of Science #

Counseling
Education *
Natural Science (*interdisciplinary*) *

~~***Education Specialist***~~

Doctor of Education

Doctor of Philosophy #

Counselor Education and Supervision
Curriculum and Instruction
Education #

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

= This listing not counted as separate major

COLLEGE OF ENGINEERING AND APPLIED SCIENCE

Bachelor of Science in Architectural Engineering
Bachelor of Science in Chemical Engineering
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 Energy Systems Engineering
Bachelor of Science in Mechanical Engineering
Bachelor of Science in Petroleum Engineering
Master of Science #

Architectural Engineering
Atmospheric Science
Chemical Engineering
Civil Engineering
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

= This listing not counted as a separate major

COLLEGE OF HEALTH SCIENCES

Bachelor of Science #

Clinical Laboratory
Kinesiology and Health Promotion
Medical Laboratory Science
Physical Education Teaching
Speech, Language and Hearing Sciences

Bachelor of Science in Dental Hygiene

Bachelor of Science in Nursing

Bachelor of Social Work

= This listing not counted as a separate major

COLLEGE OF HEALTH SCIENCES (cont.)

Master of Science #

Health Services Administration

Kinesiology and Health

Nursing

Speech-Language Pathology

Master of Social Work

Doctor of Nursing Practice

Doctor of Pharmacy

= This listing not counted as a separate major

COLLEGE OF LAW

Juris Doctor

SCHOOL OF ENVIRONMENT & NATURAL RESOURCES

Bachelor of Science #

Environment and Natural Resources/{affiliated major}

CROSS-COLLEGE INTERDISCIPLINARY UNDERGRADUATE DEGREES

Bachelor of Science #

Earth Systems Science with a concentration in {affiliated major}

Energy Resource Management and Development

Microbiology

= This listing not counted as a separate major

CROSS-COLLEGE INTERDISCIPLINARY GRADUATE DEGREES

Juris Doctor/Master of Arts in Environment and Natural Resources #

Juris Doctor/Master of Public Administration #

= This listing not counted as a separate major

ACADEMIC AFFAIRS

Master of Arts #

Geography/Water Resources #

Interdisciplinary Studies

Master of Science #

Agricultural and Applied Economics/Water Resources #

Biomedical Sciences

Botany/Water Resources #

Civil Engineering/Water Resources #

Economics/Water Resources #

Geology/Water Resources #

Interdisciplinary Studies*

Neuroscience

Rangeland Ecology and Watershed Management/Water Resources #

Soil Science/Water Resources #

Zoology and Physiology/Water Resources #

Master of {affiliated degree}/Environment and Natural Resources #

Doctor of Philosophy #

Biomedical Sciences

Ecology

Hydrologic Science

Molecular and Cellular Life Sciences

Neuroscience

* = This major counted under previously-listed degree in this unit (Academic Affairs)

= This listing not counted as a separate major

Aggregate list of certificates offered at UW May 2014

Graduate certificates

American Studies
Early Childhood Mental Health
English as a Second Language
K-12 Special Education
Literacy
Music Performance
Nurse Educator
Online Instruction
Online Play Therapy
Program in College Teaching
Reclamation and Restoration Ecology
School District Superintendent
School Principalship
School Social Work
Teachers of American Indian Children
Teaching Elementary School
Teaching Middle School Math
Teaching Middle School Science
Teaching Secondary Content

Undergraduate certificates

Early Childhood Program Director
Geographic Information Science & Technology
Land Surveying

4. Committee of the Whole- CONSENT AGENDA

AGENDA ITEM TITLE:

Approval of Standing Committees and Modifications to the Bylaws of the Trustee, Miller

CHECK THE APPROPRIATE BOX(ES):

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

BACKGROUND AND POLICY CONTEXT OF ISSUE:

Please see the work session section of the report for this information.

5. Committee of the Whole- CONSENT AGENDA

Revisions to UW Regulations, Miller/Jones

- **“Revisor’s Bill” – Approval of Changes to UW Regulations 6-400, 6-711, 7-490, 7-510, 7-530, and 7-560 – Miller**
- **UW Regulation 1-102**
- **SB 330, A Bill to Revise UW Regulation 5-803, *Reappointment, Tenure and Promotion Procedures for University Faculty* – Jones**
- **SB 334, A Bill to Revise UW Regulation 6-404, *University Undergraduate Degree Requirements*– Jones**
- **SB 335, A Bill to Revise UW Regulation 8-238, *Procedures for Change of Registration*– Jones**
- **SB 333, A Bill to Revise UW Regulation 6-805(3)(d) Regarding Dual Degrees Awarded by the College of Law – Jones**

CHECK THE APPROPRIATE BOX(ES):

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

“Revisor’s Bill” – Approval of Changes to UW Regulations 6-400, 6-711, 7-490, 7-510, 7-530, and 7-560, Miller

BACKGROUND AND POLICY CONTEXT OF ISSUE:

At the July 2014 Board meeting, the University introduced a “Revisor’s Bill,” asking that at each of the next several Board meetings, the Board consider modifications to existing regulations that contain inadvertent errors and omissions, obsolete references, and do not reflect current practice. These revisions are not substantive. All such revisions will be distributed to all Vice Presidents, the Faculty Senate, the Staff Senate and ASUW for review and comment in advance of submission to the Board.

Any substantive changes to any UW Regulation will be presented separately and will not be included in any “Revisor’s Bill” submission. Note too that the legal office will also ensure that all regulations follow consistent numbering conventions for subsections, paragraphs and subparagraphs.

The proposed modifications for this meeting relate to Academic Policy (section 6) and Regulations of Academic Units (section 7) and include the following:

- 6-400:** All-University Policy Governing Class Size
- 6-711:** Honor Roll and Graduation
- 7-490:** Regulations of the American Heritage Center
- 7-510:** Regulations of the College of Arts Sciences
- 7-530:** Regulations of the College of Business

7-560: Regulations of the College of Health Sciences

PRIOR RELATED BOARD DISCUSSIONS/ACTIONS:

The "Revisor's Bill" was introduced at the July 2014 Board retreat. The Board approved changes to UW Regulations 1-1, 1-2, 1-3, 1-5, 1-44, 1-101, and 1-102 on July 17, 2014. The Board approved changes to UW Regulations 1-34, 2-1, 2-32, 2-39, 2-178, 2-181, 2-245, 3-33, 3-105, 3-176, 3-177, 3-179, 3-255, 3-641, 3-650, 3-690, 4-1, 4-2, 4-174, and 4-175 on September 12, 2014. The Board approved changes to 8-1, 8-2, 8-30, 8-229, 8-231, 8-234, 8-238, 8-242, 8-243, 8-244, 8-246, 8-247, 8-248, 8-249, 8-250, 8-253, and 8-254 on November 14, 2014. The Board approved changes to 8-38 on February 9, 2015.

WHY THIS ITEM IS BEFORE THE BOARD:

UW Regulation 1-101 requires that any modification to UW Regulations must be approved by the Board.

ACTION REQUIRED AT THIS BOARD MEETING:

Board approval or disapproval of the modifications to the Regulations.

PRESIDENT'S RECOMMENDATION:

The President recommends approval.

UW REGULATION 6-400
All-University Policy Governing Class Size

I. POLICY

The All-University policy governing class size, ~~as amended,~~ reads as follows:

Undergraduate student courses have numbers at the 1000, 2000, 3000, and 4000-levels. Graduate student courses have numbers at the 5000 and 6000-levels. "Dual-listed" courses bear both the 4000 and the 5000-level numbers and can be taken by undergraduate (register for 4000-level number) and by graduate students (register for 5000-level number). "Stacked courses" occur in a few academic departments (e.g., Music) populated by common, nested skills-based classes. For example, students of a particular musical instrument will have different skill levels appropriate for courses at the 1000, 2000, 3000, 4000, and 5000-level. In a Stacked-class all of the students registered for the 1000 to 5000-level courses meet with the instructor for class instruction at the same time. Thus, the stacked course enrollment is the sum total of enrollments for all combined levels.

Undergraduate and graduate course are also classified into either group-instruction, or individualized-instruction. Group-instruction, or Group 1 classes include: Lecture, Laboratory, Discussion, Seminar, Recitation, and Studio. Individualized-instruction or Group 2 classes include: Lesson, Internship, Clerkship, Practicum, Independent Study, Independent Research, Thesis Research, Dissertation Research, and Continuing Registration.

UW Regulation 6-400 only applies to Group 1 courses offered during the fall and spring semesters. Summer session is self-supporting, thus summer session class size policy is driven more by market and profit considerations at the individual department level.

- A. When, for any fall or spring semester ~~or summer term,~~ the enrollment in a ~~lecture-type~~ Group 1 class in a course numbered ~~300-499~~ 1000-4000 is less than ten students, the head of the department offering the course must justify the offering for that enrollment period to the dean of the college in which the department is located. Should the dean of the college fail to concur in the justification, the class shall be cancelled. Classes should not be offered at the ~~300 or 400~~ 1000 to 4000 level for less than five students.
- B. When, for any ~~regular~~ fall or spring semester, the enrollment in a ~~lecture-type~~ Group 1 class in a course numbered 5000 or 6000 is less than five students, the head of the department offering the course must justify the offering for that enrollment period to

the dean of the college in which the department is located. Should the dean of the college fail to concur in the justification, the class shall be cancelled.

- C. Any dual-listed Group 1 courses/sections with less than 10 total students and less than 5 graduate students require the Department Head or Program Director to provide written justification for offering the course/section during the upcoming semester. Should the college dean fail to concur in the justification, the class shall be cancelled.

Source:

University Regulation 400, Revision 1; adopted 7/17/08 Board of Trustees meeting

UW REGULATION 6-711 Honor Roll and Honor Graduation

I. PURPOSE.

To ~~incorporate the provisions of Faculty Senate Bill 283 and~~ provide for Honor Roll recognition to exceptional students ~~by enhancing the reward substructure.~~

II. DIRECTIVE.

- A. It is the intent of this regulation to continue the President's Honor Roll, ~~and~~ the Dean's Honor Roll, ~~to establish a the~~ Vice President for Academic Affairs Honor Roll (Provost's Honor Roll), and ~~to continue the~~ Honor Graduation at the University of Wyoming as follows.
- B. To be eligible for the President's Honor Roll and the Dean's Honor Roll a student must complete a minimum of 12 credit hours graded on ~~a basis of an~~ A, B, C, D, F, A-F grading scale, and the student can have no semester grade of ~~XI~~.
- C. Students satisfying the requirements of b. and who have a grade point average (GPA) of 4.00 will be named to the President's Honor Roll.
- D. Freshman students satisfying the requirements of b. and who have a GPA of 3.25 or better and Sophomore, Junior and Senior students satisfying the requirements of b. and with a GPA of 3.40 or better will be named to the Dean's Honor Roll.
- E. To be eligible for the Vice President for Academic Affairs Honor Roll (Provost's Honor Roll) a student must complete a minimum of 6 credit hours, but fewer than 12 credit hours, of which at least 6 credit hours must be graded on ~~a basis of A, B, C, D, F, an~~ A-F grading scale, and the student can have no semester grade of ~~XI~~.
- F. Students satisfying the requirements of e. and who have a GPA of 3.50 or better will be named to the Vice President for Academic Affairs Honor Roll (Provost's Honor Roll).
- G. The exceptions to B., C., and D. are:
 1. In a semester in which a student is student teaching the student must be enrolled in a minimum of 12 credit hours, at least 7 of which must be graded on a basis of A, B, C, D, F, and the student can have no semester grade of ~~XI~~.

2. In the College of Law, students are eligible for the President's Honor Roll and the Dean's Honor Roll when enrolled in a minimum of ~~13-12~~ credit hours of law courses. In the College of Law, a GPA of 3.25 or better is required for first-year students and a GPA of 3.40 or better is required for second and third year students for the Dean's Honor Roll.

H. A degree is awarded with honor upon fulfillment of the following requirements:

1. Designations of summa cum laude, magna cum laude, and cum laude will be added to baccalaureate academic transcripts and diplomas of graduating students earning at least 48 UW credit hours (of which 45 hours must be ~~for A-F grade~~ graded on an A-F grading scale) based on the following percentages:

- a. Top 1% summa cum laude
- b. Next 4% magna cum laude
- c. Next 5% cum laude

as computed from the grade point averages of graduating students in each college. Honors graduates will be identified by comparison to a 5-year rolling grade point distribution computed for each college, to be recomputed annually each spring semester. These designations began with the fall 2000 semester and are not retroactive.

2. ~~A The degree of Juris Doctorate is awarded with honors by the University of Wyoming to a student who graduates with scholarship in law of unusual excellence as defined by the College of Law if the student achieves a grade point average of 3.4 or better on all resident credit in the College of Law.~~

3. A Doctor of Pharmacy is awarded with honor by the University of Wyoming to a student who graduates with scholarship in pharmacy of unusual excellence as defined by the School of Pharmacy.

III. ADMINISTRATION OF HONOR ROLLS:

The Honor Rolls will be administered by Registration and Records, the President, Vice President for Academic Affairs and college deans, and publicized by the University.

Source:
University Regulation 711, Revision 2; adopted 7/17/08 Board of Trustees meeting

UW REGULATION 7-490

Regulations of the American Heritage Center

I. PURPOSE-

To ~~promulgate~~establish the ~~mission, policies, and regulations~~ of the American Heritage Center ~~as drafted by its faculty and senior staff.~~(AHC).

~~2. REGULATIONS OF THE AMERICAN HERITAGE CENTER~~

~~I. PURPOSE AND STANDARDS~~

II. MISSION

The ~~American Heritage Center (AHC)~~AHC is the repository for the University of Wyoming's ~~special collections. These include the University's rare books library, a large manuscript collection, and the University's archives.~~rare books library, a large manuscript collection, and the university's archives. ~~The AHC's mission is twofold: (1) to preserve a clearly defined set of primary sources and rare books reflecting the written, image, and audio history of Wyoming, the Rocky Mountain region, and select aspects of the American past and (2) to make these resources accessible to all. Through this mission, the AHC plays an active and creative role in the teaching, research, and service missions of the university.~~

The AHC acquires and manages its collections in accordance with ~~prevailing~~applicable professional standards, ~~federal and state statutes, university laws, and UW Regulations, and relevant federal law.~~ Among the guiding standards and practices are those defined by the Society of American Archivists, the American Library Association (and in particular its Rare Books and Manuscripts Section and Association of College and Research Libraries Division), the Association of Research Libraries, the American Association of Museums ~~(particularly regarding deaccessioning)~~, the Oral History Association, and the National Association of Government Archivists and Records Administrators. The AHC adheres to a written collection management policy and a written collecting policy, both of which are available for review by the public on the AHC web site. The AHC cooperates with other collecting units on campus (particularly the Libraries and Art Museum), in the state (particularly the Wyoming State Archives and the Buffalo Bill Historical Center), in the region (particularly the major manuscript repositories in Colorado), and in the nation.

The AHC's mission is twofold: (1) to preserve a clearly defined set of primary sources and rare books reflecting the written, image, and audio history of Wyoming, the Rocky Mountain region, and aspects of the American past and (2) to make these resources accessible to all. Through this mission, the AHC plays an active and creative role in the teaching, research, and service mission of the University.

~~ADMINSTRATIVE~~The AHC adheres to a written collection management policy and a written collecting policy, both of which are available for review by the university community and the public on the AHC web site. The AHC cooperates with other collecting units on campus (particularly the UW Libraries and UW Art Museum), in the state (particularly the Wyoming State Archives and the Buffalo Bill Historical Center), in the region (particularly the major manuscript repositories in Colorado), and in the nation.

H.III. II-ADMINISTRATIVE ORGANIZATION

A. DIRECTOR—APPOINTMENT, DUTIES AND RESPONSIBILITIES

A. Director

The ~~American Heritage Center~~AHC shall be headed by a Director. The Director shall report to the Vice President for Academic Affairs and shall be responsible for all matters related to the administration of ~~American Heritage Center~~AHC programs.

The Director shall have oversight of the AHC ~~faculty~~Faculty. In this capacity, the Director shall preside at special meetings of the AHC ~~faculty~~Faculty, encourage ~~faculty~~Faculty development, and make recommendations to the Vice President for Academic Affairs concerning initial appointments, reappointments, extended term appointments and promotions. The Director shall be the Records Officer for the University.

~~The Director shall be the Records Officer for the university, as defined by Wyoming statutes.~~

B. ASSOCIATE AND ASSISTANT DIRECTORS—APPOINTMENT, DUTIES AND RESPONSIBILITIES

The Director or the Director's designee may convene general meetings for all officers, Faculty, and staff for the purposes of providing a forum for the discussion of issues within the AHC's organization and programs, for sharing information generally, and for encouraging consultation.

B. Associate and Assistant Directors

The Director may appoint Associate or Assistant Directors in accordance with ~~University~~UW regulations. They shall perform such functions as the Director of the ~~American Heritage Center~~AHC may assign.

C. DEVELOPMENT COORDINATOR—APPOINTMENT, DUTIES AND RESPONSIBILITIES

—Development Coordinator

~~The Director may appoint a Development Coordinator, to serve as the departmental development officer planning and implementing annual fundraising and identifying, researching, designing and implementing strategies to cultivate and solicit major gift prospects. The Development Coordinator will serve as the liaison with the UW University Foundation and will help coordinate AHC special programs and public relations efforts.~~

~~D. UNIVERSITY ARCHIVIST— APPOINTMENT, DUTIES AND RESPONSIBILITIES~~

C. University Archivist

The Director ~~will~~may appoint a member of the AHC ~~faculty~~Faculty, with specific knowledge and skills relating to records management, to the position of University Archivist. The University Archivist will assist in assessing functions related to managing information at the University, particularly electronic data, to make certain that departments and programs are 1) consistent in following procedures for managing information, 2) complying with state public record laws, and 3) ensuring long-term preservation of administratively and historically valuable material by verifying completion and fulfillment of records retention schedules. The University Archivist shall participate in the decision-making process for different University electronic information management systems to ensure the systems meet legal and administrative requirements and best practices for recordkeeping.

~~E. DEPARTMENT HEADS AND SENIOR STAFF— APPOINTMENT, DUTIES AND RESPONSIBILITIES~~

D. Department Heads

The Director may appoint department heads in accordance with UW Regulations. The primary role of a department head is that of a manager responsible for planning, organizing, staffing, directing, coordinating, budgeting and evaluating within an assigned area.

III-IV. COMMITTEES AND TASK FORCES

- A. The Director will designate appropriate AHC personnel to form an advisor's committee, which shall be convened by the Director on a regular basis to advise the Director and to disseminate information passed on by the Director. The department heads, the Associate and Assistant Directors, the Development Coordinator, and the University Archivist constitute the AHC's Senior Staff. The Senior Staff constitutes a standing advisory committee to the Director and shall be convened by the Director of the American Heritage Center on a regular basis.
- B. AHC Faculty shall elect representatives for three-year terms to the University Tenure and Promotion committee. Members of this committee must hold an extended term appointment.

C. ~~The AHC Faculty may establish standing committees and task forces to manage Faculty issues and to contribute professional expertise to the management of the AHC and the University. The Faculty may also nominate and/or elect members for AHC-wide or University-wide committees where membership is restricted to either the AHC Faculty or University Faculty.~~ **COMMITTEES**

D. The Director of the AHC may appoint standing or ad hoc committees and task forces as necessary. Committees required within departments of the Center may be appointed and charged by appropriate department heads. Committee functions shall not usurp the functions, duties or responsibilities of administrative officers, managers or supervisors.

~~IV.V. III~~ **AHC FACULTY**

A. ~~Archivists and librarians at the AHC are members of the university faculty, typically holding fiscal year appointments.~~ **Membership**

~~The Faculty~~ ~~They are ineligible for tenure.~~

~~AHC faculty members are hired and promoted primarily on the basis of professional skills and accomplishments associated with the archives. Their responsibilities include~~

- ~~• acquiring original resource material to support academic research and teaching,~~
- ~~• organizing the material physically and intellectually so that it can be used by researchers (students, faculty, outside scholars, and members of the public), and~~
- ~~• providing personalized instruction (through educational programs, bibliographic instruction, and one to one tutoring) to faculty, students and others in how to use these materials.~~

~~The successful performance of these roles requires AHC faculty be informed of, involved in and responsive to the needs of the academic community. In supporting teaching and research, promoting learning, and performing service, AHC faculty act in a role that is at once professional, educational, scholarly, and administrative.~~

~~As a part of their job responsibilities, members of the AHC faculty are expected to demonstrate continuing professional development.~~

A. MEMBERSHIP

1. ~~The faculty~~ of the AHC shall include the President of the University and the Vice President for Academic Affairs, ex-officio without vote; the Director, and all members of the AHC ~~faculty~~ **Faculty** serving at the ranks of assistant archivist, associate archivist and archivist.

B. CLASSIFICATION, AUTHORIZATION, AND RECRUITMENT

-
2. ~~1. Classification and Authorization of Positions.~~ Filling an AHC ~~faculty~~ Faculty position requires a request and authorization by the Vice President for Academic Affairs, as well as approval by the AHC Director. The request must describe (1) whether the position is to be temporary or extended-term-track, (2) the proposed starting rank and salary, (3) the length of the probationary period if the position is on the extended-term track, (4) the source of funding for the position if it is temporary, and (5) the duties and responsibilities associated with the position. AHC Faculty searches shall be conducted in accordance with UW regulations and policies.

~~2. Recruitment. University policies related to equal employment opportunity and affirmative action shall apply to AHC faculty searches and appointments. Searches may be national, regional, or local in scope, depending upon the nature of the position. Searches to fill extended term track positions must be at least regional in scope.~~

C. GENERAL EMPLOYMENT PROVISIONS

3. ~~1). Rank.~~ Appointment as an AHC ~~faculty~~ Faculty member requires ~~an appropriate terminal professional degree;~~ a master's degree in library science and/or information science from a program accredited by the American Library Association (ALA), or a master's degree in history, American studies, or related field, typically including at least four graduate courses in archives administration, rare books curatorship, or special collections librarianship, or an appropriate equivalent. In special cases, ~~the~~ Director, in consultation with the Vice President for Academic Affairs, may consider professional experience as an additional requirement or as a requirement ~~in lieu of formal academic degrees.~~
4. The appointing authority for AHC Faculty positions is the AHC Director. Appointments require approval by the Vice President for Academic Affairs and authorization by the Board of Trustees. The appointment letter will specify the initial conditions of employment, including the rank, salary, benefits, and status as an extended-term-track or temporary employee.

B. Powers and Duties

1. Each AHC Faculty member will have a job description that includes a description of duties, proportion of time allocation, and standards expected of the Faculty member. Job descriptions may vary among employees. Development of and changes in job descriptions are the responsibility of the department head but will include consultation with the incumbent and approval by the Director. Job descriptions may be revised at any time during the appointment period. All changes in a job description will be reported to the office of the Vice President for Academic Affairs.

2. As a part of their job responsibilities, members of the AHC Faculty are expected to demonstrate continuing professional development.
3. Members of the AHC Faculty shall be eligible for nomination and election to the Faculty Senate in accordance with UW Regulation 6-700.

RanksAHC faculty ranks are as follows:

ASSISTANT ARCHIVIST
ASSOCIATE ARCHIVIST
ARCHIVIST

~~The following paragraphs briefly describe the expectations associated with each rank.~~

C. ¶

1. There are three ranks of Faculty in AHC (1) Assistant Archivist, (2) Associate Archivist, and (3) Archivist.

~~1.2. The assistant archivist rank designates~~ the beginning level of archives administration and special-collections curatorship and generally requires little or no professional experience. It requires adequate performance according to expectations of assigned archives administration, and special collections curatorship, scholarship, extension, service, and all the other obligations of an AHC Faculty member.

~~b) Associate Archivist: This~~ The associate archivist rank designates a ~~faculty~~ Faculty member who has established a reliable track record and demonstrates commitment to continued excellence. ~~Associate Archivists are not required to seek and achieve additional promotion in rank in order to secure additional extended terms.~~

- 2.3.i. It requires consistent expert professional performance, active participation in the profession, and sound scholarship. This rank carries the expectation of continuing professional development or experience (though additional degrees are not required). Five full years of experience as an Assistant Archivist at the University, or its equivalent, is normally required for appointment or advancement to this rank.
- ii. Five full years of experience as an Assistant Archivist at the University of Wyoming, or its equivalent, is normally required for appointment or advancement to this rank. This means that Assistant Archivists are reviewed for promotion to Associate Archivist during their sixth year, with their appointment to Associate Archivist coming into effect at the beginning of the seventh year.

~~e) Archivist: Appointment or promotion to this~~

- ~~3. The archivist rank is reserved for individuals who have made distinctive contributions over a significant period of time. Promotion decisions for Associate Archivist are not tied to years of service. Instead, they this level is hingecontingent on the scope, depth, and level of national or international recognition of the candidate's contributions to archives administration and special collections curatorship, teaching, service, or scholarly or creative work. Associate Archivists seeking promotion to archivist normally undergo a period of additional professional growth commensurate in significance with that required to earn extended term appointment but demonstrating a substantially greater level of professional and scholarly accomplishment.~~

~~4.~~

~~Additional details regarding criteria for promotion or appointment to each rank will be found in the AHC's "Guidelines For Reappointment, Extended Term, and Promotion: An AHC Faculty Supplement To UW Regulation 7.490."~~

~~2). Appointment Process. The appointing authority for AHC faculty positions is the AHC Director. Appointments require approval by the Vice President for Academic Affairs and authorization by the Board of Trustees. The appointment letter will specify the initial conditions of employment, including the rank, salary, benefits, and status as an extended term-track or temporary employee.~~

~~9.4.3). Job Descriptions. Each AHC faculty member will have a job description that includes a description of duties, proportion of time allocation, and standards expected of the faculty member. Job descriptions may vary among employees. Development of and changes in job descriptions are the responsibility of the department head but will include consultation with the incumbent and approval by the Director. Job descriptions may be revised at any time during the appointment period. All changes in a job description will be reported to the office of the Vice President for Academic Affairs.~~

D. 4). Performance Reviews:

Each archivist, whether on temporary, probationary, or extended term appointment, will undergo periodic performance reviews. Each such review will include a review of the job description.

The purposes of performance review are 1) to evaluate the employee's effectiveness in fulfilling the responsibilities in the job description, 2) to document professional growth and development, and 3) to establish goals for the future.

D. CRITERIA FOR APPOINTMENTS

E. Criteria for Appointments

The main criteria for appointment, reappointment, and extended term appointment for AHC ~~faculty~~ Faculty members are contributions to the main functions of academic archives: administration and special collections curatorship; teaching and instructional support; scholarship; ~~and service to the university, the state of Wyoming, and the archival and related professions; and professional development.~~ ~~The programmatic needs and directions of the AHC and the University will be considered in reappointment and extended term appointment cases.~~ Additional details regarding criteria for promotion or appointment can be found in the AHC's "Guidelines For Reappointment, Extended Term, and Promotion: An AHC Faculty Supplement To UW Regulation 7-490."

~~A candidate for appointment, reappointment, or extended term appointment will be evaluated on the quality of the academic and professional functions in the job description. The AHC faculty may adopt more specific guidelines to help in this evaluation. Appointment, reappointment, and extended term appointment will be based on the requirements defined in these regulations, and any applicable supplemental guidelines, adopted by the AHC faculty. They will be based on an evaluation of a candidate's demonstrated ability to succeed in the following core functions:~~

- ~~1) Practice of Archives Administration and Special Collections Curatorship.~~
- ~~2) Instructional Support and Classroom Teaching.~~
- ~~3) Scholarship and Service.~~
- ~~4) Professional Development.~~

E. TYPES OF APPOINTMENTS

F. 1) Temporary Appointments—AHC Faculty appointments

Temporary AHC ~~faculty~~ Faculty appointments may be full-time or part-time. They are for at most one year ~~at a time, and they, but~~ may be renewed.

1. a. Review and Reappointment-

At the end of the term of temporary employment, a temporary AHC ~~faculty~~ Faculty member may be reappointed to a subsequent temporary appointment. ~~The review process for temporary AHC faculty will approximate be similar to that used for tenured faculty's post-tenure review rather than for probationary tenure track faculty.~~ Appointment or reappointment as a temporary AHC ~~faculty~~ Faculty member confers no right to an extended-term-track or extended-term appointment, nor does it preclude subsequent consideration for an extended-term-track appointment through the normal search procedures.

2. b. Promotion-

Since temporary AHC ~~faculty~~Faculty members hold appointments for at most one year at a time, there is no formal promotion review procedure. Instead, if a promotion is appropriate according to the expectations for the category of appointment, the AHC Director may propose one at the time that the appointment is renewed.

3. ~~e.~~ Termination-

If a temporary AHC ~~faculty~~Faculty member is not reappointed at the end of the appointment period, his or her employment will cease at the end of the appointment period. Either the temporary AHC ~~faculty~~Faculty member or the appointing authority may initiate termination of employment before the end of a period of temporary appointment. Such termination requires written notice of the intention to terminate employment and the date of termination. The AHC Director shall forward notice of intent to terminate, with appropriate forms, to the Vice President of Academic Affairs.

G. ~~2.) Extended-Term-Track Appointments- term-track appointments~~

Extended-term-track appointments include extended-term appointments which last five years as well as probationary appointments (of a single year, totaling no more than six years) that may lead to extended-term appointments. They may be full-time or part-time.

1. Extended term appointments

Extended term appointment may be granted to AHC Faculty members who consistently perform the responsibilities as outlined in this regulation and applicable policies. In the case of an individual being appointed initially to the rank of Associate Archivist or Archivist, a minimum of three years in rank is normally required before becoming eligible for extended term appointment.

2. Probationary Period

An AHC Faculty member hired on an extended term track appointment must successfully complete a probationary period, no longer than six years in length, before being eligible to receive an extended term appointment. Credit to be applied toward the probationary period must be specified in writing at the time of initial appointment and approved by the Vice President for Academic Affairs. Probationary periods shorter than five years will be rare. In no case shall credit toward the probationary period exceed three years. In exceptional cases, with the approval of the AHC extended-term and promotion committee, the AHC Director, the Vice President for Academic Affairs, the President, and the Board of Trustees, AHC Faculty may begin their employment with extended term appointments. During their probationary period Faculty members shall be appointed on an annual basis. Mandatory reviews will occur annually through the first five years of employment. Reappointment reviews will

involve detailed, documented assessments of the Faculty member's performance in all elements of the job description. If the annual probationary review results in a decision not to reappoint, the Faculty member shall receive notification of this decision from the Vice President for Academic Affairs.

3. Review and Reappointment

Faculty members with probationary appointments are subject to reappointment reviews every year; ~~faculty~~ Faculty members on extended-term appointments are subject to reappointment every five years. Within the contract period, extended-term-track appointments are terminable only for cause, as defined in UW ~~Regulations~~ Regulation 5-1, or for reasons of budget or program modification or reduction. The process will follow that outlined in University Regulation 5-801 for non-tenured Faculty. Archivists and librarians at the AHC are members of the university Faculty, typically holding fiscal-year appointments. They are ineligible for tenure. ~~faculty.~~

4. Promotion

Although it will often happen that promotion reviews are conducted at the same time as reviews for extended term or extended-term renewal, these types of review need not be simultaneous. The attainment of Associate rank is no guarantee of probationary reappointment, extended-term appointment, or extended-term renewal. The AHC Director shall notify any candidate who receives a negative recommendation for reappointment, promotion, or extended-term appointment or renewal and shall discuss the rationale for the recommendation with the candidate.

5. Appointment, reappointment, and promotion procedures

All reappointment, promotion, and extended term appointment decisions for AHC Faculty shall be made in accordance with a peer review procedure adopted by the AHC Faculty and having at least the following elements:

- a. The AHC Faculty as a whole shall perform the departmental peer review.
- b. Every Faculty member undergoing review will be invited to submit comments to the review committee.

Department heads are required to address the review committee if they intend to make a negative recommendation; department heads are invited to address the review committee in all other circumstances.

6. Sabbatical

Sabbaticals may be granted to any member of the AHC Faculty with extended term appointment for the purpose of increasing the recipient's professional competence and usefulness to the University. Sabbatical time may be used to enhance the practice of AHC administration, research, writing, or study at a place of the recipient's choosing. AHC Faculty whose duties are primarily administrative in nature shall also be eligible for sabbatical.

A minimum of six years of academic service at the University must precede each period of sabbatical although no right accrues automatically through lapse of time. A research leave must meet with approval from the Faculty member's supervisor and the Associate Director. In addition, t
The granting of such sabbatical is, in each case, within the discretion of the Trustees upon the recommendation of the President. A research leave must meet with approval from the Faculty member's supervisor and the Associate Director.

The process, and matters concerning the compensation of Faculty members while on sabbatical leave is detailed in UW Regulations 5-1 and 5-173. An AHC Faculty member who fails to return to the University for at least one calendar year immediately following sabbatical shall be obligated to repay the amount of compensation received from the University during the period of her/his leave.

7. Termination

If an annual review results in a rating of "performing below expectations," the AHC Faculty member will be required to develop and implement a performance improvement plan, subject to the approval of the Director. Failure to implement such a plan successfully can constitute grounds for dismissal. This provision shall not be interpreted in a manner that violates academic freedom.

Aside from non-renewal of extended terms, AHC Faculty members on extended-term appointments may be terminated for cause and due to bona fide financial exigencies of the University as defined in UW Regulation 6-41.

An extended-term-track ~~faculty~~ Faculty member who is not reappointed shall not be retained. In such cases, the individual shall have the right to resign before the end of his or her employment, with the record reflecting only that the employee resigned. Extended-term-track AHC ~~faculty~~ Faculty are entitled to continued employment for a specified period after notification of non-reappointment is sent. This period shall be ~~(1)~~ three months if the employee is in the first year of service, ~~(2)~~ six months if the employee is in the second year of service, and ~~(3)~~ 12 months if the employee has two or more full years of service.

8. Meetings ↗

~~Meetings of the AHC Faculty. Probationary Period. An AHC faculty member hired on an extended-term track appointment must successfully complete a probationary period, no longer than six years in length, before being eligible to receive an extended-term appointment. The purpose of the probationary period is to allow the AHC faculty member to exhibit mastery of major areas of the job duties and to demonstrate convincing promise for continuing professional growth and development, accomplishment, and commitment to the mission of the University.~~

~~Credit to be applied toward the probationary period must be specified in writing at the time of initial appointment and approved by the Vice President for Academic Affairs. Probationary periods shorter than five years will be rare. In no case shall credit toward the probationary period exceed three years. In exceptional cases, with the approval of the AHC extended-term and promotion committee, the AHC Director, the Vice President for Academic Affairs, the President, and the Board of Trustees, AHC faculty may begin their employment with extended-term appointments~~

~~During their probationary period faculty members shall be appointed on an annual basis. Mandatory reviews will occur annually through the first five years of employment. Reappointment reviews will involve detailed, documented assessments of the faculty member's performance in all elements of the job description. Reappointment is contingent both on meritorious performance and on the continued consistency of the position with the University's programmatic needs and priorities.~~

~~If the annual probationary review results in a decision not to reappoint, the faculty member shall receive notification of this decision from the Vice President for Academic Affairs.~~

~~b) Extended-term appointments. Extended-term appointment may be granted to AHC faculty members who consistently perform the responsibilities outlined in their individual job descriptions in a competent, creative, and professional manner; who develop a record demonstrating professional growth in the AHC, the University, and archives administration and special collection curatorship. In the case of an individual being appointed initially to the rank of Associate Archivist or Archivist, a minimum of three years in rank is normally required before becoming eligible for extended-term appointment.~~

The criteria that apply to appointment, reappointment, and promotion, as well as the programmatic needs of the AHC, form the basis for the granting or renewal of an extended term appointment. A level of accomplishment commensurate with a rank higher than Assistant is normally a necessary condition for an extended term appointment. In keeping with the importance of this decision, the faculty member's entire career is examined. An accumulation of accomplishments and evidence of potential are both required.

e) Post-Extended Term Review and Dismissal. Faculty members holding extended term appointments will undergo annual administrative evaluation. In addition, in the fifth year of each extended term they will undergo streamlined peer evaluation for extended term renewal, as specified in this regulation and in the AHC guidelines for "Post-Extended Term Review." If an annual review results in a rating of "performing below expectations," the AHC faculty member will be required to develop and implement a performance improvement plan, subject to the approval of the Director. Failure to implement such a plan successfully can constitute grounds for dismissal. This provision shall not be interpreted in a manner that violates academic freedom.

Aside from non-renewal of extended terms, AHC faculty members on extended term appointments may be terminated for cause and due to bona fide financial exigencies of the University as defined in UW Regulations.

d) Promotion. Although it will often happen that promotion reviews are conducted at the same time as reviews for extended term or extended term renewal, these types of review need not be simultaneous. The attainment of Associate rank is no guarantee of probationary reappointment, extended term appointment, or extended term renewal. The AHC Director shall notify any candidate who receives a negative recommendation for reappointment, promotion, or extended term appointment or renewal and shall discuss the rationale for the recommendation with the candidate.

Promotion in rank will follow a thorough performance review, the general features of which include review by peers, faculty and administrators at the department, college, and university level. Members of the AHC faculty seeking promotion are required to meet all of the expectations for the rank; however, specific expectations may differ for different faculty members.

e. Procedures. All reappointment, promotion, and extended term appointment decisions for AHC faculty shall be made in accordance with a peer review procedure adopted by the AHC faculty and having at least the following elements:

- ~~i. the AHC faculty as a whole shall perform the departmental peer review;~~
- ~~ii. every faculty member undergoing review will be invited to submit comments to the review committee;~~
- ~~iii. department heads are required to address the review committee if they intend to make a negative recommendation; department heads are invited to address the review committee in all other circumstances.~~

~~f. Sabbatical. Sabbaticals may be granted to any member of the AHC faculty with extended term appointment for the purpose of increasing the recipient's professional competence and usefulness to the University. Sabbatical time may be used to enhance the practice of AHC administration, research, writing, or study at a place of the recipient's choosing. AHC faculty whose duties are primarily administrative in nature shall also be eligible for sabbatical.~~

~~A minimum of six years of academic service at the University must precede each period of sabbatical although no right accrues automatically through lapse of time. The granting of such sabbatical is, in each case, within the discretion of the Trustees upon the recommendation of the President.~~

~~The process, and matters concerning the compensation of faculty members while on sabbatical leave is detailed in UW Regulations.~~

~~An AHC faculty member who fails to return to the University for at least one calendar year immediately following sabbatical shall be obligated to repay the amount of compensation received from the University during the period of her/his leave.~~

~~F. FACULTY SENATE~~

~~faculty shall be eligible for nomination and election to the Faculty Senate in accordance with UW Regulation 6 700.~~

~~G. UNIVERSITY TENURE AND PROMOTION COMMITTEE.~~

~~nn. AHC faculty shall elect representatives for three year terms to the University Tenure and Promotion committee, who shall serve as that committee's representatives from university services. Members of this committee must hold an extended term appointment.~~

~~oo-~~

~~pp. H. FACULTY MEETINGS~~

~~qq-~~

~~ff. 1. Time~~

~~55.a.~~ Meetings of the AHC faculty shall be held on a regular basis, ~~but not less than quarterly~~. Special meetings may be called as necessary by the Director on request of the President of the University or the Vice President for Academic Affairs, or by written request of a quarter of the AHC ~~faculty~~ Faculty.

~~2.~~ Presiding Officer

~~uu.b.~~ The chair of the AHC ~~faculty~~ Faculty extended-term and promotion committee, elected by the full ~~faculty~~ Faculty for a two-year term, will preside at all regular meetings of the ~~faculty~~ Faculty. The Director shall preside or appoint a presiding officer for all special meetings of the AHC ~~faculty~~ Faculty. The presiding officer will vote only to break a tie.

~~3.~~ Secretary

~~ww.c.~~ The vice-chair/chair elect of the AHC ~~faculty~~ Faculty T&P committee will serve as secretary. ~~—~~ The secretary's duties shall be to maintain and to disseminate records and other information as may be important for the orderly conduct of ~~faculty~~ Faculty business in accordance with UW Regulations.

~~4.~~ Quorum

~~yy.d.~~ A simple majority of the voting members of the AHC ~~faculty~~ Faculty shall constitute a quorum.

~~5.~~ Rules of Order

~~aaa.e.~~ When appropriate, normal business of the AHC ~~faculty~~ Faculty shall be conducted in accordance with the most recent edition of Robert's Rules of Order.

I. AHC FACULTY COMMITTEES

~~The AHC faculty may establish standing committees and task forces to manage faculty issues and to contribute professional expertise to the management of the AHC and the University. The faculty may also nominate and/or elect members for AHC wide or university wide committees where membership is restricted to either the AHC faculty or University faculty.~~

IX.VI. IV. STAFF

A. Membership

Persons employed by the AHC ~~and who are~~ not (1) designated officers, (2) members of the AHC ~~faculty~~ Faculty, or (3) student employees shall be appointed ~~and function~~ in accordance with ~~the~~ UW Regulations.

A. STAFF SENATE

~~Regular staff~~ Staff employees working at least twenty hours per week shall be eligible for elected membership to the Staff Senate ~~in accordance with UW Regulations.~~

B. STAFF MEETINGS

B. Meetings

Staff meetings may be convened as necessary for designated persons within defined areas of responsibility, activity, or function, by the Director, associate or assistant directors, department heads, committee chairpersons, or other appropriate authority.

~~The Director or the Director's designee may convene general meetings for all officers, faculty, and staff for the purposes of providing a forum for the discussion of issues within the AHC's organization and programs, for sharing information generally, and for encouraging consultation.~~

~~XII.VII. V. AMENDMENTS TO ADMINISTRATION OF THE~~ REGULATIONS REGULATION

The AHC ~~faculty~~ Faculty at any meeting convened and conducted in accordance with ~~Part III, Section Part ART K.(V)(H)(G)(8)(a)~~ of this regulation may propose amendments to this regulation except to Part ART VI. In addition, ~~amendments to these regulations. Amendments to these regulations, excepting amendments except to~~ PART IV, Part — V, may be proposed by written request of at least three members of the AHC staff, as defined herein. Any changes or revisions shall become effective immediately upon approval by the Trustees of the University.

Source:

University Regulation 490, Revision 1; adopted 7/17/08 Board of Trustees meeting

UW REGULATION 7-510

Regulations of the College of Arts and Sciences

I. PURPOSE₂

To ~~promulgate~~establish the regulations of the College of Arts and Sciences, ~~as adopted by the Faculty of that College.~~

~~2. REGULATIONS OF THE COLLEGE OF ARTS AND SCIENCES~~

II. ~~PART I. ADMINISTRATIVE ORGANIZATION OF THE COLLEGE₂~~

~~Section 1. ACADEMIC UNITS~~

~~A. Academic Departments~~

A.

The College of Arts and Sciences shall consist of the units specified in the College Bylaws. - For the purpose of this Regulation, "department" will refer to both an academic department and an academic program.

~~Section 2. THE DEAN APPOINTMENT OF, DUTIES AND RESPONSIBILITIES~~

~~The~~

~~B. Divisions~~Dean of the College

B.

Through its Bylaws, the College may establish Divisions of allied departments to promote effective and representative governance.

~~C. Dean~~

C.

The Dean is the chief administrative officer of the College and shall be appointed to a term of five years and shall be appointed in accordance with UW Regulations. The Dean shall exercise general administrative supervision over the educational programs and operations of the College, appoint members to committees discussed in Section IV, and preside at Faculty meetings. In addition, in consultation with Department Heads the Dean shall determine, the College budget, Faculty and staff appointments, Faculty and staff salaries, and actions concerning Faculty promotion and tenure in accordance with UW Regulations

The appointment as Dean shall be considered an assignment of duties. Being appointed as Dean shall not be considered a promotion and relinquishing the deanship shall not be considered a demotion. If the Dean is tenured in a department, the person retains that tenure during the period of deanship. A Dean selected from outside the College must be approved by a department of the College as a member of that department.

~~The Dean as chief administrative officer of the College shall~~

~~A. Exercise general administrative supervision over the educational programs and operations of the College~~

~~B. Encourage and promote an academic setting in which excellence in teaching and scholarship is recognized and rewarded~~

~~C. Determine in consultation with department heads~~

~~1. The College budget~~

~~2. Faculty and staff appointments, which appointments shall be initiated from within the concerned department(s)~~

~~3. Faculty and staff salaries~~

~~4. Actions concerning faculty promotion and tenure, initiated by and with the concurrence of the department or departments concerned in accordance with UW Regulations~~

~~D. Appoint members of appointive committees~~

~~E. Preside at faculty meetings~~

~~Section 3. ASSOCIATE/ASSISTANT DEANS AND ASSISTANTS TO DEAN~~

~~D. Associate or Deans and Assistant Deans and~~
D.

Associate or Assistant Deans shall be recommended by the Dean to the Vice President for Academic Affairs.

~~E. Assistant to the Deans~~
E.

Assistants to the Dean shall be recommended by the dean to the Vice President for Academic Affairs.

~~Section 4. DEPARTMENT HEADS/CHAIRS – DUTIES AND RESPONSIBILITIES~~

~~F. Department heads/chairs~~Head and Chairs
F.

Department Heads and Chairs shall be appointed to a term of three years in accordance with UW Regulations. It shall. Appointment as a Department Head or Chair shall not be considered neither a promotion to and relinquishing the position shall not be appointed head/chair nor considered a demotion to relinquish the office, but rather as a partial reassignment of duties.

Performance as ~~department head/chair~~a Department Head or Chair shall be considered in evaluation for merit salary raises and such raises shall become a permanent part of the person's base salary. Performance of administrative duties as ~~head/chair~~a Department Head or Chair shall not of itself constitute sufficient grounds for promotion or tenure.

Department ~~heads/chairs~~Heads and Chairs shall have general administrative supervision over the conduct of their respective departments, exercising this authority in consultation with members of their departments and when appropriate with the ~~dean(s) of the College. The department head/chair shall be responsible for~~Dean(s) of the College. The Department Heads and Chairs responsibilities shall include, but not be limited to: (1) the recruitment and

assignment of personnel in the department; (2) recommendations concerning the retention and dismissal of personnel; (3) preparing and forwarding recommendations on promotion and tenure matters; (4) formulation and implementation of the academic program in the department; (5) the development of departmental facilities and support; (6) the promotion and encouragement of academic excellence within the department; and (7) the development of department budgets.

~~A. The recruitment and assignment of personnel in the department;~~

~~B. Recommendations concerning the retention and dismissal of personnel;~~

~~C. Preparing and forwarding recommendations on promotion and tenure matters;~~

~~D. Formulation and implementation of the academic program in the department;~~

~~E. The development of departmental facilities and support;~~

~~F. The promotion and encouragement of academic excellence within the department;~~

~~G. The development of department budgets.~~

~~Section 5. DIVISIONS OF THE COLLEGE~~

~~Through its Bylaws, the College may establish Divisions of allied departments to promote effective and representative governance.~~

G. Directors and Managers

Multidisciplinary units and non-academic units housed in the College are managed by a Program Director or Manager. Directors and Managers shall be appointed to a term of three years. Appointment as a Director or Manager shall not be considered a promotion and relinquishing the position shall not be considered a demotion, but rather as a partial reassignment of duties. Performance as a Director or Manager shall be considered in evaluation for merit salary raises and such raises shall become a permanent part of the person's base salary.

Directors and Managers have general administrative supervision over the conduct of their respective units, exercising this authority in consultation with members of their units and when appropriate with the Dean(s) of the College. The Directors and Managers responsibilities shall include, but not be limited to: (1) the recruitment and assignment of personnel in the unit; (2) recommendations concerning the retention and dismissal of personnel; (3) preparing and forwarding recommendations on promotion and tenure matters (if applicable); (4) the development of unit facilities and support; and (5) the development of unit budgets.

~~III. Section 6. STANDING COMMITTEES.~~

A. Standing Committees

Through its ~~Bylaws~~bylaws, the College ~~will have a Central Committee for advising the Dean and may establish additional standing committees as are necessary for effective and representative governance.~~ The membership, duties, and governing procedures of such committees shall be defined in the ~~Bylaws~~bylaws and in consonance~~accordance~~ with any relevant UW ~~Regulation~~Regulations. ~~At least one standing committee shall be established that provides recommendations to the Dean.~~

~~A. Section 7. OTHER COMMITTEES~~Other Committees

B.

~~Ad hoc committees, as necessary for the administrative and academic welfare of the College,~~ may be established by the Dean.

IV. ~~PART II. FACULTY.~~

~~Section 1. MEMBERSHIP~~

~~A.~~

~~A. Membership~~

A.

The voting membership of the College ~~faculty~~Faculty shall include ~~All~~ (1) all tenure-track professors, associate professors, assistant professors, instructors and extended-term-track academic professionals in the departments and divisions within the College; ~~Heads,~~ (2) heads of administrative units having degree programs in the College; ~~Joint, and~~ (3) joint appointees between departments/colleges (except that interdepartmental appointees will choose the department they will represent).

B.

The ex officio membership of the College shall have no voting privileges and shall include ~~(1. Official representatives to) the College from other colleges in the University;~~ ~~2. Official representatives to the College from the Army and Air Force ROTC units on campus;~~ ~~3. The~~ President of the University, Vice President for Academic Affairs, Vice President for Student Affairs, the Vice President for Research, and the Dean of the University Library; (2) official representatives to the College from the Army and Air Force ROTC units on campus, (3) official representatives to the College from other colleges in the University, and (4) Faculty emeriti, visiting and adjunct professors, all those holding temporary Faculty and academic professional appointments.

~~4. Faculty emeriti, visiting and adjunct professors, all those holding temporary faculty and academic professional appointments.~~

~~Section 2. POWERS AND DUTIES~~

~~A.~~

B. Powers and Duties

Powers and duties of the ~~faculty~~Faculty shall be as defined in the ~~current~~UW Regulations of the Trustees.

~~B. The faculty shall meet regularly once each semester. Special meetings may be called by the Dean on the initiative of the Dean, the President or that of ten percent of voting members of the faculty. Those faculty members present at any regular or special meeting shall constitute a quorum.~~

~~C. The faculty~~Faculty of the College may establish Bylaws to implement and specify the Regulations of the College and to provide for such other matters as may not be appropriately included in the College Regulations.

~~Section 3. APPOINTMENT, PROMOTION, AND TENURE~~

The Faculty shall meet regularly once each semester. Special meetings may be called by the President, the Dean, or that of ten percent of voting members of the Faculty. Those Faculty members present at any regular or special meeting shall constitute a quorum.

C. Office Hours

It is the goal of the College of Arts and Sciences to provide students with maximum direct access to all faculty. To achieve this goal, faculty are available for consultation during office hours or by appointment. Students may arrange appointments directly with faculty or through the departmental clerical staff. In addition, faculty will include office hours on each syllabus and hours will be posted on or about faculty office doors. Although the great majority of faculty maintain far more, the minimum number of office hours shall be three hours a week, hours which must be spread across at least two days of the week. When a faculty member cannot meet regularly scheduled hours, the departmental secretary will be notified of when the announced schedule will be resumed.

D. Appointment, Promotion, and Tenure

Appointment, promotion, and tenure shall be in accordance with UW Regulations.

V. ~~PART III. STUDENTS,~~

~~Section 1. ADMISSION~~

A. Admission

Any undergraduate student accepted by the University will be accepted by the College. Graduate student applications will be reviewed by the appropriate academic department for admission decision.

~~Section 2. ADVISEMENT~~

~~In general, the~~

B. Advisement

The advising program of the College shall be defined and shaped by the following objectives:

~~A. To (1) to guide the student to a wise choice of educational objectives;~~

~~B. To (2) to assist the student to select proper courses to meet the requirements of the student's choice of program; and (3) to counsel the student on problems of academic progress and adjustment.~~

~~C. To counsel the student on problems of academic progress and adjustment.~~

~~Section 3. PROBATION, DISMISSAL, REINSTATEMENT~~

C. Probation, Dismissal, Reinstatement

In matters of student probation, dismissal, and reinstatement, the College shall conform to the UW Regulations.

~~PART IV.~~

VI. DEGREES.

The degrees offered by the College are those authorized under UW Regulation 8-2. Curricula and requirements for the ~~several~~ degrees shall be set forth annually in the University Catalog.

~~PART V. AMENDMENTS TO THESE REGULATIONS~~

~~These Regulations may be amended in the following fashion only:~~

VII. THE UNIVERSITY OF WYOMING INFRARED OBSERVATORY.

A. Description

The UWIRO shall include the property and facilities designated as UWIRO on Jelm Mountain, on campus, and elsewhere. The Department of Physics and Astronomy in the College of Arts and Sciences shall operate the observatory in the interest of the entire University for recognized astrophysical research by the faculty and by approved visitors.

B. Director

The Chairman of the Department of Physics and Astronomy shall recommend a candidate for UWIRO Director to the Dean of the College of Arts and Sciences who shall nominate to the President a Director for a term of two years, in consultation with the Vice President for Research and Economic Development. A candidate for UWIRO Director must be a member of the faculty with demonstrated expertise in astrophysics, in instrumentation, and in leadership and with an intense interest in the welfare of the UWIRO. The Director shall serve at the pleasure of the Dean.

The UWIRO Director is responsible for all facets of daily operation of the UWIRO and shall report directly to the Chairman of the Department of Physics and Astronomy. Specifically, the UWIRO Director shall have administrative and supervisory authority over the budget, property, premises, and personnel assigned to the UWIRO. He/she may exercise this custodial authority through other employees of the University. The UWIRO Director, shall recommend to the Chairman of the Department of Physics and Astronomy and to the Dean of the College of Arts and Sciences candidates for staff positions at the UWIRO, who may be appointed by the Dean.

VIII. ADMINISTRATION OF THE REGULATION.

A tentative draft of any proposed amendments to this regulation shall be circulated to the members of the ~~faculty~~ Faculty of the College at least two weeks before a ~~faculty~~ Faculty meeting, either regular or called, at which they are introduced, discussed, and may be amended. The final version as arrived at by the meeting shall then be circulated to all voting members of the College's academic personnel in residence in the form of a ballot for voting for or against each proposed change. The deadline for return of the ballots to the Office of the Dean shall be not less than two administrative working days after the ballots are sent out from the office. If two-thirds or more of the ballots returned by the deadline favor the amendment, the amendment shall be considered as passed and shall be forwarded to the Office of the President. ~~If fewer~~ for approval by the Trustees. If less than two-thirds of the returned ballots favor the amendment, the amendment has failed and no further action is called for. This regulation may only be amended following the above process.

Source:

University Regulation 510, Revision 6; adopted 7/17/08 Board of Trustees meeting
Revisions adopted 11/18/10 Board of Trustees meeting

UW REGULATION 7-530

Regulations of the College of Business

I. PURPOSE₂

To establish the regulations of the College of Business.

II. ~~2-~~ADMINISTRATIVE ORGANIZATION OF THE COLLEGE ~~OF~~ ~~BUSINESS~~₂

~~A-~~

A. College Units

The College ~~of Business~~ shall consist of the following units

~~i-~~

1. Academic departments ~~and/or areas~~ that include the disciplines of Accounting, Business Administration, Business Law, Economics, Finance, Management, Marketing, Decision Sciences, and other business and business-related disciplines that may develop over time.

~~ii-~~

2. The Peter M. and Paula Green Johnson Career Center, which provides career and internship services to students in the College of Business. The Business Assistance Center, organized to administer the College of Business Student Intern Program, the Small Business Institute, the Wyoming Small Business Development Center, and such other academic outreach functions as may be authorized by the Dean.

~~3.iii-~~ The ~~College of~~ Business Academic Advising Office, organized to provide centralized academic advising to undergraduate students and to provide assistance to the Director of Graduate Business Programs. The College Academic Advising Office also functions as a central source of student information in the College.

~~B. The Dean Appointment of, Duties and Responsibilities~~

B. Dean

The appointment, review and reassignment of College Deans shall be in accordance with UW Regulations. The Dean ~~of the College~~ shall be appointed to a term of five years. The appointment as Dean shall be considered an assignment of duties. If the Dean is tenured in a department, the person retains that tenure during the period of

deanship. A Dean selected from outside the College must be approved by a department of the College as a member of that department.

The Dean, as chief administrative officer of the College, shall, (1) be responsible for all matters relating to the educational and administrative affairs of the College, (2) preside at meetings of the College faculty, (3) recommend the College budget in consultation with the Department Chairs, (4) recommend appointments, promotions, and salaries with respect to the faculty and staff of the College.

~~The Dean, as chief administrative officer of the College, shall:~~

~~i. Be, (1) be responsible for all matters relating to the educational and administrative affairs of the College;~~

~~ii. Preside, (2) preside at meetings of the College faculty;~~

~~iii. Recommend, (3) recommend the College budget in consultation with the Department Chairs;~~

~~iv. Transmit and, (4) recommend appointments, promotions, and salaries with respect to the faculty and staff of the College;~~

~~v. Exercise, (5) exercise general administrative supervision over the educational programs and operations of the College, and (6) appoint, in consultation with the Executive Committee, members of appointive committees.~~

~~vi. Appoint, in consultation with the Executive Committee, members of appointive committees;~~

C. ~~C~~ Assistant Administrative Officers

Associate Deans, Assistant Deans, Program Directors, Assistants to the Dean, or other administrative assistants as may be authorized or may be appointed in accordance with UW Regulations.

~~D.~~

D. Department Chairs

~~Duties and Responsibilities~~

Department Chairs shall be nominated by each Department's tenured and tenure-track faculty with professorial rank (i.e., above instructor) and shall be appointed by the Trustees following the initial

recommendation of the Dean; they shall serve at the pleasure of the Dean.

Department Chairs shall be appointed to a term of three years. It shall be considered neither a promotion to be appointed Chair nor a demotion to relinquish the office; rather, it shall be considered a partial reassignment of duties. Chairs shall serve as department administrators for the nine-month academic year unless remuneration is provided for service in addition to their normal nine-month academic appointments. Performance as department Chair shall be considered in evaluation for merit salary raises, and such raises shall become a permanent part of the person's base salary. Performance of administrative duties as Chair shall not of itself constitute sufficient grounds for promotion or tenure.

The Department Chair shall have general administrative supervision over the conduct of his/her respective Department, exercising this authority in consultation with members of the Department and when appropriate with the Dean ~~of the College. The Department Chair shall be responsible for,~~ The Department Chair shall be responsible for, (1) recruiting and assigning personnel in the Department, (2) recommending the retention and dismissal of personnel, (3) preparing and forwarding recommendations on promotion and tenure matters, (4) formulating and implementing the academic program in the Department, (5) presiding over Department Faculty meetings, (6) developing and administering Department budgets, and (7) Representing the Department on the College Executive Committee.

- ~~i. Recruiting and assigning personnel in the Department;~~
- ~~ii. Recommending the retention and dismissal of personnel;~~
- ~~iii. Preparing and forwarding recommendations on promotion and tenure matters;~~
- ~~iv. Formulating and implementing the academic program in the Department;~~
- ~~v. Presiding over Department faculty meetings;~~
- ~~vi. Developing and administering Department budgets;~~
- ~~vii. Representing the Department on the College Executive Committee.~~

III. 4. STANDING AND AD-HOC COMMITTEES.

A. College of Business Standing Committees

Standing committees shall be governed by College ~~of Business~~ By-Laws. By-Laws shall be maintained by the Dean. ~~Changes to the By-Laws shall be made by majority vote of the Faculty of the College.~~

B. Other Committees

Ad Hoc Committees may be established by the Dean as needed.

X-IV. ~~5-~~ FACULTY:

A-

A. Membership

~~i. The voting membership of the College faculty, unless otherwise specified herein for a particular committee's elections, shall include:~~

~~(1) All professors, associate professors, assistant professors and instructors in the Departments within the College;~~

~~(2) All individuals holding full-time temporary, supply or lecturer faculty positions after employment for two consecutive academic years;~~

ii.

The voting membership of the College faculty shall include, (1) all professors, associate professors, assistant professors and instructors in the Departments within the College, (2) all individuals holding full-time, temporary, or lecturer faculty positions after employment for two consecutive academic years, and (3) ~~Joint~~ joint appointees between departments/colleges (except that interdepartmental appointees will choose the department they will represent).

~~iii.~~

~~The ex-officio membership of the College shall have no voting privileges and shall include:~~

~~(1) Official representatives to the College from other colleges in the University;~~

~~(2) Official representatives to the College from the Army and Air Force ROTC units on campus;~~

~~(3) The President of the University, the Vice President for Academic Affairs and Student Affairs, the Vice President for Research and Economic Development, and the Director of the University Libraries.~~

~~The ex officio membership of the College shall have no voting privileges and shall include. (1) the President, the Vice President for Academic Affairs and Student Affairs, the Vice President for Research and Economic Development, and the Director of the University Libraries, (2) official representatives to the College from other colleges in the University, (3) Official representatives to the College from the Army and Air Force ROTC units on campus, and (4) Faculty emeriti; visiting and adjunct professors; all those holding part-time faculty appointments; and those holding appointment as full-time temporary, supply, or lecturer faculty positions who have held the position for less than two consecutive years.~~

B. ~~B.~~ Powers and Duties

~~i. Powers~~ Changes to the By-Laws of the College shall be made by majority vote of the faculty of the College. Additional powers and duties of the ~~faculty~~ faculty shall be ~~as~~ defined in UW Regulations.

C. Office Hours

Faculty are available to their students outside of regularly scheduled classes for at least three scheduled hours over at least two separate weekdays and otherwise by appointment. Office hours of each faculty member will be posted on his/her respective office door and stipulated in the course syllabus (or other written form) which will be handed out during the first week of the semester. If it is not possible for a faculty member to be available during a given Office Hour, he/she will announce this in class if possible and, if not, will, to the extent feasible, arrange to have a notice posted on his/her door.

D. Appointment, Promotion, and Tenure

Appointment, promotion, and tenure shall be in accordance with UW Regulations.

~~ii.~~

E. Meetings

The faculty shall meet regularly at least once each semester. Special meetings may be called by the ~~Dean on the initiative of the Dean, the~~ President, the Dean, or that of five or more voting members of the faculty. Request for a faculty meeting convened by the faculty, shall be in writing to the Dean, shall be signed by the ~~faculty so~~ faculty requesting the meeting, and shall state the matters to be considered at the requested meeting.

~~iii.~~

Those faculty members present at any regular or special meeting shall constitute a quorum except on those voting issues which affect the structure, academic programs, or faculty rights and responsibilities in the College, in which case all eligible voting members of the College shall receive a ballot.

~~C. Appointment, Promotion and Tenure~~

~~Appointment, promotion, and tenure shall be in accordance with UW Regulations.~~

~~XIV. 6-STUDENTS.~~

~~A. Admissions~~

~~A. Admission~~

Any undergraduate or graduate student who is accepted by the University of Wyoming and who meets the prerequisite requirements that have been or may be established by the College faculty to take courses in the College will be accepted by the College.

~~B.~~

~~B. Advisement~~

~~In general, the advisory~~The advising program of the College shall be defined and shaped by the following objectives:

~~i. To, (1) to~~ guide the student to a wise choice of educational objectives;

~~ii. To, (2) to~~ assist the student to select proper courses to meet the requirements of the student's choice of program;

~~iii. To, and (3) to~~ counsel the student on problems of academic progress, and adjustment, etc.

~~In~~ curricular matters, undergraduate students in the business programs of the College shall be advised centrally by personnel in the College of Business Academic Advising Office. Faculty are responsible for providing career advising.

~~C.~~

~~C. Probation, Dismissal, Reinstatement~~

In matters of student probation, dismissal, and reinstatement, the College shall conform to the regulations of the University.

VI. ⁷ DEGREES.

The degrees offered by the College are those authorized under UW Regulation 8-2. Curricula and requirements for the several degrees as approved by the faculty of the College shall be set forth annually in the University Catalog.

~~8. AMENDMENTS TO THESE REGULATIONS~~

VII. ADMINISTRATION OF THE REGULATION.

A draft of proposed amendment(s) shall be circulated to the members of the College faculty at least two weeks before a faculty meeting, ~~either regular or called, at which where~~ the proposed amendment(s) is introduced, regulation will be discussed, and may be amended. The final version approved by a majority of the ~~faculty members~~ faculty in attendance shall then be circulated to all voting members of the College ~~faculty in residence~~ faculty in the form of a ballot for voting for or against each proposed change. The deadline for return of the ballots to ~~the Office of~~ the Dean shall be not less than three working days after the ballots are sent out ~~from that office~~. If two-thirds or more of the ballots returned by the deadline favor the amendment(s), the amendment(s) shall be considered as passed and shall be forwarded to the Office of the President for approval by the Trustees. If less than two-thirds of the returned ballots favor the amendment(s), the amendment(s) has failed and no further action is called for.

To satisfy a temporary condition for a specified time period, a variance ~~change~~ to these Regulations this Regulation may be passed by the College ~~faculty~~ faculty unless ~~the condition is regulated~~ otherwise prohibited by another UW Regulation.

Source:
University Regulation 530, Revision 2; adopted 7/17/08 Board of Trustees meeting
Revisions adopted 11/18/10 Board of Trustees meeting

UW REGULATION 7-560
Regulations of the College of Health Sciences

I. PURPOSE.

To provide regulations for the College of Health Sciences and set forth the basic organization and processes for the College.

I.II. ADMINISTRATIVE ORGANIZATION OF THE COLLEGE.

A. ACADEMIC UNITS~~Academic Units~~

The College ~~of Health Sciences~~ shall consist of the units specified in the College ~~bylaws of Health Sciences Bylaws~~ and approved by the Board of Trustees.

B. ~~Dean~~THE DEAN APPOINTMENT OF, DUTIES AND RESPONSIBILITIES

The Dean is the chief administrative officer of the College, appointed in accordance with UW ~~Regulation 1-1(C.2.)~~Regulations. The Dean is responsible for all matters relating to the educational and administrative affairs of the College ~~and~~; presides at meetings of the College academic personnel; ~~recommends; makes recommendation for~~ the College budget; in consultation with the unit directors ~~of the College;~~ transmits and recommends appointments and promotions ~~with respect to~~for academic personnel and staff ~~of the College;~~ and exercises general administrative supervision over the educational programs and operations of the College.

The appointment as Dean shall be considered an assignment of duties. ~~Being appointed as Dean shall not be considered a promotion and relinquishing the deanship shall not be considered a demotion.~~ If the Dean is tenured in a department, ~~that~~that person retains ~~that~~ tenure in that department during the period of deanship. A Dean selected from outside must be approved by a department of the College as a member of that department. Tenure application is reviewed by the College Tenure and Promotion Committee.

C. ~~ASSOCIATE AND ASSISTANT DEANS~~Associate and Assistant Deans

The Dean may recommend and appoint Associate or Assistant Deans ~~shall be recommended by the Dean to~~ in consultation with the Vice President for Academic Affairs.

D. UNIT DIRECTORS DUTIES AND RESPONSIBILITIES

D. Directors

Unit Directors are assigned ~~to be~~ the chief administrative officers of a unit of the College and are responsible for all matters relating to the educational and administrative affairs of their unit. The ~~unit director~~ Unit Director or designee presides at all academic personnel meetings of the unit; recommends appointments and promotions with respect to the faculty, academic professionals and staff of the unit; and exercises general administrative supervision over the educational programs and operations of the unit. ~~(Directors in the Fay W. Whitney Schools of Nursing and the School of Pharmacy also hold the title of Dean of the School).~~

Unit ~~directors~~ Directors hold administrative office at the pleasure of the Dean, the Vice President for Academic Affairs, the President, and the Board of Trustees. The Dean recommends such appointments. They are subject to approval by the Vice President for Academic Affairs and the President. The Dean's recommendation is made after consultation with academic personnel members of the appropriate unit and the academic leadership of the College.

~~E. ACADEMIC LEADERSHIP STRUCTURE~~

E. Academic Leadership

~~Through its bylaws~~ Bylaws, ~~the~~ the academic leadership structure for the College will be described in the College Bylaws.

~~STANDING III. COMMITTEES~~

A. Standing Committees

Through its bylaws, the College may establish standing committees as are necessary for effective and representative governance. The membership, duties, and governing procedures of such committees shall be defined in the ~~bylaws~~ College Bylaws in ~~consonance~~ accordance with ~~any relevant~~ UW Regulations. Among the standing committees shall be one that formulates recommendations to the Dean on cases involving the reappointment, tenure, promotion, and extended-term appointments of academic personnel.

~~B. OTHER COMMITTEES~~ Other Committees

Ad hoc committees may be established by the Dean, as necessary for the administrative and academic welfare of the College, ~~may be established by the Dean~~.

~~H. ACADEMIC PERSONNEL~~

IV. MEMBERSHIP/FACULTY.

A. Membership

1. The academic personnel and membership of the College ~~consists~~ consist of the Dean, ~~and~~ all members of the tenured and tenure-track faculty, clinical track faculty, instructors and academic professionals, ~~and clinical-track faculty~~ serving in the College. ~~Faculty~~ Additionally, faculty emeriti and visiting professors are considered nonvoting members. ~~The~~ and the President of the University and the Vice President for Academic Affairs are ex-officio members without vote.
2. The academic personnel of the College may also have ~~include~~ representatives from other ~~colleges~~ Colleges of the University ~~as may be determined by~~ when the academic personnel of the College ~~as having~~ determine the representatives have a major role in the programs of the College. Such representatives shall be appointed by the Dean of the ~~colleges~~ Colleges in which the representatives are budgeted, and shall not vote. Such appointments shall be reported to the Office of Academic Affairs.

A. POWERS AND DUTIES

B. Powers and Duties

Powers and duties of the academic personnel shall be as defined in the current UW Regulations.

C. Office Hours

Faculty are required to hold office hours at least three hours per week. Office hours for individual faculty are posted in the respective departments and are listed on syllabi and/or other literature regularly distributed to students. In addition, all faculty are available by appointment. (Office hour requirements for part-time faculty may be prorated.)

B. APPOINTMENT, PROMOTION, AND TENURE

D. Appointment, Promotion, and Tenure

Procedures for a ~~A~~ appointment, promotion, and tenure within the College shall be in accordance with current UW Regulations.

~~C. MEETINGS~~

E. Meetings

Meetings of the academic personnel will be described in the ~~bylaws~~ Bylaws.

V. STUDENTS,

A. ~~ADMISSION~~ Admission

The College academic personnel, subject to the limitations contained in the UW Regulations and in accordance with national accreditation standards, has the power to determine the minimum standards for admission to the programs of the College. In the absence of such College standards, any student who qualifies for admission to the University will be admitted to the College.

B. ~~ADVISEMENT~~ Advisement

Advisement of students is the responsibility of the academic units and the office of the Dean. The unit or department director designates advisors, facilitates assignment of students, and supervises the maintenance of student records. Students in the College who are in an undeclared status shall be advised by designees of the Dean, who shall ensure the maintenance of appropriate advising records for each student's term of undeclared status.

C. ~~PROBATION, DISMISSAL, REINSTATEMENT~~ Probation, Dismissal, Reinstatement

In matters of student probation, dismissal, and reinstatement, the College and ~~the~~ its departments, units and divisions shall conform to the published codes of the academic units (if any) and the UW Regulations.

VI. DEGREES AND DIPLOMAS,

A. ~~DEGREES~~ Degrees

The degrees offered by the College are those authorized under UW Regulations.

~~D. PROGRAMS~~

B. The academic Programs

Academic programs offered by the College and the requirements ~~thereof are for~~ those programs must be approved by the units of the College, the College academic

personnel, and the appropriate University committee, and are published or made available online in the University Catalog.

~~III. PROPOSED CHANGES OR REVISIONS TO THE REGULATIONS~~

VII. ADMINISTRATION OF THE REGULATION.

These regulations may be changed or revised in accordance with University policy. A copy of the intended change or revision shall be presented in writing to the College's academic personnel at least one month prior to any action-

~~EFFECTIVE DATE~~ being taken on the regulations.

These regulations and any changes or revisions thereto shall become effective immediately upon the approval of (1) a majority of those academic personnel of the College voting by electronic or written ballot, and (2) the President of the University, ~~subject to review by and the Board of Trustees of the University.~~

~~IV. REPEAL OF PRIOR REGULATIONS~~

~~All regulations of the College existing at the time of the adoption and approval of these regulations shall be repealed.~~

Source:
University Regulation 560, Revision 3; adopted 7/17/08 Board of Trustees meeting
Revisions adopted 9/17/10 Board of Trustees meeting
Revisions adopted 11/18/10 Board of Trustees meeting

Approval of Modification to UW Regulation 1-102 – Miller

BACKGROUND AND POLICY CONTEXT OF ISSUE:

The President proposes a modification to UW Regulation 1-102 for the Board's consideration. Paragraph P was adopted by the Board on March 27, 2015 and approved in the Board's minutes. The current modification clarifies that if negotiations with the presidential candidate are successful, the President's recommendation that the Board approve appointment of the candidate shall remain confidential pending the Board's final approval.

PRIOR RELATED BOARD DISCUSSIONS/ACTIONS:

The Board of Trustees approved Paragraph P on March 27, 2015.

WHY THIS ITEM IS BEFORE THE BOARD:

UW Regulation 1-101 requires that any modification to UW Regulations must be approved by the Board.

ACTION REQUIRED AT THIS BOARD MEETING:

Board approval or disapproval of the modifications to the Regulations.

PRESIDENT'S RECOMMENDATION:

The President recommends approval.

Committee deemed advisable, shall confer solely for the purpose of the Trustee Subcommittee receiving information.

5. The Trustee Subcommittee may communicate with the full membership of the Board of Trustees as it determines. All communications to and from the Trustee Subcommittee under this regulation shall be treated in a confidential manner.
6. When the President of the University decides that the University should make an offer of employment for a position to which this Paragraph P applies, prior to the University commencing negotiations with the person to whom the offer will be made, the President of the University shall advise the Board of Trustees of his intention to make such an offer. The President shall do so in an executive session of a meeting of the Board of Trustees and shall provide such information to the Board as the Board may require. Negotiations with the candidate shall not commence ~~except upon approval of the Board prior to the Board's executive session~~. If the negotiations are successful, the President of the University shall recommend the Board approve appointment of the candidate but all matters shall remain confidential pending the Board's final approval.

Source:

Adopted 7/17/08 Board of Trustees meeting
Revisions adopted 3/5/10 Board of Trustees meeting
Revisions adopted 1/17/14 Board of Trustees meeting
Revisions adopted 7/17/14 Board of Trustees meeting
Revisions adopted 9/12/14 Board of Trustees meeting
Revisions adopted 1/16/15 Board of Trustees meeting
Revisions adopted 3/27/15 Board of Trustees meeting

SB 330, A Bill to Revise UW Regulation 5-803, Reappointment, Tenure and Promotion Procedures for University Faculty – Jones

BACKGROUND AND POLICY CONTEXT OF ISSUE:

On April 27, 2015, the Faculty Senate adopted proposed changes to UW Regulations 5-803.

UW Regulation 5-803 establishes the procedures for reappointment, tenure, and promotion. In 2014, the Office of Academic Affairs and the Deans' Council recommended that the procedures pertaining to the first year review be modified in such a way that the Dean would have more discretion regarding the extent to which the Dean's review should be carried out. (PLEASE NOTE: This pertains *only* to the first year review.) This proposed revision was reviewed and endorsed by the Office of Academic Affairs as well as the University Tenure and Promotion Committee. With this proposed revision, the value of the first year review is maintained for new faculty and for their departments.

The Faculty Senate bill and proposed amendments are attached to this narrative.

Prior Related Board Discussions/Actions:

The Board adopted UW Regulation 5-803 on May 6-8, 2009.

WHY THIS ITEM IS BEFORE THE BOARD:

UW Regulation 1-101 requires that any modification to UW Regulations must be approved by the Board.

ACTION REQUIRED AT THIS BOARD MEETING:

Board approval or disapproval of the modifications to the Regulations.

PRESIDENT'S RECOMMENDATION:

The President recommends approval.

Excerpt from UW Regulation 5-803, Reappointment, Tenure and Promotion Procedures for University Faculty

599 to indicate having seen the final compilation of papers which will be forwarded to the President with
600 the Vice President for Academic Affairs's recommendation.

601

602 **xii.** The President of the University shall inform in writing each candidate concerned of the nature of
603 his/her decision and the rationale for it. A candidate not approved for tenure shall have the right to
604 resign and the personnel file shall state only that he/she resigned.

605

606 **xiii.** The President and/or the Vice President for Academic Affairs shall meet with the University
607 Reappointment, Tenure and Promotion Committee to review the final decisions.

608

609 **xiv.** The President when presenting recommendations to the Board of Trustees shall be accompanied
610 by the Chairperson of the University Reappointment, Tenure and Promotion Committee.

611

612 **d. American Heritage Center and the Libraries**

613

614 For information regarding the reappointment, promotion and extended-term appointment process in
615 the American Heritage Center see UW Regulation 7-490, "Regulations of the American Heritage
616 Center"; and regarding the reappointment, promotion and extended-term appointment process in the
617 Libraries see UW Regulation 7-631, "Regulations of the University Libraries."

618

619 **e. Review of Probationary Faculty**

620

621 **i.** Mandatory review of probationary faculty for reappointment shall occur in the spring of the first,
622 second, and fourth years of employment.

623

624 **ii. First Year Review.** The review in ~~the spring of~~ the first year of employment will have one of two
625 consequences: 1) after completion of the procedures described below, the Board of Trustees may
626 authorize a probationary faculty member to proceed to the second year review, in which case the
627 employment of the faculty member may continue through the third year; or 2) the Board of
628 Trustees may terminate the faculty member's employment at the end of the first year.

629

630 (1) The review in ~~the spring of~~ the first year of employment shall be initiated by the department head
631 and shall follow the procedures described for reappointment, tenure and promotion in **section**
632 **3.a.iii.-ix. Departmental Level** above.

633

634 ~~(2) After review at the departmental level, and if the dean concurs with the positive recommendations~~
635 ~~of the department and department head, the dean will forward his/her recommendation along with~~
636 ~~supporting data directly to the Vice President for Academic Affairs.~~

637 ~~(2) If there are no negative votes within the department or by the department head for the candidate,~~
638 ~~the department head will forward his/her recommendation along with supporting data directly to~~
639 ~~the dean of the college. The dean will review the folder of the candidate, but a letter of~~
640 ~~recommendation is not required. The dean shall forward the folder of each candidate along with~~
641 ~~supporting data directly to the Vice President of Academic Affairs.~~

642 (2) After review at the departmental level, and if the dean concurs with the positive recommendations
643 of the department and department head, the dean will forward his/her recommendation ~~along with~~
644 ~~supporting data~~ and ratings directly to the Vice President of Academic Affairs. If desired, the
645 dean may include comments along with his/her evaluation.

646

647 (3) The folder of a faculty member who has not been recommended for a subsequent review by
648 departmental colleagues or the department head shall be referred by the dean to the college
649 reappointment, tenure and promotion committee for review and vote. When a candidate has
650 received positive recommendations from the department and *but* the dean is not in a position to
651 make a positive recommendation *wants additional input*, the case shall be referred to the college
652 reappointment, tenure and promotion committee for review and vote, *with evaluation and*
653 *rationale from the dean.*

654 ~~(3) The folder of a candidate who has received any negative votes or who has not been~~
655 ~~recommended for a subsequent review by departmental colleagues or the department head shall be~~
656 ~~referred by the dean of the college to the college reappointment, tenure and promotion committee~~
657 ~~for review and vote.~~

658

659 ~~(4) When a candidate has received positive recommendations from the department and the~~
660 ~~department chair, and when the dean is not in a position to make a positive recommendation, the~~
661 ~~case shall be referred to the college reappointment, tenure and promotion committee for review~~
662 ~~and vote.~~

663

664 (3) The folder of a faculty member who has not been recommended for a subsequent review by
665 departmental colleagues or the department head shall be referred by the dean to the college
666 reappointment, tenure and promotion committee for review and vote. When a candidate has
667 received positive recommendations from the department and the department chair, and when the
668 dean is not in a position to make a positive recommendation, the case shall be referred to the
669 college reappointment, tenure and promotion committee for review and vote.

670

671 ~~(4)~~ (4) Insofar as termination is a tenure-bearing issue, candidates not recommended for
672 subsequent reviews shall be reviewed by the University Reappointment, Tenure and Promotion
673 Committee if the decision of one of the lower units, i.e., departmental colleagues, department
674 head, college reappointment, tenure and promotion committee, or dean, is in conflict with that of
675 another. After discussion, each member shall cast a written ballot containing reasons for the vote.

676

677 ~~(5)~~ (5) Upon completing deliberations, the University Reappointment, Tenure and Promotion
678 Committee shall communicate its recommendations in writing to the Vice President for Academic
679 Affairs along with the reasons for its recommendations.

680

681 ~~(6)~~ (6) The Vice President for Academic Affairs shall deliberate each case and make his/her
682 recommendation to the President of the University. The recommendations of the University
683 Reappointment, Tenure and Promotion Committee and the Vice President for Academic Affairs shall
684 be made available to the candidate. For any case where the Vice President for Academic Affairs
685 recommends termination, the candidate shall have the right to add a statement of response. In all
686 cases, the candidate shall initial and date the recommendations to indicate having seen the final
687 compilation of papers

688

689 **iii. Second Year Review.** The review in the spring of the second year of employment will have one
690 of three consequences: after completion of the procedures described below, the Board of Trustees

SB 334, A Bill to Revise UW Regulation 6-404, University Undergraduate Degree Requirements – Jones

BACKGROUND AND POLICY CONTEXT OF ISSUE:

On April 27, 2015, the Faculty Senate adopted proposed changes to UW Regulations 6-404.

UW Regulation 6-404 establishes the requirements for obtaining an undergraduate degree from the UW. In reviewing the minimum upper division credit hours required at the UW, it was apparent that there was no identifiable justification for the current requirement of 48 upper division credit hours. In addition, in reviewing the upper division requirements at other institutions around the country, the vast majority of institutions require 42 upper division credit hours (or fewer). The Academic Planning Committee recommended that the UW could decrease the upper division credit hour requirement without compromising academic rigor. Further, reducing the upper division requirement will enable a smoother transition for transfer students, and it will provide more flexibility for students who may be interested in pursuing a minor or a double-major.

The Faculty Senate bill and proposed amendments are attached to this narrative.

Prior Related Board Discussions/Actions:

The Board adopted UW Regulation 6-404 on September 12, 2014.

WHY THIS ITEM IS BEFORE THE BOARD:

UW Regulation 1-101 requires that any modification to UW Regulations must be approved by the Board.

ACTION REQUIRED AT THIS BOARD MEETING:

Board approval or disapproval of the modifications to the Regulations.

PRESIDENT'S RECOMMENDATION:

The President recommends approval.

1 **Faculty Senate Bill 334**

Introduced by
Academic Planning Committee and
Student Interaction Committee

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**A BILL TO REVISE UW REGULATION 6-404,
"University Undergraduate Degree Requirements"**
(See 4.a. for proposed revisions.)

WHEREAS, the Academic Planning Committee and the Student Interaction Committee were tasked with exploring whether the number of required upper division hours should be reduced; and

WHEREAS, when reviewing the change to 48 hours which occurred in 1996, no defensible rationale could be found (any number is arguably arbitrary); and

WHEREAS, changing required upper division hours from 48 to 42 will not impact the academic units' ability to determine programmatic requirements; and

WHEREAS, it is a challenge for distance majors to find upper division hours online or through other means; and

WHEREAS, UW is one of the few universities in the region to require 48 hours, the majority of others requiring 42 or fewer; and

WHEREAS, 42 hours would preserve rigor while at the same time allow students to complete program requirements earlier; and

WHEREAS, reducing hours can increase the flexibility of the degree earning process; therefore,

BE IT ENACTED by the Faculty Senate of the University of Wyoming to amend UW Regulation 6-404 as presented in the attached addenda.

AUTHENTICATION: *The foregoing Faculty Senate Bill 334, duly adopted by the Faculty Senate of the University of Wyoming under date of April 27, 2015, is hereby transmitted to the President of the University of Wyoming for review in accordance with UW Regulations.*

/s/
Janet Dewey
Secretary of the Faculty Senate

UW REGULATION 6-404
University Undergraduate Degree Requirements

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1. PURPOSE

To codify all existing academic requirements established by the University Faculty for the award by the University of undergraduate degrees, and otherwise provide direction for the continuing implementation of such requirements.

2. GENERAL STANDARDS

a. Undergraduate degrees will be conferred only upon persons who have been accepted into a degree program offered by a college of the University, and who demonstrate successful completion of all university and college requirements established by appropriate regulations or publication in the University Bulletin. Individual students are responsible for ascertaining specific requirements for the degree sought, as well as compliance with published procedures.

(1) To be considered a degree candidate at the University of Wyoming, a person must have made application for admission to the Division of Admissions, must have been admitted as a student, and must have been accepted into a degree program within a college of the University.

(2) It is desirable that a person intending to pursue a degree at an off-campus location give notice of such intent preferably at the time of applying for admission to the University or as soon thereafter as possible.

(3) A student admitted to degree candidacy normally must meet all requirements appropriate to the degree as set forth in the regulations existing at the time of the student's entry into candidacy for the degree. Students failing to complete degree requirements within a reasonable period of time forfeit any right to graduate under the requirements in effect at the time of their admission to degree candidacy.

b. Satisfaction of academic requirements must be demonstrated by appropriate entries upon the official transcript of a student's academic work maintained by the Registrar of the University (see UW Regulation 8-246).

c. Academic requirements established by Colleges shall be based upon the number of credit hours to be earned for award of a degree within the major sought by a student. Colleges may establish requirements for areas of study and specific courses as a part of offered degree programs. Requirements may include academic work for which credit is not awarded.

d. Evaluation of successful completion of academic requirements shall be based upon the assignment of grades by faculty responsible for the academic offering or work. Grades assigned to students shall represent the individual faculty member's evaluation of the student's work as described in UW Regulation 6-722 (2.a.). A grade of "F" signifies no credit is earned for the

82 completed academic work. Within limitations set forth in UW Regulation 6-710, grades of "S"
83 (Satisfactory) or "U" (Unsatisfactory) may be assigned. (For matters related to assignment of
84 grades, see: UW Regulation 6-710, Authorization for Use of "S-U" Grades; UW Regulation 6-
85 716, Change of Recorded Grades; and UW Regulation 6-720, Assignment and Removal of the
86 Grade of I (incomplete).)

87

88 e. Credit applicable towards a degree may be earned or awarded through (1) instructed classes on
89 campus, VIRTUALLY or at extension settings (including recognized academic courses under
90 concurrent faculty general supervision such as internships, clerkships, clinical experience, co-op
91 programs, etc.); (2) credit by examination; (3) portfolio evaluations, as provided in UW
92 Regulation 6-719; and (4) acceptance of transfer credit from accredited colleges or universities,
93 including Wyoming Community Colleges. The following limitations apply:

94

95 (1) Credit by Examination and Portfolio Evaluations: Such credit may be awarded
96 students in accordance with the provisions of UW Regulation 6-719 (Assessment of Prior
97 and Sponsored-Experiential Learning). All credit assigned for experiential learning based
98 upon portfolio evaluations is excluded from the minimum credit hour requirements set
99 forth in section 4.

100

101 (2) Transfer Credit:

102

103 (a) Transfer credit accepted by the Office of Admissions and recorded on a
104 student's official transcript remains subject to approval by the college from which
105 a degree is sought as to whether it satisfies degree requirements.

106 (b) Students classified as juniors or seniors must obtain approval of the Dean of
107 the College to take lower division level courses at a two-year college which they
108 desire to apply towards their degree program.

109

110 f. Other requirements appropriate to the various undergraduate degrees shall be established by
111 regulations of the colleges. All requirements and appropriate implementing procedures shall be
112 published in the University Bulletin as directed by the Provost and Vice President for Academic
113 Affairs.

114 3. CUMULATIVE GRADE POINT AVERAGE REQUIREMENTS

115

116 a. A student must have a cumulative grade point average of 2.000 or better based upon credit
117 hours attempted through the University of Wyoming.

118

119 b. Calculation of the cumulative grade point average shall be in accordance with UW Regulation
120 6-715 (Scholastic Probation, Suspension, Reinstatement and Academic Renewal for
121 Undergraduate Students).

122 **4. MINIMUM CREDIT HOUR REQUIREMENTS**

123

124 a. A minimum of 30 credit hours must be earned from the University of Wyoming. Beginning
125 with the fall semester of the 2015-16 academic year, all students first enrolling in the University
126 or other collegiate institutions must complete a minimum of ~~48~~ **42** upper division (junior-senior)
127 semester credit hours, **AFFORDING INDIVIDUAL PROGRAMS THE ABILITY TO**
128 **DETERMINE THEIR OWN REQUIREMENTS AND/OR SATISFY ACCREDITATION**
129 **REQUIREMENTS**, 30 of which must be earned from the University of Wyoming (see UW
130 Regulation 6-721 regarding upper division courses). Any exceptions may be granted by the
131 President or Provost and Vice President for Academic Affairs.

132

133 b. Students seeking another baccalaureate degree must complete 30 additional semester hours of
134 course work from the University of Wyoming, 12 of which must be in upper division (junior-
135 senior) courses. All college and major requirements of the additional degree must be met.

136

137 c. Undergraduate students may have hours earned in graduate level classes count toward their
138 undergraduate degree upper division credit requirement.

139

140 **5. STATE AND FEDERAL CONSTITUTION INSTRUCTION AND EXAMINATION**
141 **REQUIREMENT**

142

143 a. Wyoming State statute (Wyo. Stat. 1977, § 21-9-102) requires each student to receive
144 instruction in the essentials of the United States and Wyoming constitutions.

145 b. This requirement is satisfied by completion of Political Science 1000, a combination of
146 History 1210 and History 1250, or other courses approved by the University Studies Committee
147 as meeting statutory requirements. A grade of "C" or better must be earned in the course
148 examination.

149 **6. UNIVERSITY STUDIES DEGREE REQUIREMENTS:**

150

151 a. Specific courses which satisfy general education requirements are identified and approved by
152 the college course and curriculum committees and the University Studies Committee. Only those
153 courses meeting baseline learning outcomes (see UW Regulation 6-407) shall satisfy these
154 requirements.

155

156 b. It is the responsibility of the individual colleges to review and adjust their degree requirements
157 or course offerings when necessary to assure completion of general studies requirements.

158

159 **7. IMPLEMENTATION OF UNIVERSITY STUDIES REQUIREMENTS:**

160

161 Implementation of the requirements shall be in accordance with the following:

- 162 a. Transferred credits from other collegiate institutions may be accepted in satisfaction of
163 requirements when the transferred courses meet the objectives of a required University Studies
164 course as determined by standards or procedures adopted by the University Studies Committee.
165
- 166 b. Students transferring fewer than thirty (30) credit hours will be subject to requirements
167 specified for freshman except when waived by the University Studies Committee upon petition
168 by a student who has completed one year of full time collegiate studies.
169
- 170 c. The University Studies Committee is authorized to consider and grant waivers of the
171 University Studies requirements to petitioning students as warranted by unusual and extenuating
172 circumstances.
173
- 174 d. With the concurrence of the Executive Committee of the Faculty Senate and the Provost and
175 Vice President for Academic Affairs, the University Studies Committee may suspend, or delay,
176 the application of any of the requirements of the University Studies Program whenever it appears
177 the availability of required courses, or class sections thereof, is insufficient to accommodate the
178 class schedules of students necessary for fulfillment of undergraduate degree programs. Any
179 such action shall be promptly reported to the Faculty Senate with an explanation of the action
180 and such recommendations as may be appropriate.
181
- 182 e. The University Studies Committee shall cause to be prepared a list of all courses approved as
183 meeting requirements in each of the areas of general studies for submittal to the Provost and Vice
184 President for Academic Affairs. The Provost and Vice President for Academic Affairs shall
185 cause such course listing, as may be amended from time to time, to be prepared and distributed
186 in accordance with applicable policies and shall ensure that administrative procedures are in
187 place.

188 **8. APPLICATION FOR UNDERGRADUATE DEGREE**

189

190 As soon as a student admitted to degree candidacy has acquired at least 75 hours of credit
191 applicable to the University-degree objective (but preferably no later than one calendar year prior
192 to the date of intended graduation), the prospective undergraduate degree candidate shall acquire
193 an Application for Graduation from the Registrar's Office. The Application shall be completed
194 and signed by the faculty adviser, the Dean of the College which recommends candidates for the
195 degree, and the degree candidate. The completed application shall be returned, within 10 days
196 following its issuance for on-campus students and within 30 days following its issuance for off-
197 campus students, for filing and processing in Registration and Records.
198

199 **9. CLEARANCE OF DEBTS OWED THE UNIVERSITY**

200

201 Degrees, or other evidence of completion of academic credits, will not be provided students who
202 have failed to pay requisite fees or other financial obligations owed to any division or unit of the
203 University. The Vice President for Administration may approve alternative means by which
204 payment of monies owed the University may be guaranteed for payment and permit students to
205 receive degrees and transcripts of academic work.

206 **10. DIRECTIVE**

207

208 The requirements herein described are immediately effective except as specifically noted.

Source:

University Regulation 404, Revision 5; adopted 7/17/08 Board of Trustees meeting

Revisions adopted 11/16/12 Board of Trustees meeting

Revisions adopted 9/12/14 Board of Trustees meeting

**SB 335, A Bill to Revise UW Regulation 8-238, Procedures for Change of Registration–
Jones**

BACKGROUND AND POLICY CONTEXT OF ISSUE:

On April 27, 2015, the Faculty Senate adopted proposed changes to UW Regulations 8-238.

UW Regulation 8-238 establishes the procedures for changing registration during a semester. In April 2014, the Faculty Senate approved a revision to this UW Regulation which extended the deadline for dropping a course at the beginning of the semester. There were unforeseen consequences to students as a result of this revision, including potential loss of refunds of tuition and fees and inability to add another course to maintain fulltime status. The proposed revisions set drop/add deadlines that are congruent, and that will not have negative consequences for the students.

The Faculty Senate bill and proposed amendments are attached to this narrative.

Prior Related Board Discussions/Actions:

The Board adopted UW Regulation 8-238 on November 14, 2014.

WHY THIS ITEM IS BEFORE THE BOARD:

UW Regulation 1-101 requires that any modification to UW Regulations must be approved by the Board.

ACTION REQUIRED AT THIS BOARD MEETING:

Board approval or disapproval of the modifications to the Regulations.

PRESIDENT'S RECOMMENDATION:

The President recommends approval.

40 **UW REGULATION 8-238**
41 **Procedures for Change of Registration**
42

43
44 **I. PURPOSE**

45 To establish the procedures for change of registration.

46 **II. INITIAL REGISTRATION**

47 Students shall register for each regular academic term prior to the beginning of classes
48 and within those dates and deadlines established by the academic calendar for the
49 completion of registration procedures. The Registrar shall announce registration periods
50 for special courses taught during other duly approved periods of time. Initial registrations
51 after the beginning of classes shall be accepted only in accordance with published and
52 established periods of time and such registrations may be subject to special conditions or
53 assessment of late fees.

54 After completing an initial registration, a student's academic record shall include the
55 assignment of a grade by the instructor of any classes for which the student is enrolled, in
56 accordance with applicable grading standards. If a student decides to not pursue
57 particular classes, including specific class sections, for which he or she initially
58 registered, in whole or in part, the student should effect a change in registration in the
59 manner and within the time periods set forth below.

60 Failure to follow the procedure set forth in this Regulation shall result in the recording of
61 a failing grade at the end of the academic term for those classes in which the student
62 remains officially enrolled if the student did not attend or complete the course
63 requirements. Such a failing grade will remain as a part of the student's academic record.
64 Students may effect a change of registration in the manner and within the time periods
65 hereafter provided.

66 **III. CHANGE OF REGISTRATION**

67 After expiration of the initial registration period, a student may either add or drop classes
68 by submitting a change of registration. A change of section, or "S-U" grading option, in
69 the same course also requires submitting a change of registration

70 **A. Adding a Class**

71 A student may add classes during the first ~~six (6)~~ **eight (8)** days of scheduled
72 University classes of the fall and spring semesters. Block courses currently in
73 session may be added only during the first ~~five (5)~~ **four (4)** days of classes.

74 After the "Add a Class" period, a student may add a class only if the student has
75 obtained written approval from her/his advisor and written approval from the
76 instructor of the course.

77 **B. Dropping a Class**

78 A student may drop classes during the first ~~fifteen (15)~~ **eight (8)** days of
79 scheduled University classes of the fall and spring semesters. Block courses
80 currently in session may be dropped only during the first four (4) days of classes
81 for the University. Classes that are dropped shall be removed from the student's
82 initial registration and no record of any kind shall be retained.

83 **C. Changes in Summer or Other Special Terms**

84 The Registrar, with approval from the Vice President for Academic Affairs, shall
85 establish the period of time for adding or dropping classes during the summer
86 term, block classes beginning in mid-semester, or classes whose duration does not
87 coincide with a regular or summer term.

88 **IV. WITHDRAWAL FROM A CLASS**

89 **A. During Withdrawal Period**

90 A student enrolled in a full semester course may withdraw with a grade of "W"
91 between the end of the drop period and fifteen (15) days of classes after mid-
92 semester. A student enrolled in a block course may withdraw with a grade of "W"
93 between the end of the drop period and five (5) days of classes after the middle of
94 the block course.

95 **B. After Withdrawal Period**

96 After expiration of the withdrawal period, students are obligated to complete
97 course requirements and are subject to a letter grade other than "W" for their
98 course work, unless one of the following exceptions applies. A student may
99 withdraw from individual classes after the withdrawal period only if the student
100 has suffered a severe medical, emotional, or personal problem which directly
101 impacts the student's ability to fulfill course requirements and has obtained
102 written approval from her/his advisor and the instructor of the course. The Dean
103 of Students or designee may petition for a special class withdrawal on behalf of a
104 student who has been incapacitated or where the Dean of Students or designee
105 determines the withdrawal is appropriate to the overall academic retention of a
106 student. No withdrawal shall be permitted during the last twenty-one (21)
107 calendar days of the semester.

108 **V. WITHDRAWAL FROM THE UNIVERSITY**

109 A student who has initially registered to attend the University may terminate enrollment
110 in the University if formal procedures are completed prior to the last fifteen (15) calendar
111 days of a regular semester. The Registrar will indicate on the student's transcript record
112 that the student has withdrawn from all of his/her classes and will include the date for
113 withdrawal from the University.

SB 333, A Bill to Revise UW Regulation 6-805(3)(d) Regarding Dual Degrees Awarded by the College of Law – Jones

BACKGROUND AND POLICY CONTEXT OF ISSUE:

On March 30, 2015, the Faculty Senate adopted proposed changes to UW Regulations 6-805(3)(d).

A bill to review UW Regulation 6-805(3)(d) regarding dual degrees awarded by the College of Law was drafted by Academic Affairs in response to a request from the College of Law and the Haub School of Environment/Natural Resources. According to current regulation, dual degrees must be issued by both colleges or units on the same calendar date. The College of Law requested a slight modification that would allow students one full fall or spring semester following the completion of the J.D. degree to complete their graduate work in the second degree program. This modification should ensure the ongoing strength of existing MA/JD dual degree programs.

The Faculty Senate bill and proposed amendments are attached to this narrative.

PRIOR RELATED BOARD DISCUSSIONS/ACTIONS:

The Board adopted UW Regulation 6-805 on July 17, 2008.

WHY THIS ITEM IS BEFORE THE BOARD:

UW Regulation 6-805 (3)(d) requires that any modification to UW Regulations must be approved by the Board.

ACTION REQUIRED AT THIS BOARD MEETING:

Board approval or disapproval of the modifications to the Regulations.

PRESIDENT'S RECOMMENDATION:

The President recommends approval.

UW REGULATION 6-805

1 **Definition of Concurrent Majors, Dual Degrees, Second Bachelor's Degree,** 2 **Interdisciplinary Degrees, Affiliated Programs, and Minors**

4 **1. PURPOSE.**

5 To define more specifically the variety of degree types that students at the University of
6 Wyoming may pursue. In particular, to define Concurrent Majors, Dual Degrees, Second
7 Bachelor's Degree, Interdisciplinary Degrees, Undergraduate Environment and Natural
8 Resources (ENR) Major, and Minors.

9 **2. CHARACTERISTICS OF CONCURRENT MAJORS.**

- 10 a. One or more college involved.
- 11 b. Requires approval of all involved departments and colleges.
- 12 c. University requirements met only once.
- 13 d. Must meet all college and major requirements of the primary college/major
- 14 e. Secondary majors will establish their own requirements (which may or may not
- 15 include the college requirements for that college).
- 16 f. Academic advisors will be assigned for each major.
- 17 g. One degree (BS, BA, etc) will be awarded (in the primary college).
- 18 h. Only one diploma will be awarded (with the primary degree listed).
- 19 i. Both majors must be completed by the same date (date of degree awarded).
- 20 j. Both majors will be indicated on the academic transcript.
- 21 k. For accreditation purposes, certain colleges/majors may be required to be
- 22 designated as the primary college/major.
- 23 1. When both majors are within the College of Business, the only concurrent
- 24 Business major will be with Economics.

25 **3. CHARACTERISTICS OF DUAL DEGREES.**

- 26 a. Two or more degrees in one or more colleges.
- 27 b. Multiple degrees awarded.
- 28 c. Multiple diplomas awarded.
- 29 d. Completion date for all degrees must be the same.
 - 30 1) An exception can be made for students enrolled in DUAL joint degrees
 - 31 awarded by the College of Law. Students who choose to complete the JD first
 - 32 will be allowed to complete the remaining requirements of the second degree
 - 33 during the academic term (Fall or Spring) that immediately follows the term when
 - 34 the JD was conferred. Failure to complete the second degree within that time
 - 35 frame will result in nullification of the DUAL joint-status of the two degrees.
 - 36 Students will then be required to complete all requirements of the second degree
 - 37 in order for that degree to be awarded.

- 1 e. University requirements met only once.
- 2 f. All of the college and major requirements for both majors must be met.
- 3 g. Academic advisor in each major.
- 4 h. Must complete at least 30 credit hours at UW (at least 12 at the upper division)
- 5 beyond the credit hour requirement for the degree with the minimum number of
- 6 credit hours.
- 7

8 **4. CHARACTERISTICS OF SECOND BACHELOR'S DEGREE.**

- 9
- 10 a. Must have already completed one (or more) bachelor's degree(s) at
- 11 UW or elsewhere.
- 12 b. University requirements must be met.
- 13 c. All of the college and major requirements must be met.
- 14 d. Second degree may have the same title (BA, BS, etc) and may be in the same
- 15 college as the first degree. In the case of the same college, the second degree
- 16 must be in a different major.
- 17 e. All previous UW undergraduate coursework is included in the calculation of the
- 18 cumulative GPA.
- 19 f. Courses applied to the first degree may be repeated as part of the second degree,
- 20 but the original grade and grade point average in the original degree will not be
- 21 changed.
- 22 g. Must complete a minimum of 30 UW credit hours beyond the hours required for
- 23 the first degree. At least 12 of these hours must be at the upper division level.

24 **5. CHARACTERISTICS OF INTERDISCIPLINARY DEGREES.**

25 Have all of the characteristics of a normally defined major except:

- 26 a. More than one college is involved in the development of this type of degree.
- 27 b. Student has the choice of which college requirements will be met.

28 **6. CHARACTERISTICS OF UNDERGRADUATE ENVIRONMENT AND NATURAL**

- 29 **RESOURCES (ENR) MAJOR.**
- 30 a. Similar to a concurrent major in that students must complete the requirements for
 - 31 a major in an "affiliated discipline" as a complement to the requirements set forth
 - 32 by ENR.
 - 33 b. Students may select any UW major as their "affiliated discipline."
 - 34 c. The "affiliated discipline" will be listed second on the student's transcript – e.g.
 - 35 Environment and Natural Resources/Biology." If a student wishes to reverse the
 - 36 order, he/she must petition the department and the School of Environment and
 - 37 Natural Resources, which will report the change to the Registrar's Office.
 - 38 d. For statistical purposes, majors will be counted in the various departments of the
 - 39 "affiliated disciplines."

40

1 **7. CHARACTERISTICS OF MINORS.**

- 2 a. A student may earn minors in one or more colleges.
3 b. A minimum of 12 hours (with a grade of "C" or better in all courses) must be
4 earned.
5 c. Individual departments may elect to restrict the number of credit hours that may
6 count simultaneously toward both the student's major and the minor.
7 d. An academic advisor will be assigned for the minor.
8 e. Approval is required from both the major department and the minor department.
9 f. The minor will be indicated on the academic transcript, but not on the diploma.
10 g. The minor must be completed with or prior to the graduation date associated with
11 the student's major.

12
13 **8. DEFINITIONS.**

14 a. University requirements:

- 15 1) Cumulative GPA of 2.00 or better from the University of Wyoming.
16 2) Satisfactory completion of the prescribed curriculum in which the degree is
17 sought.
18 3) Completion of a minimum of 48 upper division semester credit hours, 30 of
19 which must be earned at the University of Wyoming. Credit by examination
20 does not count towards the required 30 hours of residency credit.
21 4) Not more than 24 semester hours of flexible enrollment courses
22 (correspondence credit) may be used toward fulfilling requirements for a
23 bachelor's degree.
24 5) Not more than 4 semester hours of credit in physical activity courses can
25 count toward a bachelor's degree.
26 6) The last credit applicable to degree requirements must be earned from the
27 University of Wyoming with the following exception: students of senior
28 standing may complete degree requirements elsewhere by obtaining special
29 permission of the department head, advisor, and college dean, and filing an
30 application for a degree before enrolling elsewhere.
31 7) Students are not allowed university credit for language courses below the
32 4000 level in their native language.
33 8) Students will be required to complete assessment activities as determined by
34 the University of Wyoming prior to the awarding of degrees.

35 b. University, college and major requirements:

36 As listed in the *General Bulletin* when the student matriculates into a particular
37 major. If a student is absent from the University of Wyoming for one academic
38 year or more, then the student may be required to meet any new requirements that
39 have been developed since the original matriculation date.

Source: University Regulation 805, Revision 1; adopted 7/17/08 Board of Trustees meeting

AGENDA ITEM TITLE: **Progress Change Orders**

CHECK THE APPROPRIATE BOX(ES):

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

BACKGROUND AND POLICY CONTEXT OF ISSUE:

**Capital Construction
 Progress Report as of April 15, 2015**

The following is an accounting of the progress and activity of construction and design since the last Trustees meeting. Also reported are approved change orders.

PROJECTS IN CONSTRUCTION

1. White Hall Renovation

Contractor	Sampson Construction Company, Inc. Cheyenne, WY
Bid Price	\$10,355,500
Contract Substantial Completion Date	Various phases – final phase August 7, 2015

(In Thousands)	Total	Admin	Constr	Design	FF&E	Misc	Cntngcy
Budget	13,935	789	11,185	553	440	311	657
Expended	13,321	496	11,466	599	390	370	0
Obligated	303	0	278	25	0	0	0
Other Funding	297	0	278	0	0	0	18
Use of Cntngcy	0	0	281	71		59	(411)
Un-obligated	608	293	0	0	50	0	264

Remarks White Hall is complete and no longer in warranty. McIntyre Hall apartment remodel and window replacement on floors 8-12 are complete. The remaining window replacement for floors 2-7 will begin May 2015.

2. Half Acre Gymnasium Addition and Renovation

Contractor	Groathouse Construction, Inc. Laramie, WY
Guaranteed Maximum Price	\$19,800,000
Contract Substantial Completion Date	January 15, 2015
Extended	March 31, 2015

(In Thousands)	Total	Admin	Constr	Design	Tech	FF&E	Misc	Cntngcy
Budget	26,919	712	21,269	2,110	774	774	250	1,031
Contingency allocated			1,031					(1,031)
Adjusted Budget	26,919	712	22,416	2,110	774	774	250	0
Expended	25,432	693	22,992	1,502	0	228	17	0
Obligated	2,833	275	2,069	218	0	269	2	0
Additional funds	2,500		2,500					
Un-obligated	1,154	(256)	(261)	389	774	277	231	0

Remarks Phase 1 eastern reconstruction/addition portion of the Half Acre Recreation and Wellness Center was substantially completed on March 13. Campus Recreation occupied the Phase 1 portion on Monday, March 16. Punchlist tasks, building technology, and transitional work toward Phase 2 renovation are continuing post-occupancy.

Phase 2 renovation of the historic western portion of Half Acre Gymnasium commenced upon occupancy and opening of the Phase 1 addition. Hazardous materials abatement and general interior deconstruction commenced on March 30; abatement procedure were completed on April 3. Deconstruction activities and preparatory work toward renovation were primary focus of work throughout April; renovation construction will commence in earnest during May. Completion of Phase 2 renovation is scheduled for mid-September, 2015.

3. Buchanan Center for the Performing Arts

Contractor	Sampson Construction Company, Inc. Cheyenne, WY
Guaranteed Maximum Price	\$25,700,000
Contract Substantial Completion Date	October 31, 2014
Extended	May 2015

(In Thousands)	Total	Admin	Constr	Design	Tech	FF&E	Misc	Cntngcy
Budget	35,000	1160	25,778	2915	1,208	2,450	200	1289
Contingency allocated			968	321				(1289)
Adjusted Budget	35,000	1,160	26,746	3,236	1,208	2,450	200	0
Expended	31,060	1,074	24,757	3,047	708	1,470	4	0
Obligated	2,536	162	1,701	220	0	453	0	0
Additional funds	7,000	100	5,300	100	0	1,500	0	0
Un-obligated	8,404	24	5,588	69	500	2,027	196	0

Remarks Flooring/wall tile, ceilings, electrical, plumbing and mechanical trim-out installations are nearly complete in the majority of the north-side addition. Interior painting, with trim-outs and ceiling clouds continue in the majority of the south-side addition. High work in the Thrust Theater is complete, lower framing and seating bowl concrete is complete with drywall/taping starting. Recital Hall shelf framing and painting is complete, with stage wood flooring and wall fin installation ongoing. HVAC controls wiring and programming continue. Work in the existing building will include contractor access through the west lobby and lower corridor leading to the new dance studio for new construction tie-ins. Air balancing is complete, with heating water balancing through April. East parking lot work is schedule to begin mid-May.

4. Arena Auditorium Renovation, Phase I

Contractor	Haselden Wyoming Constructors Casper, WY
Guaranteed Maximum Price	\$7,056,730
Contract Substantial Completion Date	September 30, 2014
Extended	October 2014

(In Thousands)	Total	Admin	Constr	Design	Tech	FF&E	Misc	Cntngcy
Budget	12,850	415	10,292	1,065	250	427	40	361
Expended	12,213	272	10,191	1,028	0	675	47	0
Obligated	823	4	717	93	0	9	0	0
Additional funds	812		379			433		
Use of cntngcy			237	56				(293)
Un-obligated	626	139	0	0	250	176	(7)	68

Remarks A certificate of occupancy has been issued for the building and the building is now in use.

CHANGE ORDERS

1. White Hall Renovation

No new change orders to report.

Statement of Contract Amount

Original Contract	\$10,355,500
Change Order 1-21	<u>1,389,541</u>
Adjusted Contract	\$11,745,041

2. Half Acre Gymnasium Addition and Renovation

Item 1	Phase 1 Additional Asbestos Abatement	Add	16,067
Item 2	Phase 1 Additional Demolition Modifications	Add	33,449
Item 3	MEP Phase 1 Sequencing to allow for occupancy	Add	56,370
Item 4	Cost of Work-Layout for Subcontractor Trades	Add	17,048
Item 5	Cost of Work-Weather Protection/Temporary Heat	Add	22,375
Item 6	Cost of Work-Builder's Risk Overage	Add	13,825
Item 7	Cost of Work-Safety Equipment	Add	3,082
Item 8	Cost of Work-Safety Rails	Add	2,316
Item 9	Printing Construction Documents	Add	450
Item 10	Site Access Unforeseen Conditions	Add	3,149
Item 11	Daily Clean-Up per CMAR Agreement	Add	25,111
Item 12	Temporary Stairs	Add	13,269
Item 13	Non-GMP CMAR work-Demolition, Patching	Add	25,773
Item 14	Reconfiguration of Laundry	Add	2,402
Item 15	Temporary Materials Staging, Off-Site	Add	9,485
Item 16	Fire Radio Repeater Signal Strength Verification	Add	1,251
Item 17	Wall Bracing Beyond GMP Allowance	Add	2,436
	Total Change Order #17	Add	247,858

Statement of Contract Amount

Original Contract	\$19,800,000
Change Orders 1-17	<u>5,261,893</u>
Adjusted Contract	\$25,061,893

3. Buchanan Center for the Performing Arts

Item 1	Design Changes	Add	18,962
Item 2	AV Systems Lecterns	Add	6,386
Item 3	Demo-Rework Choral Storage	Add	12,844
Item 4	Teaching Wall – AV	Add	653
Item 5	Rework Rough-In Rm 1016 & 2003	Add	3,211
Item 6	Add Receptacles RM 1099D	Add	637
Item 7	Add Data Outlets in 2024D	Add	310
Item 8	Carpet in Tiered Classroom 1138	Add	6,581
Item 9	Add Space Saver (FF&E)	Add	36,226
Item 10	Fire Protection Cabinet Changes	Add	293
Item 11	Redesign Firewall Locations	Add	8,808
Item 12	Turner Roller Shades (FF&E)	Add	2,797
Item 13	NW Office HVAC RA Changes	Add	251
Item 14	Additional Change Box Office		-0-
Item 15	Elevator 3 & 4 Electrical Changes	Add	6,261
	Total for Change Order #18	Add	<u>104,220</u>

Statement of Contract Amount

Original Contract	\$25,700,000
Change Orders 1-18	<u>5,217,499</u>
Adjusted Contract	\$30,917,499

4. Arena Auditorium Renovation Phase I

No new change orders to report.

Statement of Contract Amount

Original Contract	\$7,056,730
Change Orders 1-9	<u>1,224,453</u>
Adjusted Contract	\$8,281,183