

**THE UNIVERSITY OF WYOMING**

**MINUTES OF THE TRUSTEES**

**May 11-13, 2016**

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

**TRUSTEES OF THE UNIVERSITY OF WYOMING AGENDA**  
**May 11-13, 2016**

**WORK SESSIONS**

Introductions and Recognitions (Sessions I, II, & III).....	1
Budget Issues Discussion, Mai .....	5
Conversation with UW Board of Trustees and Governor Matt Mead .....	8
Resident Tuition, McKinley/Budget Committee .....	11
Non-Resident Scholarship Discussion, McKinley/MacPherson.....	12
Pharmacy Program (entrepreneurial tuition), Massie/Baldwin .....	13
Gift and Employee Recognition Policy, McKinley/Budget Committee.....	16
Board of Trustees’ Budget for FY 2017, McKinley/Budget Committee.....	17
Modification to Indirect Cost Policy (April Trustee Meeting Follow-up), Miller .....	21
Annual Clery Report Update, UW Police Chief Mike Samp .....	22
Honorary Degrees, Massie ( <i>added as part of committee report</i> ).....	23
Response to Audit Findings, Burman ( <i>added as part of committee report</i> ).....	25
Professor of Practice (information and discussion), Bostrom .....	26
<del>Other Topics [Research Aircraft Loan/BSL3 Construction Contract/Other Facilities Matters]</del> ( <i>this topic was not discussed during the meeting</i> )	
Mick and Susie McMurry High Altitude Performance Center (HAPC), McKinley/HAPC Facilities Committee.....	28
<b><u>BUSINESS MEETING</u></b> .....	30

**Approval of Board of Trustees Meeting Minutes**

- March 22-24, 2016
- April 20, 2016

**Approval of Executive Session Meeting Minutes**

- March 22-24, 2016
- April 20, 2016

**Election of Officers**

**Reports**

- ASUW
- Staff Senate
- Faculty Senate

**Public Testimony**

[Thursday, May 12, 2016, from 11:30 a.m. - 12:00 p.m.]

**Committee of the Whole**

REGULAR BUSINESS

Board Committee Reports

*[Note: Committees of the Board will be discussed during a regular work session of the meeting and may not have further reports to provide at this time.]*

Trustee Standing Committees

*Audit and Fiscal Integrity Committee (“Audit Committee”)*

Jeff Marsh (Chair)

*Financial Management and Reporting Committee (“Financial Committee”)*  
Dave True (Chair)

*Facilities Contracting Committee (“Facilities Committee”)*  
John MacPherson (Chair)

*Budget Committee*  
John McKinley (Chair)

*Honorary Degrees and Awards Committee (“Honorary Degree Committee”)*  
Dick McGinity (chair), Mike Massie (Trustee chair)

Liaison to Other Boards

- *UW Alumni Association Board* – Wava Tully
- *Foundation Board* – Jeff Marsh & Dave Bostrom
- *Haub School of Environment & Natural Resources* – Michelle Sullivan
- *Energy Resources Council* – Dave True
- *Cowboy Joe* – John McKinley

**PROPOSED ITEMS FOR ACTION:**

1. Approval of Contracts and Grants – Gern (*see pages 6-14 of the Board of Trustees Report*)
2. Approval of Personnel – Jones (*as discussed during executive session—see attachment I*)  
[Note: Distributed in advance using the Trustee secure website]
3. Approval of Master List of Degrees (required under UW Reg 1-102J) (*see pages 15-25 of the Board of Trustees Report*)
4. Approval of Site Clearing/Demolition Contract – Engineering Education and Research Building – Mai (*see pages 26-27 of the Board of Trustees Report*)
5. ~~Exception to Policy on Distribution of Indirect Cost – Gern/Miller (Approved during Work Session—see Attachment F)~~
6. Approval of Resident Tuition Recommendation – McKinley (*see attachment A*)
7. ~~Approval of Pharmacy Program (entrepreneurial tuition) – Massie/Baldwin (Approved during Work Session—see Attachment B)~~
8. ~~Approval of Gift and Employee Recognition Policy – McKinley (Approved during Work Session—see Attachment C & D)~~
9. ~~Approval of Board of Trustees’ Budget for FY 2017 – McKinley (Approved during Work Session—see Attachment E)~~
10. ~~Approval of Revisions for the Award of Merit Program – Massie (Approved during Work Session—see Attachment G)~~
11. ~~Approval of the Written process for the Honorary Degrees Program – Massie (Approved during Work Session—see Attachment H)~~

**New Business**

**Date of Next Meeting: June 15, 2016 (conference call)**

**Adjournment**

**THE UNIVERSITY OF WYOMING**  
**MINUTES OF THE TRUSTEES**  
**May 11-13, 2016**  
**Marian H. Rochelle Gateway Center, Salons D&E**

As reflected in the public session meeting minutes, the Board of Trustees of the University of Wyoming met in Laramie, Wyoming, Wednesday, May 11 through Friday, May 13, 2016. The meeting was held at the Marian H. Rochelle Gateway Center, Salons D&E. The Budget, Facilities Contracting, Audit and Fiscal Integrity, and Financial Management and Reporting committees met Tuesday, May 10, and the morning of Wednesday, May 11. The Board convened at 11:39 a.m. on Wednesday, May 11, with the Pledge of Allegiance. After the pledge and a few brief introductions and recognitions, Trustee Mike Massie moved that the Board enter executive session for the purposes of personnel and confidential information. Trustee Dave Bostrom seconded. All trustees were in favor; the motion passed unanimously. The Board entered executive session. The Board reconvened in public session at 2:52 p.m. and covered topics related to the budget and had a meeting with the Governor. The Board adjourned at 4:36 p.m. on Wednesday. The Board met that evening with invited guests for a farewell event for UW President Dick McGinity and Susan Berman.

On Thursday, May 12, the Board began at 8:06 a.m. by covering several topics such as resident tuition, pharmacy program tuition, indirect costs and the Board of Trustees' budget, among other topics. The Board held an executive session during lunch and reentered public session at 2:15 p.m. The Board adjourned at 3:00 p.m. in order to allow for some trustees to travel to Casper for the UW at Casper Commencement Ceremonies.

On Friday, May 13, the Board began in Executive Session. The Board then reviewed the Mick and Susie McMurry High Altitude Performance Center and held their business meeting before adjourning. That evening, the Trustees attended the 2016 President's Commencement Dinner, followed by commencement ceremonies on Saturday, May 14.

AGENDA ITEM TITLE: **Introductions and Recognitions**

CHECK THE APPROPRIATE BOX(ES):

- Work Session  
 Education Session  
 Information Item  
 Other Specify:
- 

MINUTES OF THE MEETING:

*Session I, Wednesday, May 11 at 11:30 a.m.*

Vice President for Student Affairs Sara Axelson recognized former ASUW President Brian Schueler. She noted he deserved recognition for all he did. Trustee President Dave Palmerlee agreed and noted that he was thrilled to have had Brian on the Board.

Vice President Axelson then introduced the new ASUW President, Michael Rotellini, and the new ASUW Vice President, Tyler Wolfgang. She noted that ASUW President Rotellini was majoring in business administration and involved in track and field. She stated that ASUW Vice President Wolfgang was majoring in elementary education and had directed a one act play.

Vice President for Academic Affairs David Jones recognized outgoing Faculty Senate Chair Tucker Readdy. He noted that Chair Readdy lead during a time of transition and that UW was grateful for his steady hand, level head, insight, and humor. Vice President Jones noted that Chair Readdy was truly a gentleman and scholar. Trustee President Palmerlee agreed and noted it was a privilege to work with Chair Readdy, who was honest and forthright.

Vice President Jones then introduced the incoming Faculty Senate Chair, Scott Shaw, who had been a professor of entomology in ecosystem science and management since 1989. He stated that Chair Shaw was nationally recognized, had numerous publications, and had received multiple on-campus awards.

Vice President for Administration Bill Mai recognized outgoing Staff Senate President Arron Sullivent, who was returning to his position during a critical time for administration as UW was acquiring properties for the Science Initiative building. He stated that Staff Senate President Sullivent was a positive influence, had a good attitude, and would be missed. Trustee President Palmerlee agreed and noted that Staff Senate President Sullivent was instrumental in the presidential search process.

Vice President Mai then introduced incoming Staff Senate President Mark Gunnerson, who had worked at UW for almost 25 years and was a Senior Controls Specialist who responded to issues at UW all hours of the night. He stated that Mr. Gunnerson and his coworkers were the unrecognized core of UW. Vice President Mai stated that he was looking forward to working with Mr. Gunnerson.

Vice President Axelson then introduced former professor, Dr. Duncan Harris, who was being awarded the Trustees Award of Merit. She noted that the Trustees Award of Merit was the highest distinction that the Board awards. Vice President Axelson noted that the UW Honors Program flourished under Dr. Harris, with thousands of students benefiting. She noted that he had done several study abroad programs in London and had helped secure the Red House for the Honors Program. Vice President Axelson noted that Dr. Harris had a personal impact on many students, and noted that in retirement, he was still teaching and was involved in the Tobin and Spiriari awards. She shared an example of a student from Baghdad who Dr. Harris mentored and how he was graduating this weekend with a doctorate in neuroscience.

Dr. Harris thanked the Board, and noted it had been a delight to work at UW. He shared examples of the kind of work that occurred in the Honors Program. He noted that he would continue to work from retirement and was departing next week to teach an honors course in England and Italy. He thanked the Board again.

*Session II, Thursday, May 12 at 1:30 p.m.*

Vice President Axelson began introductions and recognitions by introducing the winners of the Tobin Memorial Award and the Rosemarie Martha Spitaleri Award. She began by explaining the process by which these awards were chosen. Vice President Axelson stated that each year there were about 2,200 undergraduate students who would graduate from UW and of those students, there were 34 nominees for these awards. She added that 14 students were interviewed to select the winners, and for the 2015-2016 school year, the winners were Kimberly Sanchez and Vikram Singh. Vice President Axelson explained that Vikram Singh was the recipient of the Tobin Memorial Award and would be receiving degrees in astrophysics, physics, and honors. She added that he was from Bangalore, India and had been very involved across campus during his time at UW, including work with the Information Technology Department. Vice President Axelson noted that Vikram demonstrated the four pillars of the Tobin Memorial Award which included service, leadership, academics, and defined character.

Vice President Axelson continued her introduction and recognition report by introducing the winner of the Rosemarie Martha Spitaleri Award, Kimberly Sanchez. She stated that both Kimberly and Vikram were first generation college students. Vice President Axelson noted that Kimberly would be receiving degrees in Russian and anthropology and planned to attend graduate school in the fall. She added that Kimberly was very involved during her time at UW, including participation in the United Multicultural Council, Minority Student Leadership Program, among other endeavors. Vice President Axelson stated that both Kimberly and Vikram had participated in study abroad programs while at UW.

Tobin Memorial Award Winner Vikram Singh thanked the Board of Trustees for all of their work to keep the university running and allowing students to have a platform to showcase their talents and grow. He added that he planned to take the next year off to explore some theories he had in

relation to his research on exotic galaxies. Tobin Memorial Award Winner Singh stated that his time at UW had been a stepping stone for his success

Rosemarie Martha Spitaleri Award Winner Kimberly Sanchez thanked the Board and stated how honored she was to have received this award. She explained that originally, being from Wyoming, she did not want to attend UW, but she soon realized what a wonderful place UW was and had a wonderful experience during her time. Rosemarie Martha Spitaleri Award Winner Sanchez added that she planned to spend the summer backpacking through Cambodia and Thailand before moving to Michigan to get her PhD in anthropology. She concluded by saying that she planned to carry fond memories of Wyoming with her on her many journeys ahead.

Vice President for Research and Economic Development Bill Gern introduced Dr. Matt Kauffman who was the Director of the Wyoming Cooperative U.S. Fish and Wildlife Research Unit Division of the Zoology and Physiology Department. He explained that this unit was created under a congressional action in 1978. Vice President Gern explained that Dr. Kauffman had received his PhD from the University of California at Santa Cruz and a post doctorate at the University of Montana. He explained that Dr. Kauffman's main research focus was based on the food webs in Yellowstone National Park. Vice President Gern explained that Dr. Kauffman had been working closely with the Wyoming Migration Initiative. He added that this initiative was funded by the Prince of Monaco, the Berry Biodiversity Center, and the Buffalo Bill Historical Center. Vice President Gern noted that the Wyoming Migration Initiative was highlighted by National Geographic in their salute to the 100-year anniversary of the National Park Service.

Dr. Matt Kauffman explained that the video the Board would be watching would be used to tell the story of the big game migration to people in the state of Wyoming and people around the West. He added that a hallmark of Wyoming was that it possesses some of the largest and most diverse big game herds in the west. Dr. Kaufmann explained that the video was work from the Wyoming Migration Initiative, but the leads on this project were Arthur Middleton and Joe Reese, both UW graduates. Following the video, he added that this video was in conjunction with an exhibit that was being held at the Buffalo Bill Center of the West.

Vice President David Jones introduced the retiring Air Force and Army ROTC Commanders, Lieutenant Colonel Tay Johannes and Lieutenant Colonel Mitch Day. Vice President Jones explained that Lieutenant Colonel Johannes had been at UW since 2014. Before this time, he was commissioned at Montana State University in 1990 and would be finishing 26 years of service in the Air Force. He added that Lieutenant Colonel Johannes was a career civil engineer with a focus on engineering management, who had written numerous book chapters and research articles. Vice President Jones noted that Lieutenant Colonel Johannes had been deployed to Afghanistan, to U.S. Headquarters, and to the Republic of Korea. He thanked Lieutenant Colonel Johannes for his military service and his service to the University of Wyoming.

Vice President Jones stated that Lieutenant Colonel Day, a professor of military science, had been at the University of Wyoming since 2011, and entered the Army in 1984 as an Infantry Private for six years before transitioning into college at Western Oregon State University. Lieutenant Colonel

Day received his commission from Oregon State University in 1992. Vice President Jones explained that Lieutenant Colonel Day had an extensive background in different military and criminal justice fields. He added that Lieutenant Colonel Day had been deployed to Honduras, Cuba, Germany, Italy, and Iraq. Vice President Jones noted that Lieutenant Colonel Day was named the National Professor of Military Science in 2015, which earned him the highest honor of every program in the United States. Lieutenant Colonel Day would be retiring after 28.5 years of active service. Vice President Jones noted that Lieutenant Colonel Day had over 30 recognitions and awards including the Bronze Star. He stated that UW was thankful for his service, enthusiasm, and for the ROTC students who came through his program.

Colonel Rich Morales, the colonel in charge of ROTC and JROTC programs across the country, wanted to share a few words with the Board about Lieutenant Colonel Day. He stated that Lieutenant Colonel Day and the UW Cadets were very well regarded across the country for the students who were recruited to the program and then graduated. Colonel Morales explained that the cadets coming through the program run by Lieutenant Colonel Day were phenomenal officers and the very best. He then presented Lieutenant Colonel Day with the 5<sup>th</sup> Brigade Coin of Excellence.

*Session III, Friday, May 13 at 8:00 a.m. [This session was added by the Board during the meeting.]*  
Head Basketball Coach Larry Shyatt came to the May Board of Trustees Meeting to thank the Board for their support over the past six years. He stated that he remembered addressing the Board for the first time five years ago and assuring them that he would work to get some great athletes on the basketball team, to change the win and loss record of the team, and to change the academic standing of players on the team to a more positive situation. Coach Shyatt explained that through all of his achievements over his career, the most rewarding of all was the night in Las Vegas when UW won the Mountain West Basketball Championship Tournament. He again expressed his gratitude and explained that he was not sure what his next steps would be but he and his wife Pam would be back to Laramie to visit. Coach Shyatt stated that this would always be a place he looks forward to returning to. Trustee President Dave Palmerlee and Trustee Marsh expressed their gratitude to Coach Shyatt.

AGENDA ITEM TITLE: **Budget Issues Discussion**, Mai

CHECK THE APPROPRIATE BOX(ES):

- Work Session  
 Education Session  
 Information Item  
 Other Specify:
- 

MINUTES OF THE MEETING:

Trustee President Palmerlee noted that there were lots of moving parts to the budget issues, and this discussion was all preliminary. He noted that it was important to have this discussion in public session, and that Chair of the Budget Committee Trustee John MacPherson and Vice President for Administration Mai would lead the discussion.

Trustee McKinley noted that the Governor's Office sent a letter to all state agencies on April 21, 2016 to apprise them of the state's revenue sources and current outlook regarding revenues. He stated that the letter asked agencies to consider budget cuts in the 8-12% range over the FY 17-18 biennium. Trustee McKinley stated that the administration had several discussions with the Governor and staff for further clarification, which involved discussions on the need for a fiscal system, the distinction between ongoing funding in the block grant instead of one time funding, and program funding instead of capital construction funding. Trustee McKinley noted that Vice President Mai would explain further details.

Vice President Mai noted that UW was "changing horses midstream" regarding revenues and budget. He stated that the Board would need to approve the upcoming fiscal year budget, but this would not happen at this meeting due to recent changes and that UW was unsure of what the budget cuts would be. Vice President Mai noted that he had been working with President McGinity and incoming President Laurie Nichols, as well as the vice presidents and deans to understand UW's fiscal situation after the 2016 legislative session ended. He discussed the implications of the legislature's penny plan, which was a 1.5% reduction per year on UW's block grant, amounting to about \$3 million per year. Vice President Mai noted that most of his discussion would revolve around the block grant. He explained that the legislature funded the fiscal systems request under the assumption that the state would pay for half of the cost and UW would cover the other half, and that this would cost about \$20 million for the FY 17-18 biennium. He further explained how the fiscal system was to be funded. Vice President Mai noted that there would need to be further cuts in FY 18, but the administration had already developed a plan to cut \$7 million for FY 17. He noted that the direction from the legislature to take cuts to UW's standard budget would have a different effect than cutting a capital construction project or taking funds from reserves. Vice President Mai noted that the administration made campus aware of the need for a \$7 million cut, and the plans to make that cut.

Vice President Mai then noted that since the legislative session, a new Consensus Revenue Estimating Group Report (CREG) had been released. He noted that what the administration thought was going to be a manageable problem for FY17-18, now has become a worse problem. He noted that UW had not been given a specific amount to cut yet from the executive branch. Vice President Mai noted that there would be cuts in addition to the penny plan after this new CREG report, likely on the magnitude of a 12% cut or around \$24 million per year. He explained that there were also other expenses, such as unfunded utilities, that would need to be addressed, especially considering the power needs of the High Bay Research Facility when it would become operational in January 2017. Vice President Mai explained that the deans were aware of the additional 8% cut, and that they had been asked to consider scenarios of 10-12% cuts. He shared further details about how the different levels of cuts would impact UW. He noted that if larger cuts were needed, cuts in benefits had to be considered as well as losing positions at UW. Vice President Mai noted that most position eliminations will be accomplished through hiring freezes and attrition. He noted that cuts could be around \$22-23 million for the fiscal year. Vice President Mai noted that UW would not be alone in these cuts, as they would face all state agencies. He added that he had been working with incoming President Laurie Nichols on the budget cuts.

Trustee John McKinley stated that Dr. Nichols would begin next week. He asked Vice President Mai to share further details on the process to reduce budgets and the Board's role. Vice President Mai noted the Board would need to approve the budget before July 1, 2016, as it was the start of the new fiscal year. He noted that last week, the deans were focusing on programmatic cuts and vertical cuts as opposed to horizontal cuts. Vice President Mai noted that the administration was considering all of the options, including tuition increases and utilization of one time funding to bridge FY 17-18. He stated that UW needed to consider a long-term plan so it would not be haphazardly cutting in FY 17-18 and then in the following biennium.

Trustee Mike Massie agreed that a long-term plan was needed. He stated that he understood the role given to the deans and departments, but that he did not understand what role the vice presidents and executive council would play. Trustee Massie asked if the vice presidents would simply pass along the deans' ideas or if they would coordinate them into a long-term plan for the board to approve. Vice President Mai responded that he did not want to speak out of line and that he wished incoming President Nichols were present. He stated that in his experience, the administration's job was to bring the Board a manageable, reasonable plan. Vice President Mai stated that the Board would also have some alternatives, as it would be a mistake to say there was only one solution. Then the Board would be able to make comments and ask questions.

Trustee Massie stated that this approach made sense. However, he also commented that it would take time to eliminate entire programs, which could not be done before the end of the fiscal year. He asked how the administration would deal with the time delay from eliminating programs and seeing a fiscal benefit. Trustee McKinley recognized that there was very little time before the beginning of the next fiscal year. However, there was a longer period of time to plan for the FY 18 budget. He stated that the cuts may not be evenly distributed, and there may be deeper cuts in FY 18. He stated that this would also allow Dr. Nichols more time to create a budget reduction plan.

Vice President Mai shared ideas the deans had developed, including bandwidth. He noted that there could be a hard lockdown on positions in FY 17 and then an adjustment could be made to the workforce. Other ideas included pay cuts, furlough days, and early retirements. He noted that the deans were trying to balance harm to UW employees. Vice President Mai stated that they were also trying to come up with meaningful savings to provide flexibility and bandwidth to get to FY 18.

Trustee President Palmerlee asked for UW President Dick McGinity's perspective. UW President McGinity stated that the financial situation of the state was worse than any other time in the last 30 years. He noted that it had taken a while for the state to understand the depth of the problem. UW President McGinity commented that since the administration and deans knew there would be budget challenges, they had been meeting since October 2015. He noted that the administration was trying to come up with a response to the budget cuts, but the administration had been unclear about the dimensions of the problem. UW President McGinity noted that UW administration started out on one track and that track changed dramatically in the last month with the release of the CREG report. He stated that the administration and deans were now reassessing the issue and that they were close to knowing how much they would need to cut.

Trustee President Palmerlee asked the administration how they were trying to accomplish these cuts. UW President McGinity responded that the most constructive responses had been to not having across the board cuts. Instead, he stated that the cuts would be strategic and focus on not cutting areas that were the core missions of UW and its responsibilities to the state. UW President McGinity stated that if a program supported a core mission or responsibly to the state, then it would survive.

Trustee President Palmerlee noted that department heads and deans were developing cuts from the base. He asked if this was correct. Vice President Mai responded that until incoming President Dr. Nichols arrived, the Board knew about what the administration knew. He stated that the trustees may want to consider having a meeting in person in June. Trustee President Palmerlee said that an in person meeting of the Board before the retreat was his expectation.

Policy Director Mary Kay Hill commented that the Governor would be in attendance in a few minutes and would share UW's budget target with the Board. Vice President Mai stated that it was no surprise that the revenues were bad. He stated that everyone in the state was hoping the fiscal situation would improve, but that the full effects of a decrease in sales and use tax was now being felt. Vice President Mai also discussed the federal mineral royalties and the time it would take for oil to come back.

Trustee McKinley added more details about the CREG report and the estimates that were used and the actual mineral prices. He also commented that there would be a delay in the funds coming to the state even after the economy comes back.

AGENDA ITEM TITLE: **Conversation with UW Board of Trustees and Governor Matt Mead,**  
Governor Mead

CHECK THE APPROPRIATE BOX(ES):

- Work Session  
 Education Session  
 Information Item  
 Other                      Specify:
- 

#### MINUTES OF THE MEETING

Trustee President Palmerlee welcomed Governor Matt Mead.

Governor Mead stated that it was important for him to be at the meeting to share the difficult news. He stated that, as the Board knows, the state was facing budget constraints. Governor Mead noted that he did not want the message to be negative. He stated that his daughter had the opportunity to go to many different colleges, but she had selected UW. Governor Mead stated that this was significant to him, as she would get a great education. He stated that Wyoming has one university and that the state was undergoing difficult financial times. However, Governor Mead stated that UW would remain strong and get through those difficult times. He shared a letter outlining the total amount of money to be cut from UW's budget [see attachment N]. Governor Mead stated that the state's revenue picture was similar to what it was in 2005-2006, and that he had asked state agencies to consider 8% cuts. He stated that since UW was one of the largest receivers of state aid, he was asking UW to cut \$35 million.

Governor Mead then discussed the upcoming supplemental budget session. He stated that at the conclusion of the 2016 Legislative Session, he and the legislators believed they had balanced the budget. However, since the conclusion of the session, there had been further declines in state revenue. Governor Mead noted that additional cuts may be needed in the future if mineral prices did not level out. He stated that if UW had a great need in the supplemental budget, he would work through it, but he asked that UW to keep its supplemental requests to a minimum. Governor Mead noted that if smaller agencies had to cut more than 8%, it would change how they were able to do business, so as a result, the Governor was asking larger organizations to cut more. Governor Mead noted that UW was the first of the large agencies to learn what their additional cuts would be because UW needed to plan long-term. He stated that he would begin budget hearings next week with various agencies. Governor Mead noted that the timing of this announcement was poor given the start of Dr. Laurie Nichols' term on Monday, May 16. He stated that some constituents wanted to utilize funds from the rainy day fund. Governor Mead stated that he was not allowed to access these funds, rather the legislature would need to call a special session to discuss the use of these funds. He discussed the challenges that come with fiscal hardship, including unemployment, the boom and bust cycle, and their effects on keeping young people in the state. Governor Mead stated that the letter written by UW's deans made several good points. He noted that, as a state, Wyoming needed to get to the point where it was not building its budget based on projections.

Governor Mead proposed that rather than using projections, the state ought to build up the rainy day fund to a level similar to its biennial spending. He noted that the boom and bust cycles caused instability in business and families and also affected services provided by the state.

Governor Mead commented that he hoped UW would assist the state in the long-term by helping the state become better at budgeting and diversification of the economy. He spoke about the importance of diversifying the economy for the state and how this needed to be a long-term plan that spanned different governors' terms. Governor Mead noted that Wyoming's fourth largest industry should be technology, which had made progress during his term in office but needed much more progress. He requested that in addition to cutting \$35 million from the budget, that UW work with the executive branch to develop a plan for diversifying the economy that outlines the next 20 years and sets benchmarks to be met each year. Governor Mead noted that UW could provide the continuum that cannot be provided between different governors. He stated that diversify the economy will not be easy, but that Wyoming needed predictability and stability or it would lose its young people and UW graduates.

Trustee Jeff Marsh thanked Governor Mead for attending. He stated that in response to the Governor's remarks, part of UW's strategic plan should be to reach beyond the walls of UW and assist the executive branch with this request. Trustee Marsh asked Governor Mead if there were specific areas of Wyoming's economy he wanted to see diversity in. Governor Mead responded that in the past when the state had talked about economic diversity, its first response had been to move away from energy, agriculture, and tourism. He stated that this was the wrong approach; rather, the state needed to build on these three areas, as well as build on its natural advantages. For example, Governor Mead noted that Wyoming would never be the surfing capital of the world. However, he noted that Wyoming could use its expertise in an oil field service business and market the knowledge it had beyond the state and use its intellectual property. Governor Mead noted that another area was technology. He shared the example of NCAR, and how Wyoming's low electricity costs were appealing to companies, as well as its wonderful towns like Cody, where people vacation. Governor Mead shared information on the technology summit in Jackson. He also shared information on using Wyoming as a test center for challenges in rural health care, as if solving the challenges was successful in a rural setting, it could easily be implemented in a city. Governor Mead noted that Wyoming should build on the energy industry, technology, telehealth, and tele-education because if Wyoming could solve challenges in these areas, then it could provide solutions to the nation and the world.

Trustee John MacPherson stated that he wished Governor Mead came with a different message, but that his message was not unexpected. He thanked the Governor for personally coming. He asked how other state agencies would be handled. Governor Mead responded that his office had begun budget discussions with agencies that week. He shared some information on the Department of Health and its fiscal outlook and the matching funds for the program, as well as the Department of Corrections. Governor Mead noted that every agency would be handled differently, but all agencies would have difficult times.

Trustee Mike Massie stated that he appreciated the Governor's advocacy for education and understanding of rural healthcare. Trustee Massie asked if the \$35 million cut was for the biennium and if it would include the 1.5% cut already allocated by the legislature. Governor Mead responded that the \$35 million cut would be in addition to the 1.5% cut from the legislature. He stated that he did not want to cut this much, but he also did not want to continue to cut further in the future.

Trustee John McKinley stated that this was a difficult message, but that it was helpful to have the Governor present. He asked the Governor to share more information on the use of the rainy day funds. Governor Mead noted that he and the legislature had a different perspective on the rainy day fund, as he believed in using more of these funds than the legislature did. He noted that he could not access these funds unless the legislature held a special session in regards to their use. Governor Mead noted that he could only access the funds without their approval if the state was more than \$150 million short for this fiscal year, and the state was not predicted to be that short. He noted that moving forward, the legislature needed to figure out if this was a 4, 6, or 8 year economic downturn and how fast the rainy day funds would be depleted. Governor Mead noted that Wyoming should not use up all the funds in four years if this would happen to be a six year downturn. He noted that he would be working with the legislative leadership that week and the legislature could call a session.

Trustee President Palmerlee thanked the Governor for presenting in person. He pledged that this Board would work with the Governor and the administration to deal with these cuts in a responsible way. Trustee President Palmerlee noted that incoming President Nichols would work hard with the Governor. Governor Mead thanked the trustees for their service, and noted they would be the right group to address these budget cuts.

AGENDA ITEM TITLE: **Resident Tuition**, McKinley/Budget Committee

CHECK THE APPROPRIATE BOX(ES):

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

MINUTES OF THE MEETING:

Trustee John McKinley explained the modifications to the policy. He noted that the document presented to the Board was the same as what the Board approved for the spring 2016 semester [see attachment A]. Trustee McKinley stated that if there were no questions, the Board would need a motion to approve use of the fact sheet for summer 2016.

Vice President for Student Affairs Sara Axelson added that they were working on revising UW Regulation 8-1 in regard to tuition. However, UW needed a document to guide summer residency decisions. She noted that they were only asking the Board to approve this for the summer 2016 session. It was noted that this item was on the consent agenda/items for approval, so a motion was not needed during the work session.

AGENDA ITEM TITLE: Non-Resident Scholarship Discussion, McKinley/MacPherson

CHECK THE APPROPRIATE BOX(ES):

- Work Session  
 Education Session  
 Information Item  
 Other Specify:
- 

MINUTES OF THE MEETING:

Trustee John MacPherson noted that there were two issues with resident and non-resident tuition. He stated that the Board had already addressed the topic of who was a resident. Trustee MacPherson noted that the second issue was of equal importance, and it may have more of a fiscal impact on UW. He noted this topic was granting non-residents scholarships and/or granting non-resident students' tuition discounts. Trustee MacPherson noted that using these tools were fine if UW was using them to attract exceptional students. However, he noted that if improperly used, this could be used to fill seats. Trustee MacPherson noted that he and Trustee McKinley met with the Dean of the College of Law Klint Alexander to develop some guidelines on this issue. Trustee MacPherson noted that discounts in tuition should first be given to resident students. He stated that further information was needed on this topic and it needed to be considered by the incoming President. Trustee MacPherson stated there was not enough information to make a recommendation at this time, but that the Board would remain aware of this issue.

Trustee Michelle Sullivan asked how many non-resident students were receiving in-state tuition. Trustee MacPherson responded that there was limited data and that he had not had time to review it in detail.

AGENDA ITEM TITLE: **Pharmacy Program (entrepreneurial tuition)**, Massie/Baldwin

CHECK THE APPROPRIATE BOX(ES):

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

MINUTES OF THE MEETING:

Trustee Mike Massie noted that Board had discussed this topic on the April 20, 2016 conference call, and that the Board had questions so no action was taken during the call. He explained that the Board now had received more detailed information. Trustee Massie noted that the main concern was the cash flow for the program and the variable tuition rate. He stated that the Board had previously approved the Masters in Health Sciences Administration, but that the Board had questions about charging in-state tuition to out-of-state students who were employed by organizations that were helping to recruit students to the outreach program. Trustee Massie recommended approving the differential tuition rates under the condition that the School of Pharmacy come back in a few years and report to the Board how it was working. He stated that he and Trustee MacPherson had met with the Dean of Pharmacy Kem Krueger. Trustee Massie stated that if the Board wanted more information, he would review the handout presented [see attachment B]. He explained that the pharmacy program was requesting a two tier entrepreneurial tuition structure. Trustee Massie noted that tuition generated by this program was divided 75%/25%, with 75% of tuition going to the School of Pharmacy and 25% going to the School of Outreach. He stated that this was a standard approach to entrepreneurial tuition allocation. Trustee Massie explained that most tuition charged by UW went back to the administration and was then distributed throughout UW's budget. He stated that entrepreneurial tuition was treated differently because the program was designed to be self-sustaining that would not require additional funds from UW. Trustee Massie explained that this tuition would cover all of the costs for the program, including salaries for those who were teaching in it. He further explained that the students in this program were already active in their fields and looking to use this degree to help with advancement.

Trustee Massie noted that the two rates for tuition would be \$650 at the in-state level or \$825 at the out of state level per credit hour. He again noted that people involved with organizations who were marketing this program would receive the lower tuition rate. Trustee MacPherson added that he initially had some reservations about the two tuition rates, but after meeting with Dean Krueger, he changed his mind. Trustee MacPherson moved that the Board approve the proposed outreach program related to School of Pharmacy including the requested tuition differential subject to the following two conditions:

1. That there will never be a request to take money from the UW budget to support the program, and,

2. In two years the group will come back to the Board to give a report showing the income realized and the expenses incurred for the program.

Trustee Mel Baldwin seconded. Trustee John McKinley asked if a formal sunset termination clause was considered as part of this agreement. Trustee Massie stated that it had not been considered, as it may affect enrollment as students may be hesitant to enroll in a multi-year program if it was scheduled to sunset. Trustee MacPherson added that one of the reasons UW requested the School of Pharmacy to return to the Board and show income and expense was because that would give the Board an opportunity to consider the program again.

Trustee Michelle Sullivan asked if there were other programs with entrepreneurial tuition on campus. Trustee Massie stated that there were other programs using this approach.

Trustee Dick Scarlett asked who would be covering the funds needed for the initial program costs. Trustee Mike Massie responded that Outreach was covering the initial funding. Dean Krueger confirmed that the Outreach School would be funding the initial startup costs. Trustee Mike Massie noted that the Outreach funding was coming from reserves. He then shared further details on Outreach funding.

Trustee President Palmerlee asked what would happen to a surplus if the program was able to generate one. Trustee Massie responded that any surplus would return to the School of Pharmacy to cover other needs. Dean Krueger added that the school would hold two years of operating increases with the surplus in the event the program needed to be terminated so that enrolled students could finish.

Trustee President Palmerlee asked if the School of Pharmacy could report back to the Board in one year instead of two years. Dean Krueger responded that they could, but that their break-even analysis showed that they would breakeven in two years. Trustee President Palmerlee asked if the program was paying for overhead costs like electricity, room space, janitorial services, etc. Dean Krueger responded that once the program was making money, the program would pay a "tax" back to the school to cover these costs. Trustee Baldwin noted that he would not support this program if it required the use of state funds. He noted that more options like this should be considered during the fiscal crisis. There was discussion on the importance of the program not returning to the Board to ask for money. Trustee Massie noted that even if the program asked the Board for money, per the motion, the Board could refuse. Trustee Sullivan noted that this was a good program that was serving a professional need within the region. She noted that if successful, perhaps this could lead to other similar programs.

Trustee Dave True asked how many similar programs UW had and their financial performance. Trustee Massie responded that other programs were using entrepreneurial tuition, but none of them had the two tier tuition approach. Dean Krueger added that the Doctorate in Nurse Practitioner is one program. He also noted the executive MBA program was similar and used a similar tuition rate of \$650 per credit hour. Trustee Scarlett asked if these programs generated revenue or broke even. Trustee Massie noted that the Nurse Practitioner program was recognized nationally.

Association Vice President for Academic Affairs noted that the executive MBA was self-sufficient.

Trustee President Palmerlee asked Vice President for Administration Bill Mai to comment on the surpluses from these programs. Vice President Mai noted that UW was considering these questions as it underwent planning for the new fiscal system. He stated they were looking at the various components of Outreach and where they fit. There was further clarification that if the program produced a surplus, the surplus would be retained by the School of Pharmacy.

Trustee Scarlett asked how the cost per credit hour was determined. Dean Krueger stated they wanted the cost to be similar to the Executive MBA program because these students may also be interested in taking courses with the School of Pharmacy program. He stated that they did a needs assessment and asked alumni about their willingness to pay. Dean Krueger added that as a new program, one objective was to get students enrolled and it was more appealing to enter the market on the lower end of the tuition spectrum. He commented that the program also conducted a break-even analysis based on \$650 per credit hour tuition rate. Trustee Scarlett noted that using the MBA program as a guide was not correct as they could be mispricing their own program. There was further discussion on the studies that were used to determine the price, specifically how the language was worded when asking the question regarding preferred price of the program. Trustee Massie noted that the Board would have a clearer idea when the program reported back to them. Trustee Scarlett noted that he did not want to wait two years to hear back on the program. Rather, he asked that they report back in one year. Trustee Massie noted he preferred two years, but he would not be opposed to one year if the Board preferred that.

Trustee MacPherson then amended the motion, modifying the language to be one year for the reporting back to the Board replacing two years; Trustee Baldwin accepted the amendment to the motion. There was a vote on the amended motion. All trustees were in favor; the motion passed unanimously.

AGENDA ITEM TITLE: **Gift and Employee Recognition Policy**, McKinley/Budget Committee

CHECK THE APPROPRIATE BOX(ES):

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

MINUTES OF THE MEETING:

Vice President and General Counsel Rick Miller explained that this policy was in regard to gifts to individual employees. He stated that if employees were recognized by their department, the department used Foundation funds to purchase a present or hold an event. Vice President Miller noted that this policy would limit the amount spent on the gift to \$250, and that this number was developed based on the Wyoming statute that addresses governmental ethics. He noted that the President of UW was exempt from the statute and the chairman of the Board of Parole. Vice President Miller noted that this policy would not affect “passing the hat” if individuals in the department wanted to donate their own personal money to purchase a larger gift. He stated that this would only apply to the use of Foundation funds and would include the gift and costs to host any event.

Trustee John McKinley referred the Board to attachment G of the regulation [see attachment C of the minutes for UW Regulation 1-102 and attachment D of the minutes for attachment G to UW Regulation 1-102]. He noted that the Budget Committee spent quite a bit of time on this topic over the last month. He again reaffirmed Vice President Miller’s comments that this does not apply to “passing the hat.” He noted that he recalled needing a further change under IV., b, per the committee meeting the day before. Trustee McKinley stated that this change was going to be to add the phrase “and celebratory events for” He noted this could be redundant, but it was very clear. There was further discussion on if this was needed. Trustee Jeff Marsh moved to approve the regulation with Trustee McKinley’s edit. Trustee Dick Scarlett seconded. All trustees were in favor; the vote passed unanimously.

[Later in the meeting]

Vice President Miller stated that the Gift and Employee Recognition Policy passed by the Board would not apply to Staff Senate Recognition Day. He stated that the UW did not want to shut down these events that were funded by private donors with endowments. He noted that the policy only applied to individuals. Trustee McKinley noted that Vice President Miller needed to look at this policy to make sure these exceptions were clear, especially when using endowment language.

AGENDA ITEM TITLE: **Board of Trustees Budget for FY 2017**, McKinley/Budget Committee

CHECK THE APPROPRIATE BOX(ES):

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

MINUTES OF THE MEETING:

Trustee John McKinley noted there were two documents presented to the Board. The first was a FY 2017 draft budget [see attachment E] and the second was a draft practices and policy document [see attachment L]. He began by discussing the proposed FY 2017 budget, and noted that this budget was part of the President's Office budget. Trustee McKinley noted that the Board in the past had not discussed this budget and its expenditures. He requested information on the Board's expenditures since 2009. Trustee McKinley noted the committee also received detailed expenditures with regard to FY 15. He noted that as FY 16 was not complete, and they did not consider that information. Trustee McKinley shared the proposed FY 17 budget and walked the Board through each of the major expense categories as well as how the budget document was arranged. He noted that in FY 15, the Trustees' actual expenditures were \$302,000. Trustee McKinley stated that the proposed budget for FY 17 was \$229,000, a \$73,000 decrease or about a 24% reduction. He noted that the two major areas of reduction were in food expense and the use of the UW plane and state jet. Trustee McKinley explained that in order to make sure the trustees stay on budget, the Budget Committee had proposed a policy to set parameters on the use of the UW plane and state jet. Due to the large geography for Wyoming, he commented that it was important to encourage full involvement by trustees. Trustee McKinley shared some of the policies, including limiting the use of the UW plane or state jet within 200 miles of Laramie, centralizing the location of pick up and drop off of trustees, and providing the trustees with a log of plane use. He noted that the trustees would be provided a copy of actual expenses as the fiscal year progresses.

Trustee Dick Scarlett asked if any exceptions to the policy would be approved by the President of the Board. Trustee John MacPherson responded that under letter H, exceptions require the approval of the Board President and President of the Budget Committee. Trustee MacPherson noted that he and Trustee McKinley had discussed this. Trustee McKinley added that, as noted in #9, the Board President could authorize other expenditures. He noted that the budget would begin on July 1, 2016, so there would be some time to make adjustments if necessary. There was brief discussion of the *Chronical of Higher Education* subscriptions.

Trustee Mike Massie thanked Trustee McKinley. He noted that he believed the Board could reduce its budget further. Trustee Massie noted that the budget for FY 15 was supposed to be \$240,000, but the Board spent \$302,000. He noted he was not sure why the Board was over budget, but that in reality the Board was stepping down from a \$240,000 year budget to a \$229,000 year budget,

which is only a 5% reduction. Trustee Massie noted there was more in the budget the Board could remove. He noted that the Board could remove the over \$5,000 cost to rent a table and tent for a summer meetings, listed under office operations, building/office rental. Trustee Massie noted the Board could also reduce the \$12,000 budgeted for three banquets. Trustee Massie noted that there were other ways to interact with people on campus and around the state instead of having large expensive dinners. He proposed having receptions after the meetings conclude.

Trustee President Palmerlee asked who pays for commencement dinner. Trustee McKinley noted that it was the President's Office.

Trustee McKinley noted that he understood Trustee Massie's concern with using the FY 15 expenditures as the number for reduction instead of the proposed budget for FY 15. He applauded Trustee Massie for being fiscally conservative. Trustee McKinley noted that the Board would need to work under this budget and that it was up to the Board President to authorize expenditures. He noted it would be up to the Board to monitor their expenditures. He stated that the UW President would also ask departments to reduce their budgets from current expenditures, not predicted budgets. Therefore, Trustee McKinley noted that the Board would be reducing from actual expenditures and undergoing a \$73,000 decrease. Trustee Massie noted that he hoped his concern that the Trustees would not respect their budget would not come to fruition. Trustee Massie noted that was not his concern. Trustee McKinley responded that the analysis that needed to be considered was the decrease from actual expenditures to the new budget.

Trustee Dick Scarlett commented that the Board does not need to spend as much as was in their budget, and that the Board could approach each of these costs as they hold events, etc. He noted he understood Trustee Massie's concern, but he urged that the Board adopt the proposed budget with the goal of doing better.

Trustee Dave Bostrom thanked Trustee McKinley. He stated he wanted to make a cautionary note. Trustee Bostrom noted that the gatherings with the deans and directors were very important, and it would be important to continue these moving forward. He added that the amount budgeted for the UW plane and state jet was only for travel to in person meetings, and that there were times that trustees needed to travel to Laramie for other in person meetings, such as WGEESIT. He noted there may also be an in person meeting of the trustees in June to discuss budget cuts. Trustee Bostrom asked if the amount budgeted for the plane was reasonable. He noted that he was not speaking against approving the budget, but that this was a work-in-progress and the Board needed flexibility.

Trustee McKinley noted that the Board could allow for more flexibility by changing the language under 7e. He stated that instead of budgeting \$12,000 for three events, the Board could just budget \$12,000 and do a series of smaller receptions or other combinations of dinners/receptions.

Trustee Dave True commented on item 6b, the 200 mile radius around Laramie that the plane would not fly to. He asked that an exception for weather and road closures be listed under it. Trustee True also commented on 6h, and noted that was the only place the Board of Trustee Budget

chair could give approval. He noted this seemed unnecessary. Trustee True also commented on 6g, and noted that it should be either “minimize” or “eliminate,” but that having both was redundant.

Trustee Massie returned the conversation to the percentage that the Board was reducing expenditures by. He noted that he shared the historical spending of the Board to show that \$302,000 was abnormal. Trustee Massie stated that he did not think it was right to present the Board as cutting \$73,000, and that simply promising to spend less than the proposed budget was not enough, as other campus departments could not do that. He added that the expense for the tent was still in the budget, and that there were low-cost receptions as an alternative for outreach.

Trustee Sullivan noted that she would rather be conservative in budgeting, and setting a goal of getting to \$200,000. She stated that most importantly today, the Board would be putting policies in place and providing a way to monitor their spending. Trustee Sullivan explained the clipping service, and how it was formally used by the President to write notes to people across the state. She wondered if there were other practices that had carried over from previous administrations that could be eliminated to save money. Trustee McKinley responded that there may be a more efficient way to have a clipping service.

Trustee Baldwin noted that he supported cutting the tent rental funding. He also suggested reducing the \$12,000 in 7e to \$9,000.

Trustee Dick Scarlett moved to accept the budget as presented. Trustee McKinley noted that the practices and policies document would be voted on separately. Trustee Bostrom seconded the motion.

Trustee Massie moved to amend the motion by deleting the \$5,700 under building office and rental. Trustee Mel Baldwin seconded. Trustee Bostrom stated that he was in opposition to the amendment, as the Board needed flexibility in their budget. A vote was taken. Trustees Massie, Gubbels, Sullivan, and Baldwin were in support of the amendment. Trustees Marsh, MacPherson, Tully, True, Bostrom, Scarlett, McKinley, and Palmerlee were opposed. The amendment failed.

Trustee President Palmerlee made a motion to amend the practices and policies document to allow the Board President to delegate some of these decisions. Trustee MacPherson seconded. Trustee Massie noted that the Board could not vote on this motion as there was already another motion on the floor.

The Board then voted on Trustee Scarlett’s motion, which was approval of the Board of Trustees FY 17 budget as presented. Trustees Marsh, MacPherson, Tully, Ture, Bostrom, Scarlett, McKinley, and Palmerlee were in favor. Trustees Massie, Gubbels, Sullivan, and Baldwin were opposed. The motion passed.

Trustee McKinley noted the Board would keep an eye on the building and office rental. He then noted that he tried to capture everyone’s comments on the practices and policies document.

Trustee McKinley began to review the comments. Trustee Marsh requested that “road closures” be changed to “road conditions.” Trustee True asked if it would be worthwhile to ask the Chairman of the Budget Committee to redraft the document and bring it back to the Board for review, perhaps at the June meeting. Trustee McKinley noted this would be a good idea. Trustee Palmerlee and Baldwin asked that the document be redrafted and distributed to the Board later in the meeting to be acted upon while the Board’s discussion was recent. Trustee Scarlett asked that Jackson/Afton be removed for needing to have one place to pick up trustees. Trustee McKinley noted he would redraft the document with the changes.

AGENDA ITEM TITLE: **Modification to Indirect Cost Policy (April Trustee Meeting Follow-up)**,  
Miller

CHECK THE APPROPRIATE BOX(ES):

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

MINUTES OF THE MEETING:

Vice President and General Counsel Rick Miller explained the modification to the indirect cost policy. Trustee Mike Massie noted that it was the UW President that may also approve a different rate with research contracts. Vice President Miller agreed. He noted that in order to be more inclusive, the language regarding WYSAC was removed and replaced with more inclusive language [see attachment F]. Trustee Massie moved to approve the revised policy with Trustee Massie's modification. Trustee Bostrom seconded. All trustees were in favor; the motion passed unanimously.

AGENDA ITEM TITLE: Clery Act Update, Samp

CHECK THE APPROPRIATE BOX(ES):

- Work Session  
 Education Session  
 Information Item  
 Other Specify:
- 

MINUTES OF THE MEETING:

Chief of UW Police Mike Samp explained the history and requirements of the Clery Act [See attachment O]. He shared some initial crime statistics and some of the newer statistics they had been gathering, like domestic violence and stalking. As these were new categories to be tracked, and each state was tracking them differently, UW could not compare itself to other states. Chief Samp shared information on their outreach programs, such as the Adopt-a-Cop program, community policing programs, community response to active shooters, and orientation. He shared information on marijuana and marijuana edibles and Wyoming's response. There was discussion on the higher levels of THC in edibles, the difficulty in detecting them, and how the topic was covered by the Wyoming State Legislature.

Trustee Michelle Sullivan noted that there was more reporting of sexual assaults. She asked how the campus was supporting victims. Chief Samp responded by sharing information on UW's advocacy programs, STOP violence program, anonymous reporting, and counseling center. He noted that they were speaking to men, as they needed to reach this population. Chief Samp noted that Athletics was also doing a great job of educating students about sexual assault.

UW President McGinity noted that alcohol use was now in its third year of decline. Chief Samp agreed.

Trustee John McKinley asked about the suicide prevention program and how that related to the statistics shown. Chief Samp responded that all of UW's law enforcement officers had been through crisis intervention training to help them recognize mental health issues, including suicide. He explained the Gatekeepers program.

AGENDA ITEM TITLE: Honorary Degrees, Massie

CHECK THE APPROPRIATE BOX(ES):

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

MINUTES OF THE MEETING:

UW President Dick McGinity shared the three honorary degree recipients: Don King, John McPhee, and Tom Bell, who could not attend due to health issues. Trustee Mike Massie shared two documents with the Board: The Board of Trustees Award of Merit Guidelines [see attachment G] and the Honorary Degrees, Promotion, Review, and Award Process [see attachment H]. He explained the proposed changes in the Award of Merit Guidelines, including changes to the timing of the process.

Trustee Dave True shared his proposed changes, during which he asked the Board if they wanted to be made aware of all the nominations or if the Board only wanted to see the nominations recommended by the committee. Trustee Massie noted that Trustee True's proposed language noting that the committee would review all nominations was fine.

Trustee MacPherson asked who was on the committee for Award of Merit. Trustee Massie responded that the Honorary Degrees Committee is made up of four trustees, three members appointed by faculty senate, and the UW President. He stated that the Award of Merit committee was made up of four trustees. Trustee Massie moved that the Board accept the proposed changes including the insertion of the word "all" on the second to last bullet to read "The Board of Trustees' committee will review all the nominations..." Trustee Mel Baldwin seconded. All trustees were in favor; the vote passed unanimously.

Trustee Massie then transitioned the Board to a discussion of the Honorary Degrees, Promotion, Review, and Award Process. He noted that the document before the Board was an outline of the process, and the committee was bringing this to the Board for consideration of the process. He noted that Trustee True had provided additional edits as reflected in their handout.

Trustee True noted that his only change was a question. He asked if the Board wanted to be aware of the nominations who were not successful. He asked if the Board wanted to know their names or only the number nominated. He also noted that his changes to the last paragraph should be adopted as long as they were consistent with how the process would play out.

Trustee President Palmerlee stated the Board did not need to know the names of the unsuccessful nominations, as the committee can be trusted to do this work. He asked that the Board be made aware of how many were nominated but not their names. Trustee Massie noted that everyone was

in agreement. Faculty Senate Chair Tucker Readdy noted this draft was circulated in Faculty Senate. He also asked that the faculty members be appointed in the spring rather than the summer. Trustee Massie removed “also during the summer” from page one of the document, and noted he would consider this a friendly amendment. Trustee Massie moved the adoption of the process. Trustee Dick Scarlett seconded. Trustee Sullivan clarified that the Board was approving the documents that included Trustee True’s changes. Trustee Massie agreed. All trustees were in favor; the motion passed unanimously.

AGENDA ITEM TITLE: **Response to Audit Findings**, Burman

CHECK THE APPROPRIATE BOX(ES):

- Work Session  
 Education Session  
 Information Item  
 Other                      Specify:
- 

MINUTES OF THE MEETING:

Athletic Director Tom Burman presented to the Board regarding the internal audit findings that revealed that athletics did not sell over 15,000 paid tickets. Director Burman noted that once every two years UW needed to average 15,000 tickets sold. He stated that UW had always met this, except for last year, and that they would not have a problem meeting this requirement next year. Director Burman noted that if UW had low sales, they could use corporate dollars to buy tickets to cover the number sold. He stated this would not be an issue, and this was a common practice in athletics. Director Burman also stated that the NCAA has never acted on this legislation. He stated that UW's football team was getting better, and there were some good home games next year that will meet these requirements. Faculty Senate Chair Tucker Readdy thanked Director Burman for spending time with the Faculty Senate executive committee on the athletics budget.

AGENDA ITEM TITLE: **Professor of Practice (information and discussion)**, Bostrom

CHECK THE APPROPRIATE BOX(ES):

- Work Session  
 Education Session  
 Information Item  
 Other Specify:

MINUTES OF THE MEETING:

*Session I*

President of the Society of Petroleum Engineers Thomas Shaffer and Society of Petroleum of Petroleum Engineers Treasurer Tayln Costello spoke to the Board on this topic. Treasurer Costello explained that they were present at that day's meeting to speak on behalf of the students of the University of Wyoming about their feelings on the importance of Professors of Practice positions at UW. She added that on March 28, 2016, the Faculty Senate voted against implementing the Professors of Practice position. Treasurer Costello noted that a copy of the bill that was not passed by the Faculty Senate, along with additional materials, had been distributed to the members of the Board [see attachment M]. She explained that the bill from the Faculty Senate described the position of Professor of Practice as "someone who does not fit the current tenure track system at the University of Wyoming but can contribute to undergraduate and graduate education through teaching students the skills, methods, and values of their profession." Treasurer Costello stated that the decision against the bill caught the attention of the students in the Petroleum Engineering Department. She added that a group of student leaders within the program gathered to discuss ways for their voices to be heard and to make certain their education is considered. Treasurer Costello explained that from these discussions the group started a petition in favor of the Professor of Practice, which had 278 signatures from students across campus. She added that through conversations with Faculty Senate Chair Tucker Readdy, the group of students had come to understand why the bill was not passed by the Faculty Senate and the issues that were presented. Treasurer Costello stated that the group of students was asking for the support of the Board to pass a more comprehensive bill.

President Shaffer explained the importance and benefits this position would have for students at UW. He stated that this decision caught the attention of students because many of them had been impacted positively by people who had industry experience who currently teach at the University of Wyoming. President Shaffer noted that one professor with 30 plus years of experience as a drilling engineer was currently considered a visiting professor. He added that this professor exposed the class to the drilling simulator, which was the first time that students had been able to educate themselves on this simulator. President Shaffer noted that this professor also worked to organize tours to prepare students to enter the work force. He added that a different visiting professor had ten years of experience as a completion engineer and had recently scheduled a conference for the UWAA Energy Network. President Shaffer stated that this was one example of how professionals in the private sector could connect to alumni and benefit the university students by making these connections. He added that these faculty members currently hold temporary positions as academic guest lecturers and visiting professors on a one-year contract.

President Shaffer stated that it was important to ensure that future students at the University of Wyoming receive a Tier 1 education, and that all colleges across campus have the ability to attract distinguished Professors of Practice. He stated that these positions should provide these professors with a longer term of commitment and the title “Professor of Practice” to reflect their accomplishments outside of education.

Treasurer Costello stated that there were many distinguished universities across the country who had led the way in implementing this position. She commented that adding this position at the University of Wyoming would allow for the university to have a competitive edge when attracting faculty and students. Treasurer Costello quoted a statement from the University of California at San Diego’s documents on the position stating “The Professor of Practice series was established to complement the traditional academic series, to enhance the university’s research programs, and to extend the range of course and research offerings beyond that achievable by appointments in other series including lecturer.” President Shaffer stated that the positives outweigh the concerns with the bill. He added that the main goal would be to receive support from the Board to implement the Professors of Practice position.

Trustee Jeff Marsh stated he appreciated the efforts taken by students to incorporate themselves into the conversation. He asked if this had been looked at by any of the other colleges at the University of Wyoming.

President Shaffer stated that this petition had been seen by the different colleges and the petition had been circulated across campus, but the implementation of this position directly affected the Colleges of Business, Engineering, and Law.

### *Session II*

Trustee Dave Bostrom noted that he had discussions with Faculty Senate Chair Tucker Readdy. He also noted the position of the students that had previously presented to the Board. Trustee Bostrom noted that other schools had created this position and it had not had a negative impact on tenure. He explained that he did not want to create a situation where the Board was going back and forth with Faculty Senate, and that he did not want to damage a good relationship with Faculty Senate. Trustee Bostrom stated that he did not think the Board was ready to take action on anything, but that the Board had been provided a revised UW Regulation. He proposed to the Board that he be allowed to have conversations with Faculty Senate or the Faculty Senate Executive Committee regarding this issue and bring back a mutually beneficial plan to the Board as quickly as they could. Trustee Bostrom stated that he had spoken with Dean Piskho, who feels like this would be good for UW and its students.

Faculty Senate Chair Readdy shared background on the issue and noted that this topic was submitted to the Faculty Senate for review and comment. He explained that there were issues with this proposal that could have been addressed sooner. Faculty Senate Chair Readdy noted that Faculty Senate was happy to have a trustee present for discussions regarding this complex topic. He noted that the topic could not be discussed in its entirety that day, but that it would be addressed in the coming year.

AGENDA ITEM TITLE: Mick and Susie McMurry High Altitude Performance Center (HAPC),  
McKinley/HAPC Facilities Committee

CHECK THE APPROPRIATE BOX(ES):

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

MINUTES OF THE MEETING:

Trustee John McKinley referenced a document called *Draft Amendment to the September 2015 Board of Trustees' Action Mick and Susie McMurry High Altitude Performance Center* dated "revised 5/11/16" [see attachment J]. Trustee MacPherson recused himself. Trustee McKinley noted that in September 2015, the Board passed a motion regarding the construction process for the HAPC. He added that the Board had also formalized and approved the name of the building as the Mick and Susie McMurry High Altitude Performance Center. Trustee McKinley explained the fundraising process and the matching funds requirement. He stated that current fundraising was at over \$21 million, and that the matching amount required was a minimum of \$20 million. Trustee McKinley stated that this was a \$44 million all in budget. Trustee McKinley noted that requests had been made by the administration to transfer the state matching funds to the University. He explained that if the project was delayed one year, it would cost an estimated \$2-2.5 million. Trustee McKinley stated that another part of this project was that about \$2 million of the total cost would be moveable FFE, which includes elements like weights and electronics that were not needed until the very end of construction. He explained that the Facilities Committee decided to modify the motion from September 2015 so that the project could begin construction. Trustee McKinley explained that by revising the motion, it would authorize UW administration to work with others to develop construction documents when \$22 million in private fundraising had been realized and the State Treasurer's Office released the matching funds. He noted that the motion would remove the \$2 million for moveable FFE and that then the Foundation and Athletics could start a second fundraising campaign for these costs.

Trustee Massie noted that the Board had previously passed a motion regarding the exterior design that bifurcated the landscaping for the Arena Auditorium and HAPC. He noted there was agreement to segment funding from both of these projects to fund the landscaping. Trustee Massie asked how much of the construction budget was dedicated to landscaping.

Trustee McKinley noted there were motions for both the Arena Auditorium and HAPC and that the directive was given to the administration to make the reductions from the budgets for landscaping. He added that he did not have the dollar amount. Vice President Mai also commented that the administration was ready to return to the exterior design committees to discuss details. He confirmed that the project budgets had been reduced to cover landscaping costs.

Trustee Marsh moved the approval of the recommended revisions as noted in the *Draft Amendment to the September 2015 Board of Trustees' Action Mick and Susie McMurry High Altitude Performance Center* dated "revised 5/11/16" [see attachment J]. Trustee Bostrom seconded. All trustees were in favor; the motion passed unanimously. Trustee MacPherson did not vote as he had recused himself.

**Friday, May 13, 2016**

**Business Meeting 9:00-10:00 a.m.**

Marian H. Rochelle Gateway Center, Salons D&E

**Roll Call**

Trustees participating: Mel Baldwin, Dave Bostrom, Larry Gubbels, John MacPherson, Jeff Marsh, Mike Massie, John McKinley, Dave Palmerlee, Dick Scarlett, Michelle Sullivan, Dave True, Wava Tully. Ex-officio Trustees: University President Dick McGinity and ASUW President Michael Rotellini were in attendance. Governor Matt Mead, Wyoming Community College Commission Executive Director Jim Rose, and Superintendent of Public Instruction Jillian Balow were not in attendance.

**Approval of Board of Trustees Meeting Minutes**

- March 22-24, 2016
- April 20, 2016

**Approval of Executive Session Meeting Minutes**

- March 22-24, 2016
- April 20, 2016

Trustee Dave Bostrom moved to approve the minutes as presented. Trustee Dick Scarlett seconded. All trustees were in favor; the motion passed unanimously.

**Election of Officers**

*(Note: this occurred at the conclusion of the business meeting)*

Trustee Dave Bostrom noted that he and Trustees Mel Baldwin and Wava Tully served as the nominating committee. He stated that for the first time in his memory, he did not need to recruit trustees to serve in leadership roles, as six of the 12 trustees were willing to serve. Trustee Bostrom noted the nominating committee met and discussed a slate of candidates. Trustee Bostrom stated that the committee was presenting the slate of candidates as follows: President, Trustee John Macpherson; Vice President, Trustee Dave True; Secretary, Trustee Jeff Marsh; Treasurer, Trustee John McKinley. He stated that the Board could vote on the candidates as a slate or individually.

Trustee President Palmerlee stated that if the trustees wanted to nominate anyone else they could do so. As there were no nominations, Trustee President Palmerlee said the Board would vote on them as a slate. Trustee Bostrom moved to approve the slate as presented. Trustee Dick Scarlett seconded. All trustees were in favor; the motion passed unanimously.

Trustee President John MacPherson asked to make three comments. First, he thanked the Board for their vote of confidence. Secondly, Trustee President MacPherson thanked Trustee Palmerlee for successfully leading the Board. He stated that Trustee Palmerlee implemented a committee system, and, as a result, there had been opportunity for the committees to work with the administration to address difficult issues. Trustee MacPherson reviewed the accomplishments of each committee. Trustee Palmerlee noted that a change of command was important.

Trustee President MacPherson noted that the third point was that the retreat would be held in Saratoga. He asked for Board input on if the discussions with legislators and the community event should continue to occur. Trustee President MacPherson noted that costs and number of attendees would be monitored. Trustee Jeff Marsh agreed that it was important to reign in costs, but that both events could be done in a reasonable manner. He stated that it was important to continue these events, especially considering the change in legislative leadership. Trustee Michelle Sullivan agreed these were important events, but asked that they be structured in a way to allow for genuine dialogue.

Trustee President Palmerlee thanked Deputy Secretary for the Board and Manager of Business Operations Shannon Sanchez and Senior Administrative Assistant Laura Shevling and the President's Office staff for all the work they do.

## **Reports**

### **ASUW**

ASUW President Michael Rotellini noted there were several things the ASUW administration would pursue. He stated the first issue was a focus on mental health and wellness, such as getting the Health and Wellness Student Advisory Board running again. ASUW President Rotellini noted that another focus would be increasing communication and engagement with student body. He stated the final focus would be on faculty and staff retention, as this was impactful to students. ASUW President Rotellini noted that he would spend his summer filling executive branch positions, assisting with orientation, and working toward the upcoming school year.

### **Staff Senate**

Staff Senate President Arron Sullivent noted that Staff Senate Recognition Day was a major success with over 650 attendees and 72 attending via WyoCast. He shared the awards that were given, and who was awarded the employee of the first quarter. Staff Senate President Sullivent shared the recent resolutions passed by Staff Senate, including Resolutions 217 and 218. He then shared background information on the resolutions. Staff Senate President Sullivent noted that he had enjoyed serving as Staff Senate President, and he thanked the Board for including staff in the leadership directions. Trustee President Dave Palmerlee thanked him for his service and for representing the staff and UW.

### **Faculty Senate**

Faculty Senate Chair Tucker Readdy noted that he would not discuss the Professor of Practice, as he appreciated the ability to address this topic over the next year. He discussed the two resolutions Faculty Senate passed, which were Resolutions 338 regarding faculty dispute regulations, and Resolution 332, which was a formal thank you for UW President Dick McGinity and Vice President for Academic Affairs David Jones. Chair Readdy stated that this resolution had a unanimous vote, and he shared framed copies of the resolution with President McGinity and Vice President Jones. He concluded by noting that there were three ways to use power: power over, power to, power with, and that all three ways have advantages and disadvantages. Chair Readdy noted that UW and the Board had made great progress in exercising "power with," which was not

always easy. He thanked the Board. Trustee President Palmerlee noted that Chair Readdy had done an excellent job.

### **Public Testimony**

[Thursday, May 12, 2016, at 11:30 a.m.-12:00 p.m.]

Professor of African American and Diaspora Studies and History Dr. Kerry Pimblott wanted to express her concerns about the budget cuts. She noted that her department was concerned with how the cuts would be made. Professor Pimblott was happy that yesterday the President articulated ethical cuts that would honor the academic mission of UW. She stated that UW needed to have an ethic of care where people were at the center and positions, salaries, staff, and the contingency of workers were protected. Professor Pimblott stated that UW should protect peoples' livelihoods and their ability to live in the state.

Professor of History Marianne Kamp stated that in a very difficult budget year, the Board must be aware that faculty morale was low. She stated that the Board must say good things about the University and have the back of the University. Professor Kamp noted that it behooves the Board to speak well of UW in moments of difficulties.

Associate Professor of History Renee Laegreid had two comments. First, she stated that she listened to the Board's budget discussions yesterday and that she was pleased the deans were working towards budget reduction goals. Associate Professor Laegreid noted that it was important to have the process be as inclusive as possible with trustees, administration, deans, faculty, and staff included as they all have valuable insights. She stated that she hoped UW would keep its land grant mission in mind as it makes cuts and that Athletics would also receive cuts. Associate Professor Laegreid's second comment was in regard to Professor of Practice. She noted that the votes that killed the bill in the Faculty Senate were reflecting their departments. She noted there were issues with the current bill and that changes were being made to make the bill acceptable to all members of the Faculty Senate. She encouraged the Board to let the process run its natural course.

### **Committee of the Whole - REGULAR BUSINESS**

#### **Board Committee Reports**

*[Note- Committees of the Board will be discussed during a regular work session of the meeting and may not have further reports to provide at this time.]*

#### **Trustee Standing Committees**

*Audit and Fiscal Integrity Committee ("Audit Committee")*

Jeff Marsh (Chair)

(Given earlier in meeting)

Trustee Jeff Marsh gave the committee report. He noted that the committee met on Tuesday, May 10 and reviewed student fees, football attendance, the ticket office, transit, and HIPPA for the family residency programs. Trustee Marsh shared information on the reports and the different actions that were being taken to address any weaknesses found. He noted that the Board needed

to be aware of the football attendance, as there was a two year look at football attendance. Trustee Marsh noted that for Division I sports, athletics needed to have over 15,000 in paid attendance and in 2015 UW fell below this. He noted that Athletics was aware of this, and that they needed to show over 15,000 in attendance in 2016.

Trustee Michelle Sullivan asked what the implications were if UW did not meet this threshold. Trustee Marsh said they did not know, as the NCAA had not had to deal with this before. Internal Auditor Kathleen Miller noted that the rule reads that in order to be a Division I team, they have to average 15,000 paid attendance once every two years. She noted that the implications could be that UW would no longer be Division I, but that that had not really been tested. Internal Auditor Miller noted there could be an extension, and that she was not really aware of the implications. She noted that there were uncontrollable events like weather that affected games and that Athletics deals with this every year.

Trustee Marsh read the bylaws and the audit report and noted that if UW does not meet this requirement, it would receive notice of noncompliance, and any further noncompliance within a 10-year period would place UW on restricted membership and not allow for postseason football play. He stated that he was not sure this had ever been tested.

*Financial Management and Reporting Committee (“Financial Committee”)*

Dave True (Chair)

(Given earlier in meeting)

Trustee Dave True noted that the committee met on Wednesday, May 11. He stated there was an update regarding the fiscal system’s update and how two software companies, Oracle and WorkDay came to campus to share their products. Trustee True stated that the previous week the campus submitted input regarding each companies’ products. He stated that in addition to one of these companies systems, UW would also have presentations from business intelligence system software, which would be an umbrella system that could provide customized reports using the information from Oracle or Workday. Trustee True stated that UW was on the fast track, and that there may be a Board conference call needed before the end of the month to take action on either the Oracle or Workday system, along with a separate business intelligence system.

Vice President for Administration Bill Mai added that UW needed to be clearer about what this system was to be used for, as there was much confusion about it during the Faculty Senate meeting he attended. Faculty Senate Chair Readdy noted that Vice President Mai handled this meeting well.

*Facilities Contracting Committee (“Facilities Committee”)*

John MacPherson (Chair)

No additional report was given.

*Budget Committee*

John McKinley (Chair)

No additional report was given.

*Honorary Degrees and Awards Committee (“Honorary Degree Committee”)*

Dick McGinity (chair)

Mike Massie (Trustee chair)

No additional report was given.

Liaison to Other Boards

- *UW Alumni Association Board* – Wava Tully

Executive Director of the Alumni Association Keener Fry gave the report. He shared how the Alumni Association was involved in commencement, and the story of Breanna Anderson, who received the Maggi Murdock Scholars Award at UW at Casper. He updated the Board on the success of the Cowboy to Cowboy informational interview program and the strength of the Alumni Association’s scholarship program. Executive Director Fry updated the Board on recent Alumni Association events, and that they would be doing community events with incoming President Nichols in Worland, Casper, and Gillette. Trustee Dave Bostrom asked Executive Director Fry to discuss the failures of other schools’ alumni associations and how strong UW’s was. Executive Director Fry noted that the other schools were not failures, but that UW was doing well because of its quality of people and using its resources well. He noted that they learned about other schools’ alumni associations as well. Executive Director Fry noted that there was a trend in alumni associations to now become more interdependent with schools and foundations.

- *Foundation Board* – Jeff Marsh & Dave Bostrom

Trustee Jeff Marsh stated the Foundation would have their annual meeting in about a month in New York City. He stated that the Foundation and Alumni association were working together well.

- *Haub School of Environment & Natural Resources* – Michelle Sullivan

Trustee Michelle Sullivan noted the Haub School was focusing on its graduates, as they do wonderful things. She noted there would be a celebration for them that evening at the Laramie Train Depot. Trustee Sullivan noted that there would be 43 graduates this spring and 20 graduate students finishing school, which was double last year’s numbers. She shared information on the new minor in outdoor leadership and the different joint degrees offered around campus. She stated that the graduates were going on to wonderful jobs.

- *Energy Resources Council* – Dave True

(Given earlier in the meeting)

Trustee Dave True noted that the School of Energy Resources started a new center for excellence in produced water management, which was a very significant issue for the state and oil industry. He noted that industry support had not been as robust as hoped due to the downturn in the economy. Trustee True noted the SER was working with the Wyoming Technology Business Center to encourage entrepreneurs to produce innovative ideas for new ventures. He also noted that SER hosted 63 people at the International Standards Organization meeting. He stated that it was good UW was a part of this international group. Finally, Trustee True noted that SER was working to organize its fifth symposium with China. He noted this was not costing UW any money.

- *Cowboy Joe* – John McKinley  
Trustee John McKinley noted the Cowboy Joe Club had its spring meeting in April and that everything was operating smoothly. He stated that the club had met its goal of raising \$5 million in donations to be matched by the state. Trustee McKinley noted that next year they would be granted \$4 million in matching funds.

### **Committee of the Whole – Items for Approval**

#### **Action on Real Estate** (*added following discussion in Executive Session*)

Trustee President Dave Palmerlee noted that an appropriate way to handle these four motions was to approve them all as one motion. Trustee Jeff Marsh moved to approve the following four items as presented. Trustee Dick Scarlett seconded. All trustees were in favor; the motion passed unanimously.

#### *Pi Kappa Alpha*

Motion that the UW administration be authorized to negotiate for the purchase of the Pi Kappa Alpha fraternity house subject to the terms discussed during executive session.

#### *Pi Beta Phi sorority house lease*

Motion that the administration be directed to negotiate an extension of the current lease of the Pi Beta Phi House subject to the following terms and conditions:

1. The term of the lease shall be extended for an additional year commencing July 1, 2016, and ending June 30, 2017. Additional extensions are authorized subject to the approval of the Board of Trustees under terms and conditions approved by the Board of Trustees.
2. The University shall not use the premises for any purpose other than to maintain the property in its current condition. No later than the May 2017 Board of Trustees meeting, the University administration shall provide recommendations to the Board of Trustees regarding the property in light of provisions in the deed to the property and the needs of the University.
3. The University shall negotiate a lease payment in the amount equal to the utility payments necessary to provide the property to remain in its current condition and to maintain the grounds of the property in a manner acceptable to the University. The lease shall also provide that the owner shall maintain adequate insurance on the property at the owner's expense."

#### *ATO house*

Motion that the UW administration be authorized to pursue acquisition of the Alpha Tau Omega fraternity in accordance with the provision of the deed to the property.

*Arena – Auditorium Phase II*

Motion that the Board authorize the UW administration to:

- Terminate the existing agreement with Haselden Construction to provide construction manager at risk (CMAR) services for Phase II of the Arena Auditorium project and to pay all amounts due to the contractor under the agreement.
- Change the construction delivery method to design, bid, build.
- Negotiate appropriate modifications to the Architect/Engineering (A&E) agreement to reflect the change in such method.
- Solicit bids for construction services in accordance with the design specifications.

**Award of Bid – WSVL BSL3 Renovation**

*(See Attachment K)*

Trustee President Palmerlee noted the action requested was to authorize the administration to accept the bid price and enter into a contract with Sampson Construction to build the project. Trustee Mel Baldwin moved to authorize the administration to accept the bid price and enter into a contract with Sampson Construction to build the project. Trustee Dave Bostrom seconded. All trustees were in favor; the motion passed unanimously.

**Approval of Practice and Policies for the Board of Trustees Budget**

*(See Attachment L)*

Trustee Dick Scarlett moved to approve the Practice and Policies as presented. Trustee John McKinley seconded. Trustee John McKinley noted there were some points that needed to be clarified. He stated that paragraph 7e listed two numbers for the amount of money to be spent on receptions, dinners for recognitions, awards, etc. and the Board needed to decide if they wanted to spend \$9,000 per year as suggested by Trustee Mel Baldwin or \$12,000 per year as originally proposed. Trustee Mel Baldwin noted that he did not think he had the support to make this change, so he assumed that the number was not going to be reduced. Trustee President Palmerlee noted that the number would remain at \$12,000. Trustee Scarlett then asked about 6h, where it notes that any plane use other than the six meetings per year must have prior approval of the Board President. He asked if the statement should have a line “or designee” so the Board President would be able to delegate some of these decisions to other people. Trustee MacPherson noted that he believed this was provided under number ten on the policy. Trustee Scarlett asked if this needed to be moved up in the document, and Trustee MacPherson said he preferred to leave it where it was. Trustee Scarlett agreed. Trustee McKinley proposed to amend paragraph 7e to delete the parentheses so it would not be confusing. Trustee President Palmerlee clarified that the specific language was the “(Mel \$9,000)” text. Trustee McKinley noted that it was. There was a vote on the amendment. All trustees were in favor; the amendment passed unanimously. Trustee True noted that there was a new paragraph nine, which references bringing a report back to the Board. He noted this was different than what was previously passed out. There was then a vote on the motion. All trustee were in favor; the motion passed unanimously.

**Property Acquisition**

Trustee President Palmerlee noted that action was needed to move that UW administration pursue property acquisitions in accordance with the parameters established to the Board in Executive

Session. Trustee John McKinley moved that UW administration pursue property acquisitions in accordance with the parameters established to the Board in Executive Session. Trustee Dave Bostrom seconded. All trustee were in favor; the motion passed unanimously.

### **Research Aircraft Loans**

Trustee President Palmerlee noted that there was a Research Aircraft Loan motion that needed to be approved that read: “The board rescinds its authorization to the UW administration to apply for a loan for the replacement research aircraft for which a purchase deposit has been made. The Board of Trustees directs the UW administration to include recommendations regarding this research enterprise in its academic plans.”

Vice President and General Counsel Rick Miller noted that he tried to capture the sense of the Board as he understood it. Trustee President Palmerlee asked for comments on the possible motion. Trustee Bostrom said this motion accurately reflects the Board’s discussion, but that he wanted to be clear that this is a decision at this point in time to not acquire the aircraft. He noted that the Board was not impacting Atmospheric Science other than planning for the future, and that the Board had not made a decision on this program, rather it would be part of an ongoing consideration.

Trustee Michelle Sullivan moved to rescind the Board’s authorization to the UW administration to apply for a loan for the replacement research aircraft for which a purchase deposit had been made. The Board of Trustees directed the UW administration to include recommendations regarding this research enterprise in its academic plans. Trustee Wava Tully seconded. All trustees were in favor; the motion passed unanimously.

### **Proposed Items for Action**

1. Approval of Contracts and Grants – Gern (*see pages 6-14 of the Board of Trustees Report*)
2. Approval of Personnel – Jones (*as discussed during executive session—see attachment I*)  
[Note: Distributed in advance using the Trustee secure website]
3. Approval of Master List of Degrees (required under UW Reg 1-102J) (*see pages 15-25 of the Board of Trustees Report*)
4. Approval of Site Clearing/Demolition Contract – Engineering Education and Research Building – Mai (*see pages 26-27 of the Board of Trustees Report*)
5. ~~Exception to Policy on Distribution of Indirect Cost – Gern/Miller (Approved during Work Session—see Attachment F)~~
6. Approval of Resident Tuition Recommendation – McKinley (*see attachment A*)
7. ~~Approval of Pharmacy Program (entrepreneurial tuition) – Massie/Baldwin (Approved during Work Session—see Attachment B)~~
8. ~~Approval of Gift and Employee Recognition Policy – McKinley (Approved during Work Session—see Attachment C & D)~~
9. ~~Approval of Board of Trustees’ Budget for FY 2017 – McKinley (Approved during Work Session—see Attachment E)~~
10. ~~Approval of Revisions for the Award of Merit Program – Massie (Approved during Work Session—see Attachment G)~~

11. ~~Approval of the Written process for the Honorary Degrees Program—Massie~~ *(Approved during Work Session—see Attachment H)*

Trustee President Palmerlee noted the remaining items the Board needed to take action on (Approval of Contracts and Grants, Approval of Personnel, Approval of Master List of Degrees, Approval of Site Clearing/Demolition Contract – Engineering Education and Research Building, and Approval of Resident Tuition Recommendation) would be acted upon as if they were a consent agenda. Vice President and General Counsel Rick Miller made the Board aware that when approving the Contracts and Grants, the Board would also be approving an exception to the indirect cost policy, as explained on page 6 of the report. He explained that this was a Small Business Administration grant of \$100,000 to provide services to counties in northeast Wyoming that have been impacted by the recent downturn in the economy. Under SBA regulations, indirect costs are specified at 34%. Vice President Miller explained that the recommendation was that no indirect costs be distributed under the regulation. Instead, all indirect costs will be redirected so that the full \$100,000 will be available for services for counties in northeast Wyoming that have been impacted by the recent downturn of the economy.

Trustee Sullivan moved that the exception to the indirect costs policy be approved as presented. Trustee Massie seconded. All trustees were in favor; the motion passed unanimously. Trustee Bostrom then moved to approve the items on the consent agenda. Trustee Dick Scarlett seconded. All trustees were in favor, the motion passed unanimously.

**New Business**

There was no new business to come before the Board.

**Date of Next Meeting:** June 15, 2016 (conference call)

**Adjournment**

The Board adjourned at 10:10 a.m.

**Other Action Already Taken:**

**Thursday, May 12, 2016**

**Approval of Pharmacy Program (entrepreneurial tuition) – Massie/Baldwin**

*(Approved during Work Session—see Attachment B)*

The following motion was made by Trustee MacPherson and seconded by Trustee Baldwin: moved that the Board approve the proposed outreach program related to the School of Pharmacy including the requested tuition differential subject to the following two conditions: 1. That there will never be a request to take money from the UW budget to support the program, and 2. In two years, the group will come back to the Board to give a report showing the income realized and the expenses incurred for the program. Trustee MacPherson then amended the motion, modifying the language to be one year for the reporting back to the Board replacing two years; Trustee Baldwin accepted the amendment to the motion. There was lengthy discussion by the Board regarding if there were surpluses in the program, how the funds would be utilized, if the program was paying overhead costs to UW, and the price point for the program.

**Approval of Gift and Employee Recognition Policy – McKinley**

*(Approved during Work Session—see Attachment C & D)*

Vice President and General Counsel Rick Miller noted that this policy was in regard to gifts to individual employees and would limit gifts to employees to \$250 per year. It was noted that this would not prevent other employees from “passing the hat” for the honored employee. There was discussion on what was included in this \$250 limit, and it was noted that it would be all-inclusive of any celebratory event (cake, cookies, etc.) and the gift. Trustee McKinley explained the changes made on attachment G to UW Regulation 1-102. There was discussion on if current language was clear enough to note what was included in the \$250 limit. Trustee McKinley wanted further clarity and added language to section 4b to read, “Gifts to and celebratory events for employees must not exceed \$250.00, including sales taxes, delivery fees, service charges and any other costs.” Trustee Jeff Marsh moved to approve attachment G to UW Regulation 1-102 as adjusted by Trustee McKinley. Trustee Dick Scarlett seconded. All trustees were in favor; motion passed unanimously. Later in the meeting, Vice President Rick Miller noted that this policy did not include events like Staff Senate Recognition Day.

**Approval of Board of Trustees’ Budget for FY 2017 – McKinley**

*(Approved during Work Session—see Attachment E)*

Trustee John McKinley explained the proposed Trustees’ budget for FY 2017 and the proposed practice and policies document for the Trustees’ budget. There was lengthy discussion regarding both documents. Trustee Scarlett moved to approve the Trustees FY 2017 budget as presented. Trustee Massie moved to amend the proposed budget by removing the \$5,700 expense listed on the Trustees FY 2017 budget under Office Operations and Supplies, subsection, Building/Office rental. Trustee Mel Baldwin seconded. There was further discussion on the amendment. A vote was taken. Trustees in favor of the amendment included Massie, Gubbels, Sullivan, and Baldwin. Trustees opposed included Marsh, MacPherson, Tully, True, Bostrom, Scarlett, McKinley, and Palmerlee. The amendment failed. The Trustees then voted on Trustee Scarlett’s motion to adopt the budget as presented. A vote was taken. Trustees Palmerlee, MacPherson, Marsh, True,

Bostrom, Scarlett, McKinley, and Tully were in favor. Trustees Massie, Gubbels, Sullivan and Baldwin were opposed.

The Board then discussed the various proposed changes to the proposed practices and policies document. Trustee True noted it may be more beneficial and worthwhile to have Trustee McKinley make the proposed changes to the document and then present a revised version to the Board for approval. There was brief discussion, and it was agreed the Board would review the revised document later in the meeting.

#### **Exception to Policy on Distribution of Indirect Cost – Gern/Miller**

*(Approved during Work Session—see Attachment F)*

Vice President and General Counsel Rick Miller explained the changes to the indirect cost policy. There was discussion and Trustee Massie suggested deleting the reference to WYSAC starting with “where the Wyoming Survey Analysis Center (WYSAC) is performing services.” Vice President Miller agreed. There was brief discussion, and then Trustee Massie moved to approve the indirect costs policy with the noted revision. Trustee Mel Baldwin seconded. All trustees were in favor; the motion passed unanimously.

#### **Approval of Revisions for the Award of Merit Program and Honorary Degrees Promotion, Review, and Award Process – Massie**

*(Approved during Work Session—see Attachment G & H)*

Trustee Massie shared two revised documents with the Board that contained further edits than the documents listed in the Board of Trustees report. The first document proposed changes to the Board of Trustees Award of Merit Guidelines [see attachment G]. Trustee Massie and Trustee True explained the changes on the document. Trustee True asked that as bullet #4 was removed, the trustees should add the word “all” in the following bullet in “The Board of Trustees’ Committee will review all the nominations.” Trustee Massie said he was fine with this change. Trustee Massie moved that the Board accept the proposed changes to the Board of Trustees’ Award of Merit Guidelines including the proposed addition of the word “all.” Trustee Mel Baldwin seconded. All trustees were in favor; the vote passed unanimously.

The Board then discussed the Honorary Degrees Promotion, Review, and Award Process document [see attachment H]. Trustee True noted that he had a question on if the Board wanted to be informed of all the Honorary Degree nominations or only those that are moved forward. The Board decided to keep the process as drafted and only be made aware of those that the committee moves forward. Faculty Senate Chair Tucker Readdy asked if the language could be adjusted so that Faculty Senate did not need to select their representatives in the summer as noted on the policy. Trustee Massie removed the “Also during the summer” portion of paragraph four. He noted he would consider this a friendly amendment. He moved the adoption of the process as presented with the friendly amendment. Trustee Scarlett seconded. There was discussion that both of these documents would include the changes proposed by Trustee True. All trustees were in favor; the vote passed unanimously.

**Other Action Taken:**

**Friday, May 13, 2016 at 9:25 a.m.**

**Amendment to the September 2015 Board of Trustees Action Regarding the Mick and Susie McMurray High Altitude Performance Center**

*(Approved during Work Session—see Attachment J)*

Trustee Marsh moved the approval of the recommended versions. Trustee Bostrom seconded.

**THE UNIVERSITY OF WYOMING  
BOARD OF TRUSTEES MEETING  
Wednesday, May 11-Friday, May 13, 2016  
Laramie, Wyoming**

*Recommended Materials from Trustees' Budget Committee on  
Wednesday, May 11, 2016 @ 8:00 a.m. and recommended to the full Board for approval 5-12-16  
Approved 5-13-16 during Business Meeting*

AGENDA ITEM TITLE: **Resident Tuition**, McKinley

CHECK THE APPROPRIATE BOX(ES):

- Work Session
- Education Session
- Information Item
- Other

BACKGROUND AND POLICY CONTEXT OF ISSUE:

At the March meeting of the Board of Trustees, the Board adopted FAQ language for spring semester 2016 for undergraduate students petitioning for resident tuition classification providing clarification for UW Regulation 8-1. That FAQ language as amended below is recommended to be used for the summer term 2016.

**FAQ FOR UNDERGRADUATE STUDENTS Regarding:**

***University Regulation 8-1(III)(B)(8)(d): Financial independence and no reliance on resources outside the state of Wyoming for financial support for at least one year immediately preceding filing for residency tuition.***

**What classifies me as financially “dependent” or “independent”?**

***Financially Dependent students are defined as individuals who are financially reliant or are claimed on their parents' or legal guardian's most recent federal or state tax returns or rely on financial resources provided by individuals outside of the State of Wyoming.***

***Financially Independent students are defined as individuals who are not financially reliant and are not claimed on their parents' or legal guardian's most recent federal or state tax returns and rely on financial resources that they generate or financial resources in the student's name (such as savings, grants and loans). The burden of proof for meeting this definition will be on the students.***

***To prove financial independence, students must show they financially covered their total expenses for at least the twelve (12) months immediately preceding the date of submitting an application for resident status. See the application form requesting financial information specific to the applicant for various categories of expenses.***

*Student's financial revenue may be generated from a variety of sources including but not limited to their employment earnings, financial aid, loans, scholarships, savings accounts and grants.*

*Loans from institutions, such as banks and governmental entities, are not considered out-of-state resources. Financial sources must show the student as the sole account holder. Any loans with a co-signer or a guarantor, except federal or state student loan program loans, shall not be used for purposes of proving financial independence. Funds provided by a family member, relative, a trust established or controlled by a family member or relative, or a friend, whether placed into a savings account or other financial holding or account, will indicate that a student is not financially independent.*

In addition to changes to the current FAQ, members of the Budget Subcommittee are working with staff regarding possible amendments to UW Regulation 8-1 that will be reviewed by the Board of Trustees at a future meeting.

**WHY THIS ITEM IS BEFORE THE BOARD:**

As a short term measure, a decision is needed regarding a FAQ for undergraduate students petitioning for resident tuition classification for summer term of 2016.

**PRIOR RELATED BOARD DISCUSSIONS/ACTIONS:**

The Board adopted UW Regulation 8-1 on July 17, 2008 and made revisions to this Regulation on November 18, 2010, November 12, 2014, January 14, 2015, April 13, 2015, November 20, 2015 and March 25, 2016.

**WHY THIS ITEM IS BEFORE THE BOARD:**

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

**ACTION REQUIRED AT THIS BOARD MEETING:**

Board approval of the attached FAQ for undergraduate students petitioning for resident tuition classification be applied for summer term of 2016.

**PRESIDENT'S RECOMMENDATION:**

The President recommends approval.

**THE UNIVERSITY OF WYOMING  
BOARD OF TRUSTEES MEETING  
Wednesday, May 11-Friday, May 13,  
2016 Laramie, Wyoming**

*Materials presented to the Board on 5-12-16  
Approved on 5-12-16 during Work Session*

# UNIVERSITY OF WYOMING

## Online MS in Health Services Administration Tuition Proposal

### The Request:

The School of Pharmacy, in conjunction with the Outreach School – Outreach Credit Programs, is requesting a two-tier entrepreneurial tuition for the online Masters in Health Services Administration. The tuition will be \$825/credit hour with a lower tuition rate of \$650/credited hour being offered to UW alumni, Wyoming residents and members of affiliated organizations that help us market the MS program to their members, such as the Wyoming Pharmacy Association, the Academy of Managed Care Pharmacists, the American Pharmacists Association, etc. The program director in conjunction with the Dean of Pharmacy will determine affiliated organizations.

The two-tier tuition model is being piloted with HSA MS program but has applicability to other Outreach programs targeting working professionals

How is this tuition structure different from the typical grad school tuition structure?

### Regular UW Tuition Rates (\$/credit hour during the 2015-16 Academic Year)

- Undergraduate students: \$119 (resident) / \$477 (non-resident)
- Graduate students: \$232 (resident) / \$693 (non-resident)
- Programs using this tuition that are delivered through the Outreach School have a:
  - 50%/50% tuition split between Outreach and the academic unit

### UW Differential tuition rates (PharmD Program)

- Pharmacy students: \$419 (resident) / \$886 (non-resident)
- Programs using this tuition that are delivered through the Outreach School have a:
  - 50%/50% tuition split of the regular undergraduate or graduate tuition between Outreach and the academic unit
  - 0%/100% tuition split of the differential tuition dollars (the academic unit retains all differential tuition)

### UW Entrepreneurial tuition (\$/credit hour - 2015-16 Academic Year)

- Executive MBA: \$630
- Doctor of Nursing Pract: \$709
- Programs using this tuition that are delivered through the Outreach School have a:
  - 25%/75% tuition split of the Entrepreneurial tuition dollars between Outreach and the academic unit

Tuition for other online pharmacy MS programs ranges from \$750 to \$1,399 per credit hour.

College of Health Sciences  
School of Pharmacy  
Dept. 3375 • 1000 E. University Avenue • Laramie, WY 82071  
Main Office (307) 766-6120 • Direct Office (307) 766-6532 • Fax (307) 766-2953  
e-mail: kpkrueger@uwyo.edu • website: www.uwyo.edu/pharmacy

## Why Pilot a Two-Tiered Entrepreneurial Tuition Program

At this point in time, Entrepreneurial tuition provides a single rate for all students enrolled in an entrepreneurial program. This two-tiered approach to entrepreneurial tuition is new and offers two big advantages:

1. It allows us to provide a benefit to Wyoming residents and UW alumni
2. It gives us leverage with professional organizations who can market our program to their membership in exchange for providing the lower tuition rate to their members. This can exponentially increase our program's exposure to target markets, which is critical in the first few years of the program.

This two-tier structure for entrepreneurial tuition has application to other programs offered through the Outreach School, particularly the Outreach Credit Program. However it is not clear if the logistics of implementing and managing such a system offset the potential benefits. We believe the potential benefit for this new online MS program is worth the effort to implement the 2-tier tuition. We will work with Outreach Credit Programs, Admissions, the Registrar, Financial Services and other units on campus to determine the best way to implement the process. Once the kinks are worked out of the system, then other entrepreneurial programs can determine if this approach will work for them.

## How many students do you anticipate having in the program?

- 50-60 students per year across 3 different tracks (100-120 students in program at any given time)
  - Biopharmaceutical Regulatory Compliance
  - Health Economics and Outcomes
  - Biopharmaceutical Product Representation

## How many students do you need to break even?

- 25 students per year (50 students in program total)

## Projected Demand for the Program

This degree was approved last year and is being offered for the first time online this fall.

Short Answer to the Demand Question:

The School of Pharmacy, in conjunction with the Outreach School, conducted a two-pronged market analysis to estimate demand for this program. First an independent educational market research firm, Educational Advisory Board was hired to review pharmacy/healthcare job postings over a three year period to determine how many required or preferred a master's degree. Next we surveyed alumni of the College of Health Sciences and the School of Pharmacy since this could serve as the initial target market for recruitment. RESULTS: Over 14,000 national job postings and 676 in the region listed an MS such as ours as required or preferred for the posted job. Over 280 alumni responded to our survey and **112 (40%) indicated that they had explored post-graduate training opportunities within the past three years.** THESE ARE IMPORTANT PROSPECTS. Additionally, 72 of the alumni respondents indicated that they knew someone else that would be interested in enrolling in an online MS program with them. Additionally, a quarter of the respondents indicated that their employer would pay for some or all of the tuition (and 50% weren't sure of their employers tuition reimbursement policy).

College of Health Sciences  
School of Pharmacy

Dept. 3375 • 1000 E. University Avenue • Laramie, WY 82071  
Main Office (307) 766-6120 • Direct Office (307) 766-6532 • Fax (307) 766-2953  
e-mail: [kpkrueger@uwyo.edu](mailto:kpkrueger@uwyo.edu) • website: [www.uwyo.edu/pharmacy](http://www.uwyo.edu/pharmacy)

Projected Revenues and Expenses for the Online MS in Health Services Administration 2016-19

	<b>2015-2016</b>	2015-2016	2015-2016	<b>2016-2017</b>	2016-2017	2016-2017	<b>2017-2018</b>	2017-2018	2017-2018	2018-2019	2018-2019	2018-2019
	<b>Development</b>	<i>Pharmacy</i>	<i>OCP</i>	<b>1<sup>st</sup> Yr Launch</b>	<i>Pharmacy</i>	<i>OCP</i>	<b>Full Launch</b>	<i>Pharmacy</i>	<i>OCP</i>	<b>Growth</b>	<i>Pharmacy</i>	<i>OCP</i>
<b>Revenues</b>												
1 <sup>st</sup> yr tuition Resident / Affiliate	\$0.00			\$276,250.00 (25 FTE)			\$276,250.00 (25 FTE)			\$707,200.00 (64 FTE)		
1 <sup>st</sup> yr tuition Non-Res / Non-Affiliate	\$0.00			\$0.00 (0 FTE)			\$0.00 (0 FTE)			\$0.00 (0 FTE)		
2 <sup>nd</sup> yr tuition Resident / Affiliate	\$0.00			\$0.00			\$177,450.00 (21 FTE)			\$321,100.00 (38 FTE)		
2 <sup>nd</sup> yr Tuition Non-Res/Non-Affiliate	\$0.00			\$0.00			\$0.00 (0 FTE)			\$0.00 (0 FTE)		
Total Tuition	\$0	\$0	\$0	\$276,250	\$207,188	\$69,062	\$453,700	\$340,275	\$113,425	\$1,028,300	\$771,225	\$257,075
School of Pharm Investment	\$43,500.00	\$43,500.00		\$43,500.00			\$15,712.00			\$0.00		
Outreach School Startup Funds	\$33,000.00	\$6,000.00	\$27,000.00	\$56,600.00	\$56,600.00		\$44,600.00	\$44,600.00		\$8,700.00	\$8,700.00	
Annual Revenue	<b>\$76,500</b>	\$49,500	\$27,000	<b>\$376,350</b>	\$263,788	\$69,063	<b>\$514,012</b>	\$384,875	\$113,425	<b>\$1,037,000</b>	\$779,925	\$257,075

Projected Revenues and Expenses for the Online MS in Health Services Administration 2016-19 (continued)

	2015-2016 Development	2015-2016 Pharmacy	2015-2016 OCP	2016-2017 1st Yr Launch	2016-2017 Pharmacy	2016- 2017 OCP	2017-2018 Full Launch	2017-2018 Pharmacy	2017- 2018 OCP	2018-2019 Growth	2018-2019 Pharmacy	2018- 2019 OCP
<b>Expenses</b>												
CoHS Fee	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Uncollected, refunds, etc. (Est. 5%)	\$0	\$0	\$0	\$18,818	\$14,113	\$4,704	\$25,701	\$19,275	\$6,425	\$51,850	\$38,888	\$12,963
Scholarships / Tuition Waiver (Est. 10%)	\$0	\$0	\$0	\$37,635	\$28,226	\$9,409	\$51,401	\$38,551	\$12,850	\$103,700	\$77,775	\$25,925
Prog. Dir. (S&FB)	\$43,500	\$43,500		\$81,950	\$81,950		\$119,200	\$119,200		\$149,000	\$149,000	
Asst. Dir. (S&FB)				\$29,800	\$29,800		\$29,800	\$29,800		\$29,800	\$29,800	
Track Dir (Prep)	\$4,000	\$4,000		\$6,000	\$6,000		\$6,000	\$6,000		\$0	\$0	
Track Dir				\$20,000	\$20,000		\$60,000	\$60,000		\$165,000	\$165,000	
Temp Academic Professional Lecturers (S&FB)				\$60,000	\$60,000		\$90,000	\$90,000		\$160,000	\$160,000	
Ad. Asst.				\$50,660	\$50,660		\$43,500	\$43,500		\$87,000	\$87,000	
Inst. Materials	\$2,000	\$2,000		\$2,000	\$2,000		\$4,000	\$4,000		\$6,000	\$6,000	
Content Dev.	\$2,000		\$2,000	\$2,000		\$2,000	\$4,000		\$4,000	\$6,000		\$6,000
Marketing	\$25,000		\$25,000	\$50,000		\$50,000	\$75,000		\$75,000	\$100,000		\$100,000
Annual Expense	<b>\$76,500</b>	\$49,500	\$27,000	<b>\$358,863</b>	\$292,749	\$66,113	<b>\$508,602</b>	\$410,326	\$98,275	<b>\$858,350</b>	\$713,463	\$144,888
<b>NET</b>	<b>\$0</b>	\$0	\$0	<b>\$17,488</b>	-\$28,962	\$2,949	<b>\$5,410</b>	-\$25,451	\$15,150	<b>\$178,650</b>	\$66,463	\$112,188

College of Health Sciences  
 School of Pharmacy  
 Dept. 3375 • 1000 E. University Avenue • Laramie, WY 82071  
 Main Office (307) 766-6120 • Direct Office (307) 766-6532 • Fax (307) 766-2953  
 e-mail: kpkruieger@uwyo.edu • website: www.uwyo.edu/pharmacy

**THE UNIVERSITY OF WYOMING  
BOARD OF TRUSTEES MEETING  
Wednesday, May 11-Friday, May 13, 2016  
Laramie, Wyoming**

*Recommended Materials from Trustees' Budget Committee on  
Thursday, May 12, 2016 @ 8:00 a.m. and recommended to the full Board for approval 5-12-16  
Approved 5-12-16*

**UW REGULATION 1-102  
Board of Trustees Directives**

**I. DIRECTIVES OF THE BOARD OF TRUSTEES**

**A. Settlement Authority**

(Minutes of the Trustees – March 3-4, 2000, Budget Committee).  
The President is authorized to settle claims against the University up to \$100,000.

**B. Change Orders for Construction**

(Minutes of Trustees – September 14-16, 2006 – Consent Agenda, p. 35).  
The Director of Physical Plant is authorized to approve change orders for construction or major maintenance projects up to \$50,000. The Vice President for Administration is authorized to approve change orders for construction or major maintenance projects up to 20% of the total project amount approved by the Trustees. All change orders will be reported to the Trustees.

**C. Retention or Disposal of Real Property**

(Minutes of the Trustees – July 25, 1998, Physical Plant & Equipment Committee). Attachment A is the policy for retention and disposal of real property.

**D. Graduate Faculty**

(Minutes of the Trustees – December 8, 1990, Item #10, p. 45 & December 14, 1991, p. 30). The Graduate Faculty of a department will be reviewed for participation in graduate committees and the quality of supervised graduate student degree programs. Any member of the Graduate Faculty who has not served on any graduate committee since the last review period will have the designation of “Graduate Faculty” terminated.

**E. President’s Authority to Appoint Certain Faculty**

(Minutes of the Trustees – March 3-4, 2000, Personnel Committee). The President of the University may approve gratis, adjunct, temporary, clinical, and visiting

academic appointments, whether full- or part-time. The President shall report all such personnel actions to the Trustees annually.

**F. Emeritus Status and Board Retirement**

(Minutes of the Trustees – January 9-11, 2003, Work Session). Emeritus faculty and academic professionals shall receive Board retirement benefits whether or not they meet the University service requirements for eligibility for Board retirement contained in UW Reg 4-2.

**G. Authorization for Stock Transfers**

(Minutes of the Trustees – July 25, 1998, Budget Committee).

The President of the University and Treasurer of the Board are authorized to:

1. Sell, assign, and transfer stocks, bonds, evidences of interest, evidences of indebtedness and/or other obligation, and all other securities, corporate or otherwise, now or hereafter held by this corporation in its own right or in any fiduciary capacity, and to execute any and all instruments necessary, proper or desirable for the purpose, and to ratify any past actions;
2. Act as agents of UW and to sign agreements, resolutions and any other documentation required to establish, maintain, and terminate security cash accounts with security dealers and brokers for the purpose of taking ownership and possession of cash, bonds, stocks and other securities held by such dealers and brokers which have been directed to the University by gift, bequest or any other act of transfer; and as agents they are fully authorized to sell, assign and transfer stocks, bonds, evidence of interest, etc. and all other securities, corporate or otherwise, now or hereafter held by the corporation its own right or in any fiduciary capacity pursuant to this authorization and to execute any and all instruments necessary, proper or desirable for the purpose.

**H. University of Wyoming Investment Policy**

(Minutes of the Trustees – March 12, 2007, Audit and Fiscal Integrity Committee). Attachment B is the Investment Policy of the University of Wyoming which establishes the general guidelines and procedures for the investment of University funds.

**I. Evaluation of Unoccupied Facilities**

(Minutes of the Trustees – July 25, 1998). It is the policy of the University that when a facility is no longer occupied, or upon request of the University administration, an evaluation of the subject facility or land shall be made to guide decisions regarding the retention or disposal of the facility and the land. The Vice

President for Administration shall establish procedures, as appropriate, to determine necessary analyses to be used in the evaluation.

**J. Master List of Degrees**

(Minutes of the Trustees – March 1983). At its annual meeting in May, the Board of Trustees shall approve the master list of degrees offered by the University of Wyoming. The list may be amended by the Board at any meeting.

**K. Trustees Serving on Boards**

(Minutes of the Trustees – March 5, 2010, Consent Agenda) If the Board of Trustees agrees to appoint Board members to the governing bodies of University related organizations, such appointments shall be for service only as non-voting members.

**L. School of Energy Resources**

(Minutes of the Trustees – January 17, 2014). The Division of Academic Affairs shall establish and provide for the implementation of the following:

1. For any performance evaluation of an employee in a non-classified administrative position within the School of Energy Resources, there shall be an opportunity for the Energy Resources Council to provide input and there shall be a report to the Energy Resource Council regarding the outcome of the performance evaluation.
2. The search committee established for the selection of any deputy director position within the School of Energy Resources shall include at least one member of the Energy Resources Council who is not an employee of the University.
3. The process for selecting the director of the School of Energy Resources shall include the following:
  - a. The chairman of the Energy Resources Council, or the Chairman's designee, shall be a member of the search committee.
  - b. The search committee member in subparagraph 3.a. shall consult with the other members of the Energy Resources Council during that member's service on the search committee.
  - c. The Vice President for Academic Affairs shall consult with the Energy Resources Council before recommending a candidate to the President for consideration by the Board of Trustees.

**M. Public Art Policy**

(Minutes of the Trustees – January 17, 2014). Attachment C is the University of Wyoming Public Art Policy which outlines the roles of the President’s Public Art Committee.

**N. Policy for Performance and Payment Bonds for Construction Work at UW**

(Minutes of the Trustees – July 17, 2014). Attachment D is the Policy for Performance and Payment Bonds for Construction Work at UW, which provides the amounts, process and delegations of authority for bonds required by statute for construction work.

**O. New Student Live-In Policy**

(Minutes of the Trustees – September 12, 2014). Attachment E is the New Student Live-In Policy, which was approved by the Board in 1996 and establishes the policy requiring all new incoming students to live in the residence halls for their first two semesters unless one of the articulated exceptions applies.

**P. Selection Advisory Committees**

(Minutes of the Trustees- January 16, 2015, Work Session). Whenever the appropriate appointing authority appoints an Advisory Committee with regard to the selection of an administrative officer as defined in UW Regulation 1-1 II. B through J., a dean of a college as defined in UW Regulation 1-1 III.B., the Director of the Haub School of Environment and Natural Resources, or the Director of the School of Energy Resources, the following shall apply:

1. The President of the Board of Trustees shall appoint a subcommittee of three (3) members of the Board with regard to that selection to allow the Board of Trustees to be kept fully informed without interfering with the process.
2. As soon as the Trustee Subcommittee is appointed, the Chair of the Advisory Committee for that selection shall provide the Trustee Subcommittee with a copy of the statement of qualifications the Advisory Committee will use during its recruitment process.
3. The Chair of the Advisory Committee shall regularly inform the Trustee Subcommittee of the progress of the search, recognizing that the Trustee Subcommittee can provide nonbinding feedback.
4. After the Advisory Committee has identified the final candidates it will recommend to the appropriate appointing authority, but before submission to the appropriate appointing authority, the Trustee Subcommittee and the Chair of the Advisory Committee, and such other members of the Advisory

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 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.

**Q. Indirect Cost Policy**

(Minutes of the Trustees- January 22, 2016). Attachment F is the University Indirect Cost Policy.

**R. Gifts and Celebratory Events for Employees Policy**

(Minutes of the Trustees – \_\_\_\_\_, 201 ). Attachment G is the University of Wyoming Gifts and Celebratory Events for Employees Policy which outlines the circumstances where University funds may be used to purchase gifts and/or host celebratory events for employees.

**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  
Revisions adopted 5/13/15 Board of Trustees meeting  
Revisions adopted 1/22/16 Board of Trustees meeting

**THE UNIVERSITY OF WYOMING  
BOARD OF TRUSTEES MEETING  
Wednesday, May 11-Friday, May 13, 2016  
Laramie, Wyoming**

*Recommended Materials from Trustees' Budget Committee on  
Thursday, May 12, 2016 @ 8:00 a.m. and recommended to the full Board for approval 5-12-16  
Approved as amended on 5-12-16*

**ATTACHMENT G TO UW REGULATION 1-102  
Gifts and Celebratory Events for Employees**

**I. Policy Statement**

Units of the University of Wyoming may occasionally spend funds from appropriate funding sources to recognize employees under certain circumstances. Units must follow the Internal Revenue Service rules and University requirements outlined below. Expenditures for such gifts or celebratory events must conform with this policy, be related to the primary mission of the institution, and take into account the institution's financial condition.

**II. Reason for Policy**

As a state entity, the University has an obligation to use its funds prudently. Furthermore, federal regulations may impact the spending of University funds on employee gifts and celebratory events. This policy outlines the circumstances where University funds may be used to purchase gifts and/or host celebratory events for employees.

**III. Applicability**

This policy is effective on and after July 1, 2016, and applies to the purchase of gifts and/or hosting of celebratory events, involving University funds. For purposes of this policy, a gift is defined as: a transfer of property for which the dominant motive is detached or disinterested generosity, or affection, respect, admiration, charity, or like sentiment. Gifts may take the form of gift certificates or tangible personal property such as a watch, pen, or briefcase.

**IV. Procedures**

**a. Ensure the Gift or Event is for an Allowable Occasion.**

Allowable employee recognition may take the form of celebratory events or gifts for the following occasions:

- i.** Work-related achievements. Examples include: (1) to mark achievement of a major department goal, (2) to honor an employee in connection with a work-related employee recognition program, (3) to honor an employee

who is leaving the department, college, or the University, or (4) to honor a retiring employee.

~~ii. Employee morale building events. Examples include: (1) a department-wide luncheon, (2) a department wide holiday party, or (3) a similar departmental event (e.g., summer employee picnic). Such events must be approved by a Vice President or the Director of Intercollegiate Athletics.~~

**iii.ii.** Sympathy upon the death or serious illness of an employee or employee's immediate family member. Appropriate sympathy gifts include a flower arrangement or a memorial gift. In addition, a donation to a charity on behalf of the University is also allowable. The limits of paragraph b of this section apply to this subsection.

University funds may not be spent in recognition of personal events or achievements unrelated to work, including but not limited to: birthdays, weddings, and baby showers.

**b. Comply with the Established Dollar Amount.**

Gifts to and celebratory events for employees must not exceed \$250.00, including sales taxes, delivery fees, service charges and any other costs, ~~associated with the gift or celebratory event for an individual employee~~. Generally, the number of gifts should be limited to once per calendar year per employee.

**c. Use an Appropriate Funding Source.**

Only funds from the University of Wyoming Foundation may be used for gifts and celebratory events. Other University funds, including but not limited to state appropriations, tuition, and other institutional fees may not be used.

**d. Record the Gift or Event Expense Properly.**

Upon approval of the responsible Vice President, the employee may purchase the gift and/or pay all costs associated with the event. To be reimbursed for these costs, the employee must submit "Form 100 Expenditure Voucher Discretionary Funds", along with all related receipts to the University Foundation Financial Services Office.

**e. Consider the Tax Implications.**

Depending on the type of gift, there may be tax implications.

**i.** Regardless of the cost, cash gifts and cash equivalent gifts, including gift certificates, are always taxable and are reported on the employees W-2

form. For all cash gifts and cash equivalent gifts, please contact the University Financial Service Business Office at (307) 766-4391.

- ii.** Non-cash length of service gifts are not taxable as long as they meet the following requirements: (1) the amount of the gift is not over \$400.00, (2) the employee did not receive the award during his or her first 5 years of employment, and (3) the employee did not receive another length-of-service award during the same year or in any of the prior 4 years.
- iii.** For all other gifts, please contact the University Financial Service Business Office at (307) 766-4391.

Revised 05/11/16 following Budget Committee Discussion  
Approved 5-12-16 during Work Session

**University of Wyoming**  
**Board of Trustees--Fiscal Year 2017 BUDGET**  
Section I Expenditures

CATEGORY	Description	Code	Actual	Fiscal Year	Percent of FY		Actual
			Expenses FY 2017	2017 Budget	2017 Total Budget	Percent of 2015 Actual	Expenses FY 2015
<b>Office Operations and Supplies</b>	Postage and Mailing Charges	204700		-			-
	Freight Charges	204800		1,000.00	0.4367%	116.1292%	861.11
	Telephone Charges	205100		2,000.00	0.8734%	99.6721%	2,006.58
	Conference Registration	207400		2,400.00	1.0480%	117.3594%	2,045.00
	Copy Charges	220300		50.00	0.0218%	108.7193%	45.99
	Office Supplies	220500		50.00	0.0218%	93.5104%	53.47
	Technology Supplies (laptops, etc)	220600		2,000.00	0.8734%	109.4098%	1,827.99
	Gas	222900		-	0.0000%	#DIV/0!	-
	Education/Instructional Supplies	227000		1,500.00	0.6550%	85.9180%	1,745.85
	Subscriptions & Databases	227500		2,000.00	0.8734%	108.5358%	1,842.71
	Newspapers	227600		1,000.00	0.4367%	109.1393%	916.26
	Books	227700		500.00	0.2183%	116.0631%	430.80
	Clothing and Apparel	228300		-	0.0000%	0.0000%	77.48
	Decorative Items	232800		1,000.00	0.4367%	109.3243%	914.71
	Building/Office Rental	240200		5,700.00	2.4891%	101.3063%	5,626.50
Room Rentals	240400		1,500.00	0.6550%	99.3654%	1,509.58	
<b>Subtotal Operations</b>				<b>20,700.00</b>			<b>19,904.03</b>
<b>Employee Travel In-State</b>	Rental Cars & Shuttle Buses	300100		15,000.00	6.5502%	71.4477%	20,994.39
	Mileage Reimbursement	300200		12,000.00	5.2402%	120.9357%	9,922.63
	Per Diem Allowance	300300		100.00	0.0437%	140.8451%	71.00
	Meals on One-Day Trips	300500		200.00	0.0873%	118.8495%	168.28
	Other Travel (Parking, Wifi, etc)	300600		100.00	0.0437%	277.7778%	36.00
	Actual Lodging Expenses	300700		30,000.00	13.1004%	99.3745%	30,188.84
	Actual Meal & Gratuity Expense	300800		1,500.00	0.6550%	90.6854%	1,654.07
	Airfare (incl. UW Plane, State Jet)	300900		90,000.00	39.3013%	68.2296%	131,907.62
<b>Subtotal EE-Travel In</b>				<b>148,900.00</b>			<b>194,942.83</b>
<b>Employee Travel Out of-State</b>	Rental Cars & Shuttle Buses	310100		300.00	0.1310%	137.9120%	217.53
	Mileage Reimbursement	310200		700.00	0.3057%	101.4493%	690.00
	Per-Diem Allowance	310300		-	0.0000%	#DIV/0!	-
	Meals on One-Day Trips	310500		200.00	0.0873%	#DIV/0!	-
	Other Travel (Parking, Wifi, etc)	310600		50.00	0.0218%	166.6667%	30.00
	Actual Lodging Expenses	310700		3,000.00	1.3100%	105.3234%	2,848.37
	Actual Meal&Gratuity Expense	310800		200.00	0.0873%	120.7001%	165.70
	Airfare (incl. UW Plane, State Jet)	310900		3,000.00	1.3100%	97.6499%	3,072.20
<b>Subtotal EE-Travel Out</b>				<b>7,450.00</b>			<b>7,023.80</b>
<b>Non-Employee Travel</b>	Rental Cars & Shuttle Buses	340100		-	0.0000%	#DIV/0!	-
	Mileage Reimbursement	340200		250.00	0.1092%	113.8848%	219.52
	Other Travel (Parking, Wifi, etc)	340600		-	0.0000%	#DIV/0!	-
	Actual Lodging Expenses	340700		450.00	0.1965%	#DIV/0!	-
	Actual Meal&Gratuity Expense	340800		300.00	0.1310%	43.1220%	695.70
	Airfare (incl. UW Plane, State Jet)	340900		-	0.0000%	#DIV/0!	-
<b>Subtotal Non-EE Travel</b>				<b>1,000.00</b>			<b>915.22</b>
<b>Professional and Consulting Services</b>	Communication/Photography Serv	902300		250.00	0.1092%	107.9168%	231.66
	Entertainment/Speakers	902400		400.00	0.1747%	100.0000%	400.00
	Professional Service Fee	902700		3,500.00	1.5284%	93.0851%	3,760.00
	Marketing Services	902900		-	0.0000%	0.0000%	5,763.45
	Commercial Printing	903500		5,000.00	2.1834%	81.2998%	6,150.08
	Food Service (UW Catering)*	903800		32,000.00	13.9738%	52.4309%	61,032.71
	Meals T'ee Meetings (outside UW)*			8,000.00	3.4934%	#DIV/0!	-
	Other Professional Services	904500		1,800.00	0.7860%	97.4770%	1,846.59
<b>Subtotal Services</b>				<b>50,950.00</b>			<b>79,184.49</b>
<b>Total</b>				<b>229,000.00</b>	100.0000%	<b>75.8353%</b>	<b>301,970.37</b>

\*Note--Food Service has been broken into two categories for trustee on campus meetings. 1) UW Catering provided on site & 2) Meal expenses off site which are reimbursed.

\*\*Does not include purchases made with Foundation funds (alcohol, gifts, flowers, etc)

**THE UNIVERSITY OF WYOMING  
BOARD OF TRUSTEES MEETING  
Wednesday, May 11-Friday, May 13, 2016  
Laramie, Wyoming**

*Recommended to the full Board for approval 5-12-16  
Approved on 5-12-16*

**Attachment F to UW Regulation 1-102  
Indirect Cost Policy**

**I. Indirect Costs**

Indirect costs are revenues that the University receives from two sources. One source is the indirect cost rate applied to University research funded in whole or in part by government entities or the private sector, i.e. “externally funded research.” The other source is indirect costs associated with federal or other grant funding that does not involve a research grant or contract. The indirect cost rate for these grants is typically specified in the grant.

**II. Indirect cost rate for externally funded research**

**A.** Except as provided in subparagraphs II.b. and c. of this paragraph, the indirect cost rate for all externally funded research shall be the federally approved indirect cost rate for federally funded research at the time the research agreement is executed.

**B.** The indirect cost rate for all research funded by an agency or governmental subdivision of the state of Wyoming shall be twenty percent (20%), except that this rate may be modified with the approval of the Board of Trustees for the best interests of the University. The ~~Board of Trustees~~President of the University also may approve a different rate for research contracts with government entities of other states or with not for profit organizations which provide services to Wyoming citizens.~~where the Wyoming Survey and Analysis Center (WYSAC) is performing services.~~ The President shall provide a report to the Board at each meeting regarding contracts for which a different rate has been approved.

**B.C.** No indirect costs shall be assessed on funds appropriated by the State of Wyoming designated to match externally funded research at the University.

**III. Distribution and expenditure of indirect costs**

**A.** Twenty-five percent (25%) of the indirect costs derived from each externally funded research grant for each fiscal year shall be distributed in the subsequent fiscal year as follows:

- 1.** Fifteen percent (15%) to the department or program in which the Principal Investigator (PI) is located. If there are multiple PI's, the Vice Presidential for

Research and Economic Development shall allocate the funds among the PIs in consultation with them. These funds shall be used as the department or program determines to stimulate research and to relieve impact on the department or program. The Vice President for Research and Economic Development will report annually to the Board of Trustees on expenditures by each department or program receiving funds under this subdivision A.1.

2. Five percent (5%) to the college or similar level unit in which the department or program is located. These funds shall be used as the college or similar level unit determines to stimulate research and to relieve impact on the college or similar level unit. The Vice President for Research and Economic Development will report annually to the Board of Trustees on expenditures by each college or similar level unit receiving funds under this subdivision A.2.
  3. Five percent (5%) to the Office of Research and Economic Development. These funds shall be used as provided in subparagraph B. of this paragraph.
- B.** Except as otherwise provided in subparagraph C. of this paragraph, all other indirect costs from whatever source derived for each fiscal year, and the revenue from subdivision III.A.3. shall be distributed in the subsequent fiscal year, and accounted for by the Vice President for Research and Economic Development, as follows:
1. To fund operational costs in the Office of Research and Economic Development, including the Office of Sponsored Programs and the Research Products Center, in accordance with a budget approved by the Board of Trustees.
  2. To fund institutional research infrastructure including, but not limited to, the AMK Ranch, research computing, and institutional compliance responsibilities regarding human research and animal care, in accordance with a budget approved by the Board of Trustees.
  3. To fund required match necessary for participation in major federal research programs, including, but not limited to EPSCOR, National Institutes IDeA, in accordance with a budget approved by the Board of Trustees.
  4. To defray the impact of the University's research operation and of administering non-research grants, an amount to the Division of Administration, in accordance with a budget approved by the Board of Trustees.
  5. To fund faculty start-up costs and otherwise support faculty research, such as providing required matchings or purchase of equipment to support research, in accordance with a budget approved by the Board of Trustees.
  6. To replenish the federally recommended research audit reserve account to levels approved by the Board of Trustees upon recommendation of the Vice President

for Research and Economic Development in consultation with the Vice President for Administration, and with the approval of the President.

- C.** Indirect costs derived from an externally funded research agreement may be distributed in a manner different from that specified in subparagraph B. of this paragraph if the Board of Trustees approves a different distribution method at the time Board approves the research agreement.
  
- D.** To the extent indirect cost revenues are greater than the amounts budgeted under subdivisions B.1. through B.6., the Vice President for Research and Economic Development, in consultation with the Vice President for Administration and with the approval of the President, shall submit a plan for the use of those funds to the Board of Trustees for approval.

**THE UNIVERSITY OF WYOMING  
BOARD OF TRUSTEES MEETING  
Wednesday, May 11-Friday, May 13, 2016  
Laramie, Wyoming**

*Recommended Materials from  
Trustees' Honorary Degree and Awards Committee to the full Board for approval on 5-12-16  
Board approved with changes on 5-12-16*



**BOARD OF TRUSTEES' AWARD OF MERIT  
GUIDELINES**

**Proposed Revisions, May 2016**

Established in 1984 by the Board of Trustees of the University of Wyoming, the Trustees' Award of Merit recognizes individuals and groups who have rendered meritorious service or made exemplary contributions to the University of Wyoming.

**Criteria**

The Trustees' Award of Merit recognizes contributions and service that demonstrate:

- ◆ Consistent and persistent performance above and beyond the norm and that of one's peers.
- ◆ Distinguished achievement attaining state, regional, or national acclamation.
- ◆ Exceptional classroom or laboratory work furthering the academic mission of the University of Wyoming, again surpassing expectations and the work of one's peers.
- ◆ Dedicated support to students, faculty, staff, or the mission of the University of Wyoming.
- ◆ Successful completion of complex committee work or special assignments.
- ◆ Outstanding service to the University of Wyoming or its constituents through:
  - the exemplary performance of a specific duty or obligation;
  - a superior level of performance over a period of time;
  - effective representation of student, faculty, staff, or alumni; or
  - exceptional contributions to the growth and well-being of the institution.

**Eligibility**

- Those recognized by the Trustees' Award of Merit for their contributions and service to UW may include members of the faculty, staff, student body, alumni, or general public. If the nominee is the recipient of another UW award, it will not eliminate the nominee from consideration, but the Board of Trustees will review for any conflicts.

- The award may be given in recognition of contemporaneous accomplishment or contributions occurring over an extended period or career.
- The Trustees' Award of Merit will not be awarded solely in recognition of past or prospective gifts to the university, but a history of philanthropy will not eliminate the nominee from consideration.
- The Trustees' Award of Merit is generally not awarded posthumously.

## Process

- Nominations for the Trustees' Award of Merit may be submitted by any ~~duly appointed~~ vice president or dean of the University of Wyoming. ~~The Office of the President will send an annual reminder of the award and its criteria to the vice presidents and deans.~~
- Nominations must be made in writing, ~~and include a letter~~ identifying the nominee and providing sufficient information upon which a decision can be based; up to three letters of support may accompany the ~~letter of~~ nomination.
- Signed ~~N~~ominations can be submitted, by ~~means of~~ hard copy, e-mail, or fax, to the President of the University. The President will provide any relevant supplemental information about the nomination when referring it to a designated committee of the UW Board of Trustees.
- ~~All nominations will be forwarded to the designated committee of the UW Board of Trustees for consideration.~~
- Annually in January, the President's Office will notify the vice-presidents and deans that UW is accepting nominations for the Award of Merit and send them copies of the award's guidelines and criteria. The deadline for nominations is no later than March 15<sup>th</sup>. The Board of Trustees' committee will review **all** the nominations and convey its recommendations **for all nominations** to the full board, no later than the April conference call. ~~Nominations for the Trustees' Award of Merit will be accepted on a continuous basis and reviewed at regular intervals by the designated committee of the Board of Trustees.~~ There will be no minimum or maximum number of awards given in any calendar year.
- ~~The committee will forward its recommendations regarding nominations to the UW Board of Trustees for final decision at any regularly scheduled meeting of the Board. Announcement of awards will follow as appropriate.~~

THE UNIVERSITY OF WYOMING  
BOARD OF TRUSTEES MEETING  
Wednesday, May 11-Friday, May 13, 2016  
Laramie, Wyoming

*Recommended Materials from  
Trustees' Honorary Degree and Awards Committee to the full Board for approval on 5-12-16  
Board approved with changes on 5-12-16*



**Honorary Degrees  
Promotion, Review and Award Process**

**Draft for BOT review, May 2016**

Below is the process for annually promoting, reviewing and awarding UW honorary degrees. This document is intended to be used internally to help guide the process for awarding honorary degrees, as opposed to the Call for Nominations which should be distributed to the campus and general public.

**Before mid-August**

UW Regulation 1-1 (Section IV) specifies the composition of the joint committee that solicits and reviews applications for honorary degrees. This Joint Honorary Degrees Review Committee consists of up to four members of the Board of Trustees and three faculty members, with the UW president serving as the non-voting committee chair person.

The four Board members who serve on this joint committee are the same individuals who also serve on the Board's Honorary Degrees and Awards Committee. During the summer, the Board president nominates and the full Board approves the members of this standing committee.

~~Also during the summer, a~~ A Faculty Senate committee selects the three faculty members to serve on the joint committee.

Meetings of the Honorary Degrees Review Committee (hereafter referred to as the Committee) may be in-person or by teleconference, as determined by the members. Given the confidential nature of its work, all Committee meetings will occur in executive session, and members are prohibited from discussing the Committee's deliberations with anyone other than those who attend the meetings.

**Early September**

The Committee holds its initial meeting to review the Call for Nominations which conveys the award's purposes, criteria, and processes. The Committee may revise the content of the Call for Nominations during this meeting.

### **Mid-September**

The President's Office issues the Call for Nominations as widely as possible and addresses any inquiries in response to the solicitations. The deadline for nominations is November 1st.

### **Early November**

The President's Office organizes the nominations, conducts background reviews on the nominees, develops materials the Committee requests to assist it in its work, and distributes the nominations and materials to Committee members.

### **Mid-November to Early January**

The Committee meets to review the nominations. Those nominations that receive a majority vote of all Committee members are forwarded to the Board of Trustees with a recommendation to award. Those that fail to receive a majority vote will not proceed further in the process. The Committee may decide to hold more than one meeting, provided it arrives at the final recommendations before mid-January. ~~(should the BOT be informed of either the number of &/or names of nominees receiving a "due not pass"? What feedback is proposed to the nominators of unsuccessful nominees?)~~

### **Mid-January**

The President's Office forwards the name of the nominees who received favorable Committee consideration, their nominations and any Committee materials to the Board of Trustees at least one week before the Board's January meeting.

### **Board of Trustees' January Meeting**

In executive session during its January meeting, the Board of Trustees reviews the nominations and the Committee's recommendations. The Board may make final decisions on the nominations at this time or request additional information for further and final deliberations during a conference call in February.

### **Early March**

The President's Office contacts the successful nominees about the Board of Trustees' decisions to award honorary degrees and makes the arrangements for the presentations during the Spring Commencement ~~dinner~~ Dinner in May and actual bestowing of the degrees at the appropriate college commencements.

**THE UNIVERSITY OF WYOMING  
BOARD OF TRUSTEES MEETING  
Wednesday, May 11-Friday, May 13, 2016  
Laramie, Wyoming**

*Materials recommended following discussion during Executive Session  
Approved 5-13-16 during Business Meeting*

**A. Items for Action Recommended by the President**

**APPOINTMENTS**

**1. Administrators**

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

**Office of the President**

<u>Name</u>	<u>Rank</u>	<u>Salary</u>	<u>Appointment Period</u>
<b>Nichols, Laurie A.</b>	President	\$350,000	05/16/2016

After an international search, Laurie A. Nichols joins UW as the institution's 26<sup>th</sup> president. She will also hold tenure at the rank of professor in the Department of Family and Consumer Sciences in the College of Agriculture and Natural Resources. Dr. Nichols received a B.S. (1978) in Home Economics Education from South Dakota State University, M.Ed. (1984) in Vocational and Adult Education from Colorado State University, and Ph.D. in Family and Consumer Sciences Education (1988) from The Ohio State University. Since 2009, she has served as Provost and Executive Vice President for Academic Affairs for South Dakota State University. In 2008 she served as Interim President for Northern State University. Prior to that appointment she held administrative and faculty positions at South Dakota State University.

**College of Health Sciences**

<u>Name</u>	<u>Rank</u>	<u>Salary</u>	<u>Appointment Period</u>
<i>School of Pharmacy</i>			
<b>Krueger, Kem P.</b>	Dean	\$160,008/FY	07/01/2016

Kem Krueger received a Pharm.D. (1993) from the University of Missouri-Kansas City, and a Ph.D. (1998) in Pharmaceutical Science from the University of Arizona. Dr. Krueger was an Associate Professor at Auburn University from 2004-2005, and has been an Associate Lecturer in the School of Pharmacy at the University of Wyoming since 2005. Dr. Krueger will remain a tenured Associate Professor in the School of Pharmacy.

*Wyoming Institute for Disabilities (WIND)*

<b>Root-Elledge, Sandra</b>	Executive Director	\$111,900/FY	04/01/2016
-----------------------------	--------------------	--------------	------------

Sanda Root-Elledge received a B.S. (2001) and a M.A. (2003) in Sociology from the University of Wyoming. Ms. Root-Elledge has been then Associate Director and then the Interim Director of the Wyoming Institute for Disabilities (WIND) since 2008.

**Outreach School**

<u>Name</u>	<u>Rank</u>	<u>Salary</u>	<u>Appointment Period</u>
<i>UW at Casper</i>			
<b>Edgens, Jefferson</b>	Associate Dean/Director	\$120,000/FY	05/31//2016

Jefferson Edgens received a B.A (1989) in History from Presbyterian College, a M.P.A. (1992) from the University

of West Florida, and a Ph.D. (1997) in Water Policy and Law from Michigan State University. Dr. Edgens has been an Associate Vice President of Academic Affairs and Associate Vice Professor at Thomas University since 2015.

## 2. Faculty

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

### College of Agriculture and Natural Resources

<u>Name</u>	<u>Rank</u>	<u>Salary</u>	<u>Appointment Period</u>
-------------	-------------	---------------	---------------------------

#### *Department of Plant Sciences*

<b>Sharma, Vivek</b>	Assistant Professor	\$78,000/FY	04/04/2016
----------------------	---------------------	-------------	------------

Vivek Sharma received a T. Tech. (2008) in Agricultural Engineering from Punjab Agricultural University, a M.S. (2011) and a Ph.D. (2014) in Biological Systems Engineering from the University of Nebraska- Lincoln. Dr. Sharma has been a Postdoctoral Research Associate at the University of Nebraska-Lincoln since 2015.

### College of Business

<u>Name</u>	<u>Rank</u>	<u>Salary</u>	<u>Appointment Period</u>
-------------	-------------	---------------	---------------------------

#### *Department of Economics & Finance*

<b>Jain, Pawan</b>	Assistant Professor	\$155,000/AY	08/23/2016
--------------------	---------------------	--------------	------------

Pawan Jain has a Bachelor of Commerce (2000) from CSM University, a Master of Commerce (2002) from Chattrapati Sahuji Maharaj University, a M.S. (2008) in Economics and Finance and Education, a Ph.D. (2008) in Instructional Design and Technology from the University of Wyoming, and a Ph.D. (2013) in Finance from the University of Memphis. Dr. Jain has been an Assistant Professor of Finance at Central Michigan University since 2013.

### College of Education

<u>Name</u>	<u>Rank</u>	<u>Salary</u>	<u>Appointment Period</u>
-------------	-------------	---------------	---------------------------

#### *Department of Professional Studies*

<b>Holmes, William T.</b>	Assistant Professor	\$68,000/AY	08/23/2016
---------------------------	---------------------	-------------	------------

William Holmes received a B.S. (1987) and a M.A. (1988) in Elementary Education from the University of New Mexico, and an Ed.D. (2012) in Executive Leadership from the University of Nevada, Las Vegas. Dr. Holmes has been an Assistant Professor at the University of North Carolina, Wilmington since 2014.

## 3. 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>
-------------	-------------	---------------	---------------------------

#### *Art Museum*

<b>Christensen, Katie B.</b>	Assistant Lecturer	\$61,992/FY	07/01/2016
------------------------------	--------------------	-------------	------------

Katie Christensen received a Bachelor of Fine Arts (2003) from the University of Wyoming, and a M.F.A. (2011) in 2D Studies from Bowling Green State University. Ms. Christensen has been the Curator of Education and Statewide Engagement at the University of Wyoming Art Museum since 2015.

## College of Agriculture and Natural Resources

<u>Name</u>	<u>Rank</u>	<u>Salary</u>	<u>Appointment Period</u>
<i>Cooperative Extension Service</i>			

<b>Torbert, Sarah J.</b>	Associate Extension Educator	\$ 67,008/FY	05/16/2016
--------------------------	------------------------------	--------------	------------

Sarah Torbert received a B.S. (1998) in Agricultural Education from the University of Wisconsin, River Falls, and a M.S. (2002) in Training and Development from the University of Wisconsin, Stout. Ms. Torbert has been a Youth Development Agent at the University of Wisconsin since 2013.

## College of Health Sciences

<u>Name</u>	<u>Rank</u>	<u>Salary</u>	<u>Appointment Period</u>
<i>Division of Social Work</i>			

<b>Walters, Heath B.</b>	Associate Lecturer	\$61,200/FY	04/18/2016
--------------------------	--------------------	-------------	------------

Heath Walters received a B.A. (1997) in Behavioral Science from Northwest College, a M.A. (2000) in Christian Counseling from Global/Berean University, a M.S.W. (2003) from Walla Walla College, and a Ph.D. (2010) in Counselor Education and Supervision from Regent University. Dr. Walters has been the Masters in Social Work Site Coordinator at Boise State University since 2010.

## 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>
<i>Department of Veterinary Sciences</i>	

<b>Fox, Jonathan H.</b>	Professor
-------------------------	-----------

## College of Arts & Sciences

<u>Name</u>	<u>New Rank</u>
<i>Department of Art</i>	

<b>Haydon, Margaret K.</b>	Professor
----------------------------	-----------

<u>Name</u>	<u>New Rank</u>
<i>Department of Botany</i>	

<b>Buerkle, Christian A.</b>	Professor
------------------------------	-----------

*Department of Statistics*

<b>Huzurbazar, Snehalata V.</b>	Professor
---------------------------------	-----------

*Department of Theatre & Dance*

<b>Wilson, Margaret A.</b>	Professor
----------------------------	-----------

*Department of Zoology & Physiology*

<b>Sun, Qian-Quan</b>	Professor
-----------------------	-----------



## 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 Agricultural and Applied Economics*

**Hansen, Kristiana M.** Associate Professor

Kristiana Hansen (Ph.D., University of California, Davis) was appointed to the Agricultural and Applied Economics faculty in 2009. Dr. Hansen specializes in water resource economics, payments for ecosystem services, and economics of reclamation after energy extraction.

#### *Department of Ecosystem Science and Management*

**Hufford, Kristina M.** Associate Professor

Kristina Hufford (Ph.D., University of Georgia, 2001) was appointed to the Ecosystem Science and Management faculty in 2010. Dr. Hufford is a restoration ecologist and provides research, teaching, extension in the field of restoration ecology and revegetation success. Dr. Hufford has worked on basic and applied research projects in Australia and across the US with a focus on the restoration of Wyoming landscapes. Her research and extension activities in restoration genetics involve techniques to better restore ecological systems through seed sourcing and the use of native plant communities.

**Murphy, Melanie A.** Associate Professor

Melanie Murphy (Ph.D., Washington State University) was appointed to the Ecosystem Science and Management faculty in 2010. Dr. Murphy has received the North American Colleges and Teachers of Agriculture (NACTA) Teaching Award of Merit in 2013 which recognizes a faculty member for achievement in teaching.

#### *Department of Molecular Biology*

**Gatlin, Jesse C.** Associate Professor

Jesse Gatlin (Ph.D., University of Colorado School of Medicine) was appointed to the Molecular Biology faculty in 2010. His research is focused on understanding how genetic information encoded in DNA is accurately passed from one cellular generation to the next. He is the current Director of the Molecular and Cellular Life Sciences Graduate Program.

**Levy, Daniel L** Associate Professor

Daniel Levy (Ph.D., in Biochemistry from University of California, San Francisco) was appointed to the Molecular Biology faculty in 2009. Dr. Levy specializes in Cell biology, Nuclear size regulation at UW. Recently received a \$729,000 research grant from the American Cancer Society to study cells and the importance they play in the cancer connection. "If we can make the nucleus size small in cancer cells, that might be a way to treat those cancers," says Levy.

#### *Department of Veterinary Sciences*

**Miller, Myrna M.** Associate Professor

Myrna M. Miller (D.V.M., Colorado State University and Ph.D., Cornell University) was appointed to the Veterinary Sciences faculty in 2010. Dr. Miller is the WSVL Virologist with research interests in animal diseases caused by viral pathogens, particularly viral diseases that affect both domestic animals and wildlife species in Wyoming.

**Schumaker, Brant A.** Associate Professor

Brant A. Schumaker (D.V.M. and Ph.D., University of California, Davis) was appointed to the Veterinary Sciences faculty in 2010. Dr. Schumaker serves as the WSVL Epidemiologist, his research interests focus on the transmission and risk assessment of diseases of wildlife and livestock including brucellosis, bighorn sheep respiratory disease complex, trichomoniasis, and chronic wasting disease.

## College of Arts & Sciences

Name

New Rank

### *Department of Art*

**Sailor, Rachel M.** Associate Professor

Rachel Sailor (Ph.D., University of Iowa) was appointed to the Art faculty in 2011. Professor Sailor is an art historian and it is that area in which she teaches. Although her interests range from Europe to Japan, her book's focus is in the American West: "Meaningful Places: Landscape Photographers in the Nineteenth Century American West," (University of New Mexico Press). She is active in the Museum Studies committee.

### *Department of Chemistry*

**Leonard, Brian M.** Associate Professor

Brian Leonard (Ph.D., Texas A&M University) was appointed to the Chemistry faculty in 2010. Professor Leonard has received \$1.5 million in grants at the University of Wyoming. He teaches inorganic chemistry to advanced undergraduate students and graduate students. He also has published 13 refereed articles during his time at UW.

### *Department of Communication & Journalism*

**Landreville, Kristen D.** Associate Professor

Kristen Landreville (Ph.D., The Ohio State University) was appointed to the Communication & Journalism faculty in 2010. Professor Landreville teaches journalism courses at all levels especially focusing on media literacy and alternative media. She teaches many courses online through the Outreach School. She has published 9 refereed publications in her field as well as chairing 13 masters' committees for her department.

### *Department of English*

**Obert, Julia C** Associate Professor

Julia Obert (Ph.D., University of California) was appointed to the English faculty in 2011. Professor Obert became the assistant head of the English Department in 2014. She took on that responsibility while teaching courses ranging from the sophomore level survey to the graduate student level course on postcolonial literature. Her book published by Syracuse University Press in 2015 is "Postcolonial Overtures: The Politics of Sound in Contemporary Northern Irish Poetry." She also has published 5 refereed articles.

### *Department of Mathematics*

**McAllister, Tyrrell B.** Associate Professor

Tyrrell McAllister (Ph.D., University of California) was appointed to the Mathematics faculty in 2009. Professor McAllister teaches the Calculus II portion of the calculus sequence as well as Algebra I and II. His career totals 11 refereed publications and numerous national and regional presentations.

**Niu, Zhuang** Associate Professor

Zhuang Niu (Ph.D., University of Toronto) was appointed to the Mathematics faculty in 2012. Professor Niu has received over \$105,000 in grants while at the University of Wyoming and has published 13 refereed articles. He teaches courses which range from sophomore level applied differential equations to graduate student level functional analysis.

### *Department of Music*

**McGee, Blake A.** Associate Professor

Blake McGee (D.M.A., University of Oregon) was appointed to the Music faculty in 2010. Professor McGee teaches all levels of the clarinet. He has created 3 CDs and a sound track. He also published a book in 2015 entitled, “Reedworks, A Guide to Single Reed Adjustment.” He has performed at international, national, and regional venues.

### *Department of Physics & Astronomy*

**Myers, Adam D** Associate Professor

Adam Myers (Ph.D., University of Durham, England) was appointed to the Physics and Astronomy faculty in 2011. Professor Myers has received about \$2.1 million in grants as PI and \$3.2 million as co-PI in his career. Much of his prolific publication record focuses on quasars and their significance in the universe. He teaches the introductory survey of astronomy, graduate level astronomical techniques and engineering physics.

### *Department of Political Science*

**Aiken, Nevin T.** Associate Professor

Nevin Aiken (Ph.D., University of British Columbia) was appointed to the Political Science and Global and Area Studies faculty in 2010. Professor Aiken teaches international relations issues revolving around topics of justice, peace, and conflict. He published a book (Routledge Press) in 2013, “Identity, Reconciliation, and Transitional Justice: Overcoming Intractability in Divided Societies.”

### *Department of Religious Studies*

**DeNapoli, Antoinette E.** Associate Professor

Antoinette DeNapoli (Ph.D., Emory University) was appointed to the Religious Studies faculty in 2010. Professor DeNapoli teaches courses at all levels in Asian religious including Hinduism and Buddhism. She published a book with Oxford University Press in 2014—“Real Sadhus Sing to God: Gender, Asceticism, and Vernacular Religion in Rajasthan.” She serves on the Arts and Sciences Central Committee, the major faculty advisory committee to the dean.

### *Department of Sociology*

**Painter, Matthew A. II** Associate Professor

Mathew Painter II (Ph.D., The Ohio State University) was appointed to the Sociology faculty in 2010. Professor Painter has published 15 refereed articles while at the University of Wyoming and has chaired 6 masters’ committees. He teaches a variety of courses including race and ethnic relations, social inequality, sociological research methods and sociology of the family.

### *Global and Area Studies Program*

**Watson, Marcus D.** Associate Professor

Marcus Watson (Ph.D., Cornell University) was appointed to the Global & Area Studies and African-American and Diaspora Studies faculty in 2010. Professor Watson teaches from the freshman to the graduate level exemplified by introduction to African American Studies and Development, Africa, Culture. He received a college “extraordinary merit in teaching” award in 2014. His research is interdisciplinary, some of which focuses on Ghana and South Africa.

## **College of Business**

Name

New Rank

### *Department of Economics & Finance*

**Skiba, Alexandre** Associate Professor

Alexandre Skiba (Ph.D. Purdue University) joined faculty of the Department of Economics and Finance in 2008. Although Dr. Skiba teaches a variety of classes in macroeconomics, econometrics, microeconomics, and international trade, his research is primarily focused on the empirical investigations of topics in international trade. He has authored multiple research articles and book chapters. His research has appeared in prestigious Journal of Political Economy and Journal of Development Economics. Since joining the University of Wyoming, professor Skiba has received multiple teaching and research awards as well as Sparky Turner’s award for “raising the bar” in recognition for his

service to the College of Business.

## College of Education

Name

New Rank

### *Department of Educational Studies*

**Shim, Jenna M.** Associate Professor

Jenna Min Shim (Ph.D., State University of New York at Albany) was appointed to the College of Education faculty in 2010. Professor Shim's primary research interests center on psychoanalytic and critical sociological approaches to intercultural education and multicultural education and teacher education of English language learners. She is a coordinator of the University of Wyoming English as a second language endorsement program, and she teaches many courses in that program. She also teaches diversity and education courses. Some of her works has been published in Curriculum Inquiry, Journal of Curriculum Studies, Teaching Education, Intercultural Education and International Journal of Multicultural Education.

### *Department of Professional Studies*

**Carnes Holt, Kara L.** Associate Professor

Kara Carnes-Holt (Ph.D., LPC, RPT-S) was appointed to the Counseling faculty in 2010. She has special interests in utilizing humanistic play therapy and filial therapy interventions for children and families struggling with attachment disruptions and trauma histories. Kara's research on the effectiveness of Child-parent relationship therapy with adoptive families was recently cited as one of the most effective clinical interventions for working with foster and adopted children.

### *Dept. of Elementary & Early Childhood Education*

**Forrester, Jennifer H.** Associate Professor

Jennifer Harris Forrester (Ph.D., North Carolina State University) was appointed to the Education faculty in 2010. Professor Forrester is a STEM (science, technology, engineering, and mathematics) education researcher and this is the area in which she teaches. Her research and teaching interests include (1) how K-20 students learn and use 21st century reasoning skills (quantitative reasoning, complex systems reasoning, computational reasoning, and model-based reasoning) in STEM contexts and (2) the impact of participation in non-formal STEM research activities (ranging from undergraduate research experiences to competitive science events) on academic major choice and career trajectory. She is an active member in a number of committees at the national, regional, and local levels.

**Han, Keonghee Tao** Associate Professor

Keonghee Tao Han (Ph.D., University of Nevada, Reno) was appointed to the Elementary and Early Childhood Department faculty in 2010.

Professor Han, who was a practicing teacher in the public elementary schools for thirteen years, has a teaching agenda that focuses on Literacy Studies & Methods, English as a Second Language (ESL), and diversity. Her research interests include ESL, diversity in education, and elementary school literacy teaching/learning, with particular emphases on rural settings, critical literacy, and ESL and regular K-8 language and literacy acquisition. She currently serves on the editorial board of the Journal of Literacy Research and provides further leadership for the literacy studies academic community by chairing a number of committees for the Literacy Research Association.

## College of Engineering and Applied Science

Name

New Rank

### *Department of Chemical Engineering*

**Oakey, John S.** Associate Professor

John Oakey (Ph.D., Colorado School of Mines) was appointed to Chemical and Petroleum Engineering faculty in 2010. His current research interests build upon themes of interfacial phenomena, multiphase flow and advanced materials fabrication to create platforms for both fundamental research and applied science. Applications for these platforms range from instruments for the high-throughput screening of cell-matrix interactions to the development of

reactive transport models of multiphase flow. His work has been supported by a National Science Foundation, the American Chemical Society Petroleum Research Fund, the National Institutes of Health and the Department of Defense. In 2013 he received the NSF CAREER Award and in 2014 was named a Whitman Center Investigator at the Marine Biological Laboratory in Woods Hole, MA.

### *Department of Civil & Architectural Engineering*

**Tan, Gang** Associate Professor

Gang Tan (Ph.D., Massachusetts Institute of Technology) was appointed to the Civil and Architectural Engineering faculty in 2009. With an interdisciplinary background of thermal and architectural engineering, Professor Tan teaches courses in both architectural engineering and mechanical engineering areas. His research interests focus on energy efficiency in buildings, innovative HVAC system development, and renewable energy technologies. Professor Tan has published 36 articles in international journals and conferences. He has worked on more than ten funded research projects including the DOE ARPA-E granted \$3M project “Radiative cooled-cold storage modules and systems (RadiCold)”.

## **College of Health Sciences**

Name New Rank

### *Division of Kinesiology and Health*

**Porter, Christine M.** Associate Professor

Christine M. Porter (PhD, Cornell University) was appointed to the Division of Kinesiology and Health faculty in 2010. Dr. Porter has received over \$8 million in federal grant funding as principal investigator from USDA and NIH and over \$450,000 in UW INBRE funding for her action research. She has published nine peer-reviewed journal papers and two refereed book chapters. She has made seven panel and 18 podium presentations at national or international conferences, seven of which were invited. The Food Dignity collaborative of nine organizations and three dozen co-investigators that Dr. Porter directs earned a national award in 2014 for excellence in participatory research to end health disparities. Dr. Porter became a Wyoming Excellence Chair position in 2014, in particular for her partnerships with the Wind River Indian Reservation and Albany County communities. She teaches courses in community and public health and, especially, about food systems and health.

**Readdy, Ryan T.** Associate Professor

Ryan Tucker Readdy (Ph.D., Oregon State University) was appointed to the Division of Kinesiology and Health faculty in 2010. Dr. Readdy’s teaching responsibilities include undergraduate and graduate courses in Sport Psychology, Exercise Psychology, Sport Sociology, and Research Methods. Dr. Readdy’s research is focused on coach and athlete self-determined motivation within the collegiate sport context, including the importance of autonomy support and how head coaches effectively navigate the multitude of challenges inherent in their role. Tucker has also provided sport psychology consulting services to a number of individual athletes, coaches, and sport teams at UW, including ongoing involvement with men’s basketball and volleyball. Dr. Readdy’s service to UW includes significant involvement with the Faculty Senate, including acting as Chair in AY 2015-16.

### *Division of Social Work*

**Mahapatra, Neely** Associate Professor

Neely Mahapatra (Ph.D., The University of Texas at Austin) was appointed to the Division of Social Work faculty in 2010. Dr. Mahapatra has published 8 peer-reviewed journal articles in social work and interdisciplinary journals, co-authored 2 book chapters, 2 encyclopedia entries, and 1 social work bibliography. Overall, she has made 16 national and international presentations. She has exhibited emerging leadership in the area of domestic violence research among South Asian immigrant women because of her dedication to a population that is underserved. She teaches a variety of social work courses at undergraduate and graduate levels, besides seminar courses focused on domestic and international interpersonal violence.

## *School of Nursing*

**Thomas, Jenifer Jo** Associate Professor

Jenifer Thomas (Ph.D., Colorado State University) was appointed to the School of Nursing faculty in 2010. Dr. Thomas contributed to 9 manuscripts (5 as first author) and 13 national conference presentations (5 as first author), as well as participated in 3 grant projects (1 as principal investigator). She involves undergraduate students in her research and student members of the “Thomas lab” presented student-driven research at the Western Institute of Nursing (WIN) Conference for the past four years. She teaches courses in health behavior change primarily to graduate students in the doctorate of nursing practice program.

## **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 Engineering and Applied Science**

Name

Rank

#### *Department of Civil & Architectural Engineering*

**Zhu, Jianting** Associate Professor

Jianting (Julian) Zhu (Ph.D., Dalhousie University, Canada) was appointed to the Civil and Architectural Engineering faculty in 2012. Professor Zhu is a hydrologist, soil scientist and water resources engineer with expertise in numerical modeling, uncertainty and sensitivity analysis, and hydrological processes. He publishes extensively in a wide range of areas related to fluid flow and contaminant transport. He teaches many courses in fluid mechanics, hydraulics and hydrology, and water resources engineering. He is currently a technical editor of the Soil Science Society of America Journal.

## **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**

Name

Rank

Review Year

#### *Department of Agricultural and Applied Economics*

**Jones Ritten, Chian** Assistant Professor 3

#### *Department of Animal Science*

**Bisha, Bledar** Assistant Professor 3

**Guo, Wei** Assistant Professor 3

#### *Department of Ecosystem Science and Management*

**Scasta, John Derek** Assistant Professor 2

**Zhu, Mengqiang** Assistant Professor 3

#### *Department of Family & Consumer Sciences*

**Irick, Erin M.** Assistant Professor 3

#### *Department of Molecular Biology*

**Bowman, Grant R.** Assistant Professor 4

<b>Gigley, Jason P.</b>	Assistant Professor	4
<i>Department of Plant Sciences</i>		
<b>Dhekney, Sadanand A.</b>	Assistant Professor	4
<b>Jabbour, Randa</b>	Assistant Professor	2
<b>Sbatella, Gustavo M.</b>	Assistant Professor	2
<b>Stump, William L.</b>	Assistant Professor	2
<i>Department of Veterinary Sciences</i>		
<b>Sondgeroth, Kerry S.</b>	Assistant Professor	2

### **College of Arts & Sciences**

<u>Name</u>	<u>Rank</u>	<u>Review Year</u>
<i>African-American and Diaspora Studies</i>		
<b>Pimblott, Kerry L</b>	Assistant Professor	3
<i>American Studies Program</i>		
<b>Soto, Lilia M.</b>	Assistant Professor	5
<i>Department of Anthropology</i>		
<b>Toohey, Jason Leigh</b>	Assistant Professor	5
<i>Department of Art</i>		
<b>Fine, Peter C.</b>	Assistant Professor	5
<i>Department of Botany</i>		
<b>Currano, Ellen D</b>	Assistant Professor	4
<i>Department of Chemistry</i>		
<b>Hulley, Elliott B.</b>	Assistant Professor	2
<b>Varga, Krisztina</b>	Assistant Professor	5
<i>Department of Communication &amp; Journalism</i>		
<b>LeFebvre, Leah</b>	Assistant Professor	2
<b>Li, Li</b>	Assistant Professor	4
<i>Department of English</i>		
<b>Edson, Michael Roy</b>	Assistant Professor	2
<i>Department of Geography</i>		
<b>Xu, Chen</b>	Assistant Professor	2
<i>Department of Geology &amp; Geophysics</i>		
<b>McElroy, Brandon J.</b>	Assistant Professor	4
<b>Parsekian, Andrew David</b>	Assistant Professor	2
<i>Department of History</i>		
<b>Kelly, Alexandra C</b>	Assistant Professor	2
<i>Department of Modern &amp; Classical Languages</i>		
<b>Alexandrova, Ekaterina R</b>	Assistant Professor	4

<b>Checa-Garcia, Irene</b>	Assistant Professor	4
----------------------------	---------------------	---

*Department of Music*

<b>Sieger, Crystal</b>	Assistant Professor	2
------------------------	---------------------	---

<b>Wu, Chi-Chen</b>	Assistant Professor	4
---------------------	---------------------	---

*Department of Psychology*

<b>Clapp, Joshua D</b>	Assistant Professor	4
------------------------	---------------------	---

*Department of Theatre & Dance*

<b>Inouye, Kevin S.</b>	Assistant Professor	2
-------------------------	---------------------	---

*Department of Zoology & Physiology*

<b>Carling, Matthew D.</b>	Assistant Professor	5
----------------------------	---------------------	---

<b>Navratil, Amy M.</b>	Assistant Professor	4
-------------------------	---------------------	---

<b>Pratt, Kara G.</b>	Assistant Professor	5
-----------------------	---------------------	---

<b>Santoro, Stephen</b>	Assistant Professor	2
-------------------------	---------------------	---

### **College of Business**

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

*Department of Accounting*

<b>Embree, Joy Lynn</b>	Assistant Professor	3
-------------------------	---------------------	---

<b>Glasscock, Robson C.</b>	Assistant Professor	2
-----------------------------	---------------------	---

<b>Xu, Xin</b>	Assistant Professor	2
----------------	---------------------	---

*Department of Economics & Finance*

<b>Banerjee, Suman</b>	Associate Professor	4
------------------------	---------------------	---

<b>Gilbert, Benjamin T.</b>	Assistant Professor	3
-----------------------------	---------------------	---

<b>Gogineni, Sridhar</b>	Assistant Professor	3
--------------------------	---------------------	---

<b>Naschold, Felix</b>	Assistant Professor	2
------------------------	---------------------	---

*Department of Management & Marketing*

<b>Arnette, Andrew N.</b>	Assistant Professor	4
---------------------------	---------------------	---

<b>Brewer, Barry L.</b>	Assistant Professor	5
-------------------------	---------------------	---

<b>Harvey, Bruce</b>	Assistant Professor	3
----------------------	---------------------	---

<b>Lewellyn, Krista B.</b>	Assistant Professor	3
----------------------------	---------------------	---

<b>Minton, Elizabeth A.</b>	Assistant Professor	2
-----------------------------	---------------------	---

### **College of Education**

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

*Department of Professional Studies*

<b>Dousay, Tonia Anne</b>	Assistant Professor	3
---------------------------	---------------------	---

<b>Hvidston, David J</b>	Assistant Professor	5
<b>McKim, Courtney A</b>	Assistant Professor	5
<b>Teman, Eric D.</b>	Assistant Professor	2
<i>Department of Secondary Education</i>		
<b>Burrows, Andrea C.</b>	Assistant Professor	5
<b>Haynes, James C.</b>	Assistant Professor	5
<b>Helmsing, Mark E.</b>	Instructor	2
<b>Hendryx, Jason D.</b>	Assistant Professor	3
<i>Dept. of Elementary &amp; Early Childhood Education</i>		
<b>Houseal, Anne K</b>	Assistant Professor	5
<b>Robertson, Dana A</b>	Assistant Professor	4

### **College of Engineering and Applied Science**

<u>Name</u>	<u>Rank</u>	<u>Review Year</u>
<i>Department of Civil &amp; Architectural Engineering</i>		
<b>Ng, Kam Weng</b>	Assistant Professor	4
<b>Ohara, Noriaki</b>	Assistant Professor	4
<b>Wang, Liping</b>	Assistant Professor	2
<i>Department of Electrical and Computer Engineering</i>		
<b>Duan, Dongliang</b>	Assistant Professor	4
<b>Novak, Domen</b>	Assistant Professor	2
<i>Department of Mechanical Engineering</i>		
<b>Belmont, Erica Lynn</b>	Assistant Professor	2
<b>Stoellinger, Michael K</b>	Assistant Professor	4
<i>Department of Petroleum Engineering</i>		
<b>Aryana, Saman</b>	Assistant Professor	2

### **College of Health Sciences**

<u>Name</u>	<u>Rank</u>	<u>Review Year</u>
<i>Division of Kinesiology and Health</i>		
<b>Dai, Boyi</b>	Assistant Professor	4
<b>Guseman, Emily H</b>	Assistant Professor	3
<i>Division of Social Work</i>		
<b>Thompson-Ebanks, Valerie</b>	Assistant Professor	4
<i>School of Nursing</i>		
<b>Carron, Rebecca C.</b>	Assistant Professor	2
<b>Fischer, Shelly A.</b>	Assistant Professor	3
<b>Kooienga, Sarah A</b>	Assistant Professor	2

*School of Pharmacy*

<b>Brown, Travis E.</b>	Assistant Professor	4
<b>Bushman, Jared S.</b>	Assistant Professor	2
<b>Singh, Reshmi L.</b>	Assistant Professor	3

**College of Law**

<u>Name</u>	<u>Rank</u>	<u>Review Year</u>
<b>Chestek, Kenneth D</b>	Associate Professor	4
<b>Cover, Danielle R</b>	Assistant Professor	2
<b>Jackson, Darrell D</b>	Associate Professor	4
<b>Pritchett, Suzan M</b>	Assistant Professor	3
<b>Righetti, Tara K.</b>	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 indicated.

**Academic Affairs**

<u>Name</u>	<u>New Rank</u>	<u>Extended Term Number</u>
-------------	-----------------	-----------------------------

*WyGISC*

<b>Hodza, Paddington</b>	Associate Research Scientist	1
--------------------------	------------------------------	---

Paddington Hodza (Ph.D., West Virginia University) was appointed to the Geography and WYGISC faculty in 2013. Dr. Hodza teaches on Geographic Information Systems (GIS) at the lower division and upper division levels. He also teaches for the Environment and Natural Resources program.

**College of Agriculture and Natural Resources**

<u>Name</u>	<u>New Rank</u>	<u>Extended Term Number</u>
-------------	-----------------	-----------------------------

*Cooperative Extension Service*

<b>Ehmke, Cole C.</b>	Senior Extension Educator	2
-----------------------	---------------------------	---

Cole Ehmke (M.S., University of Sydney, Australia) was appointed to Cooperative Extension in 2005 as a UW Extension Educator based in the Agricultural and Applied Economics Department. He specializes in personal finance and rural business development. His state-wide outreach work includes agricultural entrepreneurship as well as personal financial resource management topics.

*Department of Plant Sciences*

<b>Hilgert, Christopher L</b>	Associate Extension Educator	1
-------------------------------	------------------------------	---

Christopher Hilgert (M.S., Oregon State University) was appointed to Cooperative Extension in 2011 as is a UW Extension specialist providing state-wide horticultural training and resources to home gardeners, Master Gardeners, and green industry professionals.



## College of Health Sciences

<u>Name</u>	<u>New Rank</u>	<u>Extended Term Number</u>
-------------	-----------------	-----------------------------

### *Division of Communication Disorders*

<b>Garcia, Teresa J.</b>	Senior Lecturer	3
--------------------------	-----------------	---

Teresa J. Garcia, M.S., CCC-A (M.S. '91, University of Wyoming) has served as an Associate Lecturer for the Division of Communication Disorders since 2004, and Assistant Lecturer from 1995 to 2004. She supervises undergraduate and graduate students in clinical practicum, as well as provides audiological services to patients. Teresa has 25 years of experience as an audiologist in both medical and educational settings. She has taught both undergraduate and graduate courses in the Division. Teresa served on the Wyoming Speech Pathology and Audiology Licensing Board from January 2009 to January 2015, chairing the committee from 2011 to 2015. She serves as the clinical audiologist for the Wyoming Pediatric Audiology Clinic, and was recently awarded the Friend of the Association from the Wyoming Speech Language Hearing Association for her work with the pediatric clinic. She has done presentations locally to various organizations as well as to state associations.

## 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>
-------------	-------------	-----------------------------

### *American Heritage Center*

<b>Lane, Anne M.</b>	Archivist	4
----------------------	-----------	---

<b>Thompson, D. Claudia</b>	Archivist	4
-----------------------------	-----------	---

#### University Libraries

<u>Name</u>	<u>Rank</u>	<u>Extended Term Number</u>
-------------	-------------	-----------------------------

<b>McCarthy, Deborah A.</b>	Associate Librarian	2
-----------------------------	---------------------	---

### *Cataloging Department*

<b>Terrill, Lori J.</b>	Associate Librarian	3
-------------------------	---------------------	---

### *Research & Instruction*

<b>Mayer, Jennifer</b>	Associate Librarian	3
------------------------	---------------------	---

### 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>
-------------	-------------	-----------------------------

### *Cooperative Extension Service*

<b>Lewis, Phyllis B.</b>	Senior Extension Educator	4
--------------------------	---------------------------	---

<b>Martin, Mary M.</b>	Senior Extension Educator	4
------------------------	---------------------------	---

<b>Mount, Dallas E.</b>	Senior Extension Educator	3
-------------------------	---------------------------	---

### *Department of Agricultural and Applied Economics*

<b>Foulke, Thomas K.</b>	Senior Research Scientist	3
--------------------------	---------------------------	---

<b>Hewlett, John P.</b>	Senior Extension Educator	4
-------------------------	---------------------------	---

### *Department of Animal Science*

<b>Austin, Kathleen J.</b>	Senior Research Scientist	5
----------------------------	---------------------------	---

<b>Van Kirk, Edward A.</b>	Senior Research Scientist	5
----------------------------	---------------------------	---

## College of Arts & Sciences

<u>Name</u>	<u>Rank</u>	<u>Extended Term Number</u>
-------------	-------------	-----------------------------

### *Department of Mathematics*

<b>Weber, William S. Jr.</b>	Senior Lecturer	3
------------------------------	-----------------	---

### *Science & Math Teaching Center*

<b>Parker, Sylvia D.</b>	Senior Lecturer	3
--------------------------	-----------------	---

## College of Education

<u>Name</u>	<u>Rank</u>	<u>Extended Term Number</u>
-------------	-------------	-----------------------------

### *Dept. of Elementary & Early Childhood Education*

<b>Wiig, Diana L.</b>	Associate Lecturer	2
-----------------------	--------------------	---

## 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>		
<b>Cline, Tyler G.</b>	Assistant Archivist	3
<b>Stow, Amanda M.</b>	Assistant Archivist	4

## University Libraries

<u>Name</u>	<u>Rank</u>	<u>Review Year</u>
<b>Hughes, Cynthia D</b>	Assistant Librarian	2
<b>Ricupero, Bryan T.</b>	Assistant Librarian	2
<i>Collection Development</i>		
<b>Macaulay, David E.</b>	Assistant Librarian	2
<b>Tharp, Shannon E.</b>	Assistant Librarian	2
<i>Research &amp; Instruction</i>		
<b>Pasek, Judith E.</b>	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>Ellbogen Center for Teaching and Learning</i>		
<b>Seeley, Janel M.</b>	Assistant Lecturer	4
<i>LeaRN</i>		
<b>Bray, David D.</b>	Assistant Lecturer	3
<i>School of Energy Resources</i>		
<b>Alexander, Emma Jane</b>	Assistant Research Scientist	2
<b>Ramsey-Walters, Sarah L</b>	Assistant Lecturer	2

### College of Agriculture and Natural Resources

<u>Name</u>	<u>Rank</u>	<u>Review Year</u>
<i>Agricultural Experiment Station</i>		
<b>Zalesky, Douglas D</b>	Assistant Research Scientist	5
<i>Cooperative Extension Service</i>		
<b>Buchholz, Stacy Ann</b>	Assistant Extension Educator	3

<b>Carter, Caleb M.</b>	Assistant Extension Educator	3
<b>Cotton, Scott E.</b>	Associate Extension Educator	4
<b>Fleenor, Sara Jane</b>	Assistant Extension Educator	3
<b>Marshall, Chance L.</b>	Assistant Extension Educator	2
<b>Sebade, Brian M.</b>	Assistant Extension Educator	5
<b>Smith, Mae Lynn</b>	Assistant Extension Educator	5
<b>Swanbom, Hannah E.</b>	Assistant Extension Educator	4
<b>Youngquist, Caitlin Price</b>	Assistant Extension Educator	2

*Department of Agricultural and Applied Economics*

<b>Lee, Brian P</b>	Assistant Research Scientist	4
---------------------	------------------------------	---

*Department of Animal Science*

<b>Ingwerson, Jennifer A</b>	Assistant Lecturer	2
------------------------------	--------------------	---

*Department of Molecular Biology*

<b>Willford, John D.</b>	Assistant Lecturer	2
--------------------------	--------------------	---

**College of Arts and Sciences**

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

*Department of Art*

<b>Russel, Bailey E.</b>	Assistant Lecturer	4
--------------------------	--------------------	---

*Department of Botany*

<b>North, Chris A.</b>	Assistant Lecturer	2
------------------------	--------------------	---

*Department of Criminal Justice*

<b>Stone, Shane T</b>	Assistant Lecturer	4
-----------------------	--------------------	---

*Department of Modern & Classical Languages*

<b>Heinz, Petra J</b>	Assistant Lecturer	4
-----------------------	--------------------	---

*Department of Psychology*

<b>Clapp, Tara K</b>	Assistant Lecturer	4
----------------------	--------------------	---

*Department of Statistics*

<b>Crawford, Scott D.</b>	Assistant Lecturer	4
---------------------------	--------------------	---

*Global and Area Studies Program*

<b>Bjorkenwall, Ruth Olga</b>	Assistant Lecturer	4
-------------------------------	--------------------	---

**College of Education**

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

*Department of Educational Studies*

<b>Burant, Theresa J.</b>	Assistant Lecturer	5
<i>Department of Professional Studies</i>		
<b>Dobler, Tiffany L.</b>	Assistant Lecturer	2
<i>Dept. of Elementary &amp; Early Childhood Education</i>		
<b>Geringer, Jennifer K.</b>	Assistant Lecturer	5

### **College of Engineering and Applied Science**

<u>Name</u>	<u>Rank</u>	<u>Review Year</u>
<i>Department of Mechanical Engineering</i>		
<b>Kilty, Kevin T.</b>	Associate Lecturer	2

### **College of Health Sciences**

<u>Name</u>	<u>Rank</u>	<u>Review Year</u>
<i>Division of Kinesiology and Health</i>		
<b>Sewczak-Claude, Gretchen</b>	Assistant Lecturer	2
<i>School of Nursing</i>		
<b>Hall, Marilyn P.</b>	Assistant Lecturer	3
<b>Wislowski, Ann M</b>	Assistant Lecturer	3
<i>School of Pharmacy</i>		
<b>Bruch, David C</b>	Assistant Lecturer	4

## **GLOSSARY OF PERSONNEL TERMS**

### **Academic Professional**

Person other than faculty, engaged primarily in activities that extend and support the teaching, research, extension, and service missions of the University. There are four categories of academic professional: Extension Educators, Lecturers, Research Scientists, Post-Doctoral 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.

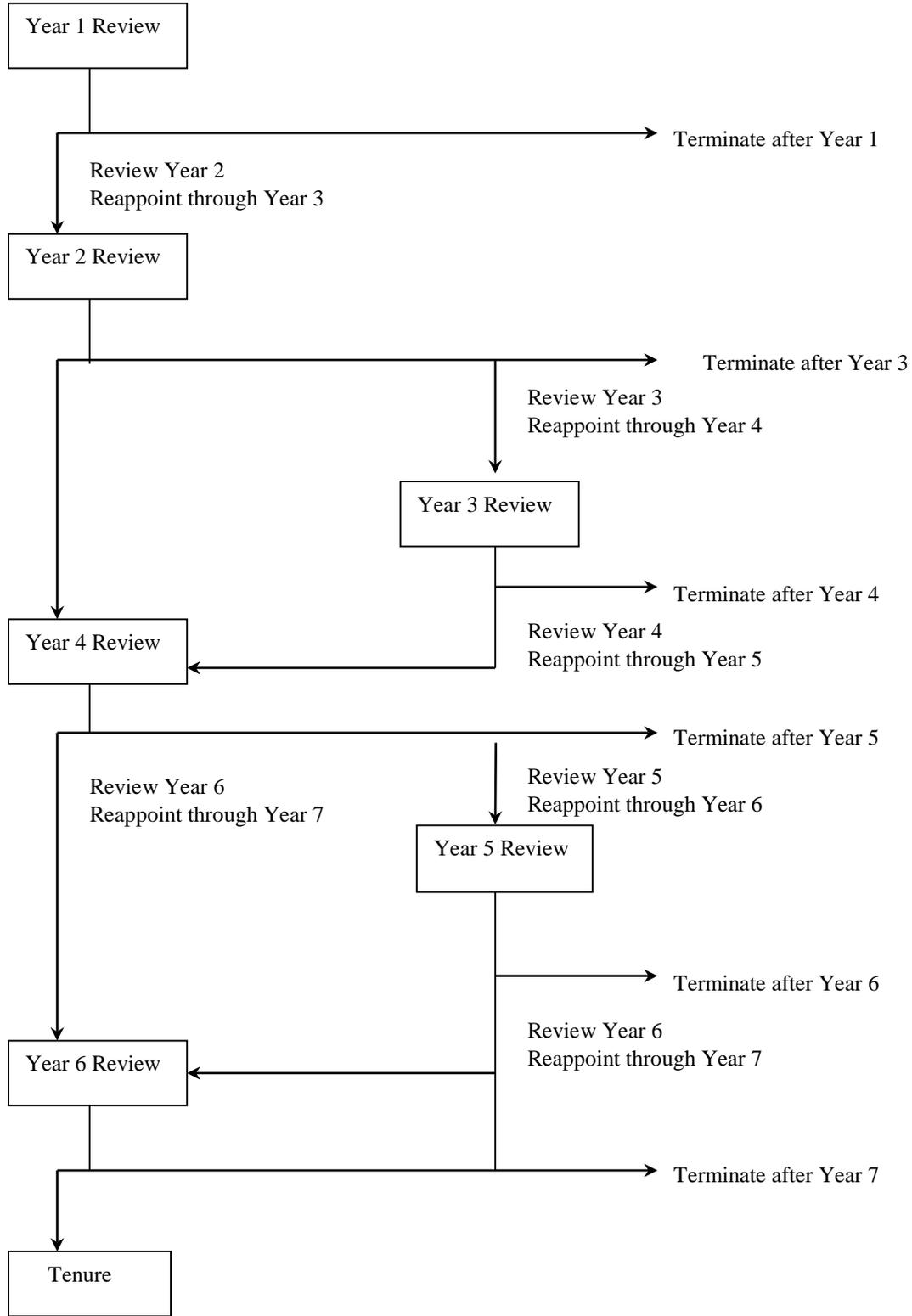
**Terminal Degree**

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.

### CHANGE IN APPOINTMENTS

#### 1. Administrators

##### Academic Affairs

<u>Name</u>	<u>Rank</u>	<u>Salary</u>	<u>Appointment Period</u>
McGinity, Richard C.	Professor	\$149,988	08/25/2016

Dr. McGinity will serve as Special Assistant to the President from May 16, 2016 through May 22, 2016 and then return to a faculty appointment as Professor in the Department of Management and Marketing in the College of Business. In keeping with standard practice for academic administrators, he will return to a nine-month appointment the start of fall semester 2016. He will hold a ¾ time appointment for the '16-17 academic year with a faculty salary of \$149,988. After the first year, he will hold a ½ time appointment with a faculty salary of \$99,996.

### REAPPOINTMENTS

#### 1. Faculty

##### College of Health Sciences

<u>Name</u>	<u>Rank</u>	<u>Appointment Period</u>
<i>Family Medicine Residency Program - Casper</i>		
<b>Deiss, Zachory F.</b>	Clinical Associate Professor	07/01/2016 to 06/30/2017
<b>Dunn, Mesha L.</b>	Clinical Assistant Professor	07/01/2016 to 06/30/2017
<b>Karnes Oland, Sharon</b>	Clinical Assistant Professor	07/01/2016 to 06/30/2017
<b>Kirsch Russell, Caroline F.</b>	Clinical Associate Professor	07/01/2016 to 06/30/2017
<b>Miller, Michael V.</b>	Clinical Associate Professor	07/01/2016 to 06/30/2017
<b>Radosevich, Thomas E.</b>	Clinical Associate Professor	07/01/2016 to 06/30/2017
<b>Sievers, Karlynn D.</b>	Clinical Associate Professor	07/01/2016 to 06/30/2017
<b>Veauthier, Brian M.</b>	Clinical Associate Professor	07/01/2016 to 06/30/2017
<b>Works, Cynthia Ann</b>	Clinical Assistant Professor	07/01/2016 to 06/30/2017

*Family Medicine Residency Program - Cheyenne*

<b>Broomfield, Kimberly R.</b>	Clinical Associate Professor	07/01/2016 to 06/30/2017
<b>Cottam, Tamara O.</b>	Clinical Assistant Professor	07/01/2016 to 06/30/2017
<b>Healey, John P.</b>	Clinical Associate Professor	07/01/2016 to 06/30/2017
<b>Khan, Afzal H.</b>	Clinical Assistant Professor	07/01/2016 to 06/30/2017
<b>Myran, Leena D.</b>	Clinical Assistant Professor	07/01/2016 to 06/30/2017
<b>Norby, Evan D.</b>	Clinical Assistant Professor	07/01/2016 to 06/30/2017

*School of Nursing*

<b>Gilman-Kehrer, Esther H.</b>	Clinical Assistant Professor	07/01/2016 to 06/30/2017
<b>McGee, Nancy Irene</b>	Clinical Assistant Professor	07/01/2016 to 06/30/2017
<b>Proctor, J'Laine</b>	Clinical Assistant Professor	07/01/2016 to 06/30/2017
<b>Steiner, Susan H.</b>	Clinical Associate Professor	07/01/2016 to 06/30/2017

*School of Pharmacy*

<b>Biehle, Lauren R.</b>	Clinical Assistant Professor	07/01/2016 to 06/30/2017
<b>Doxtater, Jed M.</b>	Clinical Assistant Professor	07/01/2016 to 06/30/2017
<b>Fox, Lanae L.</b>	Clinical Assistant Professor	07/01/2016 to 06/30/2017
<b>Harshberger, Cara A.</b>	Clinical Assistant Professor	07/01/2016 to 06/30/2017
<b>Hilaire, Michelle L.</b>	Clinical Professor	07/01/2016 to 06/30/2017
<b>Hornecker, Jaime Rose</b>	Clinical Associate Professor	07/01/2016 to 06/30/2017
<b>Krueger, Janelle L.</b>	Clinical Associate Professor	07/01/2016 to 06/30/2017
<b>Linn, Becky S.</b>	Clinical Assistant Professor	07/01/2016 to 06/30/2017
<b>Mann, Allison M.</b>	Clinical Assistant Professor	07/01/2016 to 06/30/2017
<b>Nguyen, Thanh-Nga Thi</b>	Clinical Assistant Professor	07/01/2016 to 06/30/2017
<b>Onysko, Mary K.</b>	Clinical Associate Professor	07/01/2016 to 06/30/2017
<b>Vandiver, Jeremy W</b>	Clinical Assistant Professor	07/01/2016 to 06/30/2017
<b>Woods, Tonja M.</b>	Clinical Associate Professor	07/01/2016 to 06/30/2017
<b>Zarbock, Sommer D.</b>	Clinical Assistant Professor	07/01/2016 to 06/30/2017

*WWAMI Medical Education Program*

<b>Doherty, Alison R.</b>	Clinical Assistant Professor	07/01/2016 to 06/30/2017
<b>Haerberle, Yvette M.</b>	Clinical Assistant Professor	07/01/2016 to 06/30/2017

*Wyoming Institute for Disabilities*

<b>Carrico, Catherine P</b>	Clinical Assistant Professor	07/01/2016 to 06/30/2017
-----------------------------	------------------------------	--------------------------

**THE UNIVERSITY OF WYOMING  
BOARD OF TRUSTEES MEETING  
Wednesday, May 11-Friday, May 13, 2016  
Laramie, Wyoming**

*Materials forwarded to the Board from the Facilities Committee on 5-13-16  
Approved on 5-13-16 during Work Session*

REVISED 05/11/16- Includes Changes from Facilities Committee Discussion

Draft Amendment to the September 2015 Board of Trustees Action  
Mick & Susie McMurry High Altitude Performance Center

1. Move to approve GE Johnson as the Construction Manager at Risk (CMAR) for the RAC 2.0 Mick & Susie McMurry High Altitude Performance Center. (as recommended by the UW Division of Administration.)
2. Finalize contract with the CMAR (GMP) consistent with new Capital Facilities process adopted by the University of Wyoming, Board of Trustees. The proposed Guaranteed Maximum Price (GMP) shall not be submitted for consideration by the Board of Trustees when until construction documents are at 90% completion.
3. The UW Division of Administration is authorized to issue a notice to proceed to develop construction documents (CD's) This project will proceed once when \$242.1M in fundraising has been committed, the Foundation has transferred those funds to UW for this project, and the State Treasurer has released the match funding.
4. The total project cost is not to exceed \$44M. ("All in" constr. cost). However, the \$2M furniture, fixtures and equipment component of the \$44M total project cost shall be funded through private fundraising which shall continue during the development of construction documents and the construction process. The UW Foundation and the Director of Intercollegiate Athletics shall report at each regular Board meeting on fundraising progress.
5. In the event that the UW Foundation raises more funds than the \$24M required match, those additional funds will be used by UW to enhance internal FFE items as authorized developed by the Vice President of Administration and Matt Kibbon in consultation with the Director of Intercollegiate Athletics Department as to needs and enhancements.
6. It is further agreed directed that this project will move forward under the new Capital Facilities process adopted by the University of Wyoming Board of Trustees and the project will be managed by the Vice President of Administration, and Matt Kibbon is designated as the project manager.
7. All communication from the A&E, CMAR, or any other entity, or individual involved with this Project to UW will communicate be directly to the Vice President of Administration or his designee.

**THE UNIVERSITY OF WYOMING  
BOARD OF TRUSTEES MEETING  
Wednesday, May 11-Friday, May 13, 2016  
Laramie, Wyoming**

*Recommended Materials following Discussion During Executive Session  
Thursday, May 12, 2016 @ 8:00 a.m.  
Approved 5-13-16 during Business Meeting*

AGENDA ITEM TITLE: **Award of Bid – WSVL BSL3 renovation**, Mai. Miller

CHECK THE APPROPRIATE BOX(ES):

- Work Session
- Education Session
- Information Item
- Other           Specify: Approval of the Board

BACKGROUND AND POLICY CONTEXT OF ISSUE:

In August 2015, the responsibility for contracting for the renovations to the Biosafety Level 3 (BSL3) Lab at the Wyoming State Veterinary Lab was transferred to the University. At the time of the transfer, the architectural and engineering firm (HDR) was already engaged in design of the project. The Board of Trustees directed that a design, bid, build process be used for the project. Construction drawings were completed at the 100% level earlier this year, and UW solicited bids for construction.

Only one bid was submitted. That was from Sampson Construction. The evaluation committee determined that the personnel Sampson proposed to use on the project were qualified. Because only one bid was received, the University contracted with an independent cost estimating firm, J.R. Conkey and Associates, with experience in estimating costs of projects. The Conkey cost estimate was \$6,165,518. The Sampson bid is \$6,206,000.

WHY THIS ITEM IS BEFORE THE BOARD:

Authorization to approve entering into construction contracts requires Board approval.

ACTION REQUESTED AT THIS BOARD MEETING:

Authorize the administration to accept the bid price and enter into a contract with Sampson Construction to build the project.

PRESIDENT'S RECOMMENDATION:

The President recommends approval.

**THE UNIVERSITY OF WYOMING  
BOARD OF TRUSTEES MEETING  
Wednesday, May 11-Friday, May 13, 2016  
Laramie, Wyoming**

*Materials forwarded to the Board from the Budget Committee on 5-12-16  
Approved with revisions on 5-13-16 during Business Meeting*

**Practice and Policies:**

1. The BofT Budget shall be administered by the President's Office staff.
2. Approvals for all expenditures must come from the BofT as set forth herein, not from the President's office staff.
3. Expenses must be kept within the budgeted amount for each budget category and for the total budget without prior written approval.
4. No expenditures in excess of the budgeted amount (by category and total) are allowed without the prior approval of the BofT President.
5. If necessary to cover BofT expenses, the BofT President may request that the President transfer funds from the President's budget to cover Trustee expenses.
6. Plane use shall be limited and restricted. All plane use (UW plane, State plane, charter) shall be limited as follows:
  - a. Use of plane to transport trustees to and from the six monthly in-person meetings in Laramie or such other location as the full BofT is meeting.
  - b. Trustees residing within two hundred (200) miles of Laramie or the meeting location shall not use the plane for transportation to and from the six monthly in-person meetings. Weather and road closure condition exceptions to this provision shall be authorized by the BofT President.
  - c. In the event that the UW plane is unavailable for use, the first option shall be use of a private charter (must be a Wyoming company) at a cost equal or less than the hourly fee charged UW for use of the State plane, and the last option shall be use of the State plane.
  - d. The flights shall be scheduled to maximize passengers and minimize hourly plane usage.
  - e. Single passenger flights shall be minimized with the goal to avoid all single passenger flights.
  - f. Consolidation of location for passenger pick up and drop off for transporting trustees shall occur as much as reasonably possible. ~~(i.e. all trustees in western Wyoming shall be picked up at one location, either Jackson or Afton, and all trustees in north/central Wyoming shall be picked up at one location, Buffalo or Sheridan).~~
  - g. Minimize or eliminate short legs of flights of thirty minutes or less.
  - h. Any plane use by trustees other than the six monthly in-person meetings must have the prior approval of the BofT President ~~and the BofT Budget Committee chair.~~
  - i. The President's office staff shall keep a current monthly plane log for all plane usage which shall include at least the following information: 1) date of use, 2) purpose of trip, 3) name(s) of passengers, and 4) cost of trip expensed to trustees.
  - j. The monthly plane log shall be provided to the BofT Budget Committee by the 10<sup>th</sup> of each month and shall include all plane usage and expenses from the beginning of the FY through the end of the month preceding the date of the report.

- k. The current monthly plane log shall be provided to each BofT member in their board packet information at the six monthly in-person meetings.
7. Food Service: The providing of food for trustees' in-person meetings has been reorganized.
- a. Working breakfasts have been eliminated. Trustees shall be responsible for having breakfast on their own, and shall submit reimbursement requests or include cost on hotel bill for reimbursement.
  - b. Lunch shall be provided by UW Catering, limited to \$500 per day. ( $\$20 \times 25 = \$500$ ).
  - c. One supper per trustee in-person monthly meeting shall be provided by UW Catering, limited to \$1,250 per supper. ( $\$50 \times 25 = \$1,250$ ).
  - d. One supper per trustee in-person monthly meeting shall be off site (Laramie restaurant), and limited to \$600 ( $\$50 \times 12 = \$600$ ). Reimbursed. The board should have group suppers at different Laramie restaurant locations throughout the year (1 per meeting).
  - e. Receptions and Large dinners for recognition, awards, etc. shall be limited to \$12,000.00 (MeI \$9,000) three events per year. (Budgeted for three large events of 100 persons at \$40/ppl=\$4,000 per event).
  - f. Meeting refreshments/snacks shall be limited to \$200 per day.
8. A monthly BofT budget report shall be prepared by the President's Office staff and provided to the BofT Budget Committee by the 10<sup>th</sup> of each month and shall include all expenses and "obligated" funds from the beginning of the FY through the end of the month preceding the date of the report. It shall be in the format of the attached. It shall show at least the following: budgeted amounts, to date actual expenses, to date "obligated" funds, and a column which is the sum of the: "to date actual expenses" and "obligated" funds.
9. The BofT President may authorize expenses outside the budgeted categories or amounts as deemed appropriate.
- 9-10. The BofT President may delegate authority for necessary approvals to other BofT members.
- 10-11. This Practice and Policies Statement shall be effective July 1, 2016.

THE UNIVERSITY OF WYOMING  
BOARD OF TRUSTEES MEETING  
Wednesday, May 11-Friday, May 13, 2016  
Laramie, Wyoming

*Materials distributed by student presenters during Work Session; no action taken.*

1 Faculty Senate Bill 337, As Amended

2 Introduced by  
3 Faculty Senate Executive Committee and  
4 University Reappointment, Tenure and Promotion Committee  
5  
6

7 A BILL TO REVISE UW REGULATION 5-1  
8 "ACADEMIC PERSONNEL"  
9

10  
11 WHEREAS, the University of Wyoming Deans' Council voted (September, 2015) in favor of  
12 creating the academic rank of "Professor of Practice"; and  
13

14 WHEREAS, under UW Regulation 6-702, Section IX, the University Reappointment, Tenure  
15 and Promotion Committee is the representative group designated to "...advise the Provost and Vice  
16 President for Academic Affairs on matters pertaining to tenure, promotion, dismissals, and  
17 reappointment"; and  
18

19 WHEREAS, the University Reappointment, Tenure and Promotion Committee was charged  
20 jointly by Academic Affairs and the Faculty Senate Executive Committee (October, 2015) to review  
21 UW Regulation 5-1 and provide input regarding the creation of the academic rank of "Professor of  
22 Practice"; and  
23

24 WHEREAS, a "Professor of Practice" is a person who does not fit the current tenure-track  
25 system at the University of Wyoming but can contribute to undergraduate and graduate education  
26 through teaching students the skills, methods, and values of their profession; and  
27

28 WHEREAS, a "Professor of Practice" will have a basis of experience in the practice equal to  
29 or exceeding a tenured professor, including a national/international reputation for excellence  
30 reflected in a record of significant accomplishments; and  
31

32 WHEREAS, the appointment of "Professor of Practice" cannot be used as an alternative route  
33 or structure for conventional non-tenure track faculty (i.e., Research Professors, Clinical Professors,  
34 Visiting Professors), nor are the appointments intended to be converted to tenure track positions;  
35 and  
36

37 WHEREAS, the University Reappointment, Tenure and Promotion Committee deliberated  
38 and voted to approve language creating the "Professor of Practice"; therefore  
39

40 BE IT ENACTED by the Faculty Senate that UW Regulation 5-1 be amended as presented in  
41 the attached addenda.

*Excerpt from*  
**UW REGULATION 5-1**  
**Academic Personnel**

**A. ACADEMIC FREEDOM**

Education flourishes only when academic personnel have both freedom and responsibilities in the conduct of their official duties. These duties include: teaching activities, including extension and outreach; research and other scholarly work; service; and shared governance. Adopting a system of freedoms and responsibilities helps ensure that the university can serve as a forum in which ideas may be examined openly and rigorously, without implying institutional endorsement. Although many of these freedoms are protected by the First Amendment of the Constitution, they also exist as a fundamental requirement of the mission of the university.

The university adheres to the principles of the 1940 “Statement of Principles on Academic Freedom and Tenure,” by the American Association of University Professors. The following expresses the meaning of that statement, updated for current values.

Academic freedom in teaching protects the rights of teachers to teach according to their expertise. Teachers are entitled to freedom in discussing their subject. Teachers have a responsibility to ensure that their teaching is effective and consistent with the standards of the discipline, understanding that disciplines may have diverse points of view on any given subject. Teaching may involve controversial material; however, with academic freedom in the classroom, teachers also have the responsibility to respect others’ freedom to express disagreement and alternate opinions.

Academic freedom in research is fundamental to the advancement of truth. Academic personnel are entitled to full freedom in research, publication of the results, and other scholarly activities that are part of their employment. Academic personnel have the responsibility to pursue research and scholarship with integrity and fidelity to their profession and the institution.

Academic freedom does not negate the rights of students and the public to disagree with academic personnel’s work, although students are expected to learn material with which they may disagree. Nor does academic freedom shield academic personnel’s work from the consequences of expert review by colleagues in their field of study, which is essential to the rigorous evaluation of teaching, research, and creative activity.

Freedom in university governance entails the rights of academic personnel to express their judgments about administrative matters that bear on the university’s mission. It includes the right to express agreement or disagreement with institutional policies and the positions of others, including university officials. Academic personnel have the responsibility to participate in university governance and service for the maintenance, health and improvement of the institution.

Freedoms of academic personnel also include the ability to invite guest speakers and artists, who are afforded the same academic freedoms and responsibilities of resident academic personnel. Invitation of guest speakers and artists does not imply university approval or endorsement of the expressed views.

When academic personnel speak or write as citizens, they should be free from institutional censorship or discipline. They should remember that the public may judge their profession and their institution by their utterances. Hence they should at all times be accurate, exercise appropriate restraint, show respect for others' right to disagree, and make it clear that they are not speaking for the institution.

## **B. FACULTY**

### **1. DESIGNATION**

Faculty status shall be granted at the appropriate professorial rank to those individuals engaged in teaching or research in the colleges of the University and to such other groups or individuals as the Trustees may designate. The general qualifications for the various faculty ranks shall be as follows:

- a. Instructors normally shall have a master's degree and preferably at least one year of additional study or professional experience in the field in which the instructorship is granted.
- b. Assistant professors shall normally hold the terminal qualification in their discipline (e.g., Ph.D., Ed.D., MFA, etc.), and shall have demonstrated ability, through appropriate experience, to perform the functions of the position they are to hold.
- c. Associate professors shall normally hold the terminal qualification in their discipline (e.g., Ph.D., Ed.D., MFA, etc.), shall have established a reputation in scholarship, teaching, artistic creation, or other productive activity in the field in which they are to serve.
- d. Professors, in addition to having the qualifications of associate professors, have demonstrated superior performance overall, being highly successful in the following areas where appropriate:
  - 1.) direction of graduate and undergraduate work and research,
  - 2.) scholarship or other creative work,
  - 3.) teaching,
  - 4.) extension,
  - 5.) service to the university as well as other communities and professional organizations, which may include administrative leadership.

42 e. Research professor shall be the title granted to persons who  
43 have demonstrated superior capacity for research contributions  
44 and are employed fully on external research funding; in addition, these  
45 individuals must hold the terminal qualification in their discipline (e.g.,  
46 Ph.D., Ed.D., MFA, etc.). Such appointments shall be only at the  
47 professorial rank and for not more than one year in duration; however,  
48 one may be reappointed annually by the Trustees subject to a  
49 satisfactory annual performance evaluation and the availability of  
50 external funding from contracts and grants. Service as a research  
51 professor does not entitle one to tenure and its privileges.

52 f. Clinical professor shall be the title granted to those employed to teach  
53 in health care related programs offered by the University; the college dean  
54 and other appropriate academic officers will determine the appropriate  
55 academic qualifications and professional experience for these faculty.  
56 Such appointments shall be for not more than one year in duration;  
57 however, one may be reappointed annually subject to a satisfactory  
58 annual performance evaluation and available funding. Service as a  
59 clinical professor does not entitle one to tenure and its privileges.

60  
61 g. Professor of practice shall be the title granted to persons who have had  
62 distinguished careers and have made substantial impact on fields and  
63 disciplines that are important to academic programs at the University of  
64 Wyoming. The appointee shall have attained regional and national  
65 prominence and, when appropriate, international recognition of  
66 outstanding achievement. The primary function is intended to be  
67 instructional; however, duties and responsibilities may also include some  
68 research and advising. Such appointments shall be only at the  
69 professorial rank and for not more than one year in duration; however,  
70 one may be reappointed annually subject to a satisfactory annual  
71 performance evaluation and available funding. Service as a professor of  
72 practice does not entitle one to tenure and its privileges, nor does it  
73 provide an alternative route to tenure or structure for to the conventional  
74 tenure track positions path.

The general qualifications for faculty designation defined above may be waived or modified at the discretion of the President and the Trustees.

## C. FACULTY APPOINTMENT

### 1. FULL-TIME FACULTY APPOINTMENTS

Faculty members shall be appointed by the Trustees. Recommendations for such appointments shall be initiated by the head of the unit in which the

appointment occurs, after full consultation with members of the unit. The recommendations shall then be forwarded through the appropriate academic officers, who shall add their recommendations; the President of the University will then forward his/her recommendation to the Trustees. No appointment shall be binding upon the University unless accepted in writing by the faculty member within the time specified for response, following action by the Trustees. Appointments shall be for a specified period at the appropriate professorial rank as described in this regulation to be classified as follows:

a. Tenure-Track Appointments

Probationary appointments of tenure-track faculty filling a budgeted vacancy normally will be for one academic year; individuals so appointed will be considered for reappointment annually for the term of the probationary period specified in **section D**.

However, in appropriate circumstances, appointments may be for up to three years; continuation during the initial multi-year term will be contingent upon satisfactory annual performance evaluations. If one is reappointed at the termination of the full probationary period, s/he will be granted tenure. Credit for prior experience must be specified in the letter of offer and approved by the Vice President for Academic Affairs. In rare circumstances, tenure and tenure-track appointments may be less than full-time positions.

b. Temporary Appointments

Temporary appointments with faculty rank may be made to address specific instructional or research needs. Such appointments shall not be for more than one year in duration; however, temporary faculty may be reappointed annually subject to a satisfactory performance evaluation. Service as a temporary professor does not entitle one to tenure and its privileges.

c. Visiting Faculty Appointments

Visiting faculty appointments to address specific University instructional needs may be extended to faculty members from other institutions or professional persons who possess special expertise. Such appointments may be with professorial rank but shall not be for more than one year in duration; however, a visiting faculty member may be reappointed subject to a satisfactory performance evaluation. Service as a visiting professor does not entitle one to consideration for tenure and its privileges.

2. **PART-TIME FACULTY APPOINTMENTS**

The appointment of part-time faculty members during the academic year and for Summer Session will be made by the President of the University upon the recommendation of the appropriate academic officers.

**3. EMERITUS APPOINTMENTS**

Emeritus status may be awarded to those tenured faculty members and extended-term academic professionals who retire after long and distinguished service to the University. Nominations for emeriti status shall be initiated by the department head and/or dean; the nomination shall then be forwarded through the appropriate academic officers, who shall add their recommendations; the President of the University will then forward his/her recommendation to the Trustees.

**4. ADJUNCT FACULTY APPOINTMENTS**

Adjunct appointments may be made when deemed appropriate to make available to the University, on a limited or part-time basis, the services of persons who have attained recognition in their professional fields of scholarship, creativity, or other distinguished accomplishments relevant to University programs. Such appointments may be with faculty rank or clinical faculty status. Adjunct faculty may include academic personnel in other University departments or colleges as well as those employed outside the institution. Each letter of appointment shall set forth the terms and conditions under which services to the University are to be performed by the appointee. Such appointments provide no financial remuneration.

Adjunct appointments will be made by the Trustees of the University, upon the recommendation of the appropriate academic officers, for a period of not more than three years; however, an individual may be reappointed. Service as an adjunct professor does not entitle one to consideration for tenure and its privileges.

**D. FACULTY REAPPOINTMENT, TENURE AND PROMOTION**

To hold a position with tenure means that the faculty appointment is not subject to termination or substantial reduction in status without adequate justification as outlined in **section E. DISMISSAL OF FACULTY** below.

Therefore, the reappointment procedures are integrally related to the tenure and promotion decisions of those faculty serving probationary appointments. Only those tenure-track faculty who successfully complete this period and are approved by the Trustees, will receive tenure. An individual who is not offered tenure at the end of the probationary period shall not be retained as a faculty member.

The main criteria for reappointment, tenure and promotion decisions are creative development, advancement of knowledge, and dissemination of knowledge. These criteria may be demonstrated in the University's functions of teaching, research, creative contributions, extension, service to the state of Wyoming, professional service, and other University-related activities and services.



## Professor of the Practice

### PURPOSE:

Professional programs increasingly are required by accrediting bodies to provide students access to instruction from individuals active in practice. The non-tenure track faculty position Professor of the Practice enables the University of Kansas to meet the professional instruction required in professional programs. This title is used by several Research I universities as a means to provide students with progressive professional instruction from faculty with extensive experience in the profession. The appointment of professors of the practice will not be used to offset or reduce the number of tenured or tenure-track faculty, but rather to provide flexibility for the University to meet professional training requirements in professional programs.

### APPLIES TO:

All academic programs for which the Provost has approved the hiring of individuals as Professors of the Practice

### POLICY STATEMENT:

The title Professor of the Practice (assistant professor of the practice, associate professor of the practice, professor of the practice) may be used by a University of Kansas academic program that requires instruction by experienced practitioners, normally for purposes of accreditation. "Professors of the Practice" are non-tenure track faculty who possess the expertise and achievements to provide professional instruction in a manner that brings distinction to the appointing School/College and the University. This title carries a responsibility for maintaining the quality and reputation of the University, including the obligation for departments and schools/college to scrutinize appointments and reappointments to professor of the practice positions with the same care and with the same fundamental principles and procedures as those pertaining to appointments of tenure-track faculty and unclassified academic staff.

**Qualifications:** A Professor of the Practice must hold the professional degree as required at the time of graduation in the applicable field as well as significant post-graduation experience and a distinguished record of achievement as a practitioner within the profession. A current license and/or certification in a designated area may also be required depending upon the profession. Given the requirement for extensive professional experience as a practitioner, it is expected that the majority of appointments will be at the rank of Professor of the Practice. However, units may utilize the complete range of ranks to meet specific educational needs within the professional discipline.

**Responsibilities:** Responsibilities of professors of the practice include teaching, engaging in service both within and outside the university, maintaining professional credentials, and/or other duties that the appointing dean determines are consistent with this definition. Research responsibilities are not included in the expectations for professors of the practice. Professors of the practice should have professional teaching and service responsibilities that are significantly heavier than those of tenured and tenure-track faculty. Professors of the practice shall adhere to the Code of Faculty Rights, Responsibilities, and Conduct.

**Initiation of Professor of the Practice Positions within a Unit:** Approval from the Office of the Vice Provost for Faculty Development is required prior to initiation of searches for professors of the practice positions. The request for approval should contain a position description for professors of the practice and a rationale for such positions based on the professional training needs of the program. Units that use lecturers also should address how the duties and qualifications of professors of the practice are distinct from those of lecturers. Units that intend to use the full range of professor of the

practice ranks should outline the qualifications for appointment at each rank. A record of significant professional achievement as a practitioner is a requirement even for appointment at the assistant professor of the practice rank.

**Recruitment and Appointment Process:** The recruitment and appointment process for professors of the practice should follow standard procedures for non-tenure track faculty searches.

**Job Codes:** Job codes vary based upon the level and rank of the position and whether the position includes any administrative duties in addition to teaching and service responsibilities. A full listing of available job codes is available on the HR Job Title Table.

**Length of appointment:** Initial appointments to professor of the practice positions will be for a fixed term not to exceed a period of three years, with the provision that a professor of the practice position does not lead to tenure or a tenure-track position.

**FTE:** Appointments may be either part-time or full-time as required by the needs of the unit.

**Evaluation:** Professors of the practice should be evaluated annually following the department or school/college faculty evaluation plan. All evaluations shall be based upon the appointee's teaching, service and achievement in professional practice as defined by the academic programs.

**Eligibility for merit:** Professors of the practice on multi-term appointments are eligible to receive merit salary increases based on the outcome of annual evaluations.

**Reappointment:** There is no automatic renewal of a professor of the practice appointment at the end of the limited term period. If, upon evaluation by a department or school/college following Provost office procedures, it is determined that a professor of the practice has met all requirements and demonstrated potential for a future term appointment, the University may offer the individual a subsequent limited term appointment of no more than three years. Additional limited term appointments of up to three years may be offered by the University depending upon satisfactory comprehensive evaluations at the end of each appointment period.

**Promotion in rank:** Promotion in rank of assistant and associate professors of the practice may occur after two terms in the current rank and only at the time a new limited term appointment is offered after review by the department and college/school level and with the approval of the Provost.

**Non-reappointment during an appointment period:** Professors of the practice may be dismissed for poor performance, misconduct, budgetary reasons, program changes, enrollment declines, or because a unit determines that the position would be better filled by another individual. The termination of employment may occur prior to the end date of the limited term appointment. As non-tenure track, limited term faculty appointments, the University and Board of Regents regulations on advance notice of non-reappointment do not apply and the non-reappointment or dismissal is not appealable. Professor of the practice positions that are funded either partially or fully by external sources such as grants and contracts will be designated as contingent on funding and will end immediately upon loss of external funding. Regardless of funding source, the appointment may be subject to furlough and/or salary may be reduced during budgetary constraints.

**THE UNIVERSITY OF WYOMING  
BOARD OF TRUSTEES MEETING  
Wednesday, May 11-Friday, May 13, 2016  
Laramie, Wyoming**

*Materials distributed by Governor Mead on 5-13-16; no action taken*

MATTHEW H. MEAD  
GOVERNOR



2323 Carey Avenue  
CHEYENNE, WY 82002

## Office of the Governor

May 11, 2016

Dr. Richard McGinity, President  
University of Wyoming  
Office of the President  
1000 East University Ave.  
Laramie, WY 82071

Laurie Nichols, President Designate  
University of Wyoming  
Office of the President  
1000 East University Ave.  
Laramie, WY 82071

David F. Palmerlee, President  
University of Wyoming Board of Trustees  
Office of the President  
1000 East University Ave.  
Laramie, WY 82071

Dear President McGinity, President Designate Nichols, and President Palmerlee,

When the Legislature adjourned this past March, it was fair to believe a balanced budget had been achieved. Unfortunately, revenues to the state are trailing the projections upon which the budget is based. This is true for the remaining months of the 2016 fiscal year, resulting in an estimated \$110 million shortfall. The decline in both price and production of the state's energy resources has been steeper than projected. If the current situation holds, an additional \$240 million decrease in FY 2017 and 2018 revenue could result.

As the 2017-2018 biennium begins, we recognize there will be a deficit compared to the General Fund standard budget passed by the Legislature just ten weeks ago. Every agency in state government must develop plans to reduce the General Fund standard budget.

When calculating the size of the possible deficit and the size of each agency, I have arrived at target reductions for the University of Wyoming. The University of Wyoming needs to reduce the General Fund portion of the block grant and related line items by a total of \$35 million over the 2017-2018 biennium. UW must develop a plan to incorporate this overall reduction. Every program should be evaluated.

Beginning in 2013, and in each year since, I have worked with you and other agencies to reduce General Fund spending. Between the time I took office in 2011 and today, the standard budget has remained essentially flat. Over the same period there have been new legislative programs, pay raises, increases to many health service programs and health insurance increases. Agencies across state government, including the University of Wyoming, have participated in reductions to General Fund budgets.

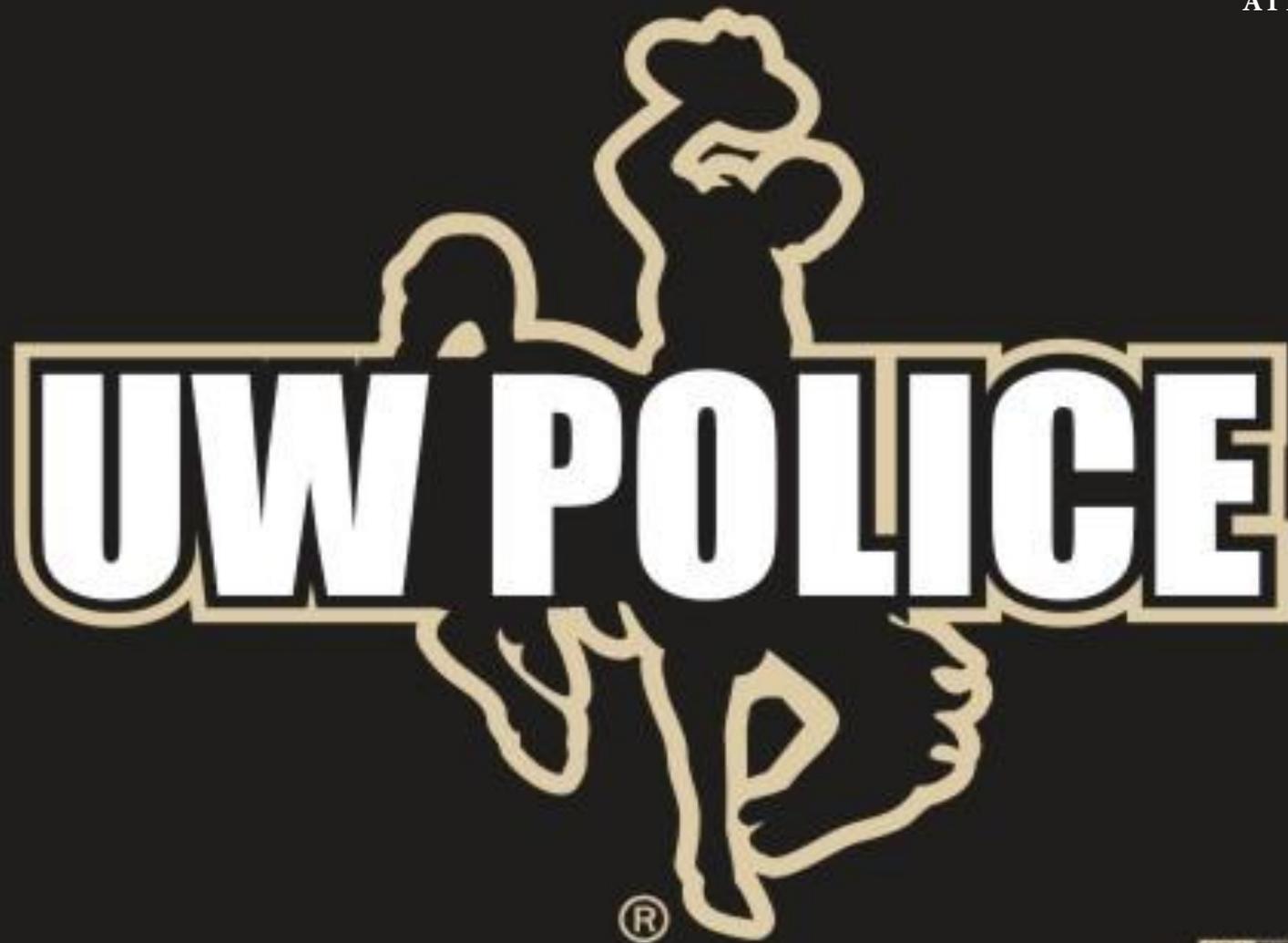
The 2016 legislature adopted “budget shortfall measures” in anticipation of declining revenue and established a process for using the LSRA to cover shortfalls. This process requires legislative appropriation before it can be implemented. The LSRA, capital construction savings accounts and other reserves may only be expended through legislative action and to achieve measured reductions, we must begin now. I thank you in advance for the difficult work ahead in preparing UW’s budget reduction plan.

Sincerely,

A handwritten signature in black ink, appearing to read "Matthew H. Mead", written over a horizontal line.

Matthew H. Mead  
Governor

MHM:ts



2-00-1 10/00 1000-100  
Billings 800-448-4488  
1-800-235-1177



UNIVERSITY OF WYOMING

# Introduction

1. **Clery overview-**
2. **Statistics**
3. **Legal Updates**
4. **Questions/Comments**



# Campus Security Act (Clery) Legal Requirements

The Campus Security Act requires colleges and universities to:

- Publish an annual report by October 1 that contains three years of campus crime statistics and specific campus security policy statements;
- Disclose crime statistics for the campus, public areas immediately adjacent to or running through the campus, and certain non-campus facilities and remote classrooms. The statistics must be gathered from campus police or security, local law enforcement, and other University officials who have “significant responsibility for student and campus activities;”
- Provide “timely warning” notices of those crimes that have occurred and “pose an ongoing threat to students and employees;” and
- Disclose in a public crime log “any crime that occurred on campus... or within the patrol jurisdiction of the campus police or the campus security department and is reported to the campus police or security department.”

*Since 2000, Police Chief Samp has been responsible for compiling UW’s information and statistics for compliance with the Campus Security Act.*



# Clery Report Statistics

## 2014

- **Sexual Assaults - 9**  
(1 in Residence Halls)
- **Burglaries - 19**  
(1 in Residence Halls)
- **Weapons - 1**
- **Alcohol – 207**  
(128 in Residence Halls)
- **Drugs - 49**  
(24 in Residence Halls)
- **Hate Crimes - 1**

## 2015

- **Sexual Assaults - 14**  
( 6 in Residence Halls)
- **Burglaries - 9**  
(0 in Residence Halls)
- **Weapons - 0**
- **Alcohol - 150**  
(82 in Residence Halls, excludes  
DUI/Public Intoxication)
- **Drugs - 42**  
(28 in Residence Halls)
- **Hate Crimes – 0**



# Clery Act Updates

- SAVE Act, VAWA March, 2013
  - Added Crimes of
    - Domestic Violence
      - 2013-6
      - 2014-7
      - 2015-4
    - Stalking
      - 2013-10
      - 2014-22
      - 2015-13
  - Increased Training for students/faculty/staff via Title IX
- Annual Security Report (ASR) revision  
--August 2016 completion, September dissemination.



# Campus Safety Training

## UWPD/STOP Violence Trainings

- **Adopt-A Cop**
- **Rape Aggression Defense Systems (RADS)**
- **Community Response to Active Shooter**
- **Orientation (student/faculty/staff)**
- **97 outreach presentations by UWPD in 2015**



# Active Shooter Training

- Columbine, Virginia Tech, Newton
- Student Concerns Team
- County wide LE training, 2012-2015
  - Anticipated June 2016.
- Community Response to the Active Shooter
- Approx. 1800 faculty, staff, and students



# Statewide L.E. Initiative

## -WASCOP

- Obtained a grant from the Daniels Fund for a statewide marijuana education campaign. Primary focus group is Elementary through high school age kids and their parents
- Governors Marijuana Assessment Impact Council report



# Questions?

