

**THE UNIVERSITY OF WYOMING
BOARD OF TRUSTEES' REPORT
January 20-22, 2016**

The Final Report can be found on the University of Wyoming Board of Trustees Website at
<http://www.uwyo.edu/trustees/>

University of Wyoming Mission Statement (March 2009)

The University of Wyoming aspires to be one of the nation's finest public land-grant research universities. We serve as a statewide resource for accessible and affordable higher education of the highest quality; rigorous scholarship; technology transfer; economic and community development; and responsible stewardship of our cultural, historical, and natural resources.

In the exercise of our primary mission to promote learning we seek to provide academic and co-curricular opportunities that will:

- Expose students to the frontiers of scholarship and creative activity and the complexities of an interdependent world;
- Ensure individual interactions among students, faculty, and staff;
- Nurture an environment that values and manifests diversity, free expression, academic freedom, personal integrity, and mutual respect; and
- Promote opportunities for personal growth, physical health, athletic competition, and leadership development for all members of the University community.

As Wyoming's only university, we are committed to outreach and service that extend our human talent and technological capacity to serve the people in our communities, our state, the nation, and the world.

The primary vehicles for identifying the specific actions and resource allocations needed to accomplish this complex mission are the University's strategic plans, revised periodically.

TRUSTEES OF THE UNIVERSITY OF WYOMING AGENDA
January 20-22, 2016

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BUSINESS MEETING

Roll Call

Approval of Board of Trustees Meeting Minutes

- November 18-20, 2015
- December 4, 2015 “Special” Meeting
- December 7, 2015 “Special” Meeting
- December 9, 2015 “Special” Meeting
- December 10, 2015 “Special” Meeting
- December 14, 2015 “Special” Meeting
- December 15, 2015 “Special” Meeting
- December 18, 2015 “Special” Meeting

Approval of Executive Session Meeting Minutes

- November 18-20, 2015
- December 4, 2015 “Special” Meeting
- December 7, 2015 “Special” Meeting
- December 9, 2015 “Special” Meeting
- December 10, 2015 “Special” Meeting
- December 14, 2015 “Special” Meeting
- December 15, 2015 “Special” Meeting
- December 18, 2015 “Special” Meeting

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- ASUW
- Staff Senate
- Faculty Senate

Public Testimony [scheduled Thursday, January 21, from 11:00 – 11:30 a.m.]

Committee of the Whole

REGULAR BUSINESS

Board Committee Reports 11
[Note- Committees of the Board will be discussed during a regular work session of the meeting.]

ITEMS FOR APPROVAL

1. Approval of Contracts and Grants, Gern 12
2. Approval of Personnel, Jones 20
3. UW Regulation Revisions, Miller 25
 - UW Reg 2-180 (Regulating Smoking)
 - UW Reg Creating “Special Assistant to the President for Diversity”
 - Draft Amendment to include e-cigarettes in the same regulatory structure as typical cigarettes
 - Revisor’s Bill:
 - 7-570 (Regulations of the College of Law)
 - 7-610, 7-620, and 7-621 (Outreach Regulations – all combined into one as part of Revisor’s Bill)
4. Approval of Members of the Trustees Education Initiative Board, Palmerlee 48
5. Approval of Trustee Scholarship, Axelson 48

New Business

Old Business

Date of Next Meeting – February 17, 2016 (conference call)

Adjournment

Information Only Items:

1. Progress Report/Change Orders, Mai 49

AGENDA ITEM TITLE: **Trustees Education Initiative Board**, Palmerlee

CHECK THE APPROPRIATE BOX(ES):

- Work Session
 Education Session
 Information Item
 Other Specify:

BACKGROUND AND POLICY CONTEXT OF ISSUE:

Trustee President Dave Palmerlee will update the Board on the Trustees Education Initiative Board.

AGENDA ITEM TITLE: **Transition Planning**, Palmerlee/McGinity

CHECK THE APPROPRIATE BOX(ES):

- Work Session
 Education Session
 Information Item
 Other Specify:

BACKGROUND AND POLICY CONTEXT OF ISSUE:

Trustee President Dave Palmerlee and University President Dick McGinity will update the Board on Transition Planning.

AGENDA ITEM TITLE: **Provost/VP AA Search Update**, Gern

CHECK THE APPROPRIATE BOX(ES):

- Work Session
 Education Session
 Information Item
 Other Specify:

BACKGROUND AND POLICY CONTEXT OF ISSUE:

Vice President for Research and Economic Development Bill Gern will update the Board on the Provost/Vice President for Academic Affairs Search.

AGENDA ITEM TITLE: **Academic Program Evaluation Progress Report**, Jones

CHECK THE APPROPRIATE BOX(ES):

- Work Session
 Education Session
 Information Item
 Other Specify:

BACKGROUND AND POLICY CONTEXT OF ISSUE:

Vice President for Academic Affairs Jones will update the Board on the Academic Program Evaluation Progress Report. Materials may be distributed during the meeting.

AGENDA ITEM TITLE: **Mai Report on General Discussion with Laurie Nichols**, Mai

CHECK THE APPROPRIATE BOX(ES):

- Work Session
 Education Session
 Information Item
 Other Specify:

BACKGROUND AND POLICY CONTEXT OF ISSUE:

Vice President for Administration Bill Mai will update the Board on his general discussion with Dr. Laurie Nichols. Materials may be distributed during the meeting.

AGENDA ITEM TITLE: **Financial/Budget Discussion**, Mai

CHECK THE APPROPRIATE BOX(ES):

- Work Session
 Education Session
 Information Item
 Other Specify:

BACKGROUND AND POLICY CONTEXT OF ISSUE:

Vice President for Administration Bill Mai will lead the Board in a discussion about the University's finances and budget. Materials may be distributed during the meeting.

AGENDA ITEM TITLE: **Budget and Hiring Freeze**, Mai/Jones/McGinity

CHECK THE APPROPRIATE BOX(ES):

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

BACKGROUND AND POLICY CONTEXT OF ISSUE:

Vice President for Administration Bill Mai, Vice President for Academic Affairs David Jones, and University President Dick McGinity will update the Board on the budget and hiring freeze. Materials may be distributed during the meeting.

AGENDA ITEM TITLE: **Contingency Reserve Accounts**, Miller/Mai

CHECK THE APPROPRIATE BOX(ES):

- Work Session
 Education Session
 Information Item
 Other

Specify:

Capital Facilities Contingency Reserve Account

BACKGROUND AND POLICY CONTEXT OF ISSUE:

The Board directs the Vice President for Administration to establish and fund from whatever revenue source is practicable, with such revenue sources subject to the approval of the President of the University, a capital facilities contingency reserve account. The Vice President for Administration shall report at each regular Board of Trustees meeting the balance that exists in the account. With the approval of the President of the University and in consultation with the Facilities Construction Committee of the Board of Trustees, the Vice President for Administration shall establish a goal for the balance to be retained in the account based upon the extent to which capital facilities construction projects are under contract at the University.

Funds in this capital facilities contingency reserve account are intended to be used to ensure that capital facilities projects at the University serve the goals and objectives of the project as determined by the Board of Trustees. Funds in the account shall be expended for capital facilities projects only with the approval of the Board of Trustees, upon recommendation of the President of the University and of the Facilities Construction Committee of the Board of Trustees.

University Operations Contingency Reserve Account

BACKGROUND AND POLICY CONTEXT OF ISSUE:

The Board directs the Vice President for Administration to establish and fund from whatever revenue source is practicable, with such revenue sources subject to the approval of the President of the University, a University operations contingency reserve account. The Vice President for Administration shall report at each regular Board of Trustees meeting the balance that exists in the account. With the approval of the President of the University and in consultation with the Budget Committee of the Board of Trustees, the Vice President for Administration shall establish a goal for the balance to be retained in the account based upon financial conditions and the total amount of expenditures contemplated in the budget approved by the Board of Trustees for University operations for each fiscal year.

Funds in this University operations contingency reserve account are intended to be used to ensure that the University is able to address unexpected or unusual conditions due to changes in available revenue or in unanticipated costs associated with the approved University budget. Funds in the account shall be expended for University only with the approval of the Board of Trustees, upon recommendation of the President of the University and of the Budget Committee of the Board of Trustees.

AGENDA ITEM TITLE: **Budget and Legislative Session Discussion**, McKinley/Boswell

CHECK THE APPROPRIATE BOX(ES):

- Work Session
 Education Session
 Information Item
 Other Specify:

BACKGROUND AND POLICY CONTEXT OF ISSUE:

Trustee John McKinley and Vice President for Governmental and Community Affairs Chris Boswell will lead the Board in a discussion about the Budget and Legislative Session.

AGENDA ITEM TITLE: **Indirect Cost Policy**, McKinley/Mai/Gern/Miller

CHECK THE APPROPRIATE BOX(ES):

- Work Session
 Education Session
 Information Item
 Other Specify:

BACKGROUND AND POLICY CONTEXT OF ISSUE:

Trustee McKinley, Vice President for Administration Bill Mai, Vice President for Research and Economic Development Bill Gern, and Vice President and General Counsel Rick Miller will update the Board on the indirect cost policy. Materials may be distributed during the meeting.

AGENDA ITEM TITLE: **Fees Discussion**, Mai

CHECK THE APPROPRIATE BOX(ES):

- Work Session
 Education Session
 Information Item
 Other Specify:

BACKGROUND AND POLICY CONTEXT OF ISSUE:

Vice President for Administration Bill Mai will lead the Board in a discussion about fees. Materials may be distributed during the meeting.

AGENDA ITEM TITLE: **Diversity Plan and Structure**, McGinity/Jones

CHECK THE APPROPRIATE BOX(ES):

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

BACKGROUND AND POLICY CONTEXT OF ISSUE:

University President Dick McGinity and Vice President for Academic Affairs David Jones will update the Board on the diversity plan and structure. Materials may be distributed during the meeting.

AGENDA ITEM TITLE: **Capital Construction Updates**, Mai

- Capital Facilities Policy Change, MacPherson/Mai/Miller
- Budget Adjustment for High Bay Research Facility, MacPherson/Mai
- Engineering Building Update, Laursen/Mai
- Science Initiative Facilities Update, Mai
- RAC 2.0 Update, McKinley/Mai (Matt Newman, Matt Kibbon)
- AA Phase II Update, Mai (Matt Newman)
- BSL-3, Miller
- Hoyt Hall Renovation Update, Mai
- Enzi Dedication Event Information, Mai
- Other Capital Projects Updates

CHECK THE APPROPRIATE BOX(ES):

- Work Session
 Education Session
 Information Item
 Other Specify:

Capital Facilities Policy Change – MacPherson/Mai/Miller

BACKGROUND AND POLICY CONTEXT OF ISSUE:

Trustee John MacPherson, Vice President for Administration Bill Mai, and Vice President and General Counsel Rick Miller will update the Board on the capital facilities policy change. Materials may be distributed during the meeting.

Budget Adjustment for High Bay Research Facility – MacPherson/Mai

BACKGROUND AND POLICY CONTEXT OF ISSUE:

Trustee John MacPherson and Vice President for Administration Bill Mai will update the Board on the budget adjustment for the High Bay Research Facility. Materials may be distributed during the meeting.

Engineering Building Update – Laursen/Mai

BACKGROUND AND POLICY CONTEXT OF ISSUE:

Project Manager Krista Laursen and Vice President for Administration Bill Mai will update the Board on the Engineering Building. Materials may be distributed during the meeting.

Science Initiative Facilities Update – Mai

BACKGROUND AND POLICY CONTEXT OF ISSUE:

Vice President for Administration Bill Mai will update the Board on the Science Initiative facilities. Materials may be distributed during the meeting.

RAC 2.0 Update – McKinley/Mai (Matt Kibbon)

BACKGROUND AND POLICY CONTEXT OF ISSUE:

Trustee John McKinley, Vice President for Administration Bill Mai, and Construction Project Manager Matt Kibbon will update the Board on the RAC 2.0. Materials may be distributed during the meeting.

AA Phase II Update – Mai

BACKGROUND AND POLICY CONTEXT OF ISSUE:

Vice President for Administration Bill Mai will update the Board on the Arena Auditorium Phase II. Materials may be distributed during the meeting.

BSL-3 Update – Miller

BACKGROUND AND POLICY CONTEXT OF ISSUE:

Vice President and General Counsel Rick Miller will update the Board on BSL-3.

Hoyt Hall Renovation Update – Mai

BACKGROUND AND POLICY CONTEXT OF ISSUE:

Vice President for Administration Bill Mai will update the Board on the Hoyt Hall Renovation. Materials may be distributed during the meeting.

Enzi Dedication Event Information – Mai

BACKGROUND AND POLICY CONTEXT OF ISSUE:

Vice President for Administration Mai will update the Board on the Enzi dedication event.

Other Capital Projects Updates

BACKGROUND AND POLICY CONTEXT OF ISSUE:

Other capital facilities projects will be discussed at this time.

AGENDA ITEM TITLE: **Trustees Scholarship**, Axelson

CHECK THE APPROPRIATE BOX(ES):

- Work Session
- Education Session
- Information Item
- Other

Specify:

BACKGROUND AND POLICY CONTEXT OF ISSUE:

Prior to 2003-2004, resident students receiving the Trustees' Scholars award could take unlimited credit hours as a full time student and all credits were funded. Tuition changed from flat rate (full time = 12 or more hours) to tuition by the credit hour in 2003-2004. Currently Trustee Scholars currently are paid for 18 credit hours regardless of how many hours they take.

For background, the Trustees' Scholars award is the top scholarship awarded to about 75 Wyoming resident freshmen annually. The average GPA for recipients from the class of 2015 was 3.98 and the average ACT was a 33. It currently covers the cost of 18 hours of resident tuition, mandatory fees, a double room, and an unlimited meal plan for 8 fall/spring semesters, less any Hathaway Award received. For the 2015-16 school year, that's \$12,370 per student. For 300 students the total cost of administering the award is \$3,711,000, approximately ¼ of the section 1 scholarship budget.

WHY THIS ITEM IS BEFORE THE BOARD:

To align the Trustees' Scholars Award to tuition by the credit hour and instill fairness in student scholarship awarding, it is important to fund actual credit hours taken.

ACTION REQUIRED AT THIS BOARD MEETING:

Board support for funding the Trustees' Scholars Award at actual credit hours taken.

PRESIDENT'S RECOMMENDATION:

The President recommends approval.

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

CHECK THE APPROPRIATE BOX(ES):

- Work Session
 Education Session
 Information Item
 Other Specify:

BACKGROUND AND POLICY CONTEXT OF ISSUE:

Professor Alyson Hagy and Director of Transfers Relations Patrice Noel will update the Board on community college collaboration/course transfer.

AGENDA ITEM TITLE: **Futures Committee**, Sullivan

CHECK THE APPROPRIATE BOX(ES):

- Work Session
 Education Session
 Information Item
 Other Specify:

BACKGROUND AND POLICY CONTEXT OF ISSUE:

Trustee Michelle Sullivan will update the Board on the Futures Committee.

AGENDA ITEM TITLE: **Humanities Initiative Exploratory Committee**, Bostrom

CHECK THE APPROPRIATE BOX(ES):

- Work Session
 Education Session
 Information Item
 Other Specify:

BACKGROUND AND POLICY CONTEXT OF ISSUE:

Trustee Dave Bostrom will update the Board on the Humanities Initiative Exploratory Committee.

Committee of the Whole: REGULAR BUSINESS

Board of Trustees Committee Reports

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

CHECK THE APPROPRIATE BOX(ES):

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

Trustee Standing Committees

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

Ad Hoc Committees

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

Liaison to Other Boards

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

1. Committee of the Whole- ITEMS FOR APPROVAL
Approval of Contracts and Grants, Gern

CHECK THE APPROPRIATE BOX(ES):

- Work Session
- Education Session
- Information Item
- Other

Specify: Committee of the Whole (Items for Approval)

BACKGROUND AND POLICY CONTEXT OF ISSUE:

Sponsored Programs

The following sponsored programs are accepted subject to compliance with the University's policies on classified information and protection of human subjects. This report covers the period November 2015.

November 2015

Sponsor	Amount	Principal Investigator (PI)	Co-PI	Dept	Description
Battelle Memorial Institute - Pacific Northwest Division	\$40,000	Liu, Xiaohong		Atmospheric Science	Wildfires and Regional Climate Variability, Mechanisms, Modeling and Prediction
California, University of	\$43,327	Riebe, Clifford		Geology/Geophysics	Southern Sierra Critical Zone Observatory
FearnOil Inc.	\$10,000	Coddington, Kipp		School Energy Resources	Legal, Regulatory and Policy Analysis of Maritime Transportation of Commodity Carbon Dioxide
Ladies Auxiliary Veterans of Foreign Wars	\$1,243	Oakey, John		Chemical/Petroleum Engineering	Cancer-Focused Micro- Technology
Maryland, University of	\$50,000	Mavriplis, Dimitri J	Sitaraman, Jayanarayanan	Mechanical Engineering	Vertical Lift Research Center of Excellence
Muley Fanatic Foundation	\$10,000	Kauffman, Matthew		Zoology/Physiology	Baggs Mule Deer Project
Muley Fanatic Foundation	\$75,000	Monteith, Kevin		Zoology/Physiology	Deer-Elk Ecology Research (DEER) Project

Sponsor	Amount	Principal Investigator (PI)	Co-PI	Dept	Description
National Center for Atmospheric Research	\$5,776	Muknahallipatna, Suresh		Electrical Engineering	Optimal and Practical Multiple Platform Single Source (MPSS) Strategies for Climate and Weather Applications on Many-Core Processors
Northern Arapaho	\$43,750	Butler, Steven	Lorenz, Michelle	Wyoming Survey & Analysis Center	Northern Arapaho SPF-TIG Program Evaluation
Rocky Mountain Elk Foundation	\$20,000	Kauffman, Matthew		Zoology/Physiology	Elk Migration of the Greater Yellowstone Ecosystem Year 2
Rocky Mountain Elk Foundation	\$5,694	Kauffman, Matthew		Zoology/Physiology	Wyoming Atlas of Wildlife Migration Year 3
University of Nevada, Las Vegas	\$28,074	Huzurbazar, Snehalata V		Statistics	Clinical Translational Research Infrastructure Network IDeA-CTR-Biostatistician
US Department of Agriculture National Institute of Food and Agriculture (DA NIFA)	\$66,850	Schell, Scott	Latchininsky, Alexandre Vsevol; Mealor, Brian A.; Connett, John; Cotton, Scott	Ecosystem Science & Management	FY2015 Crop Protection and Pest Management Extension Implementation Area

Sponsor	Amount	Principal Investigator (PI)	Co-PI	Dept	Description
US Department of Commerce National Oceanic & Atmospheric Administration (NOAA)	\$102,491	Murphy, Shane	Field, Robert A.	Atmospheric Science	Reconciling Top-down and Bottom-up Greenhouse Gas and Air Pollutant Emission Estimates from Unconventional Gas Development
US Department of Education (D-ED)	\$72,012	Bobbitt, Kathleen		Student Financial Aid	Pell Grant 15-16
US Department of Interior Bureau of Land Management (BLM)	\$1,405	Stahl, Peter D	Hild, Angela L.; Beauvais, Gary P.; Tuthill, Dorothy E.	Ecosystem Science & Management	Surveying and Inventorying Biological Soil Crusts on BLM Lands in Wyoming
US National Aeronautics and Space Admin (NASA)	\$91,374	Jang-Condell, Hannah		Physics/Astronomy	Structure, Dynamics and Evolution of Planet-Forming Disks: Modeling the Inner Walls of Transitional Disks
US National Aeronautics and Space Admin (NASA)	\$185,693	Mavriplis, Dimitri J		Mechanical Engineering	Development of Scalable Solvers for Current and Emerging Steady-state and Time-dependent Discretization; and Subcontracts

Sponsor	Amount	Principal Investigator (PI)	Co-PI	Dept	Description
US National Science Foundation (NSF)	\$366,664	Hall, Robert		Zoology/Physiology	Defining Stream Biomes to Better Understand the Forecast Stream Ecosystem Change
US National Science Foundation (NSF)	\$129,609	Weinig, Cynthia	Sylvester, Anne W.	Molecular Biology	Collaborative Research: Ligule development in the proximal-distal axis of the Maize lead
Utah State University	\$7,280	Jabbour, Randa		Plant Sciences	Conservation Biological Control of Alfalfa Weevil in Wyoming
Various Sponsors	\$2,213	Kline, Jill		Wyoming Small Business Development Center	Program Income for FY15 SBDC SBA; and FY16
Various Sponsors	\$998	Kline, Jill	Jordan, Gregory A.	Wyoming Small Business Development Center	Market Research Center Program Income
Various Sponsors	\$9,750	Burman, Mary		School of Nursing	Cash Match - Future of Nursing: State Implementation Program: ReNEW: Seamless Nursing Educaitn for Students in Wyoming
Various Sponsors	\$250	Kline, Jill	Jordan, Gregory A.; Housholder, Brett Allen	Wyoming Small Business Development Center	PTAC FY16 Program Income
Various Sponsors	\$90	Burman, Mary		School of Nursing	Nursing Schools Program Development

Sponsor	Amount	Principal Investigator (PI)	Co-PI	Dept	Description
Wyoming Community Foundation	\$12,000	Kauffman, Matthew	Goheen, Jacob	Zoology/Physiology	Sublette Moose Demography and Habitat Use
Wyoming Cultural Trust Fund	\$5,000	Surovell, Todd	Ahern, James C.	Anthropology	Challenge Grant: Security of the Future of Archaeological Research in Wyoming
Wyoming Department of Agriculture	\$19,995	Horn, Blaine Eugene	Scasta, John	Cooperative Extension Service	Comparing Cattle Nutritional Plane to Forage Quality to Determine Mineral Intake and Deficiencies
Wyoming Department of Agriculture	\$20,000	Smith, Mae	Mealor, Brian A.	Cooperative Extension Service	Bighorn Targeted Goat Grazing
Wyoming Department of Environmental Quality	\$54,242	Walters, Annika	Rahel, Frank J.	Zoology/Physiology	Updating Temperature Criteria for Wyoming Surface Waters
Wyoming Department of Transportation	\$107,320	Kunkel, Paul		TransPark	FY 16 5310-Elderly and Persons with Disabilities (Capital)
Wyoming Game and Fish Department	\$14,500	Harrington, Patrick		Housing	Soda Lake-Grey's River Elk Fence Tree Removal and Felling
Wyoming Game and Fish Department	\$20,393	Beck, Jeffrey		Ecosystem Science & Management	Sage-Grouse Histrionics

Sponsor	Amount	Principal Investigator (PI)	Co-PI	Dept	Description
Wyoming Humanities Council	\$2,000	Strauss, Sarah		Anthropology	Engaging the Anthropocene: Interdisciplinary Reflections on a New Epoch
Wyoming Humanities Council	\$750	Ward, Seth		Religious Studies	Menachem Mor, University of Haifa: Samaritans Past & Present--Who are They? and Archaeology vs. Historical Sources: What has Tel Shalem to do with the Bar Kochba Revolt
Wyoming Office of Homeland Security	\$1,527	Samp, Michael		University Police	Body Worn Camera
Wyoming Sugar Company LLC	\$18,000	Sbatella, Gustavo		Plant Sciences	Sugarbeet Variety Trials

Sponsored Programs

TOTAL 11/2015 **\$1,645,269**

Total From 7/2015 **\$6,517,455**
Total From 8/2015 **\$13,480,364**
Total From 9/2015 **\$10,068,812**
Total From 10/2015 **\$9,808,190**
Total Year to Date **\$41,520,090**

Sponsor	Amount	Principal Investigator (PI)	Co-PI	Dept	Description
US Dept of Education (D-ED)	\$24,121,055	Bobbitt, Kathleen		Student Financial Aid	Direct Student Loans 2015-16
US Dept of Education (D-ED)	\$16,480,801	Bobbitt, Kathleen		Student Financial Aid	Direct Student Loans 2015-16
Total Insitutional Awards	\$40,601,856				
Grand Total	\$82,121,946				

2. Committee of the Whole- ITEMS FOR APPROVAL
Approval of Personnel, Jones

CHECK THE APPROPRIATE BOX(ES):

- Work Session
 Education Session
 Information Item
 Other Specify: Committee of the Whole (Items for Approval)

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 Administrators be approved as indicated.

Academic Affairs

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

Burke, Bridget J.	Director	\$110,000/FY	07/01/2016
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Bridget Burke received a B.A. in English (1984) from the University of Wisconsin, a M.L.S. in Library and Information Studies (1986) from the University of Wisconsin, and a M.A. in Liberal Studies (American History) (2001) from Wesleyan University. She has been the Dean of Libraries at North Dakota State University since September 2014.

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>
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Department of Plant Sciences

Eberle, Carrie Ann	Assistant Professor	\$88,008/FY	02/01/2016
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Carrie Eberle received a B.S. (2004) in Natural Science from the University of Wisconsin, and a Ph.D. (2012) in Plant Biological Science from the University of Minnesota. Dr. Eberle has been a Post Doctoral Research Associate at the University of Minnesota since 2015.

College of Health Sciences

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

Miller, Keith A.	Interim Director	\$125,004/FY	12/07/2015
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Keith Miller B.S. (1965) in English, an M.A. (1967) in Communication, and a Ph.D. (1970) in Communication from Bowling Green State University. Dr. Miller was a Professor at the University of Wyoming since 1972.

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.

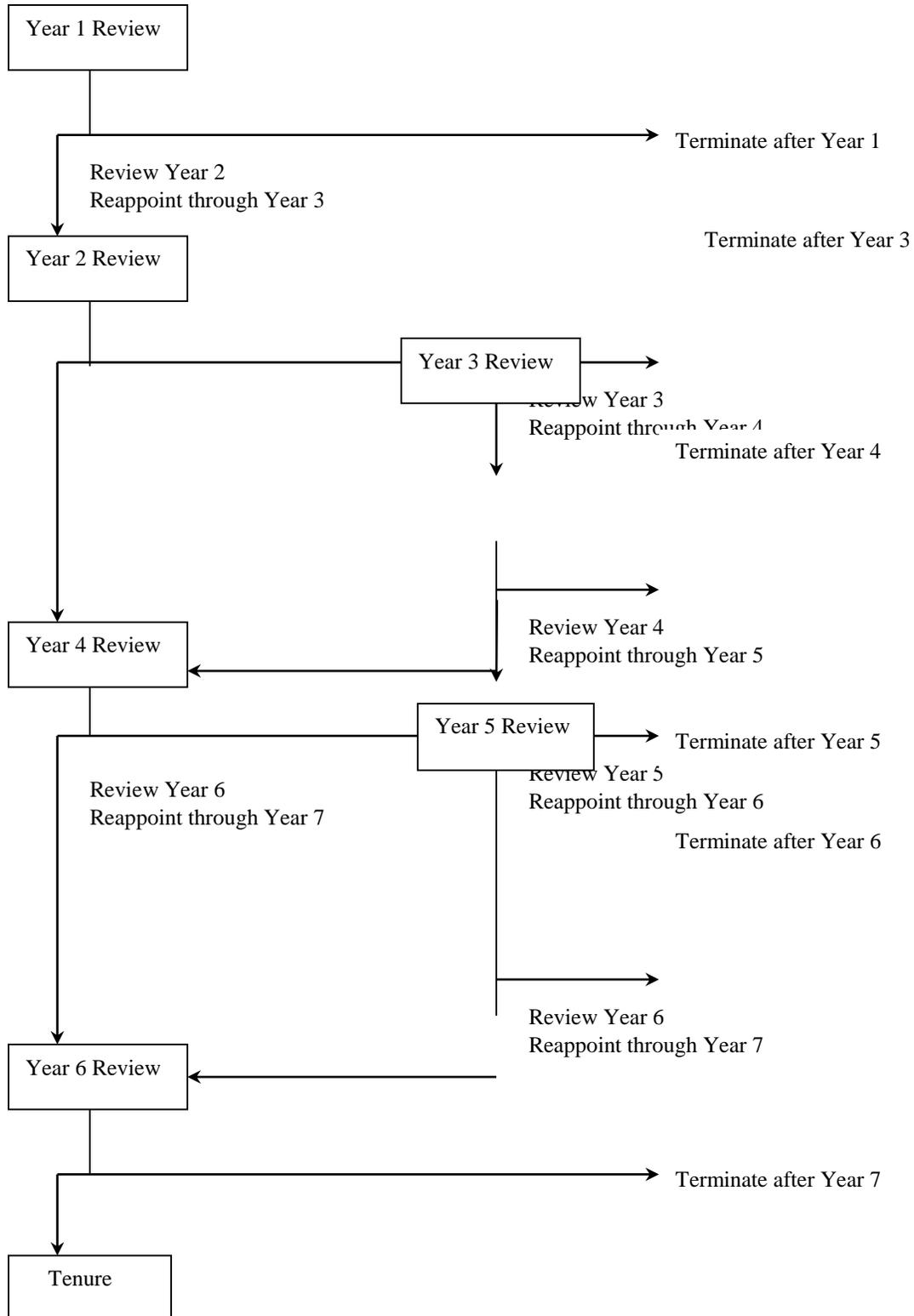
Terminal Degree

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



3. Committee of the Whole- ITEMS FOR APPROVAL

UW Regulation Revisions, Miller

- UW Reg 2-180 (Regulating Smoking)
- UW Reg Creating “Special Assistant to the President for Diversity”
- Draft Amendment to include e-cigarettes in the same regulatory structure as typical cigarettes
- Revisor’s Bill:
 - 7-570 (Regulations of the College of Law)
 - 7-610, 7-620, and 7-621 (Outreach Regulations – all combined into one as part of Revisor’s Bill)

CHECK THE APPROPRIATE BOX(ES):

- Work Session
 Education Session
 Information Item
 Other Specify: Committee of the Whole (Items for Approval)

UW Reg 2-180 (Regulation Smoking) – Miller

BACKGROUND AND POLICY CONTEXT OF ISSUE:

The President proposes modifications to UW Regulation 2-180 (Regulating Smoking) for the Board’s action.

Faculty Senate, ASUW, and Staff Senate have all taken action expressing support for e-cigarettes being subject to the same policies as apply to the use of tobacco. This is consistent with the policy of not only the City of Laramie, but also other communities as well.

WHY THIS ITEM IS BEFORE THE BOARD:

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

ACTION REQUIRED AT THIS BOARD MEETING:

Board approval or disapproval of the modifications to the Regulations.

PRESIDENT’S RECOMMENDATION:

The President recommends approval.

UW Reg Creating “Special Assistant to the President for Diversity” – Miller

BACKGROUND AND POLICY CONTEXT OF ISSUE:

Vice President and General Counsel Miller will provide information to the Board regarding UW Reg Creating “Special Assistant to the President for Diversity”.

Draft Amendment to include e-cigarettes in the same regulatory structure as typical cigarettes

BACKGROUND AND POLICY CONTEXT OF ISSUE:

Vice President and General Counsel Miller will provide information to the Board regarding the draft amendment to include e-cigarettes in the same regulatory structure as typical cigarettes.

“Revisor’s Bill” – Approval of Changes to UW Regulations 7-570 – Miller

BACKGROUND AND POLICY CONTEXT OF ISSUE:

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

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

The proposed modifications for this meeting include UW Regulation 7-570 (Regulations of the College of Law).

PRIOR RELATED BOARD DISCUSSIONS/ACTIONS:

The “Revisor’s Bill” was introduced at the July 2014 Board retreat. The Board approved changes to UW Regulations 1-1, 1-2, 1-3, 1-5, 1-44, 1-101, and 1-102 on July 17, 2014. The Board approved changes to UW Regulations 1-34, 2-1, 2-32, 2-39, 2-178, 2-181, 2-245, 3-33, 3-105, 3-176, 3-177, 3-179, 3-255, 3-641, 3-650, 3-690, 4-1, 4-2, 4-174, and 4-175 on September 12, 2014. The Board approved changes to 8-1, 8-2, 8-30, 8-229, 8-231, 8-234, 8-238, 8-242, 8-243, 8-244, 8-246, 8-247, 8-248, 8-249, 8-250, 8-253, and 8-254 on November 14, 2014. The Board approved changes to 8-38 on February 9, 2015. The Board approved changes to 6-400, 6-711, 7-490, 7-530, and 7-560 on May 15, 2015. The Board approved changes to 6-402, 6-403, 6-404, 6-710, 6-713, 6-715, 6-716, 6-719, 6-720, 6-721, 6-722, 6-805, 6-806, 7-540, 7-631, 7-642, and 7-718 on June 15, 2015. The Board approved changes to 7-500 on July 17, 2015. The Board approved changes to 7-550 on November 20, 2015.

WHY THIS ITEM IS BEFORE THE BOARD:

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

ACTION REQUIRED AT THIS BOARD MEETING:

Board approval or disapproval of the modifications to the Regulations.

PRESIDENT’S RECOMMENDATION:

The President recommends approval.

UW REGULATION 7-570
Regulations of the College of Law

I. PURPOSE

To ~~promulgate the~~provide for regulations of the College of Law, as adopted by the College ~~Faculty~~faculty and the Trustees.

2. OBJECTIVES AND

II. ADMINISTRATIVE ORGANIZATION OF THE COLLEGE

~~a.~~

A. Objectives

The College ~~of Law~~ shall have as its principal objective the preparation of students for the legal profession. In addition, it shall seek to prepare students for public service at local, state and federal levels, in and out of public office, and, through faculty and student research and activities, to serve the community, the state and the nation in the improvement of the law and the administration of justice.

~~b.~~

B. Accreditation

The College ~~of Law~~ shall at all times be guided by the accreditation standards of the Association of American Law Schools and the American Bar Association.

~~c.~~

C. Administrative Unit

The College ~~of Law~~ shall operate as a single administrative unit, without subdivisions or departments. Areas of faculty and student activity, such as the Law Library, the ~~Land and Water Law Center~~Academic Centers, the ~~Land and Water~~Law Review and the ~~Defender and Legal Aid Programs~~Clinics, may be conducted under the direction of a faculty member, ~~but~~ however, all budget, personnel and other administrative functions shall be the responsibility of the College administration.

~~d. Office of the~~

D. Dean

The College ~~of Law~~ shall be headed by a Dean appointed in accordance with the UW Regulations. The Dean, ~~in accordance with these Regulations~~, shall be responsible for all matters relating to the educational and administrative affairs of the College, ~~shall~~ transmit and recommend appointments and promotions with respect to ~~Faculty~~faculty and ~~Staff~~staff, and ~~shall~~ exercise general administrative supervision over the educational programs and operations of the College. ~~The Dean shall have power to appoint an Assistant Dean or Associate Dean, as authorized, and to assign or delegate administrative duties to him/her.~~ The Dean may assign specific administrative functions to members of the faculty with their consent.

~~e. **Administrative Staff.** The College shall employ an Administrative Secretary who, at the direction of the Dean, shall supervise the daily operations of the Office of the Dean and the general secretarial staff of the College. The secretarial staff of the College shall be determined and assigned as needs require and resources permit.~~

~~f.~~
E. **Assistant or Associate Dean**

The Dean shall have power to appoint an Assistant Dean or Associate Dean and to assign or delegate administrative duties to him/her.

F. **Library**

The College shall maintain a Law Library containing a collection of legal and related materials sufficient to permit general and basic research, as well as specialized research in areas of particular interest to the College. The library shall be under the direction of a full-time professional Law Librarian, who shall have the position of Director. The staff of the Library shall also include other professional law librarians, who shall make up the law library faculty, and other such staff as may be necessary or desirable.

3. **FACULTY.**

~~a. **Membership.** The Faculty of the College of Law~~
III. **COMMITTEES**

Committees may be appointed by the Dean to assist him/her in the performance of administrative duties, or may be constituted by faculty action subject to approval by the Dean. The membership, duties and governing procedures of such committees shall be defined in the College bylaws and in accordance with any relevant UW Regulations. The Dean, or the faculty with approval by the Dean, may establish or dissolve committees as deemed necessary.

IV. **FACULTY**

A. **Membership**

The faculty of the College shall consist of the President of the University and the Vice President for Academic Affairs, *ex officio* without vote; the Dean of the College, and all persons serving in the College who are permanent full-time members of the Law Faculty-law faculty. Persons serving full-time in the College who have are University faculty, assistant deanan Assistant Dean or have visiting status, but no law faculty status, shall be eligible to participate in Facultyfaculty matters without vote.

~~b.~~
B. **Powers and Duties.**

Subject to the authority of the President and the Board of Trustees, and except as authority is otherwise limited by ~~maintenance of~~ general University educational policy and correct academic and administrative relations with other units of the University, the ~~Faculty~~ faculty of the ~~College of Law~~ shall have jurisdiction in all matters within the scope of the College, including the determination of curricula, the standards for admission to, continuation in, and graduation from the College, and the scheduling of classes and exams within the College. The faculty, or any member thereof, or the student delegate to the faculty, may, on matters of selection, tenure and promotion of faculty members, submit to the Dean advice and recommendations ~~as they may deem desirable.~~ The Dean shall receive and consider such advice and recommendations and may consult ~~such~~ any of the above listed and other persons as he/she may deem appropriate. The ~~Faculty~~ faculty, through the Dean, shall recommend candidates for diplomas and degrees ~~in course~~ to the President and the Board of Trustees.

~~e.~~

1. **Delegation of Authority.** Any authority or responsibility of the ~~Faculty~~ faculty may, with the approval of the Dean, be delegated to an individual member of the ~~Faculty~~ faculty or a committee of ~~Faculty~~ faculty members.

~~d.~~

2. **Faculty Action.** Three-fourths (3/4) of the voting members of the ~~Faculty~~ faculty shall constitute a quorum for the consideration of matters within the jurisdiction of the Faculty. The vote of the majority of ~~Faculty~~ faculty members present at a meeting at which a quorum is present shall be the act of the ~~Faculty~~ faculty. The Dean may, at his/her discretion, circulate among the faculty a written proposal for action, which will be adopted if it receives the endorsement of a majority of the members of the faculty.

~~e. Meetings. The Faculty shall meet at the beginning of each semester of the academic year at a time to be fixed by the Dean, and at such other times as may be designated by the Dean. The Dean shall be responsible for the giving of notice of Faculty meetings. The conduct of business shall be in accordance with the most recent revision of Robert's Rules of Order.~~

~~f. Student Delegate. A student delegate to the faculty shall be elected by the student body in the fall of each year. The student delegate, or an alternate designated by him/her, shall receive the same notice of meetings as does the faculty and shall have the right to attend all meetings and speak on all matters, without vote, except that he/she shall not attend the discussions and voting in cases of probation, scholarships and awards, admissions, graduation of students, disciplinary action under the Honor Code, similar matters relating to individual students, and faculty personnel matters. When broader student information and opinion is desirable, the Dean and the student delegate may agree to invite up to two additional students to a particular meeting or a part thereof.~~

~~g. Committees and Assignments. Committees may be appointed by the Dean to assist him/her in the performance of administrative duties, or may be constituted by faculty action. Either the Dean or the Faculty may establish or dissolve committees as deemed necessary. The~~

~~Dean shall appoint at least three members of the Faculty to constitute a standing Admissions and Scholarship Committee, which committee shall act upon requests for admission to the College and requests for scholarships and other financial assistance. This committee shall meet at the call of the Chairman. The full Faculty shall act on all petitions of students seeking academic reinstatement to the College.~~

~~**h. Appointment, Tenure, Promotion.** Members of the Faculty of the College of Law shall be appointed, awarded tenure and promoted in accordance with UW Regulations, except that since the professional degree of LL.B. or J.D. is the basic requirement, time spent in graduate law study or legal practice or employment contributing to professional competency shall all be included in computing years of relevant experience required for upper ranks.~~

~~i.~~

~~**3. Rules and Standards.** The Faculty of the College of Law shall adopt rules governing admission to the College, scholarship requirements, attendance requirements and requirements for graduation. Such rules shall be in force from the time they are printed or made available online in the official bulletin of the College of Law or are posted on the official bulletin board of the College. The Faculty shall have the right to revise such rules at any time.~~

~~j.~~

~~**4. Election of Senator.** All voting members of the Faculty and Law Library Faculty shall be eligible for elective membership to the University Senate and eligible for re-election, except during the year following completion of a three-year term. Elections to regular or partial terms shall be held at a faculty meeting; nominations shall be made at the meeting and voting shall be by ballot. A majority of those voting shall be required to elect a nominee. If a majority is not obtained upon a ballot, the name of the person receiving the lowest number of votes shall be stricken and another ballot taken.~~

~~k.~~

~~**5. Grading System.** Final grades in courses taught in the College of Law shall be on a +/- system. The grades and the relevant grade points and their relevant grade points which are available to faculty in reporting final grades for courses are as follows:~~

~~A = 4.0000 C = 2.0000
A- = 3.6667 C- = 1.6667
B+ = 3.3333 D+ = 1.3333
B = 3.0000 D = 1.0000
B- = 2.6667 D- = 0.6667
C+ = 2.3333 F = 0.0000~~

C. Faculty Hours

It is the policy of the faculty of the College of Law to be available to our students for advice, counseling and academic instruction outside of the classroom. It is commonplace for faculty members to be available for such purposes fifteen, twenty, or even more hours per week, on an open-door basis. It is also the policy

of this faculty to have a minimum of five posted office hours per week. While it is recognized that meetings and other faculty commitments may cause a change or cancellation of their posted office hours, it is expected and contemplated that faculty members will adhere to the spirit of this policy and normally be available to students for at least fifteen hours during each week.

D. Appointment, Tenure and Promotion

Members of the faculty of the College shall be appointed, awarded tenure and promoted in accordance with UW Regulations and consistent with College of Law policies, except that since the professional degree of LL.B. or J.D. is the basic requirement, time spent in graduate law study or legal practice or employment contributing to professional competency shall all be included in computing years of relevant experience required for upper ranks.

E. Meetings

The faculty shall meet at the beginning of each semester of the academic year at a time to be fixed by the Dean, and at such other times as may be designated by the Dean. The Dean shall be responsible for the giving of notice of faculty meetings. The conduct of business shall be in accordance with the most recent revision of Robert's Rules of Order.

~~This grading system will apply to all courses taught in the College of Law beginning with the Fall 1995 semester.~~

~~4.~~

V. LAW LIBRARY FACULTY

~~1.~~

A. Membership

The ~~Faculty~~faculty of the Law Library shall include the President of the University, the Vice President for Academic Affairs, the Dean of the College of Law and the College of Law Faculty, *ex officio* without vote; the Director of the Law Library ~~in the capacity of a dean;~~ and all members of the University faculty serving in the Law Library at the rank of ~~assistant law librarian, associate law librarian~~Assistant Law Librarian, Associate Law Librarian and ~~law librarian~~Law Librarian, as defined by this ~~regulation~~Regulation.

b. Appointment, Reappointment, Promotion, and Extended Term Appointment Criteria and Procedures

i. General Information

B. Functions of Law Librarian

Law Librarians contribute to the teaching, research and service missions of the College, and they share the goal of the College to achieve excellence. Accordingly, the criteria for evaluating law librarians are designed to contribute to the achievement of this goal by the maintenance of high standards of law librarianship.

~~The main criteria for appointment, promotion and extended term appointment decisions for the law library faculty at the College of Law are creative development, advancement and dissemination of legal and law related information. These criteria may be demonstrated in the main functions of teaching and contributing to and support of the educational process; administration, extension, scholarship and other College related activities and services. In applying these criteria, however, it is essential to recognize the diversity which exists among the law library faculty. The demand for excellence should be equally stringent for all law library faculty, but flexibility is necessary in defining the specific areas for achievement.~~

~~The mission of the College of Law and individual assignments and responsibilities should determine the emphasis given to each criterion. Law librarians are responsible for acquiring materials in support of the College's programs, organizing them physically and bibliographically, and teaching faculty, students and others to use these materials and services to meet their instructional and research needs. The successful performance of these roles requires that law librarians be informed of, involved in, and responsive to the legal information needs of the academic community. In supporting teaching and research and promoting learning, law librarians act in a distinctive role which is part educational, part scholarly, part technical, and part administrative. The criteria for evaluating law librarians reflects this complex role.~~

ii. Ranking System

(1) Ranks

(a) The ranking structure for the law library faculty is as follows:

ASSISTANT LAW LIBRARIAN

ASSOCIATE LAW LIBRARIAN

LAW LIBRARIAN

~~Members of the law library faculty who hold the rank of Assistant Law Librarian shall be appointed on an annual basis, with the annual decision as to reappointment being based upon peer review and evaluation, utilizing the criteria set forth in this regulation. Members of the law library faculty who hold the ranks of Associate Law Librarian and Law Librarian shall be eligible for extended term appointments, as defined in this regulation.~~

A.C. (b) Criteria for Law Library Faculty Rank Ranking Structure

Appointment as a member of the ~~law library~~ Law Library faculty requires that an individual have the appropriate terminal professional degree: a master's degree in library science (MLS) from a program accredited by the American Library Association (ALA), or an appropriate equivalent. Experience must be of a type and length appropriate for the particular position or rank. The ranking structure for Law Library faculty is as follows:

~~Experience must be of a type and length appropriate for the particular position or rank.~~

1. ~~(i)~~ Assistant Law Librarian

This rank designates the beginning level of law librarianship and ~~generally requires little or no pertinent experience.~~ is premised upon:

- 1) a. Master's degree from an ALA accredited program, or an appropriate equivalent.
- 2) b. Demonstration of solid professional knowledge.
- 3) c. Promise as a law librarian.
- 4) d. Promise as a teacher.
- 5) e. Promise as a scholar.
- 6) f. Individuals must be promoted from this rank by the end of the sixth year in rank, effective no later than the beginning of the seventh year of appointment, or be subject to a terminal contract in the seventh year.

2. ~~(ii)~~ Associate Law Librarian

- 1) a. Advanced education or experience beyond the terminal degree, such as juris ~~doctorate~~ doctor, a second master's degree, a sixth-year certificate in library science, or an acceptable equivalent combination of library experience, continuing education courses, and related law library experience.
- 2) b. Demonstration of professional expertise and a high level of creative and analytical ability in performing job responsibilities.
- 3) c. Evidence of effective teaching performance.
- 4) d. Evidence of sustained scholarship.
- 5)

- e. Leadership in the activities of professional or scholarly organizations, University committees, or civic community groups.
- f. Six years of experience as an Assistant Law Librarian at the University of Wyoming, or its equivalent, is normally required for appointment or advancement to this rank.
- g. Individuals who achieve this rank are eligible for extended term appointments as defined by this ~~regulation~~Regulation.

3. Law Librarian.

Appointment or promotion to this rank is reserved for individuals who have made distinctive contributions over a significant period of time.

h.)

h.a. Advanced education or experience beyond the master's degree such as a second master's or a doctorate, or an acceptable equivalent combination of library experience, continuing education courses, and related law library experience.

i.)

i.b. Outstanding achievements in areas of professional responsibility.

j.)

j.c. Evidence of superior teaching experience.

k.)

k.d. Evidence of significant scholarship.

l.)

l.e. National or regional recognition for leadership in professional or scholarly organizations.

m.)

m.f. Seven years of experience as an Associate Law Librarian at the University of Wyoming, or its equivalent, is normally required for appointment or advancement to this rank.

n.)

n.g. Individuals who achieve this rank are eligible for extended term appointments as defined by this ~~regulation~~Regulation.

iii. Criteria for

B.D. Appointment, Reappointment, ~~Promotion and~~ Extended Term Appointment, and Promotion

In all cases,

1. Appointment

New Law Library faculty are hired using established University and College of Law new-hire procedures, as determined as appropriate by the University and the Dean of the College of Law, in accordance with the General Criteria outlined above and the specific requirements and job functions of the position.

New Law Library faculty are subject to annual or semi-annual reappointment evaluation as determined by his or her rank and years of service, as is further described in this Regulation.

2. Reappointment

Members of the ~~promotion and~~ Law Library faculty who hold the rank of Assistant Law Librarian shall be appointed on an annual basis, with the annual decision as to reappointment being based upon peer review and evaluation, utilizing the criteria set forth in this Regulation.

Members of the Law Library faculty who hold the rank of Associate Law Librarian or Law Librarian and have done so for fewer than three years shall be appointed on an annual basis, with the annual decision to reappointment being based upon peer review and evaluation, utilizing criteria set forth in this Regulation.

Associate Law Librarians and Law Librarians with a minimum of three years in said rank are eligible for extended term appointment ~~will require excellence in performance, not merely time in rank. Evidence of achievement since the last advancement in rank is required in each case.~~

Reappointment, promotion and extended term appointment will be based on the rank requirements defined in this regulation, and in the "Guidelines for Evaluation of Teaching" (Adopted by the College of Law faculty 1994) and "Guidelines for Research and Service" (Adopted by the College of Law faculty 1994). In addition to primary job responsibilities, requirements for the various ranks are listed in Section 5.b.ii. hereof. ~~The weight given to each criterion will vary on an individual basis and will be in accordance with an individual's assignments and responsibilities. Professional talents and inclinations, demands of appointment, and opportunities vary.~~

(1) Teaching and Contributing to the Support of the Educational Process: The law library is a teaching unit and law librarians should demonstrate professional and intellectual competence, creativity and initiative in areas such as the teaching of legal research as governed by the law library faculty "Guidelines for Evaluation of Teaching."

~~a. (2) Scholarship: Law librarians should demonstrate a thorough understanding and commitment to the field of law librarianship and continued intellectual growth in their area of specialization. They should demonstrate creative and analytical abilities in developing, evaluating and documenting law library programs, systems, theories and procedures. Achievement will be assessed in accordance with the law library faculty "Guidelines for Research and Service."~~

~~b. (3) Service: Law librarians should show evidence of participation in University affairs. They should provide leadership in their areas of expertise to the College, the University, the community and the~~

~~profession. Achievement will be assessed in accordance with the law library faculty "Guidelines for Research and Service."~~

~~**c.a.(4) Administration**~~

~~**2.1.(a) General Criteria**~~

~~Law librarians should demonstrate leadership and sound organizational skills in planning, developing and coordinating library activities and programs. They should also demonstrate expertise in motivating and guiding the work of others, in delegating authority and responsibility, and in fairly and judiciously evaluating personnel.~~

~~**i.(b) Representative Measures**~~

~~(i) Identification of law library problems and the successful promotion of solutions.~~

~~**i.(ii)** Demonstrated ability to set goals and objectives, express them in meaningful documentation, and plan their execution.~~

~~**ii.i.(iii)** Demonstration of effectiveness in decision-making and execution of policy decisions.~~

~~**i.(iv)** Demonstration of ability to prepare budgets for the wise use of limited resources.~~

~~**iii.i.(v)** Demonstration of ability to encourage outstanding performance.~~

~~**iii.i.(vi)** Development of impartial and sensitive treatment of staff.~~

~~**iv.i.(vii)** Establishment of effective professional or clerical training programs.~~

~~**iv.i.(viii)** Demonstration of ability to communicate effectively with administrators, colleagues and staff.~~

~~(ix) Demonstrated awareness of new methods and technological changes.~~

~~**iv.i.(x)** Service on University or College administrative committees.~~

~~**b.a.(5) Extension**~~

~~**i.(a) General Criteria**~~

~~Law librarians should demonstrate involvement in outreach services by assisting in making the Libraries' resources, both human and material, available off campus to the people of the State.~~

~~**i.(b) Representative Measures**~~

- ~~i. (i) Planning and implementation of successful outreach programs in support of University outreach programs.~~
- ~~ii. (ii) Performance of representative measures as they are cited from the areas of contribution to and support of the educational process, administration, scholarship and service.~~

~~iv., utilizing criteria set forth in this Regulation. However, promotion to the rank of Associate Law Librarian or Law Librarian carries with it the automatic award of an extended term appointment of five (5) years.~~

4.3. Extended Term Appointments-Appointment

~~Extended term appointments, as defined below, may be granted to law librarians Law Librarians who consistently perform the responsibilities outlined in their individual job descriptions in a competent, creative and professional manner, who develop a record demonstrating professional growth in the law library, the University and in law librarianship, and who are promoted to the ranks of Associate Law Librarian or Law Librarian. In the case of an individual being appointed initially to the rank of Associate Law Librarian or Law Librarian, a minimum of three years in rank is normally required before becoming eligible for extended term appointment. The criteria that apply to appointment, reappointment, and promotion, as well as the programmatic needs of the law library Law Library, form the basis for the granting of extended term appointments. In keeping with the importance of this decision, the law librarian's Law Librarian's entire career is examined. An accumulation of accomplishments and evidence of potential are both required. Promotion to the ranks of Associate Law Librarian or Law Librarian carries with it the automatic award of an extended term appointment of five (5) years. When an extended term appointment is granted, a peer review and evaluation will be held in the fifth year of such appointment, for the purpose of determining whether such extended term appointment shall be renewed.~~

a. Extended Term Appointment Renewal

Library faculty granted initial extended term appointment will undergo annual administrative evaluations. Faculty will undergo an evaluation for extended term appointment renewal, as specified in this Regulation and Guidelines for Extended Term Appointment Renewal: A Law Library Faculty Supplement to UW Regulations. The extended term appointment review and renewal will occur in the final year of each five-year appointment. If a library faculty member's extended-term contract is not renewed, the faculty member's employment with the university shall end no later than one year after he or she receives notification of the non-renewal.

Termination Prior to Expiration of Extended Term Appointment

~~In the event that a member of the law library faculty holding the rank of Associate Law Librarian is promoted to Law Librarian prior to the fifth year of his/her extended term appointment, his/her next peer review and evaluation shall occur in the fifth year following the date of promotion. If renewal of an extended term appointment is not recommended, a terminal one year contract will be granted in the sixth year.~~

- b.** Associate Law Librarians and Law Librarians holding extended term appointments may be terminated prior to the expiration of said extended term only for cause or due to bona fide financial exigencies of the College of Law. "Cause" shall be defined to include any conduct in the nature of incompetency, neglect of duty, dishonesty, immorality, or conviction of a felony, which conduct impairs the ability of the College of Law or the University to carry out its functions. A recommendation for the dismissal for cause of a Law Librarian holding extended term appointment shall be made in writing by the Dean of the College of Law to the President of the University. If the President finds substantial basis for dismissal for cause, he/she shall appoint the Dean to act as charging authority for the preparation of a statement of charges and presentation of the case to a hearing committee, if the faculty member requests a hearing under procedures established by UW Regulations.

4. Promotion Procedures

In addition to reappointment or extender term appointment, Law Library faculty may be promoted consistent with the ranking structure as well as the criteria
~~All reappointment, promotion and procedures established by this Regulation.~~

E. Criteria for Appointment, Reappointment, Extended Term Appointment, and Promotion

1. General Criteria

The main criteria for appointment, reappointment, extended term appointment, and promotion decisions for the Law Library faculty at the College of Law are (1) creative development, (2) advancement, and (3) dissemination of legal and law-related information.

These criteria may be demonstrated in the main functions of teaching, contributing to, and support of the educational process, administration, extension, scholarship and other College related activities and services. In applying these criteria, however, it is essential to recognize the diversity which exists among the Law Library faculty. The demand for excellence should be equally stringent for all Law Library faculty, but flexibility is necessary in defining the specific areas for achievement.

The mission of the College of Law and individual assignments and responsibilities should determine the emphasis given to each criterion. Law librarians are responsible for acquiring materials in support of the College's programs, organizing them physically and bibliographically, and teaching faculty, students and others to use these materials and services to meet their instructional and research needs. The successful performance of these roles requires that law librarians be informed of, involved in, and responsive to the legal information needs of the academic community. In supporting teaching and research and promoting learning, law librarians act in a distinctive role which is part educational, part scholarly, part technical, and part administrative. The criteria for evaluating law librarians reflects this complex role.

2. Additional Criteria for Reappointment and Promotion

In all cases, reappointment and promotion will require excellence in performance, not merely time in rank. Evidence of achievement since the last advancement in rank is required in each case.

Reappointment and promotion will be based on the rank requirements defined in this Regulation, and in the "Guidelines for Evaluation of Teaching" (Adopted by the College of Law faculty 1994) and "Guidelines for Research and Service" (Adopted by the College of Law faculty 1994). In addition to primary job responsibilities, requirements for the various ranks are listed above. The weight given to each criterion will vary on an individual basis and will be in accordance with an individual's assignments and responsibilities. Professional talents and inclinations, demands of appointment, and opportunities vary.

a. Teaching and Contributing to the Support of the Educational Process: The Law Library is a teaching unit and Law Librarians should demonstrate professional and intellectual competence.

creativity and initiative in areas such as the teaching of legal research as governed by the law library faculty "Guidelines for Evaluation of Teaching."

b. Scholarship: Law Librarians should demonstrate a thorough understanding and commitment to the field of law librarianship and continued intellectual growth in their area of specialization. They should demonstrate creative and analytical abilities in developing, evaluating and documenting law library programs, systems, theories and procedures. Achievement will be assessed in accordance with the law library faculty "Guidelines for Research and Service."

c. Service: Law Librarians should show evidence of participation in University affairs. They should provide leadership in their areas of expertise to the College, the University, the community and the profession. Achievement will be assessed in accordance with the law library faculty "Guidelines for Research and Service."

d. Administration

i. General Criteria

Law Librarians should demonstrate leadership and sound organizational skills in planning, developing and coordinating library activities and programs. They should also demonstrate expertise in motivating and guiding the work of others, in delegating authority and responsibility, and in fairly and judiciously evaluating personnel.

ii. Representative Measures

i. Identification of Law Library problems and the successful promotion of solutions.

ii. Demonstrated ability to set goals and objectives, express them in meaningful documentation, and plan their execution.

iii. Demonstration of effectiveness in decision-making and execution of policy decisions.

iv. Demonstration of ability to prepare budgets for the wise use of limited resources.

v. Demonstration of ability to encourage outstanding performance.

- vi. Development of impartial and sensitive treatment of staff.
- vii. Establishment of effective professional or clerical training programs.
- viii. Demonstration of ability to communicate effectively with administrators, colleagues and staff.
- ix. Demonstrated awareness of new methods and technological changes. Service on University or College administrative committees.

e. Extension

i. General Criteria

Law Librarians should demonstrate involvement in outreach services by assisting in making the Libraries' resources, both human and material, available off campus to the people of the State.

ii. Representative Measures

- i. Planning and implementation of successful outreach programs in support of University outreach programs.
- ii. Performance of representative measures as they are cited from the areas of contribution to and support of the educational process, administration, scholarship and service.

F. Procedures for Reappointment, Extended Term Appointment, and Promotion

1. Procedure for Reappointment and Promotion

All reappointment~~law library faculty~~ and promotion decisions for Law Library faculty shall be made in accordance with a peer review procedure adopted by the ~~law library~~Law Library faculty and the College ~~of Law~~ faculty. Pursuant to these procedures, a ~~law library review committee~~Law Library Review Committee, made up of the ~~law library~~Law Library faculty and the College ~~of Law~~ faculty, will make written recommendations to the Director of the Law Library who will, in turn, forward his/her recommendations along

with the review committee's recommendations and supporting data to the Dean of the College of Law. The Dean will, in turn, forward his/her recommendation, the recommendation of the Law Library Review Committee, and the recommendation of the ~~law library review committee and the~~ Director of the Law Library to the ~~Provost and~~ Vice President for Academic Affairs.

In the event of disagreements at any level within the law library review, the Vice President for Academic Affairs may request an advisory opinion from the University Tenure and Promotion Committee. The cases reviewed by the Vice president for Academic Affairs will be submitted to the President and ultimately to the Board of Trustees for their action.

2. Procedure for Extended Term Appointment

Promotion to the ranks of Associate Law Librarian or Law Librarian carries with it the automatic award of an extended term appointment of five (5) years. When an extended term appointment is granted, a peer review and evaluation will be held in the fifth year of such appointment for the purpose of determining whether such extended term appointment shall be renewed. In the event that a member of the law library faculty holding the rank of Associate Law Librarian is promoted to Law Librarian prior to the fifth year of his/her extended term appointment, his/her next peer review and evaluation shall occur in the fifth year following the date of promotion. If renewal of an extended term appointment is not recommended, a terminal one-year contract will be granted in the sixth year.

All extended term appointment decisions for Law Library faculty shall be made in accordance with a peer review procedure adopted by the Law Library faculty and the College faculty. Pursuant to these procedures, a Law Library Review Committee, made up of the Law Library faculty and the College faculty, will make written recommendations to the Director of the Law Library who will, in turn, forward his/her recommendations along with the Law Library Review Committee's recommendations and supporting data to the Dean of the College of Law. The Dean will, in turn, forward his/her recommendation, the recommendation of the Law Library Review Committee, and the recommendation of the Director of the Law Library to the Vice President for Academic Affairs. In the event of disagreements at any level within the law library review, the Vice President for Academic Affairs may request an advisory opinion from the University Tenure and Promotion Committee. The cases reviewed by the Vice president for Academic Affairs will be submitted to the President and ultimately to the Board of Trustees for their action.

vi. Implementation

~~Law library faculty who have been granted tenure as of the effective date of this regulation, or who are granted tenure after following the procedures outlined in this section, shall be subject to all UW Regulations pertaining to tenured faculty.~~

~~e.~~

~~C.G. Law Library Faculty Meetings~~

~~i. Time~~

~~1. In General~~

~~Meetings of the ~~law library~~Law Library faculty shall be called as necessary by the Director of the Law Library ("Director"), acting in the capacity of a ~~dean~~Dean, or on request of the Dean of the College of Law, or by written request of one member of ~~law library~~the Law Library faculty.~~

~~ii. Secretary~~

~~The Director acting in the capacity of a dean will appoint a secretary whose duties shall be to maintain and to disseminate records and other information as may be important for the orderly conduct of faculty business in accordance with UW Regulations.~~

~~iii. Presiding Officer~~

~~The Director acting in the capacity of a dean shall preside at all meetings of the ~~law library~~Law Library faculty or shall appoint a ~~presiding officer~~another member of the Law Library faculty to serve as Presiding Officer.~~

~~iv.~~

~~1.2 Quorum; Rules of Order~~

~~A simple majority of the members of the ~~law library~~Law Library faculty shall constitute a quorum.~~

~~v. Rules of Order~~

~~Formal~~

~~Meeting and formal business of the ~~law library~~Law Library faculty shall be conducted in accordance with the most ~~recent~~current edition of *Robert's Rules of Order*. ~~The process for the selection or appointment of other officers and the establishment of additional policies related to the conduct of regular meetings shall be discussed and adopted by a majority vote of all Law Library faculty members during a meeting of the Law Library faculty and will be maintained in supplemental guidelines to this Regulation.~~~~

~~d.~~

~~H. Tenured Faculty~~

Law Library faculty who have been granted tenure shall be subject to all UW and College Regulations pertaining to tenured faculty.

I. Staff

Persons employed by the ~~law library~~ Law Library and not designated as officers, members of the ~~law library~~ Law Library faculty, or student employees shall be appointed and function in accordance with the UW Regulations.

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

General meetings for all officers, faculty and staff may be convened by the Director or the Director's designate for the purposes of providing a forum for the discussion of issues within the Law Library's organization and programs, for sharing information generally, and for encouraging consultation.

~~6.~~

VI. STUDENTS

~~4.~~

A. Honor Code.

Because the students enrolled in the ~~College of Law~~ are engaged in a course of study leading to membership in the legal profession, an Honor Code shall govern the conduct of examinations ~~and~~ the preparation of work projects, ~~and the expectations of professionalism.~~ The Honor Code shall be published ~~or made available online~~ and distributed to all students at the beginning of the fall semester each year, at which time an orientation program for new students in the Honor System shall be conducted. Alleged violations of the Honor Code shall be handled in accordance with the procedure described in the Code.

~~4.~~

B. Student-Faculty Discussion Committee.

At least once each semester the Dean and the student delegate to the faculty shall call a meeting of the Student-Faculty Discussion Committee, which shall consist of the Dean and two members of the faculty appointed by the Dean, the student delegate to the faculty, the Chancellor of the Potter Law Club, and one member of each class, selected as the class may desire. The meetings shall be open to all interested members of the Faculty and student body and may include discussions with respect to problems of mutual interest in the operation of the College. In particular, the students shall be provided an opportunity to express their views on curriculum and the general academic program of the College.

C. Student Delegate

A student delegate to the faculty shall be elected by the student body in the fall of each year. ~~**e. Degrees.** The student delegate, or an alternate designated by him/her, shall receive the same notice of meetings as does the faculty and shall have the right to attend all meetings and speak on all matters, without vote, except that he/she shall not attend the discussions and voting in cases of probation, scholarships and awards, admissions, graduation of students, disciplinary action under the Honor Code, similar matters relating to individual students, and faculty personnel matters. When broader student information and opinion is desirable, the Dean and the student delegate may agree to invite up to two additional students to a particular meeting or a part thereof~~

VII. DEGREES AND PROGRAMS

The College of Law shall grant the Juris Doctor (J.D.) degree to candidates who have met the established requirements for said degree. ~~The Faculty~~ faculty of the College, through the Dean, shall recommend candidates for diplomas and degrees in course to the President and the Board of Trustees.

7. RELATED SERVICES.

~~**a. Land and Water Law Review.** The College of Law shall maintain the Land and Water Law Review as a vehicle for teaching, publishing scholarly and practical materials and enhancing the prestige of the College. The Review shall specialize in the development of issues relating to the law of natural resources and shall include a section which explores problems of Wyoming law and legal topics of general interest. The Review shall be the responsibility of a faculty editor who shall be selected by the Dean. The faculty editor shall with the approval of the Faculty promulgate regulations for the selection of the staff and editorial board and the efficient administration of the Review.~~

~~**b. Land and Water Law Center.** The College of Law shall maintain the Land and Water Law Center of the College of Law, affiliated with the Wyoming Water Resources Research Institute, in order to facilitate Faculty and student research in the natural resources area. The Center shall act as the legal staff of the Institute and shall participate in interdisciplinary studies of legal and institutional problems of water resources development. Law students shall be encouraged to participate in the research and publication activities of the Center. A member of the Faculty shall be appointed by the Dean to act as Director of the Center.~~

~~**c. Clinical Legal Education, Legal Aid and Defender Services.** For the purposes of imparting an understanding of the practical application of classroom instruction, giving training in discovery and presentation of facts, instilling a sense of responsibility to people, to the community and to the profession, and promoting an understanding of the ethics of the profession, the College of Law shall undertake and carry out programs of internships with private law offices, government bureaus and officials, legal services offices, judges and others, and may, with the permission of the Board of Trustees, undertake and maintain legal aid and defender offices, programs and services, under the direction of one or more members of the faculty.~~

8. GENERAL PROVISIONS.

a. Amendments.

VIII. ADMINISTRATION OF THE REGULATION

These regulations may be amended at any meeting of the Faculty by a majority of the voting Faculty, provided that notice of the proposed amendment shall have been given with the notice of the meeting.

b. Effective Date. These regulations and any amendment or addition thereto shall become effective immediately after adoption by the Faculty and upon approval by the Board of Trustees.

Source:

University Regulation 570, Revision 2; adopted 7/17/08 Board of Trustees meeting

“Revisor’s Bill” – Approval of Changes to UW Regulations 7-610, 7-620, and 7-621 – Miller

BACKGROUND AND POLICY CONTEXT OF ISSUE:

Vice President and General Counsel Rick Miller will provide information to the Board regarding approval of changes to UW Regulations 7-610, 7-620, and 7-621.

4. Committee of the Whole- ITEMS FOR APPROVAL

Approval of Members of the Trustees Education Initiative Board, Palmerlee

CHECK THE APPROPRIATE BOX(ES):

- Work Session
 Education Session
 Information Item
 Other Specify: Committee of the Whole (Items for Approval)

BACKGROUND AND POLICY CONTEXT OF ISSUE:

See Work Sessions section for information on this topic.

5. Committee of the Whole- ITEMS FOR APPROVAL

Approval of Trustee Scholarship, Axelson

CHECK THE APPROPRIATE BOX(ES):

- Work Session
 Education Session
 Information Item
 Other Specify: Committee of the Whole (Items for Approval)

BACKGROUND AND POLICY CONTEXT OF ISSUE:

See Work Sessions section for information on this topic.

1. INFORMATION ONLY ITEM

Progress Report/Change Orders, Mai

CHECK THE APPROPRIATE BOX(ES):

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

**Capital Construction
 Progress Report as of January 6, 2016**

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

PROJECTS IN CONSTRUCTION

1. White Hall Renovation

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

(In Thousands)	Total	Admin	Constr	Design	FF&E	Misc	Cntngcy
Budget	13,935	789	11,185	553	440	311	657
Expended	13,604	502	11,721	621	390	370	
Obligated	35		35				
Other Funding	297		297				
Use of Cntngcy			263	71		59	(393)
Un-obligated	593	287	(11)	3	50		264

Remarks McIntyre Hall window replacement is in warranty.

2. Half Acre Gymnasium Addition and Renovation

Contractor	Groathouse Construction, Inc. Laramie, WY
Guaranteed Maximum Price- adj	\$27,718.204
Contract Substantial Completion Date	January 15, 2015
Extended	October 31, 2015

(In Thousands)	Total	Admin	Constr	Design	Tech	FF&E	Misc	Cntngcy
Budget	26,919	712	21,269	2,109	774	774	250	1,031
Revisions to budget	4,466		6,449	(40)	(774)		(138)	(1,031)
Adjusted Budget	31,385	712	27,718	2,069		774	112	
Expended	30,778	1,002	27,301	2,006		452	17	
Obligated	640	95	416	63		63	3	
Un-obligated	(33)	(385)	1			259	92	

Remarks Phase 2 renovation of the historic western portion of Half Acre Gymnasium is complete and was fully in use by November 9. Pool maintenance work by Physical Plant required to open pool was completed by mid-November and pool was opened in late November. Current obligations include work performed by IT and Physical Plant.

3. Buchanan Center for the Performing Arts

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

(In Thousands)	Total	Admin	Constr	Design	Tech	FF&E	Misc	Cntngcy
Budget	35,000	1,160	25,778	2,915	1,208	2,450	200	1,289
Contingency allocated			968	321				(1,289)
Adjusted Budget	35,000	1,160	26,746	3,236	1,208	2,450	200	
Expended	37,776	1,405	31,727	3,214	12	1,414	4	
Obligated	956	98	178	53		622	5	
Additional funds	7,000	100	5,300	100		1,500		
Un-obligated	3,268	(243)	141	69	1,196	1,914	191	

Remarks **Buchanan Center for the Performing Arts** – In warranty with punch-list work is ongoing. Added landscaping and boulders is 80% complete on the east landscape areas and will resume again in May. Material staging is in the north parking lot.

4. Arena Auditorium Renovation, Phase II

Contractor Haselden Wyoming Constructors
Casper, WY
Guaranteed Maximum Price \$12,500,000
Contract Substantial Completion Date September 30, 2017

(In Thousands)	Total	Admin	Constr	Design	Tech	FF&E	Misc	Cntngcy
Budget-adj	17,830	706	14,683	1,485	119	150		687
Expended	665	103		534		28		
Obligated	986	66		920				
Un-obligated	16,179	537	14,683	31	119	122		687

Remarks Design Development drawings have been submitted and UW comments have been submitted. Once the comments are responded to, the design team will be given authorization to proceed to the Construction Document phase that is scheduled to be complete by May.

5. High Bay Research Facility

Contractor Haselden Wyoming Constructors
Casper, WY
Guaranteed Maximum Price \$42,925,724
Contract Substantial Completion Date September 30, 2016

(In Thousands)	Total	Admin	Constr	Design	Tech	FF&E	Misc	Cntngcy
Budget	64,800	1,070	42,832	4,063	11,765	1,185	321	3,564
Expended	15,142	564	5,030	3,343	6,196	9		
Restricted for EQ	5,004				5004			
Obligated	38,910	160	37,895	824		31		
Un-obligated	5,744	346	(93)	(104)	565	1,145	321	3,564

Remarks- Storm drain No. 1 that will extend from the site south to a detention pond at 19th and Willett will begin construction in the next couple of weeks. This work will continue through April. Light-gauge framing for the exterior walls of the building began on the west wing Dec. 18 and will continue through the end of January. Rigid insulation board that will act as sheathing, the exterior portion of the thermal barrier and the air and water barrier is being installed on the west wing of the

building. Plastic sheeting will be installed around the building in early January on both the north and west wings, allowing portions of the building's interior to be heated. Insulation for the roofing on the west wing will begin in early January.

6. Engineering Building Expansion

Contractor GE Johnson Construction
Jackson, WY
Guaranteed Maximum Price \$ to be set
Contract Substantial Completion Date

(In Thousands)	Total	Admin	Constr	Design	Tech	FF&E	Misc	Cntngcy
Budget	101,430	4,258	76,853	7,800	4,043	4,327	307	3,842
Expended	1,788	183		1,605				
Obligated	79,789	270	73,329	6,190				
Un-obligated	19,853	3,805	3,524	5	4,043	4,327	307	3,842

Remarks- The project Construction Manager At Risk (CMAR), GE Johnson Construction Wyoming, developed a construction cost estimate based on the final Schematic Design materials and delivered this estimate to UW on Friday, November 6, 2015. As presently designed, the total gross square footage (GSF) for the EERB is 113,725. Within the total EERB project budget of \$101.43 million, an amount of \$73.2 million has been identified as the Budgeted Guaranteed Maximum Price (BGMP) amount for construction. The University of Wyoming also asked the design team to include planning for a \$4.57 million additive alternate within the Schematic Design materials. Should the Wyoming legislature reinstate the previously removed \$4.57 million to the project during the 2016 legislative session, this additive alternate to complete the finish out of shell-only spaces will be included in the scope of the project. The present high-level schedule for the EERB project calls for construction to begin in early 2017 and be completed in late summer 2019.

The University is currently evaluating value-engineering options to reduce construction costs in the event of a funding shortfall.

7. Hoyt Hall Renovation

Contractor Elk Ridge Builders & Design LLC
Laramie, WY
Contract Sum \$ 2,000,888.00
Contract Substantial Completion Date July 22, 2016

(In Thousands)	Total	Admin	Constr	Design	Tech	FF&E	Misc	Cntngcy
Budget	2,900	163	2,190	270			52	225
Expended	362	92		270				
Obligated	2,023	22	2,001					
Un-obligated	515	49	189				52	225

Remarks- The General Contractor (Elk Ridge Builders & Design, LLC) has mobilized on site and has begun miscellaneous demolition work. The structural repairs to the lower level of Hoyt Hall performed under a separate contract managed by the UW Physical Plant is complete. Renovations of Hoyt Hall are anticipated to be substantially complete by July 22, 2016 with occupancy for the fall 2016 semester.

Rochelle Athletic Center Addition – (CMAR is GE Johnson Construction Co. of Wyoming, Jackson, WY; Rochelle Athletic Center Addition and Renovation; scheduled completion TBD) – Schematic Design was presented on Dec. 17th. The interior plan was great, the exterior still needs work. Athletics and Construction Management are working on a scoping to the budget for Furniture, Fixtures, and Equipment. GE Johnson is finalizing the Initial Project Budget which is due in two weeks. The Exterior Architectural Advisory Committee met on 8 January, Pappas and Pappas/DLR will be keeping the group up to speed as the exterior of the building takes shape. The team started working on more detailed pieces of the interior design the week of Jan. 11.

Science Initiative – The final draft of the Level 1 document was delivered on January 6, 2016 and will be presented to the Board of Trustees for review and approval.

CHANGE ORDERS

1. White Hall Renovation

No new change orders to report.

Statement of Contract Amount

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

2. Half Acre Gymnasium Addition and Renovation

No new change orders to report.

Statement of Contract Amount

GMP per Amendment No. 2	\$27,718,204
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3. Buchanan Center for the Performing Arts

Change Order # 24

Item 1	Design Reduction AST-2R Studio Panels	Sub	(5,440.00)
Item 2	Change Spec AV Cabling	Add	276.00
Item 3	Install Add Coax Concert Hall	Add	567.00
Item 4	Change Theatrical Lighting	Add	4,745.00
Item 5	Add Back Panel at Recital Cloud	Add	3,445.00
Item 6	Add Motorcycle Park Spaces	Add	382.00
Item 7	Add Retrofit Hardware	Add	1,569.00
Item 8	Add Rubber Base Corr C104	Add	0
Item 9	Wall Infills S Loading Dock	Add	0
Item 10	Add Parking Painting	Add	928.00
Item 11	Field Survey Radio Coverage	Add	5,249.00
Item 12	Door Hardware Changes	Add	4,794.00
Item 13	Add Vinyl Piano Threshold	Add	518.00
Item 14	Add FA Strobes	Add	3,260.00
Item 15	Enhanced Landscaping As Requested	Add	45,007.00
Item 16	Conf 2102 Camera Upgrade	Add	16,067.00
Item 17	Proscenium Camera	Add	20,551.00
Item 18	Add Sound Attenuation Faculty Studios	Add	19,095.00
	Total Change Order #24		<u>121,013.00</u>

Statement of Contract Amount

Original Contract	\$25,700,000
Change Orders 1-24	<u>6,626,446</u>
Adjusted Contract	\$32,026,446

4. High Bay Research Facility

Change Order # 1

Item 1	Additional concrete at piers	Add	8,881.32
Item 2	Puddy pads at electrical outlet boxes	Add	6,959.00
Item 3	Dry Fire Sprinkler N Mech penthouse	Add	3,147.00
Item 4	Provide two bi-level water coolers with bottle filling stations	Add	2,055.00

Item 5	MEP changes: Welding cabinet exhaust, relocate equip at 141	Add	17,064.00
Item 6	Hollow Metal Doors and Frames Gauge	Add	5,778.80
Item 7	West Wing increased slab thickness	Add	13,034.40
Item 8	Steel beam revisions at Level 2	Add	7,749.46
Item 9	Gas Meter, manifold and piping	Add	24,546.00
Item 10	Upgrade to ECM motors at unit heaters	Add	1,221.22
Item 11	Curtain wall credit for standard cover cap	Sub	(3,789.00)
	Total Change Order #1		<hr/> 86,647.20

Statement of Contract Amount

Original Contract	\$42,925,724
Change Order 1	<u>86,647</u>
Adjusted Contract	\$43,012,371