

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

**Wednesday, June 15, 2016**

**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**  
**June 15, 2016**

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- FY16 Sweep Update	
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o Tier 1 Engineering (separate line item in agency 067)	
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AGENDA ITEM TITLE: **Budget Reduction Plans Discussion**, Nichols/Mai

- FY16 Sweep Update
- UW (Agency 067)
  - o SER (separate line item in agency 067)
  - o Tier 1 Engineering (separate line item in agency 067)
  - o NCAR MOU
- WICHE (Agency 069)
- Medical Education (Agency 167)
- Enhanced Oil Recovery (Agency 070)

CHECK THE APPROPRIATE BOX(ES):

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

BACKGROUND AND POLICY CONTEXT OF ISSUE:

**Budget Reduction Plans Discussion**

See information inserted below.





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a message about the  
**University of Wyoming**  
budget

*with*

President **Laurie Nichols**

May 25 & 26, 2016

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UNIVERSITY OF WYOMING

## budget reduction and essential reallocation

Budget	Biennium	Annual
<b>Recurring Reduction</b>		
Penny plan (1 ½ %)	\$5.8 million	\$2.9 million
8%	32.4	16.2
Utility shortfall	6.0	3.0
<b>Total recurring</b>	<b>\$44.2 million</b>	<b>\$22.1 million</b>
<b>One-time reallocation</b>		
Fiscal system (legislature)	5.0	2.5
Fiscal system (university)	13.0	6.5
<b>Total fiscal system</b>	<b>\$18.0 million<sup>1</sup></b>	<b>\$9.0 million</b>

<sup>1</sup>\$23M including legislature appropriation



## guiding principles stay true to our mission

- minimal impact on **student success**
- maintain quality of **academic programs**
- maintain scholarly **excellence**
- preserve **statewide presence**



## guiding principles core essentials

- attract and retain **high quality employees**
- protect **safety and health**
- maintain physical plant **essential operations**





## | guiding principles opportunities

- become more **efficient**
- diversify **revenue streams**
- provide **transparency**



## timeline permanent cuts



FY17  
\$19M

FY18  
\$10M

FY19

immediate

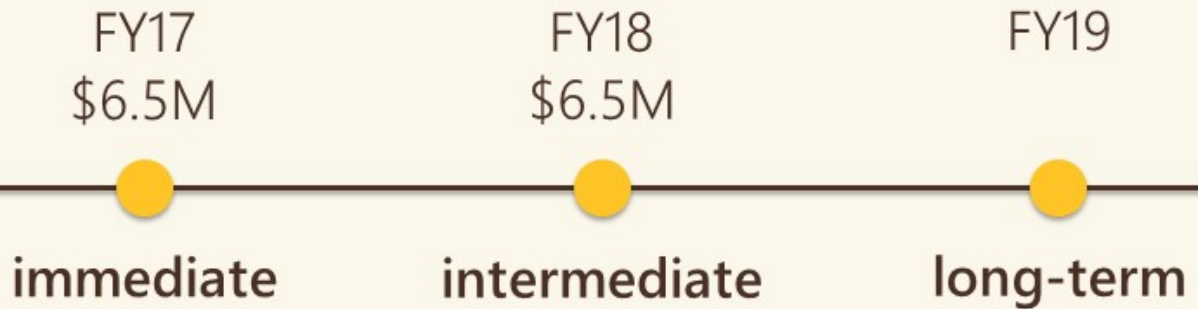
intermediate

long-term



UNIVERSITY OF WYOMING

## timeline one-time reallocation



## FY17 strategy:

drive efficiencies  
preserve people – eliminate vacancies





## fiscal year '17

### immediate: permanent

- implement \$7 million cut from April
- eliminate vacant positions
- standardize teaching load—  
severely limit temp appointments
- eliminate 50% to 99% FTE appointments
- no overtime/overload
- retirement incentive



## fiscal year '17

### immediate: one time

- reduction in cash reserves
- FY16 savings from salary, operations
- voluntary summer work reduction to 32 hours



## fiscal year '17

### immediate: other

- fully implement minimum course enrollment thresholds
- limit travel
- cap student labor costs



## fiscal year '18

### intermediate: cost savings

- program reviews completed
- organization and structure
- review administrative appointments
- analyze positions/9 month



## fiscal year '18

### intermediate: new revenue

- fully utilize foundation funds
- program fees for high-cost programs
- enrollment (out-of-state tuition waivers)
- tuition increases





## looking to the future long-term planning

- strategic plan
- diversified revenue: tuition and fees
- fiscal system/stronger fiscal management
- new budget model
- strategic enrollment plan and growth



## looking to the future long-term planning

- other plans, including residential halls
- research and tech transfer
- merit salary policy and process
- private/public partnerships
- launch capital campaign



AGENDA ITEM TITLE: **FY 2017 UW Operating Budget Discussion**, Nichols/Mai

CHECK THE APPROPRIATE BOX(ES):

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

BACKGROUND AND POLICY CONTEXT OF ISSUE:

The Trustees of the University of Wyoming, a constitutional body, are responsible for the “management of the university” (Wyoming Constitution, Article 7, 17).

**University of Wyoming – Agency 067 and UW Medical Education – Agency 167**

**2017-2018 Biennium - Approval of Fiscal Year 2017 Operating Budget Authority**

University of Wyoming - Agency 067:

Section I:

- University of Wyoming operating budget and Brucellosis Testing Research
- School of Energy Resources (SER)
- Tier 1 Engineering
- National Center for Atmospheric Research (NCAR) Memorandum of Understanding

This section contains the general operating budget of the university supported by appropriated state general funds, and other university funds (UW Income and Athletic Income funds, Sales and Services, Agricultural Land Income, University Land Income, and Federal Mineral Royalties), and unrestricted income from the University of Wyoming Foundation.

Section II:

This section contains the self-sustaining budgets of the university that are supported by income from university auxiliary operations (e.g. housing, residence halls, student union, transportation and parking, duplicating, concessions, etc.), gifts and contributions, student fees, and Federal Mineral Royalties.

Section III:

This section includes revenue primarily from federal agencies, but also includes state and corporate/industry contract and grants, as well as funding from foundations, supporting sponsored research and specific educational and service programs. Federal formula funds for the support of the College of Agriculture have been moved from Section I and II to this section.



UW Medical Education - Agency 167:

Section I:

This section contains the general operating budget of UW Medical Education programs supported by appropriated state general funds, income from clinic operations and tuition/contract payments from medical students.

General Overview of Proposed Operating Budget:

The proposed operating budget for Fiscal Year (FY) 2017 has been prepared on the basis of the state general fund appropriations to the university for the 2017-2018 biennium, other state revenue sources such as UW and College of Agriculture and Natural Resources Land Income Funds, and university funds, such as tuition and fees, that comprise the total operating budget to be approved by the Trustees. In addition to general fund appropriations, clinic income and tuition and contract payments from medical students support the UW – Medical Education budget.

General Fund: This proposed operating budget includes all appropriations applicable to FY 2017 from the 2016 legislative budget session (Senate File 0001/Enrolled Act No. 19). **Increases** to the general fund appropriation include standard budget adjustments for increased health insurance and retirement plan employer contributions; recurring funding for operations and maintenance, environmental health and safety, and the Science Initiative; and one-time funding for the fiscal management and reporting system and Wyoming Public Media infrastructure. **Decreases** to the general fund include removal of FY 2016 one-time appropriations; reduction of the Athletics competitiveness matching fund program; and reductions in personal services, employer-paid benefits and support services budgets for the legislatively-approved budget reduction (the “penny plan”) as well as for the additional reduction as communicated to the Board of Trustees by Governor Mead on May 11, 2016.

In order to achieve the required Agency 067 general fund reductions in FY 2017, two temporary measures are being proposed: 1) Section II units will “augment” the Section I budget by contributing \$4 million in cash as a bridge funding mechanism and 2) A temporary reduction of approximately \$5.5 million of the centrally-managed employer-paid benefits (EPB) budget is proposed in order to “balance” the general fund budget reduction. These measures are temporary as additional budget reduction strategies (such as a retirement incentive program) are implemented during FY 2017.

The proposed UW - Medical Education budget (Agency 167) includes both **increases and decreases**, depending on the program, based upon the 2017-2018 Biennium Budget Request as approved by the legislature.

UW Income Fund: The Board of Trustees authorized a tuition increase for FY 2017 of 4% or approximately \$2 million for the following purposes: \$500,000 for mandatory tenure and promotion faculty compensation increases and \$1.5 million for operations and maintenance (specifically utilities). Differential tuition revenues were analyzed and proposed budgets adjusted

accordingly for the College of Law, the College of Business MBA program and the Pharmacy program in the College of Health Sciences. Small increases for Information Technology, the Center for Advising and Career Services, and Study Abroad are proposed based on increased revenue supporting those programs.

In order to fund one-time costs for the fiscal management and reporting system in FY 2017 and to provide temporary funding for the operations and maintenance (utilities) budget, use of cash reserves of \$2 million and \$825,000, respectively, is proposed to fund these two priorities.

University Land Income Fund: This fund was created by a Federal Land Grant of 72 sections of land. Proceeds from the sale of such lands are placed in the fund by the State of Wyoming. The fund derives its revenue from interest on the permanent fund and from the rental of lands. These funds are unrestricted and may be used for any university purpose. UW administration proposes to utilize approximately \$2.5 million of cash reserves in this fund to address the prior years' deficit in the Section II utilities budget. This would be a one-time use of these funds.

**Note: See the attached table “Fiscal Year 2017 – Operating Budget Highlights – in Millions”. Detailed Operating Budget Tables will be provided at a later date.**

Federal Funds: Federal funds designated for research and extension centers in the College of Agriculture and Natural Resources have been moved from Sections I and II to Section III. There is no net change to the overall operating budget as a result of this movement. It is a significant recognition that federal funds are more appropriately accounted for by the Division of Research and Economic Development's Office of Sponsored Programs.

Fiscal Agent: Note that the University of Wyoming serves as fiscal agent for Enhanced Oil Recovery Commission (EORC) and the Western Interstate Commission on Higher Education (WICHE); however, these funds are not included in the materials authorized by the Board of Trustees.

#### PRIOR RELATED BOARD DISCUSSIONS/ACTIONS:

The Trustees have had numerous discussions throughout the year regarding operating budgets and budget reduction strategies. The Trustees approve biennium and supplemental budget requests submitted to the State Budget Office for review and approval by the governor and the legislature. And Trustees approve changes to tuition and fees, via the annual *Fee Book* process.

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

The Board's approval of the operating budget is required by Trustee Regulations and University of Wyoming budget procedures.

#### ARGUMENTS IN SUPPORT:

The Section I operating budget is proposed based on legislative appropriations and related reductions as well as estimated university resources. The Section II operating budget is proposed based on operating budget proposals submitted by auxiliary enterprise units including the

Associated Students of the University of Wyoming (ASUW), Residence Life and Dining Services (RLDS), Intercollegiate Athletics and other university units operating with Section II funding. The Division of Research and Economic Development prepared the proposed Section III budget based on knowledge of existing and incoming external funding. The FY 2017 Operating Budget has been reviewed by the President and other university officers as well as other interested parties, all of whom support the recommendation for approval.

**ARGUMENTS AGAINST:**

None.

**ACTION REQUIRED AT THIS MEETING:**

Approval of planned revenues and expenditures contained in the operating budgets of the University of Wyoming for the fiscal period beginning July 1, 2016 and concluding June 30, 2017.

**PRESIDENT'S RECOMMENDATION:**

The President recommends Board of Trustee approval of the Fiscal Year 2017 Operating Budget for the University of Wyoming (Agency 067) and UW Medical Education (Agency 167), as described in this item.

Fiscal Year 2017 - Operating Budget Highlights - in Millions

UW - Agency 067 (not including SER, Tier 1 and NCAR)	General Fund - recurring	General Fund - one-time	UW Income Fund - recurring	UW Income Fund - one-time	UW Land Income Fund - one-time	Temporary Augmenting Revenue	Total
<b>Description</b>							
<b>State Budget Division and Wyoming Legislature:</b>							
Health insurance and retirement contributions	\$7.50						\$7.50
Environmental health & safety, Science Initiative	\$1.41						\$1.41
Fiscal management and reporting system (see rows 43-48)							\$0.00
Wyoming Public Media infrastructure		\$0.50					\$0.50
FY 2016 Science Initiative and camps for high school students		(\$0.80)					(\$0.80)
Athletics competitiveness matching funds program		(\$1.00)					(\$1.00)
Subtotal	\$8.91	(\$1.30)	\$0.00	\$0.00	\$0.00	\$0.00	\$7.61
<b>Legislative Actions:</b>							
Legislatively-approved budget reduction (the "penny plan")	(\$3.00)						(\$3.00)
Legislatively-approved block grant fiscal system funding shift		(\$4.00) a.					(\$4.00)
Subtotal	(\$3.00)	(\$4.00)	\$0.00	\$0.00	\$0.00	\$0.00	(\$7.00)
<b>Governor's Action:</b>							
General fund reduction accomplished by July 1, 2016	(\$6.20)	(\$0.50)					(\$6.70)
Temporary augmenting revenue (Section II units contribution)		(\$4.00)				\$4.00	\$0.00
Temporary reduction of employer-paid benefits budget		(\$5.50)					(\$5.50)
Subtotal	(\$6.20)	(\$10.00)	\$0.00	\$0.00	\$0.00	\$4.00	(\$12.20)
	Total of (\$16.2) million						
<b>UW Actions:</b>							
Tuition revenue: faculty tenure & promotion compensation			\$0.50	b.			\$0.50
Differential tuition revenue (Law, MBA and Pharmacy)			\$0.09				\$0.09
Info Tech, Center for Advising & Career Services, Study Abroad			\$0.05				\$0.05
Subtotal	\$0.00	\$0.00	\$0.64	\$0.00	\$0.00	\$0.00	\$0.64
<b>Joint Actions:</b>							
<b>Operations &amp; Maintenance (utilities):</b>							
Recurring shortfall	\$0.38	c.	\$1.50	b.	\$0.82	d.	\$2.70
Prior years' deficit					\$2.50		\$2.50
Subtotal	\$0.38	\$0.00	\$1.50	\$0.82	\$2.50	\$0.00	\$5.20
<b>Fiscal management and reporting system:</b>							
State appropriation		\$5.00					\$5.00
Block grant funding shift		\$4.00	a.				\$4.00
Institutional resources (cash reserves)				\$2.00	d.		\$2.00
Subtotal	\$0.00	\$9.00	\$0.00	\$2.00	\$0.00	\$0.00	\$11.00
<b>Net change in revenue and expenditures</b>	<b>\$0.09</b>	<b>(\$6.30)</b>	<b>\$2.14</b>	<b>\$2.82</b>	<b>\$2.50</b>	<b>\$4.00</b>	<b>\$5.25</b>

Notes:

- a. Footnote 2 of SF0001 2016 Budget Session directs UW to use \$5 million of the existing block grant for the fiscal management and reporting system. Four (\$4) million will be used in FY 2017 and \$1 million in FY 2018.
- b. Tuition revenue: tenure & promotion (\$0.5 million) and O&M utilities (\$1.5 million). Total of \$2 million
- c. O&M utilities funding: \$375,000 or \$0.38 is recurring state general fund appropriation. It is not included on row 13 with other new state appropriations.
- d. Institutional resources: UW Income Fund (mainly tuition) cash reserves used for fiscal management and reporting system (\$2 million) and utilities recurring shortfall \$0.825 million). These are one-time uses.

AGENDA ITEM TITLE: **FY17 Supplemental Budget to Governor**, Nichols/Mai

CHECK THE APPROPRIATE BOX(ES):

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

BACKGROUND AND POLICY CONTEXT OF ISSUE:

UW President Laurie Nichols and Vice President for Administration Bill Mai will update the Board on this topic.

AGENDA ITEM TITLE: **FY18 Budget Timeline**, Nichols/Mai

CHECK THE APPROPRIATE BOX(ES):

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

BACKGROUND AND POLICY CONTEXT OF ISSUE:

UW President Laurie Nichols and Vice President for Administration Bill Mai will update the Board on this topic.

AGENDA ITEM TITLE: **Gift Policy Discussion**, Miller/Mai

CHECK THE APPROPRIATE BOX(ES):

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

**BACKGROUND AND POLICY CONTEXT OF ISSUE:**

At the May 2016 Board of Trustees meeting, upon recommendation of the Budget Committee of the Board, the Board adopted a policy regarding the use of appropriate University resources to recognize employees including gifts and celebratory events.

During the Board's deliberations, the Board agreed to clarify that the policy would not affect employee recognition programs such as Staff Recognition day. The Budget Committee reviewed a draft amendment to the policy which is attached.

The Committee recommends the Board adopt it.

**DRAFT AMENDMENT  
051716**

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

**I. Policy Statement**

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

**II. Reason for Policy**

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

**III. Applicability**

This policy is effective on and after July 1, 2016, and applies to the purchase of gifts and/or hosting of celebratory events, involving University funds. For purposes of this policy, a gift is defined as: a transfer of property for which the dominant motive is detached or disinterested generosity, or affection, respect, admiration, charity, or like sentiment. Gifts may take the form of gift certificates or tangible personal property such as a watch, pen, or briefcase. [This policy does not apply to awards provided under University employee recognition programs authorized by the President.](#)

**IV. Procedures**

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

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

- i. Work-related achievements. Examples include: (1) to mark achievement of a major department goal, (2) to honor an employee in connection with a work-related employee recognition program, (3) to honor an employee who is leaving the department, college, or the University, or (4) to honor a retiring employee.

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

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

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

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

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

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

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

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

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

**e. Consider the Tax Implications.**

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

- i. Regardless of the cost, cash gifts and cash equivalent gifts, including gift certificates, are always taxable and are reported on the employees W-2 form. For all cash gifts and cash equivalent gifts, please contact the University Financial Service Business Office at (307) 766-4391.



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

AGENDA ITEM TITLE: **Real Property and Construction Project Updates**, Mai

CHECK THE APPROPRIATE BOX(ES):

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

BACKGROUND AND POLICY CONTEXT OF ISSUE:

There is still work being done to prepare materials for this topic. As information becomes available, it will be emailed to the Board of Trustees and uploaded to the Trustees website as appendices to the original document.

AGENDA ITEM TITLE: **Fall 2016 Projected Enrollment & Campaign**, Axelson

CHECK THE APPROPRIATE BOX(ES):

- Work Session  
 Education Session  
 Information Item  
 Other                      Specify:

BACKGROUND AND POLICY CONTEXT OF ISSUE:

Fall semester classes will begin on August 29. Early data indicates that enrollment is behind for fall 2016 from fall 2015. We have a university-wide campaign in progress to maintain or increase enrollments in the fall 2016. A full report will be presented at the June 15, 2016 Board of Trustees meeting.

WHY THIS ITEM IS BEFORE THE BOARD:

This information is presented for the general information of the Trustees.



# Fall 2016 Projected Enrollment & Campaign

## *Board of Trustees*

*June 2016*

*Sara Axelson*  
*Student Affairs*



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## Enrollment Projections

1. Overall Enrollment
2. Freshman Class
3. Transfer Class
4. Retention

## Campaign Highlights

1. President's Call to Action
2. Honors Program Expansion
3. "Register Now" Messaging
4. New Student Opportunities



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# Fall 2016 Enrollment Projections



# Overall Enrollment for Fall 2016

At the end of May, fall year to date enrollment:

May 25, 2015  May 30, 2016

- Decrease of 359 students on the Laramie campus
- Decrease 120 students in Outreach/UW Casper



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# Overall Enrollment Projection Questions

- Calendar differences
  - Memorial Day was a week later, resulting in later start to orientation sessions in 2016
- Registration policy
  - SureStart pre-registered 233 students in 2015
  - Graduation increases
  - An additional ~160 students graduated in spring 2016





## Freshman Class

- After the confirmation deadline of May 1, the estimated freshman class was 1,540. Revised goal is **1,640**
  - 1,695 in Fall 2015
  - 1,573 in Fall 2014
  - 1,581 in Fall 2013



## Freshman Class- Factors

- January 29, 2016 Admitted Freshmen Comparison
  - Increase of 415 students 12%
- Reduction in Honors Program seats
  - Loss of 100 students
- Changes in Nursing Program admissions
  - Loss of 20 students
- Industry changes in Petroleum Engineering
  - Loss of 30 students



## Transfer Class

- The estimated transfer class is **1,100**  
– Increase from 931 in Fall 2015



## Transfer Class- Factors

- Improved articulation and relationships with the community colleges
- Enhanced recruiting presence
- Three calling campaigns to transfer prospects
- Classroom presentations promoting Transfer Advance
- Monthly email contact



## Freshman Retention

- Currently 75% of the fall 2015 freshmen are registered for fall 2016
  - The rolling 5-year average is 74.9%
  - Fall 2014 students returning fall 2015 was 76%
  - If ~34 more students register, we'll achieve **77%** retention



## Retention- Positive Factors

- Reduced probation and suspension rates
- Increased average GPA
  - First semester average was 2.83, increase from 2.69 the prior year
- STEP Working
  - Early Alert
  - Tutoring
  - Supplemental Instruction



# Campaign Highlights





## President's Call to Action

- Targeted presidential communication to new and continuing students and parents
- Expansion of “Register Now” messaging with Laramie campus, Outreach and UW Casper students
- Message to Deans- focus on enrollment
  - Financial Aid to award Foundation scholarships in consultation with colleges
  - Prioritize advising and registration through orientation and the summer



# Honors Program Expansion

- Increased sections available
- Expanded recruiting to qualified freshman and transfer students
- Scholarship awards expanded
- Honors-eligible students prioritized for departmental scholarships



## “Register Now” Messaging

- Targeted emails and calls to 665 non-registered continuing students in good standing
- Targeted emails and calls to new freshmen, transfer, and international students
- Review of hold policies
  - Calls to encourage payment of parking tickets
- Contact seniors who left after fall 2015 to encourage completion via Outreach



## “Register Now” Messaging

- Institutional Marketing
  - Blog and Facebook video featuring President Nichols
  - Expanded social media
  - Web home page features
- Expanded advertising in Wyoming
- Reviewed capped professional and undergraduate programs to determine if more seats can be offered



## “Register Now” Messaging

- Outreach and UWC contacts to potential enrolled students to prompt action
- Residence Life communication
  - Emails
  - Facebook ads
  - Campus digital boards ads
- College specific initiatives underway





## New Student Opportunities

- Strategic scholarship awarding to academically qualified summer freshman and transfer admits
- Fast application processing and continued communication to encourage students to confirm and attend June Orientation
- Community college travel
- Outreach use of Academic Coordinators to recruit





## Questions?

**Sara Axelson**

Vice President, Student Affairs

[saxelson@uwyo.edu](mailto:saxelson@uwyo.edu)

307-766-5561



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AGENDA ITEM TITLE:

**Mick & Susie McMurry High Altitude Performance Center Update**, Mai/Miller/Blalock

CHECK THE APPROPRIATE BOX(ES):

- Work Session  
 Education Session  
 Information Item  
 Other                      Specify:

BACKGROUND AND POLICY CONTEXT OF ISSUE:

Vice Presidents Miller, Mai, and Blalock will update the Board on this project.

AGENDA ITEM TITLE: **Provost/Vice President for Academic Affairs 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: **Professors of Practice Update**, Bostrom/Tucker Readdy

CHECK THE APPROPRIATE BOX(ES):

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

BACKGROUND AND POLICY CONTEXT OF ISSUE:

Trustee Dave Bostrom and former Faculty Senate Chair Tucker Readdy will update the Board on this topic. Please see information below.

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

**A. ACADEMIC FREEDOM**

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

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

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

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

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

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

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

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

**B. FACULTY**

**1. DESIGNATION**

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

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

- e. Research professor shall be the title granted to persons who have demonstrated superior capacity for research contributions and are employed fully on external research funding; in addition, these individuals must hold the terminal qualification in their discipline (e.g., Ph.D., Ed.D., MFA, etc.). Such appointments shall be only at the professorial rank and for not more than one year in duration; however, one may be reappointed annually by the Trustees subject to a satisfactory annual performance evaluation and the availability of external funding from contracts and grants. Service as a research professor does not entitle one to tenure and its privileges.
- f. Clinical professor shall be the title granted to those employed to teach in health care related programs offered by the University; the college dean and other appropriate academic officers will determine the appropriate academic qualifications and professional experience for these faculty. Such appointments shall be for not more than one year in duration; however, one may be reappointed annually subject to a satisfactory annual performance evaluation and available funding. Service as a clinical professor does not entitle one to tenure and its privileges.

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

#### C. FACULTY APPOINTMENT

##### 1. FULL-TIME FACULTY APPOINTMENTS

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

##### a. Tenure-Track Appointments

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

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

b. Temporary Appointments

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

c. Visiting Faculty Appointments

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

d. Professor of Practice

Professor of practice appointments may be extended to persons who have had distinguished careers and have made substantial impact on fields and disciplines that are important to academic programs at the University of Wyoming. The appointee shall have attained regional and national prominence and, when appropriate, international recognition of outstanding achievement. The primary function of a professor of practice is instructional, however, duties and responsibilities may also include some research and student advising. Professor of practice appointments shall be only at the professorial rank and for not more than one year in duration, however, a professor of practice may be reappointed annually subject to a satisfactory annual performance evaluation and available funding. A professor of practice is not entitled to tenure or its privileges. Appointment and service as a professor of practice is distinct from and shall not be considered for the purposes of the tenure process specified in paragraph D of this regulation.

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2. PART-TIME FACULTY APPOINTMENTS

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

**3. EMERITUS APPOINTMENTS**

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

**4. ADJUNCT FACULTY APPOINTMENTS**

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

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

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

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

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

The main criteria for reappointment, tenure and promotion decisions are creative development, advancement of knowledge, and dissemination of knowledge. These criteria



may be demonstrated in the University's functions of teaching, research, creative contributions, extension, service to the state of Wyoming, professional service, and other University-related activities and services.

Candidates for reappointment, tenure and promotion are evaluated on the academic functions they are expected to perform and the evaluations will appropriately recognize the proportion of time allocated and expected for the particular functions by the candidates at each professorial rank. In addition, the programmatic needs and directions of the University will also be considered in reappointment and tenure cases.

Procedures concerning the review and reappointment of probationary faculty, as well as tenure and promotion of all faculty, shall be initiated as specified in UW Regulations. These decisions are to occur annually and successively, as specified by the Vice President for Academic Affairs, at the department, college, and University levels; at each administrative level the cognizant University officer will make a recommendation after having been advised by an appropriate faculty committee or group.

The probationary period for tenure decisions is normally based on rank at the time of initial appointment to the University of Wyoming as set forth below:

1. For instructors, the tenure decision will be made no later than the sixth year.
2. For untenured assistant professors, the tenure decision will be made no later than the sixth year.
3. For untenured associate professors, the tenure decision will be made no later than the fourth year.
4. For untenured professors, the tenure decision will be made no later than the third year. Tenure decisions will be considered "early" if the candidate has served fewer years than specified above.

In exceptional cases, a faculty member may request in writing that his/her probationary period for tenure be modified. This request will be forwarded to the Vice President for Academic Affairs after review and recommendation by the department chair and college dean. The Vice President for Academic Affairs will render a decision on the request to modify the probationary period.

The procedures and consequences of mandatory and optional reviews for probationary faculty are specified in UW Regulations.

When an individual on probationary appointment is not recommended for reappointment, the President shall advise the faculty member in writing of this decision at least three months prior to the end of the contract year for those in their first year of service, at least six (6) months for those in their second year of service and at least twelve (12) months for those

who have served more than two years at the University. Academic year contracts terminate one week following spring commencement.

The promotion of faculty shall also be initiated in accordance with the procedures specified in UW Regulations. Promotion decisions for assistant professors being considered for associate rank will normally occur during the sixth year of service; decisions prior to the sixth year will be considered "early." Promotion decisions for associate professors being considered for the rank of professor are not tied to years of service. Instead, they hinge on the depth, level, and national or international scope and recognition of the candidate's contributions to the discipline and the University's mission. Associate professors seeking promotion to professor normally undergo a period of additional growth that results in a greater level of accomplishment and intellectual leadership.

A faculty member who has been offered tenure, and who has refused to accept tenure, can be reappointed annually at the discretion of the department in which this individual holds an appointment; in addition, any such person shall have all rights and responsibilities of tenured faculty members except permanent appointment.

As noted in paragraph B.1., not all faculty members are eligible for tenure. Faculty employed as lecturers in intercollegiate athletics, research professors, clinical professors, temporary, visiting or adjunct faculty, those serving with archivist or library faculty status and officers in the Divisions of Military Science and Aerospace Studies are among those excluded.

Administrative and academic officers do not have tenure in their administrative positions and shall serve in such capacity at the pleasure of the President and/or the Trustees. If they hold concurrent faculty appointments, they may be granted tenure in the faculty position at the discretion of the Trustees. However, no one shall forfeit tenure by reason of appointment to an administrative position.

Reappointment, tenure and promotion evaluations and recommendations shall be communicated to the individual in writing by the dean, or equivalent academic officer, prior to forwarding the information to the Vice President for Academic Affairs Office.

If the faculty member desires to comment upon the recommendation or evaluation, he/she may do so by forwarding written comments to the appropriate University officers. This information will become part of the candidate's tenure and promotion packet.

#### **E. DISMISSAL OF FACULTY**

Tenured or extended term faculty members may be dismissed (1) for cause, (2) because of *bona fide* financial exigencies of the University as described in UW Regulation 6-41, or (3) because of program elimination as described in UW regulation 6-43. "Cause" is defined to include physical or mental incapacity (as delimited by federal and state disability law) and any conduct which seriously impairs the ability of the University of Wyoming to carry out its functions. Such conduct includes neglect of duty, falsification,

fabrication, or plagiarism, and behavior that leads to a conviction of a felony. Such conduct also includes discrimination as defined by UW Regulation 1-5 and sexual misconduct pursuant to UW Regulation 8-256 and any other related documents and applicable UW Regulations. Proposed dismissals of faculty members for cause must follow the procedures set forth in UW Regulation 5-801. The procedures set forth in UW Regulation 5-801 do not apply to dismissals of faculty members because of *bona fide* financial exigencies or because of program elimination (see Appendix B to UW Regulation 5-35, which provides a process for hearing the appeal of any faculty member whose appointment is terminated pursuant to UW Regulation 6-41 or UW Regulation 6-43).

During the probationary period, the President of the University may dismiss a faculty member for cause prior to the expiration of the contract period after consultation with the appropriate administrative and/or academic officers. The President, prior to acting may, if he/she determines it to be necessary or desirable, cause an investigation to be made and may order a hearing by the appropriate faculty committee. The procedures set forth in UW Regulation 5-801 do not apply to dismissals of faculty members for cause during the probationary period.

These provisions shall not be interpreted as to constitute interference with academic freedom.

**F. ACADEMIC PROFESSIONALS**

**1. DESIGNATION OF ACADEMIC PROFESSIONALS**

Academic professionals hold academic appointments based upon specialized qualifications and specific job descriptions which enable them to fulfill assigned academic duties within the academic community. These personnel engage in activities which extend and support the teaching, research, extension and service missions of the University.

The Trustees shall approve each category of employees (i.e., extension educators, lecturers, research scientists, etc.) who shall be classified as academic professionals. Rank, academic qualifications, and conditions of employment for these groups are outlined in UW Regulations. Academic professionals with extended-term appointments may be awarded emeritus status upon retirement, following the same process as defined for faculty.

**2. APPOINTMENT OF ACADEMIC PROFESSIONALS**

Academic professionals shall be on either extended-term or temporary appointments; the appointment may be full-time or part-time depending upon the academic unit's needs and resources. Appointment and reappointment of academic professionals shall be made as set forth in UW Regulations.

a. Approval of Extended-Term Appointments

All extended-term appointments, whether full- or part-time involving either probationary or extended-term status, shall be approved by the Trustees.

Recommendations for such full-time appointments shall be initiated by the head of the unit in which the appointment is to occur, after consultation with members of the unit. Recommendations shall then be forwarded through the appropriate academic officers, who shall add their recommendations; the President will make his/her recommendation to the Trustees.

b. Approval of Temporary Appointments

All temporary appointments, whether full- or part-time, shall be made by the President of the University upon the recommendation of the appropriate academic officers.

No appointment shall be binding upon the University unless accepted in writing by the academic professional appointee within the time specified for response following action by the Trustees or the President.

**3. EXTENDED-TERM APPOINTMENTS OF ACADEMIC PROFESSIONALS**

Extended-term appointments may be full-time or part-time, depending upon the needs and resources of the academic unit. An academic professional hired on an extended-term track will be required to complete a probationary period before receiving an extended-term appointment. The length of the probation -- ranging up to six (6) years -- will be based on duties and responsibilities of the position, proposed rank, prior service and accepted practices in the professional field. Credit for prior experience must be specified in the initial letter of offer and approved by the Vice President for Academic Affairs.

Following a successful performance review at the end of the probationary period and Trustee approval, an academic professional will receive an extended-term, six-year (6) appointment. Extended-term appointees shall undergo the full reappointment review procedure during the fifth (5) year of their extended term.

**4. RANK AND PROMOTION OF ACADEMIC PROFESSIONALS**

The academic professional rank structure, as specified for each group, provides for the appointment of individuals at levels commensurate with their education and experience upon initial appointment and subsequently provides promotion ladders which recognize and reward professional performance.

At the time of appointment, the appointing authority (Dean/Director) will recommend the appropriate rank commensurate with the duties and responsibilities of the position and the qualifications of the individual.

Upon satisfying the criteria for promotion as set forth in the appendix appropriate to this appointment, the individual candidate is responsible for initiating the promotion review process as outlined in UW Regulations.

#### **5. DISMISSAL OF ACADEMIC PROFESSIONALS**

Academic professionals, whether on a probationary, extended-term or temporary appointment, may be dismissed (1) for cause, (2) because of *bona fide* financial exigencies of the University as described in UW Regulation 6-41, or (3) because of program elimination as described in UW Regulation 6-43. "Cause" is defined to include physical or mental incapacity (as delimited by federal and state disability law) and any conduct which seriously impairs the ability of the University of Wyoming to carry out its functions. Such conduct includes neglect of duty, falsification, fabrication, or plagiarism; and behavior that leads to a conviction of a felony. Such conduct also includes discrimination as defined by UW Regulation 1-5; and sexual misconduct pursuant to UW Regulation 8-256 and any other related documents and applicable UW Regulations. Proposed dismissals of extended-term academic professionals for cause must follow the procedures set forth in UW Regulation 5-801.

During the probationary period, the President of the University may dismiss an academic professional employee for cause prior to the expiration of the contract period after consultation with the appropriate administrative and/or academic officers. The President, prior to acting may, if he/she determines it to be necessary or desirable, cause an investigation to be made and may order a hearing by the appropriate faculty committee. The procedures set forth in UW Regulation 5-801 do not apply to dismissals of academic professional employees for cause during the probationary period or those on temporary appointment.

These provisions shall not be interpreted as to constitute interference with academic freedom.

**G. VACATION AND LEAVE FOR FACULTY, ACADEMIC PROFESSIONALS,  
AND UNIVERSITY OFFICERS**

**1. VACATION LEAVE**

Full-time faculty, academic professionals (excluding post-doctoral personnel) and University officers on a fiscal year contract are entitled to twenty-two (22) working days of Vacation Leave annually accrued at the rate of 1.834 working days per month. Vacation Leave credits may not accrue beyond the maximum amount which may be earned over two (2) years.

Part-time faculty, academic professionals and University officers on a fiscal year contract shall accrue Vacation Leave based upon a pro rata basis in accordance with the percentage of appointment up to a maximum of 100 percent. Thus, for example, one working three-fourths time earns Leave at 75 percent of the rate of full-time personnel.

Faculty, academic professionals and University officers whose working term is less than twelve (12) months, regardless of the fact that their salaries may be paid in twelve (12) monthly installments, are not entitled to Vacation Leave with pay.

Academic personnel converting from fiscal to academic year appointments will utilize their Vacation Leave prior to assuming their academic year appointments in lieu of a lump-sum payment.

Employees terminating for all reasons other than disciplinary may elect a lump sum payment and/or Terminal Vacation Leave; an employee released for disciplinary reasons must take the accrued Vacation Leave in a lump sum payment. No other type of Leave may be used during Terminal Vacation Leave except Holiday Leave. Dates for Vacation Leave shall be approved by the appropriate administrative supervisor.

**2. LEAVES OF ABSENCE**

**a. Emergency or Short-term Leave With Pay**

When one finds it necessary to be absent from regular duties at the University for a period not exceeding two (2) weeks, she/he shall secure approval from the immediate supervisor for the absence. A temporary Leave for more than two (2) weeks, but not to exceed four (4) weeks, may be granted for good cause upon written recommendation of the appropriate administrative superior and with the approval of the President.

An individual making application for such Leave should submit a statement suggesting a plan for carrying on his/her work during the absence. Any Leave in excess of four (4) weeks, except for illness, shall require approval by the Trustees.

b. Leave Without Pay

Upon recommendation of the appropriate administrative and/or academic officers and with the approval of the President of the University, Leaves of Absence Without Pay may be granted to academic personnel by the Trustees for a period normally not in excess of one (1) contract year. Arrangements for continuance of insurance coverage should be made with the Office of Human Resources.

c. Faculty Sabbatical Leave

Sabbatical Leave may be granted to any tenured member of the University faculty for the purpose of increasing the recipient's professional competence and usefulness to the University. Sabbatical Leave time may be used for enhancement of teaching, research, writing, and/or study at a place of the recipient's choosing. University personnel holding faculty rank whose duties are primarily administrative in nature shall also be eligible for Sabbatical Leave.

A minimum of six (6) years of academic service at the University must precede each period of Sabbatical Leave although no right accrues automatically through lapse of time. The granting of such Leave is, in each case, within the discretion of the Trustees upon the recommendation of the President. Sabbatical Leaves shall ordinarily not be available for the purpose of seeking an advanced degree. Individuals initiate their request for Sabbatical Leave during the Fall semester preceding the academic year for which the Leave is requested. The request, which shall contain a statement concerning the purpose for which the Leave is requested, shall be forwarded to the President of the University through the appropriate administrative and/or academic officers, with a recommendation from each attached.

Sabbatical Leaves will normally be granted for either a full or half contract year. Leave for a full contract year shall be compensated at a rate equal to sixty (60) percent of the faculty member's annual salary; Leave for a half contract year shall be compensated at the annual rate for the limited period. No faculty member shall receive supplemental salary from the University during the sabbatical period.

While on a full contract year Sabbatical Leave -- whether an academic or fiscal year -- outside compensation in the form of grants, contracts and other forms of funding may be accepted. However, in the event that a faculty member receives more than 40 percent of his/her salary from outside sources, the University will reduce its



compensation so that salary monies received from University and external sources will total no more than 100 percent of base salary during the period of Leave.

If allowances for travel and other expenses directly related to the Leave are included in the outside grant or contract, the amount of these allowances may be disregarded in computing the contribution to be made by the University.

A faculty member who fails to return to the University for at least one academic year immediately following his or her sabbatical leave shall owe to the University an amount equal to his or her net salary applicable to the term of the sabbatical leave. For this purpose, net salary is defined as gross salary minus tax withholdings and pre-tax deductions for UW's basic health, life, and retirement benefits.

d. Academic Professional Development Leave

Academic professionals on extended-term appointments who have completed a minimum of six (6) years of academic service at the University shall be eligible for Professional Development Leave. The purpose of Professional Development Leave will be to enhance performance, to conduct special studies, or in some other way to undertake planned activities related in a substantial manner to the individual's role at the University. Procedures for applying for such Leave, funding requirements and approval processes are outlined in UW Regulations.

**3. SICK LEAVE**

Full-time academic personnel, appointed either on a continuing or temporary basis, are eligible to accrue Sick Leave at a rate of eight (8) hours per paid month of service. Paid Sick Leave may be used for absences from duties due to illness, injury, pregnancy and/or childbirth, death in family or medical care of family.

Part-time academic personnel appointed either to a continuing or temporary position shall accrue Sick Leave based upon a pro rata basis in accordance with the percentage of appointment up to a maximum of 100 percent. Thus, for example, one working half-time earns Leave at 50 percent of the rate of full-time employees.

An employee may also use up to six weeks of accrued or donated Sick Leave for the birth of a child and first year care of a child as well as for an adopted or state-placed foster child's care within the first year of placement.

Faculty, academic professionals or University officers are not eligible for Sick Leave until s/he has been in the employ of the University for one (1) month. Faculty, academic professionals and University officers are entitled to accrue an unlimited amount of Sick Leave.

University policy permits benefited employees to donate Sick Leave to assist another experiencing a long-term illness. If one is in an active pay status, and has accrued a minimum of eighty (80) hours of Sick Leave, he or she may donate up to sixteen (16) hours of Sick Leave per calendar year to any benefited University employee; the recipient must have an immediate and reasonable need for such assistance, have exhausted his/her available Sick and Vacation Leave and, finally, have a minimum of six (6) months of current continuous benefited service to the University. The Office of Human Resources will provide information on procedures for donating Sick Leave.

#### **4. FAMILY AND MEDICAL LEAVE**

After twelve (12) months of service, benefited employees are eligible for twelve (12) weeks of unpaid Family and Medical Leave in any twelve (12) month period of service. All other non-benefited employees are eligible for twelve (12) weeks of unpaid Family and Medical Leave in any twelve (12) month period if the employee has worked for at least twelve (12) months and for at least 1,250 hours during that time before the Leave request.

Family Leave may be taken because of the birth or placement of a child with the employee. Medical Leave may be taken to care for a spouse, child, or parent if they have a serious health condition or because of a serious health condition that makes the employee unable to perform his/her job functions.

Any questions concerning what is considered a serious health condition should be directed to the Office of Human Resources.

Employees accruing University Vacation and Sick Leave may elect to substitute any part of their accrued Vacation Leave for any part of their twelve (12) weeks of unpaid Family or Medical Leave. However, they will be required to use their Sick Leave, and any donated Sick Leave, when the Leave is for a serious health condition or to care for a sick family member; any remaining portion of the twelve (12) weeks can be taken as Leave Without Pay.

Leave Without Pay taken under unpaid Family or Medical Leave does not require an employee to utilize Vacation Leave prior to Leave Without Pay. When Family Leave is taken, employees may not substitute paid Sick Leave for unpaid Family Leave.

The right to Family Leave usually expires twelve (12) months after the birth or placement of a child with the employee. Family Leave should be taken consecutively unless other arrangements are approved by the employee's appointing authority.

The Human Resources Director, or the employee's appointing authority, shall require certification issued by a health care provider to support an employee's request for Medical Leave. Certification shall include a statement of:

- a. The date the condition began;
- b. Expected date when medical treatment will begin;
- c. Probable duration of the condition;
- d. Appropriate medical facts;
- e. An assertion that the employee is needed to care for a sick family member for a specified time; and
- f. A schedule of the Medical Leave to be taken.

Employees are expected to give their immediate supervisor at least thirty (30) days advance notice of the intent to take Family or Medical Leave, unless such notice is not practical. Employees should try to schedule planned medical treatment so as to create a minimum disruption for their unit or department. They are also encouraged to report to their supervisor on a monthly basis about their progress and intent to return to work at the end of the Leave.

Employees returning from unpaid Family and Medical Leave, in accordance with the federal act, have the right to be returned to their former job position or they may be placed in an equivalent position with equivalent benefits, pay, and other terms and conditions of employment.

State health insurance contributions will be made for all eligible employees who have elected coverage. Employees retain all accrued benefits while on Leave. Employees should direct benefit questions to the Human Resources Department.

Employees who do not return to work after their unpaid Family or Medical Leave entitlement has expired will be required to reimburse the University for any health insurance premium paid by the University during the period that the employee was on Family or Medical Leave if the failure to return to work is not due to the continuation, recurrence, or onset of a serious health condition entitling the employee to Leave or other circumstances beyond the employee's control. In the event that an employee is unable to return to work for health care reasons, s/he will provide the Human Resources Director with certification from the appropriate health care provider.

#### **5. BEREAVEMENT LEAVE**

Employees shall be granted up to three (3) days of Bereavement Leave upon the death of a family member or spouse's family member. (This includes and is limited to parent, spouse, child, sibling, grandparent, grandchild, son-in-law, daughter-in-law, or another member of your immediate household.) This Leave shall be

used before the use of any other Leave authorized for this purpose. Arrangement for this Leave shall be made with the employee's immediate supervisor.

Source:  
Trustee Regulation V; adopted 7/17/08 Board of Trustees meeting  
Revisions adopted 9/17/10 Board of Trustees meeting  
Revisions adopted 11/15/13 Board of Trustees meeting  
Revisions adopted 9/12/14 Board of Trustees meeting  
Revisions adopted 3/25/15 Board of Trustees meeting

AGENDA ITEM TITLE:

**Request for Federal Grant to Add Satellite Residency in Laramie**, Steiner/Kevin Murray

CHECK THE APPROPRIATE BOX(ES):

- Work Session  
 Education Session  
 Information Item  
 Other                      Specify:

BACKGROUND AND POLICY CONTEXT OF ISSUE:

Please see information provided below by College of Health Sciences Dean Joe Steiner and Director of Medical Education Dr. Kevin Murray.

We are asking the University of Wyoming Board of Trustees to endorse the decision made by the Educational Health Center of Wyoming's (EHCW) Board of Directors to submit an application for a New Access Point (NAP) grant to establish a Community Health Center location to serve Laramie and Albany county. Since the EHCW Board of Directors' decision, the Wyoming Primary Care association has enthusiastically endorsed this idea and offered to help us in creating a competitive and compelling grant application.

Why the need for urgency:

- The Federal Government through HRSA only occasionally awards NAP grants. They did not have a call for grants during 2015 and at first indicated no applications would be accepted in 2016.
- The surprising call for grant applications came in mid-April of this year.
- The letter of intent is due June 17, 2016 and the application is due July 15, 2016.
- The currently announced NAP grant cycle is the last planned cycle to establish new Community Health Centers. As indicated above, the due dates for letters of intent and the application are rapidly approaching. Future such opportunities are entirely dependent on congressional action and therefore totally unpredictable.
- The planned timing of grant awards is that they would be announced in September and funds would begin to flow on or before January 2017. This would become an excellent source of added revenue in the first fiscal year of budget cuts and an essential strategy for FY18 planning.

Advantages:

- Successful application would result in federal grant funds flowing directly to the Laramie site. The amount can be a maximum of \$650,000 per year for two years.
- It would increase the value of the EHCW for the university and state by expanding the communities it serves both clinically and in education of health care professionals. This will become a site for inter-professional education, practice, and research. Students and

faculty from nursing (bachelor and nurse practitioner), pharmacy, communication disorder, social work, WWAMI, and kinesiology/ health will be part of the new EHCW site.

- It would help meet the significant need of thousands of underserved and under insured people in the Laramie area (15,000 people in Albany county at or below 200% of the Federal Poverty level).
- It would provide medications for EHCW patients at a lower cost through a 340b Pharmacy.
- Winning the grant would make this new site the first location of the EHCW receiving Federal grant funds to assist in the cost of operation. By sharing overhead and organizational costs across all sites, this would help both diversify the funding streams in operation of the EHCW and lower the dependence on State General funds. This will further advance the response to the Governor's 2013 directive to seek such opportunities.
- Applying for this NAP grant as the EHCW would also allow the organization to become a "full-fledged" Federally Qualified Health Center rather than our limited current designation as a "look-alike". The significance of this change is that ALL locations would then become eligible for application for future federal funds intended to support FQHC functions as they become available. The current designation as a look-alike prevents the EHCW from seeking those funds now. Thus, a secondary effect of winning the NAP grant would be allowing the existing EHCW clinics the opportunity to apply for federal grants which could potentially further diversify funding.
- This clinic will become a rural training site for UWFMRP residents and may help to address the criticism that the residency programs only benefit Casper and Cheyenne.
- It would provide stability and increased or new federal funding for the partners, the Downtown Clinic and Laramie Reproductive Health.
- We will be investigating providing services on a limited basis to Medicine Bow and Rock River. The clinic in Medicine Bow currently does not have a provider.

#### Disadvantages:

- The clinic would have to be operational within 120 days of the grant award. This can be accomplished as there are potential medical office sites currently available.
- It would be added work and therefore a potential distraction. However, the members of the EHCW Board of Directors, the Director of Medical Education and the Dean of the College of Health Sciences feel this does not out-weigh the benefits.

#### Conception:

The grant application window has been announced with initial application due June 17, 2016 and final application due July 15, 2016.

Maximum amount of federal grant dollars is \$650,000 per year for at least the first two years. Application for continued grant funding is then required. Current Federal FQHC operations have renewed these grants on an ongoing basis so long as the locations meet the requirements of an FQHC. Currently all EHCW locations meet those requirements and have no outstanding deficiencies or alerts.

FQHC reimbursement methodology is again employed and has greatly boosted the two existing residency locations' revenue based on direct patient care.

This clinic would be designed to be linked to support for the WWAMI medical education program and other interdisciplinary education efforts of the College of Health Sciences (e.g. nursing, nurse practitioner, pharmacy, social work, kinesiology and health and communication disorders students). Partial salary support for clinical teachers in WWAMI would be provided from the existing WWAMI funding itself. This would further diversify and stabilize EHCW operations while augmenting the medical student educational program and help us prepare for hosting the second year of medical school as planned. The clinic will partially fund the salaries of UW College of Health Sciences faculty members for their provision of clinical services. Having an ambulatory teaching clinic site is very important to all of the College of Health Sciences programs because the current available sites are already used to capacity and instructional needs are not being met.

After developing an adequate patient base, we plan to create a Rural Training Track program for residents in this location. Such programs are eligible for Graduate Medical Education (GME) reimbursement that is lacking in both of our current residency programs due to distant past decisions in Wyoming and current Federal administrative standards in GME.

Current Community support:

Thus, with FQHC reimbursement, we would expect clinical revenues to be able to offset or better this slimmer operation than our current structures.

Laramie's Downtown Clinic for the uninsured and the Laramie Reproductive Health Clinic are supportive of a FQHC formation in Laramie.

Other stakeholders approached include WWAMI medical student training leadership, the Fay W. Whitney School of Nursing, the School of Pharmacy, the Iverson Memorial Hospital CEO, and two Family Practice Physicians in the community. All have expressed support for the idea of a CHC in Laramie.

Reassurance:

If the grant is NOT awarded~~Should the grant awarded~~, the new clinic will NOT be developed.

Respectfully submitted,

Joseph F. Steiner, Pharm D  
Dean, College of Health Sciences

Kevin F. Murray, MD  
Director Medical Education

AGENDA ITEM TITLE:

**Discussion of Governor's Request for Joint Program Involving the Wyoming Business Council and UW on Economic Development**, MacPherson/McKinley

CHECK THE APPROPRIATE BOX(ES):

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

BACKGROUND AND POLICY CONTEXT OF ISSUE:

Trustees John MacPherson and John McKinley will discuss the Governor's request for a joint program with the Wyoming Business Council and UW on economic development.

AGENDA ITEM TITLE: **Trustee Retreat Planning Update**, MacPherson

CHECK THE APPROPRIATE BOX(ES):

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

BACKGROUND AND POLICY CONTEXT OF ISSUE:

Trustee President John MacPherson will provide the Board with an update regarding Retreat planning.



**1. Committee of the Whole - ITEMS FOR APPROVAL**

**Approval of the FY 2017 UW Operating Budget, Mai/Nichols**

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:**

Please see work session section of this report for information.

**2. Committee of the Whole- ITEMS FOR APPROVAL**

**Appointment of Board members – UW Research Corporation (WRI's Board), 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:**

The following people will be appointed to serve a one year team on the Board of Directors for the University of Wyoming Research Corporation beginning July 1, 2016.

Dr. Myron B. Allen- Professor of Mathematics University of Wyoming

Mr. Ronald H. Benson, Haddington Ventures LLC

Mr. Dale Decker, Dale S. Decker LLC Professional Engineer

Mr. Brent Erickson, Vice President, Biotechnology Industry Organization

Dr. William A. Gern, Vice President for Research and Economic Development, University of Wyoming

Mr. Rob Hurless, Associate Director, Wyoming Enhanced Oil Recovery Institute

Dr. Fred Wasden, General Manager, Carmon Creed Development, Shell Canada Limited

Mr. Richard C. Willson, J.D., Managing Director Technology Licensing Corporation

**3. Committee of the Whole- ITEMS FOR APPROVAL**  
**Approval of Revisions to Gift Policy, Miller/Mai**

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:**

Please see work session section of this report for information.

**4. Committee of the Whole- ITEMS FOR APPROVAL**

**Approval of Revision to UW Regulations 2-178 and 2-179, Miller**

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:**

UW has engaged in an effort to revise and modernize its regulations and make substantive changes only when necessary to clarify policy. The amendments to these two regulations are another step in that process. They were reviewed by Faculty Senate, Staff Senate, and ASUW earlier this year. No comments were submitted.

UW Regulation 2-178 deals with the use of UW facilities. The revisions primarily are intended to clarify the terms and conditions under which external users can use UW facilities. It also references the policy regarding the use of UW facilities in films and the policy regarding bicycles and non-motorized vehicles.

For many years, UW's policy regarding bicycles and motorized vehicles was simply posted on the UW Police Department website and designated as a policy. Given that sanctions are imposed for violating the policy, it is better practice to establish this policy as a regulation rather than rely exclusively on the fee book.

**PRIOR RELATED BOARD DISCUSSIONS/ACTIONS:**

These topics have not been discussed recently by the Board.

**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 2-178**  
**Use of University Buildings, Grounds and Services**

**I. POLICY**

It is the policy of the University of Wyoming to permit the use of University ~~facilities~~ buildings and grounds and equipment by internal and external users, as defined within this policy, if such use is consistent with the University's primary purposes, i.e. instruction, research and public service. The University retains the right to determine which activities are consistent with its primary purposes.

~~It is also the policy of the University to permit the use of University facilities, when authorized by the President or the President's designee, for circumstances involving a natural disaster, or a state or community emergency.~~

~~All persons or groups, whether internal or external, using University facilities shall follow all University Regulations and applicable city, county, state or federal ordinances and statutes.~~

**II. DEFINITIONS**

~~For purposes of this Regulation, the following definitions shall apply.~~

~~A. "Alterations" means physical modification of facilities that alter the use or function of a space or alter electrical, plumbing or heating, ventilation or air conditioning systems within a space.~~

~~B. "Building" means buildings or structures or portions thereof, owned or leased by the Trustees of the University.~~

~~C. "Dangerous weapon" includes any firearm, ammunition, explosive, paintball gun, airsoft gun, taser or other electronic restraint device, sling shot, mace or pepper spray container in excess of 1 ounce, knife (blades 3" or longer except in the apartments or for cooking purposes only), precursor for explosives, brass knuckles, blowgun, dart gun, bow, arrow, and martial arts weapons such as a star, sword, nunchuck, club, etc.~~

~~D. "Equipment" means all property, whether fixed or movable, owned, leased, or controlled by the Trustees of the University.~~

~~E. "External users" means persons, entities or organizations other than those defined as "internal users," whose activities are consistent with the University's primary purposes.~~

~~F. "Facilities" means University-owned or operated buildings, equipment, or property, including grounds and University services.~~

~~G. "Grounds" means all real property, other than buildings, owned or controlled by the Trustees of the University.~~

~~H. "Improvements" means cosmetic changes to facilities, including, but not limited to, painting, paneling, and installing carpeting.~~

~~I.~~

## II. TYPES OF USE

A. Internal vs. External Users. The types of uses permitted may depend on whether the person seeking to use the space is considered an "internal" user or an "external" user. Categorization of whether one is an "internal" or "external" user under this Regulation is solely determined by the University.

"Internal users" means:-

~~1. include: Academic or administrative departments or units of the University;-~~

~~2. Student organizations recognized by the University pursuant to UW Regulation 8-234;-~~

~~3. Faculty and staff of the University, active or retired;-~~

~~4. University fundraising or alumni activities recognized by the Office of Institutional Advancement; or~~

~~5. Organizations formally affiliated with the University, such as the University of Wyoming Foundation.~~

~~J. "Non public areas" means University facilities not generally open to the public, including but not limited to: classrooms; laboratories; research areas; gymnasia; physical education or intercollegiate athletic exercise areas; child day care areas; faculty, administrative staff, or student offices; conference rooms; seminar rooms; lounges; storage areas; parking facilities; or other similar areas restricted to University faculty, staff or students. —~~

~~K. "Person in charge" means an employee of the University or appropriate designated person authorized by the University to direct or administer any activity of the University. —~~

~~L. "Public areas" means University facilities that are generally open to the public, as indicated by their physical nature, function, custom or usage.~~

~~M. "Services" means activities performed by the University for or by students, staff, faculty, administration or the public in connection with instruction, research and service. It includes, but is not limited to, services such as audio-visual services, computing, copying telephone, addressing, food service, services for residence halls or University apartments, scheduling and janitorial services, or similar activities.~~

~~1. N. "University" means the and University of Wyoming- Alumni Association.~~

### ~~III. INTERNAL USERS~~

~~A. The following process~~

~~2. "External users" include persons, entities or organizations other than those defined as "internal users," whose activities are consistent with the University's primary purposes.~~

~~Use of Assigned Space for UW Colleges and rules apply to use of Departments, University facilities by internal users:~~

~~B. 1. University facilities buildings and space assigned or reassigned to deans of individual colleges or to administrative officers of other individual units shall be used exclusively for University instructional, research and service functions, or for purposes authorized in this Regulation. UW Regulation 2-181 sets forth the process for reallocation or change in assigned spaces.~~

~~B.C. Use by Internal Users for non-University facilities Purposes. University buildings and space grounds and equipment shall not be used by an internal user for personal or private purposes unrelated to University purposes, except as authorized by UW Regulation. Internal users who are using University buildings or grounds or equipment as a private citizen may have use of said buildings, grounds or equipment as an external user but only in accordance with the procedures set forth in this Regulation. Use of University buildings and equipment by internal users for outside consulting is permitted only in accordance with Presidential Directive 2-1996-1 and the applicable policies set forth by Academic Affairs.~~

~~2. An internal user may schedule the use of~~

~~Emergencies. University buildings or and grounds for University related events may be used during a natural disaster or state or activities in accordance with UW Regulation 2-181.~~



- ~~3. An internal user using University facilities, local emergency when authorized by the President or President's designee, as a private citizen or specified in any manner-applicable Memorandums of Understanding or contracts with other than an internal user, as defined in this Regulation, may schedule the use of University buildings or grounds as an external user, subject to the provisions of this Regulation.~~

~~IV. EXTERNAL USERS~~

~~A. The following process and rules apply to use of University facilities by external users:~~

~~C.D. 1. An external user shall schedule the use of University buildings, entities, or grounds in accordance with UW Regulation 2-181, as set forth in Wyoming or Federal law.~~

~~2.~~

~~D.E. Prohibited Uses By External Users. The University shall not, except by written authorization of the President of the University, or designee, make University facilities, buildings and grounds available to external users for the following uses or activities:~~

~~a. Private, personal or commercial interest~~

- ~~1. Any interests operated primarily for profit, such as but not limited to private, personal or commercial interests;~~

~~b.~~

- ~~2. Sales, solicitation, advertising, and promotional activities; external users who seek to publicize activities or advertise events may only use specifically designated University bulletin boards and should contact the applicable departmental offices to seek advanced written approval for any type of posting;~~

~~c.~~

- ~~3. Political campaigning by, or for, candidates who have filed for public office; and~~

~~d.~~

- ~~4. Political campaigning for ballot measures.~~

~~3. Only designated University bulletin boards may be used by external users to publicize activities sponsored by external users, regardless of location.~~

~~E.A. B. External users may be assessed fees, charges and/or deposits for use of University facilities, as prescribed by the Trustees. Any request for a reduction or waiver of any portion, or all, of a fee, charge or deposit shall be submitted to the Vice President for Administration, who shall make the final determination.~~

~~c.~~

~~F. Filming and Photography. Use of University buildings and grounds for filming and photography is permitted in accordance with the UW Filming and~~

Photography Policy as posted on the University of Wyoming Division of Administration website.

### III. SCHEDULING

A. The following process and rules apply to use of University buildings and grounds, as applicable, by internal users:

1. Use of University buildings and grounds, as applicable, must be scheduled in accordance with all applicable University Regulations and policies, including but not limited to the process and procedures set forth in the Central Scheduling Policy posted on the University Central Scheduling website.

1.2. Normal operating hours of administrative and academic department offices are 8:00 a.m. to 5:00 p.m., Monday through Friday. Summer operating hours of administrative and academic department offices are 7:30 a.m. to 4:30 p.m., Monday through Friday. ~~Exceptions to these~~ Individual departments and units may also set their individual normal operating hours ~~shall be determined outside of those listed above as defined by the Vice President for Administration, that department or designee, unit.~~

### IV. FEES

A. Users may be assessed fees, charges and/or deposits for use of University buildings and/or grounds, as set forth in the University Fee Book or applicable Presidential Directives.

B. Any request for a reduction or waiver of any portion, or all, of a fee, charge or deposit shall be submitted to the Vice President for Administration, who shall make the final determination.

V. \_\_\_\_\_

### IV.V. ALTERATIONS OR IMPROVEMENTS

Internal and external users are expressly prohibited from making any alterations or improvements or performing maintenance to University buildings or grounds. All construction, alterations or improvements or maintenance to University ~~facilities~~ buildings or grounds shall be performed exclusively by, or through, the University Physical Plant or the Facilities Planning Office. All alterations or improvements or maintenance shall be requested through Physical Plant in the process set forth on the Physical Plant website. University departments, employees or offices authorizing or permitting any alterations or improvements to University facilities in violation of this directive shall be responsible for all subsequent costs resulting from such unauthorized alterations or improvements.

VI. \_\_\_\_\_

#### III.VI. CONDITIONS OF USE

~~A. — **University services and equipment.** Internal and external users authorized to use University facilities are required, except as otherwise authorized by the Vice President for Administration, to utilize University services and equipment when using University facilities. The University may impose reasonable restrictions on the use of such services and equipment when such restrictions are necessary to avoid interruption of the University's primary functions.~~

~~B. — **Sound amplification.** Sound amplification is permitted at all times in University buildings and on University grounds during the hours of 11:45 a.m. to 1:00 p.m. and 5:00 p.m. to 6:00 p.m., provided that the written authorization for the event, indoors or outdoors, includes approval for an internal or external user to use sound amplification.~~

~~All persons or groups, whether internal or external, using University — The University may grant exceptions to this directive pursuant to UW Regulation 8-234.~~

C. — buildings, grounds or equipment shall follow all University Regulations and applicable city, county, state or federal ordinances and statutes. In addition, the following conditions apply to all use of University buildings and grounds and equipment:

A. Access to Public versus non-public areas of the University. University faculty, administrative and staff personnel, and students are permitted access to public areas of the University and, when engaged in a University-authorized or assigned activity, to non-public areas of the University. Members of the general public who are not University employees or students are permitted access to the public areas of the University, provided such access is consistent this Regulation. Members of the general public who are not University ~~employees~~faculty or administrative or staff personnel or students are prohibited from use of non-public areas of the University, except upon authorization of the person-in-charge.—

~~D. —~~

B. Animals. University employees, ~~and~~ students, and members of the general public are prohibited from bringing any animal, including but not limited to, dogs, cats and birds, into University ~~facilities. This prohibition does not include buildings.~~  
However, animals are permitted in University grounds and University apartments.  
~~The following individuals are exempted from this prohibition:— buildings as follows:~~

~~1. —~~

~~1. Individuals who are legally disabled, and whose disability requires the assistance~~use of a service animal; or—

~~2. —~~

~~2. Individuals who are legally disabled who have been approved pursuant to the University process allowing an emotional support animal to be present only in University-owned housing; or~~



~~2.3.~~ Individuals who are engaged in an authorized University instructional, research, public service or athletic activity requiring the presence of animals.

~~E.~~

**C. Bicycles, motorcycles, mopeds, scooters, skateboards, and roller skates.**

University employees, students, and members of the general public are prohibited from operating, using, or storing any bicycles, motorcycles, mopeds, scooters, skateboards, roller skates or other similar devices in a University building, except when expressly permitted by the Vice President for Administration, or designee.

Use of bicycles and non-motorized vehicles is subject to the parameters set forth in UW Regulation 2-179.

~~F. **Right to reassign or substitute facilities.** The University reserves the right to impose such requirements on the use of University facilities as it may deem necessary and reasonable and reserves the right to reassign or substitute facilities as available and in the best interests of the University.~~

~~G.~~

**D. Dangerous weapons.** No dangerous weapon may be stored or carried in or upon University facilities. Any person carrying a dangerous weapon in a University facility is required to relinquish the weapon to the UW Police Department voluntarily or upon request. The weapon will be returned when the person leaves the University facility, unless the UW Police Department determines that the weapon should be retained in an investigation. If a person carrying a dangerous weapon refuses to relinquish the weapon, the person shall be denied access to University facilities. Nothing in this paragraph prevents the carrying of weapons for the following reasons: (1) by authorized Peace Officers as defined and authorized by Wyoming Statutes; (2) by individuals directly transporting weapons to and from the weapons storage facility; or (3) pursuant to official University business and University-approved activities, including activities conducted by ROTC cadets under the direct and immediate supervision of ROTC faculty members, activities conducted by registered student organizations with the written permission of the Vice President for Student Affairs; and other University activities with the written permission of the responsible vice president. University students, faculty, and staff may be subject to disciplinary action for violation of this paragraph, up to and including termination. All persons violating this paragraph may also be subject to criminal sanctions in accordance with Wyoming law.

~~E. **Equipment and Services.** Internal and external users authorized to use University buildings are required, except as otherwise authorized by the Vice President for Administration or designee, to utilize University services and~~

equipment when using University buildings. The University may impose reasonable restrictions on the use of such services and equipment when such restrictions are necessary to avoid interruption of the University's primary functions.

**F. Right to reassign or substitute Buildings or Grounds.** The University reserves the right to impose such requirements on the use of University buildings and grounds as it may deem necessary and reasonable and reserves the right to reassign or substitute buildings or grounds as available and in the best interests of the University.

**G. Sound amplification.** Sound amplification is permitted at all times in University buildings and on University grounds during the hours of 11:45 a.m. to 1:00 p.m. and 5:00 p.m. to 6:00 p.m., provided that the written authorization for the event, indoors or outdoors, includes approval for an internal or external user to use sound amplification.~~VI.~~ The University may grant exceptions to this directive through the Vice President for Administration or designee.

#### **IV.VII. SANCTIONS**

Failure of an internal or external user to comply with the provisions of this Regulation may, at the University's sole discretion, result in a cancellation of authorization to use University ~~facilities~~buildings, grounds or equipment, in a loss of scheduling privileges, or in disciplinary sanctions pursuant to UW Regulations and policies.

~~VIII.~~

#### **V.VIII. ADMINISTRATION**

The Vice President for Administration, or designee, is the University administrative officer responsible for the implementation of this Regulation.

**Source:**

University Regulation 178, Revision 2; adopted 7/17/08 Board of Trustees meeting  
Revisions adopted 9/12/14 Board of Trustees meeting

## UW REGULATION 2-178 APPENDIX

### DEFINITIONS

For purposes of this Regulation, the following definitions shall apply:

- A. "Alterations" means physical modification of buildings or grounds that include, but are not limited to altering the use or function of a space or altering electrical, plumbing or heating, ventilation or air conditioning systems within a space or modifications to and/or additions of walls.
- B. "Building" means buildings or structures or portions thereof, owned or leased by the Trustees of the University.
- C. "Dangerous weapon" includes any firearm, explosive, paintball gun, airsoft gun, taser or other electronic restraint device, sling-shot, mace or pepper spray container in excess of 1 ounce, knife (blades 3" or longer except in the apartments or for cooking purposes only), precursor for explosives, brass knuckles, blowgun, dart gun, bow, arrow, and martial arts weapons, including but not limited to a star, sword, nun chuck, and club.
- D. "Equipment" means all personal property, whether fixed or movable, owned, leased, or controlled by the Trustees of the University.
- E. "External users" means persons, entities or organizations other than those defined as "internal users," whose activities are consistent with the University's primary purposes.
- F. "Grounds" means all real property, other than buildings, owned or controlled by the Trustees of the University.
- G. "Improvements" means cosmetic changes to buildings, including, but not limited to, drilling or nailing into any surface, painting, paneling, and installing carpeting.
- H. "Internal users" means:
  - 1. Academic or administrative departments or units of the University;
  - 2. Student organizations recognized by the University pursuant to UW Regulation 8-234;
  - 3. Faculty and staff of the University, active or retired; or



4. Organizations formally affiliated with the University, such as the University of Wyoming Foundation and the University of Wyoming Alumni Association.
- I. “Maintenance” means efforts to keep buildings, grounds, equipment, and systems functional.
- J. “Non-public areas” means University facilities not generally open to the public, including but not limited to: classrooms; laboratories; research areas; gymnasia; physical education or intercollegiate athletic exercise areas; child day care areas; faculty, administrative staff, or student offices; conference rooms; seminar rooms; lounges; storage areas; parking facilities; mechanical, information technology or electrical rooms; areas containing hazardous waste or energy; or other similar areas restricted to University faculty, staff or students.
- K. “Person-in-charge” means an employee of the University or appropriate designated person authorized by the University to direct or administer any activity of the University, including but not limited to a Department Head, Dean, Director, or Vice President.
- L. “Public areas” means University facilities that are generally open to the public, as indicated by their physical nature, function, custom or usage.
- M. “Services” means activities performed by the University for or by students, staff, faculty, administration or the public in connection with instruction, research and service. It includes, but is not limited to, services such as audio-visual services, computing, copying, telephone, addressing, food service, services for residence halls or University apartments, scheduling and janitorial services, or similar activities.
- N. “University” means the University of Wyoming.

## UW REGULATION 2-179

### Use of Bicycles and Non-Motorized Vehicles

#### on the University of Wyoming Laramie Campus

#### I. POLICY

It is the policy of the University of Wyoming to permit the use of bicycles and non-motorized vehicles only as a means of transportation on the walkways and other travel ways on the University Laramie campus and pursuant to the parameters set forth in this Regulation. The use of motorized vehicles is strictly prohibited on all pedestrian pathways of the University Laramie campus.

This regulation shall apply to anyone using a bicycle or non-motorized transportation on University property on the Laramie campus.

#### II. DEFINITIONS

- A. **"Bicycle"** - means a device upon which any person may ride, propelled by human power through a belt, chain, or gears, and having one or more wheels.
- B. **"Dismount Zone"** means and includes all areas of the University posted for no bicycle riding and marked with ground graphics and /or "Dismount" signs.
- C. **"Dual-Use Area"** - means a pathway upon which both bicycles and pedestrians are permitted. Pedestrians always have right-of-way in dual use areas.
- D. **"Immobilization"** - means the placement of a securing device onto the bicycle to prevent its use, pending identification of the owner.
- E. **"Impoundment"** - means towing, storage, and/or immobilization of any bicycle, skateboard or rollerblades/roller skates.
- F. **"Motorized Vehicles"** - for the purpose of this Regulation, means all vehicles that are self-propelled by an engine or mechanical device that may or may not require a state license, including but are not limited to automobiles, motor scooters, hover-boards, mopeds, motorized bicycles motorcycles and other similar devices.
- G. **"Non-Motorized Vehicle"**- Any device upon which any person may ride and is propelled by human power. These devices include but are not limited to bicycles, unicycles, skateboards, roller/inline skates, scooters and other similar devices.
- H. **"Registration Decal"** - means University issued decal that is the uniquely numbered adhesive sticker supplied as evidence of bicycle registration, and designed for attachment to the registered bicycle as indication of its registration.
- I. **"Regulatory Sign"** - means all traffic control devices, signs, signals, and markings, placed or erected for the purpose of regulating, warning or guiding traffic and parking.
- J. **"Rollerblades or Roller Skates"** means any device consisting of a shoe with three or more small wheels attached to it, upon which a person may ride that is propelled by human power.

- K. "Scooter"** means a non-motorized device consisting of two or more wheels affixed to a platform or footboard upon which a rider stands and which does have steering capability similar to that of a bicycle or brakes which operate on or upon the wheels of the skateboard.
- L. "Skateboard"** means a non-motorized device consisting of two or more wheels affixed to a platform or footboard upon which a rider stands and which does not have steering capability similar to that of a bicycle or brakes which operate on or upon the wheels of the skateboard.
- M. "Stunt Riding"** means any use of a bicycle, skateboard, scooter, or rollerblades for non-transportation purposes, including but not limited to jumping stairs, sliding along rails or landscape features, or any other activity in which the wheels leave the ground.

### III. GENERAL DIRECTIVES

- A. Right of Way.** Pedestrians have the right-of-way on all sidewalks and walkways.
- B. Standard.** Every person riding a bicycle or non-motorized vehicle shall exercise due care and reasonable caution to prevent injury to others, to self, or to property. This includes traveling at a reasonable, safe, and prudent speed.
- C. Prohibited Acts.** The following is prohibited:
  - 1. Stunt riding or other acts or maneuvers which may endanger the bicyclist, skateboarder, rollerblader or others or damage property.
  - 2. Bicycling, skateboarding, rollerblading or using non-motorized vehicles on ramps, curbs, benches, steps, or stairs and any other such structure.
  - 3. Use of bicycles, skateboards, rollerblades or non-motorized vehicles inside any University building.
  - 4. Riding bicycles or non-motorized vehicles in pedestrian only or dismount zones.
- D. Applicable Laws.** Every person riding a bicycle or using a non-motorized vehicle is required to obey any applicable traffic regulations or laws. This includes obeying all applicable regulations and laws relating to stop signs, yield signs, red lights, and other traffic signals specific to this campus, including but not limited to the City of Laramie Municipal Code Chapter 10-32. All persons shall comply with State and local traffic laws while on University property.
- E. No Liability.** The University assumes no responsibility for the care and protection of any bicycle, non-motorized vehicles, attached accessories, or

contents at any time. Individuals may obtain bike theft prevention information through the University Police Department.

#### IV. BICYCLES

##### A. Registration.

1. **Required.** All bicycles operated by University students, faculty, and staff must be registered with the University bicycle registration program and all bicycles must display a valid registration sticker. Proof of registration of the bicycle with the City of Laramie will meet the requirements for University registration.
2. **Decal Fees.** The one-time registration fee paid as set forth in the University Fee Book is valid until ownership of the bicycle changes.
3. **Registration Procedures.**
  - a) University bicycle registration decals are available through the University Police Department, the Outdoor Program, and the University Transit and Parking Services Office.
  - b) The bicycle registration card will be completed and the serial number inspected by a member of the University Police Department, the Outdoor Program, and/or the University Transit and Parking Services Office.
  - c) The person to whom the UW bicycle registration sticker is registered is responsible for any non-moving violations of these regulations and the associated fines in which the bicycle is involved.

##### B. Display of Decals.

1. Registration decals must be attached to the bicycle and must be clearly visible.
2. Counterfeiting, altering, defacing, or transferring the registration sticker to another person or bicycle to whom the registration sticker is not issued, and/or giving false information in any application or hearing, are in violation of Wyoming law (including but not limited to Wyoming Statute Section 6-3-408) and will be investigated as a criminal matter by the University Police Department.

**C. Parking.**

1. Bicycles parked on campus must be parked in an approved bicycle rack.
2. No person shall park, store or leave a bicycle in such a manner as to cause said bicycle to block or otherwise impede normal entrance to or exit from any building on campus, or in a manner that constitutes a safety hazard. Parking a bicycle in any manner which creates a hazard or impedes access will be subject to immediate ticketing and impoundment.

**D. Equipment.**

1. Bicycle equipment shall comply with the Laramie City Municipal Code Chapter 10-32.
2. A light shall be used when a bicyclist is traveling at night.

**V. ACCIDENTS**

All accidents involving a bicycle, skateboard, rollerblades or other non-motorized vehicle with a motorized vehicle are subject to a police investigation, if required by law, and should be immediately reported to the University Police Department. Bicyclists, skateboarders, and rollerbladers may be subject to a county or municipal summons in these cases.

**VI. VIOLATIONS**

Violations of this policy may subject an individual to fines, impoundment and/or public sale of unclaimed bicycles or transportation devices.

**A. Moving Violations.** All moving violations on campus are subject to prosecution under the City of Laramie Municipal Ordinances. Types of moving violations may include but are not limited to:

1. Operating a bicycle, skateboard, rollerblades, or other similar device in a careless manner on bike paths, dual-use areas, and/or roadways, without due regard to safety with respect to visibility, local traffic, weather, and surface conditions,
2. Operating a bicycle, skateboard, rollerblade, or other similar device in a manner that endangers the safety of any person or property.
3. Failure to yield the right-of-way to a pedestrian on a dual-use area or roadway.
4. Operating a bicycle, skateboard, rollerblade, or other similar device in any University property posted as dismount zones.

5. Failure to obey parking and traffic control devices, signs, and/or equipment
6. Failure to register a bicycle and display decal as required by this Regulations

**B. Parking Violations.** Parking violations are subject to University Transit and Parking Services Office policies and procedures for parking, citations and appeals. Applicable fees are set forth in the University Fee Book. Types of parking violations may include but are not limited to parking outside any specified bicycle rack or specified area for parking non-motorized vehicles, such as:

1. Parking in any way which represents a safety hazard, including but not limited to blocking any service drive, building entrance, driveway, bikeway, ramp, or locked to hand railings or any other passageway to which emergency equipment, wheelchairs users, pedestrians or service equipment may need access; and,
2. Parking on or locked to trees, plants, or other living objects, fences, posts, signs, trash receptacles, and light fixtures.

## **VII. IMPOUNDMENT/IMMOBILIZATION**

**A. Grounds.** Any University Police Officer, or other person authorized specifically by the Chief of Police may move, relocate, or impound any bicycle by removal of securing devices or immobilization as necessary which:

- a. Blocks or otherwise impedes traffic in any street, highway, roadway, path or sidewalk, stairway, or handicapped access rail, or creates any safety hazard.
- b. Blocks or impedes normal entrance to or exit from any building on the University.
- c. Appears to be abandoned.
- d. Has been reported stolen to a law enforcement agency.
- e. Impedes performance of maintenance or construction to University property.
- f. Bicycles locked to trees, plants, or other living objects, fences, posts, signs, trash receptacles, and light fixtures are subject to immobilization, pending identification of the owner of the bicycle.

- B. Storage.** Any bicycle, skateboard, rollerblades, or other similar device impounded pursuant to any section of this chapter shall be stored in a secure facility designated for such purpose by the Chief of Police. A fee as set forth in the University Fee Book shall be charged to the owner prior to the release of any impounded device. This impound fee is in addition to fines for other violations.
- C. Release.** Release of an impounded bicycle, skateboard, rollerblades, or other similar device requires an appeal or proof of payment of outstanding citations. Unregistered bicycles must be registered prior to release.
- D. No Liability.** The University or University Police officials authorized to remove and impound a bicycle, skateboard, rollerblades, or other similar device shall not be liable to the owner of the bicycle for damage or the cost of repair or replacement of any securing device.

#### **VIII. SANCTIONS**

In addition to the issuance of a citation by the University Police Department or the Transit and Parking Services Office, individuals who violate this policy may also be referred for appropriate University discipline pursuant to applicable University regulations and policies.

#### **IX. ADMINISTRATION**

The University Chief of Police, or designee, is the University administrative officer responsible for the implementation of this Regulation

**5. Committee of the Whole- ITEMS FOR APPROVAL**

**Approval of ASUW Finance Policy Changes and ASUW Reserve Request, 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:

Please see information below.



Dear Vice President Mai,

It has been a pleasure to work with you this year. Thank you for the patience you have extended, and your willingness to help me better understand the complexities of UW's budget and operations. As I close out the last few days of my term, I have some loose ends to tie up. Some recently passed legislation for ASUW requires your approval in line with UW and ASUW policies. I have also included the ASUW Budget passed by the senate for FY 17 for information and context behind some of these finance policy changes.

### Senate Bill 2506: ASUW Budget Act for Fiscal Year 2017 – Informational

- This is the full budget for ASUW Student Government for FY 17. This budget was developed through a process which started in late January, and concluding last week. The Budget and Planning committee put significant work into this budget which was unanimously approved by the ASUW Senate. It will also be submitted through the normal procedures of your office. It is included here because many of the following changes to the finance policy described in this letter are necessary for the operation of this budget.

Total Budget	\$1,046,372.00
ASUW Student Fee Allocation	\$862,772.00
ASUW Special Projects Endowment Allocation	\$75,000.00
ASUW Scholarship Endowments (aggregate)	\$60,000.00
ASUW Reserve Allocation	\$22,500.00
ASUW Equipment Reserve	\$2,500.00
ASUW Misc. Service Revenue	\$12,200.00

- This budget represents a year-on-year budget increase, but the majority of this increase is a result of updated procedures or endowment rollover:
  - The ASUW Contingency Fund, funded from the ASUW Reserve, has been enlarged. In the past, ASUW would request access to the ASUW Reserve mid-year to fund unexpected projects or initiatives. This budget line now more accurately represents these expenditures.
  - The ASUW Special Projects Endowment was not fully spent in FY16, resulting in an additional \$25,000 increase in this account for FY17.

### Senate Bill #2511 – One-Year Senator Scholarship Program – APPROVAL NEEDED

This allocation is not included in the final ASUW Budget as it is a trial program passed independent of the budget, which is why this reserve allocation requires your approval.

- This bill would allocate \$6,400.00 from the ASUW Reserve to provide a one-year trial scholarship program, which would provide a \$100 scholarship to senators who fully complete their duties of their office each semester.
- The goal of this trial is to foster both senator retention and accountability. Currently as volunteers, ASUW Senators are expected to spend around 5-7 hours each week fulfilling their duties.

### Senate Resolution 2504 – Revisions to the ASUW Finance Policy -- APPROVAL NEEDED

- This bill updates and clarifies multiple sections of the ASUW Finance Policy, creates policies by which RSOs in violation of finance policies may be temporarily suspended from ASUW's RSO funding board, and allows the RSO funding board to provide certain exceptions to the finance policy on requests smaller than \$1000.

### Senate Bill 2500 – Modernization of ASUW Contingency Fund Finance Policy -- APPROVAL NEEDED

- This bill requires that expenditures of greater than \$1000 out of the ASUW Contingency Fund for pilot programs or other projects which may become recurring expenses be approved by the ASUW Senate. This rule change allows the ASUW Contingency to be large enough to be effective for ASUW needs, and should supplant the previous practice of repeatedly requesting to access ASUW Reserve funds outside of those approved in the ASUW Budget.
- This will keep ASUW spending more transparent and improve accountability.

### Senate Bill 2489 – One Year Provisional Extension of Privileges to the Interfraternity and Pan-Hellenic Councils -- APPROVAL NEEDED

- The Interfraternity and Pan-Hellenic Councils became RSOs this year, which created some conflicts with current finance policies applicable to ASUW Programs.
- Long-term solutions will either require significant revisions to the ASUW Bylaws and Finance Policy, or a reversion of IFC and Pan-Hellenic's status from RSOs.
- The changes in this bill sunset at the start of FY18, but provide the necessary allowances for stop-gap funding during FY17 for the IFC and Pan-Hellenic Councils while long term solutions are developed.

Thank you for your consideration of these finance policy changes and reserve allocation. On behalf of the ASUW Student Government, I ask for your approval of these actions. All pertinent legislation should be attached, and if you desire more context or information we are happy to send it your way. Please feel free to contact me with any questions or concerns regarding these approvals. Additionally, our ASUW Accountant Kristy Isaak is well versed on all of these issues and should be able to answer any questions after my term ends!

Go Pokes!



Brian Schueler – ASUW President 2015-2016

Date Passed: 4/19/16  
Vote Count: 17-6-2

**SENATE BILL #2511**

**TITLE:** ASUW Implementation of a One-Year Senatorial Scholarship Program Trial

**DATE INTRODUCED:** April 12<sup>th</sup>, 2016

**AUTHORS:** Senators Hernandez and Kerbs

**SPONSORS:** Senators Drake, Hanson, Krell, Maze, Rotellini, and Thomson-Lichty; SAL  
Wetzel

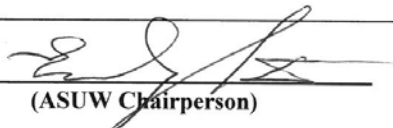


1. WHEREAS, the purpose of the Student Government of the Associated Students of the
2. University of Wyoming (ASUW) is to serve our fellow students in the best manner possible;
3. and,
4. WHEREAS, both present and past ASUW Steering Committees have had limited means of
5. maintaining accountability within the Senate membership; and,
6. WHEREAS, a higher level of accountability would make the ASUW Student
7. Government more effective at advocating for and serving our fellow students; and,
8. WHEREAS, the addition of an alternative corrective measure would give the Steering
9. Committee more flexibility in response to Senatorial Duties of Office not being met in
10. varying degrees; and,
11. WHEREAS, a low ASUW Senator retention rate has continued to inhibit the ASUW Student
12. Senate from fulfilling its representative duties to the highest possible degree; and,
13. WHEREAS, ASUW Student Senators share the same financial concerns and constraints as
14. any college student; and,
15. WHEREAS, these financial preconditions could prohibit some students from pursuing a
16. position in the ASUW Student Senate; and,
17. WHEREAS, a Student Government is most effective when its elected representatives come

Date Passed: 4/19/16  
Vote Count: 17-6-2

18. from diverse backgrounds and are able to dedicate a significant amount of time to the service
19. of their constituents; and,
20. WHEREAS, the ASUW Reserve has a current balance of \$267,613.42; and,
21. WHEREAS, the ASUW Budget Act for the 2017 Fiscal Year currently includes \$22,500.00
22. to be spent from the ASUW Reserve; and,
23. WHEREAS, pending the passage of the ASUW Budget Act for the 2017 Fiscal Year, the
24. ASUW Reserve would have an expendable balance of \$245,113.42.
25. THEREFORE, be it enacted by the Associated Students of the University of Wyoming
26. (ASUW) Student Government that an ASUW Senatorial Scholarship program trial be
27. implemented for the 104<sup>th</sup> Administration of the ASUW Student Government as outlined in
28. Addendum A; and,
29. THEREFORE, be it further enacted that without further legislative action by the ASUW
30. Student Senate, this trial program will end at the conclusion of Fiscal Year 2017; and,
31. THEREFORE, be it further enacted that \$6400.00 be allocated from the ASUW Reserve to
32. fund this trial program in its entirety; and,
33. THEREFORE, be it further enacted that the ASUW Steering Committee shall be charged
34. with the review and maintenance of this trial program.

Referred to: B&P

Date of Passage: 4/19/16 Signed:   
(ASUW Chairperson)

“Being enacted on 4/21/2016  
, I do hereby sign my name hereto and

approve this Senate action.”   
ASUW President

Date Passed: 4/19/16  
Vote Count: 17-6-2

#### **Addendum A**

##### **Guidelines for ASUW Senatorial Scholarship Trial**

###### Preamble

In an effort to increase Senatorial retention and efficacy, investigating possible alternative means of accountability, as well as enhancing access to Senatorial positions to those who might otherwise be unable to participate, a trial program shall be instituted to determine what magnitude a Senatorial scholarship program will serve these goals. This trial shall operate in accordance with the guidelines set forth in this document.

###### Scholarship Outline

- A. Senators serving in the ASUW Student Senate shall be eligible to receive a total scholarship of \$200.00 for their academic year of service.
- B. Senators serving in the position of chair of one of the Standing Committees of the ASUW Student Senate shall be eligible to receive an additional \$50.00 for their academic year of service.
- C. Half of each Senator's scholarship shall be awarded at the end the Fall Semester, contingent upon the successful and satisfactory completion of the respective Senator's duties of office, as outlined in the ASUW By-Laws and determined by the ASUW Steering Committee.
- D. Half of each Senator's scholarship shall be awarded at the end of the Spring Semester, contingent upon the successful and satisfactory completion of the respective Senator's duties of office, as outlined in the ASUW By-laws and determined by the ASUW Steering Committee.
- E. If a Senator has filled a vacancy, they are eligible to receive a proportion of that semester's half of the scholarship in proportion to the number of ASUW Student Senate meetings in which they were in attendance as a sworn member of the Senate, compared to the number of total Senate meetings in that semester.

###### Enforcement

- A. Throughout the course of this trial, the ASUW Steering Committee will be charged with reviewing the Senatorial scholarship each semester.
- B. If a Senator has been found to have failed to adequately fulfill his or her duties for that semester, the ASUW Steering Committee shall, with the advice and consent of the Dean of Students or designee, have the authority to withhold part or all of that Senator's scholarship to be awarded for that semester.
  - a. If such a decision is made for the Fall Semester, it would not automatically preclude that Senator from receiving any portion of the half of the scholarship they are eligible for in the Spring Semester.
- C. If a Senator who would receive a scholarship as part of this trial resigns or is removed from office in any way, they will be ineligible to receive any forthcoming scholarship money.

Date Passed: 4/19/16  
Vote Count: 17-6-2

- a. There will be no expectation that a Senator who resigns or is removed from office in the Spring Semester will be liable for the portion of the scholarship awarded in the preceding Fall Semester.

Duration and Review

- A. This trial shall be in effect until the end of Fiscal Year 2017. This trial shall not continue, in any form, without further legislative action of the ASUW Student Senate.
- B. This trial may be terminated at any time through legislative action of the ASUW Student Senate.
- C. For the duration of the trial, the ASUW Steering Committee shall be responsible for the constant review and assessment of this trial.
  - a. The ASUW Steering Committee shall make regular reports (no less than one per month) to the ASUW Student Senate as to the status of the trial and the ASUW Steering Committee's thoughts on the efficacy and value of the scholarship trial.
  - b. The ASUW Steering Committee shall also be charged with exploring possible methods of funding this program should the ASUW Steering Committee find that this program should be continued after the end of the trial.
    - i. Mandatory student fee dollars shall not be a possible method of funding a full Senatorial Scholarship program.
  - c. The ASUW Steering Committee shall submit an End of the Year Report on the outcomes of the program, whether it assisted in attaining the goals of the trial, and the possible methods of funding a full Senatorial Scholarship program.

Date Passed: 4/12/16  
Vote Count: 21-0

**SENATE BILL #2500**

**TITLE:** Modernization of the ASUW Contingency Fund Finance Policy

**DATE INTRODUCED:** April 5, 2016

**AUTHOR:** President Schueler

**SPONSORS:** Senators Bruegger, Lewis, and Long




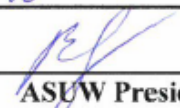
1. WHEREAS, the Associated Students of the University of Wyoming (ASUW) Student
2. Government strives to serve and represent the student body in a fiscally responsible manner;
3. and,
4. WHEREAS, the ASUW Finance Policy has been created to capture the best practices of
5. allocating resources for the use of the associated students; and,
6. WHEREAS, the piloting of new ASUW Student Government Programs and Services has led
7. to the development of permanent and mission-critical ASUW Programs and Services; and,
8. WHEREAS, current practice of utilizing funds directly from the ASUW Reserve for the
9. funding of pilot Programs and Services is not congruent with accepted funding practices at
10. the University of Wyoming; and,
11. WHEREAS, the ASUW Contingency Fund is currently intended to provide funding for new
12. pilot ASUW Programs or Services, but has not been utilized to serve in this role; and,
13. WHEREAS, the involvement of both the ASUW Legislative Branch and the ASUW
14. Executive Branch in the process of creating large pilot Programs or Services is needed to
15. provide the proper checks and balances within ASUW Student Government.
16. THEREFORE, be it enacted by the Associated Students of the University of Wyoming
17. (ASUW) Student Government that Article VIII of the ASUW Finance Policy be amended to
18. reflect the changes contained in Addendum A; and,
19. THEREFORE, be it further enacted that these changes shall take effect beginning in Fiscal

Date Passed: 4/12/16  
Vote Count: 21-0

20. Year 2017.

Referred to: Constitution

Date of Passage: 4/12/16 Signed:   
(ASUW Chairperson)

“Being enacted on 4/21/16, I do hereby sign my name hereto and  
approve this Senate action.”   
ASUW President



Date Passed: 4/12/16  
Vote Count: 21-0

### Addendum A

#### Article VIII. ASUW Contingency Fund

- i. The ASUW shall maintain an annual contingency fund in the ASUW Executive Budget for the purposes of meeting needs associated with unforeseen expenditures and new programs. The ASUW President and Vice President shall initiate expenditures from this fund. The Contingency Fund shall be appropriated from monies in the ASUW Reserve in the annual budget process at an amount to be approved by the ASUW Senate.
- ii. Expenditures from the contingency fund shall be used to fulfill the purpose of promoting, improving, and pursuing the goals of ASUW and its related programs, services, and commitments.
- iii. The Contingency Fund shall be utilized to meet unforeseen operational costs that may adversely affect the success of ASUW Programs and Services. The Contingency Fund may also be utilized for the initiation and creation of pilot ASUW Programs or Services.
- iv. For unforeseen operational costs of existing ASUW Programs and Services the ASUW President and Vice President shall have the joint authority to designate funds from the Contingency Fund. This collective authority shall only be exercised when efforts to seek funding from other sources are exhausted.
- v. The ASUW President and Vice President shall have joint authority to designate funds from the Contingency Fund for the initiation and creation of pilot ASUW Programs or Services when the amount designated is less than or equal to \$1,000. Expenditures of greater than \$1,000 for the initiation and creation of pilot ASUW Programs or Services shall also require a majority vote of approval from the ASUW Senate to be dispersed.
- vi. The ASUW Budget & Planning Committee shall be notified and briefed of any planned efforts to designate funds from the Contingency Fund.
- vii. The Dean of Students or designee and Director of Finance shall have the authority to approve use of contingency funds for purposes that are consistent with this policy, the ASUW Finance Policy, and University Regulations.
- ~~vii. The Contingency Fund shall be utilized to meet unforeseen operational costs that may adversely affect the success of ASUW Programs and Services. The Contingency Fund may also be utilized for the initiation and creation of pilot ASUW programs or services.~~
- viii. In cases of controversy, the ~~Dean of Students or designee~~ ASUW Senate shall ~~serve as an independent mediator for~~ have the authority to resolve any decisions regarding expenditures from the Contingency Fund that are not fully agreed upon by the Dean of Students or Designee, the ASUW President, Vice President, and Director of Finance.

Date Passed: 2/12/16  
Vote Count: 20-0

**SENATE BILL #2504**

**TITLE:** Revisions to the ASUW Finance Policy

**DATE INTRODUCED:** April 5, 2016

**AUTHORS:** Senators Kerbs and Thomson-Lichy; SAL Wetzel

**SPONSORS:** Senators Hernandez, LaFaso, and Wolfgang




1. WHEREAS, it is the duty of the Associated Students of the University of Wyoming (ASUW)
2. Student Government to support programs which benefit students and student organizations;
3. and,
4. WHEREAS, the ASUW Recognized Student Organization (RSO) Funding Board possesses
5. sole authority to allocate ASUW funds directly to RSOs; and,
6. WHEREAS, the RSO Funding Board supports a diverse array of campus events sponsored
7. by many RSOs; and,
8. WHEREAS, clarity within the ASUW Finance Policy is important to making fair and just
9. allocation decisions; and,
10. WHEREAS, the ASUW Student Government currently must approve all events which
11. require
12. suspension of any portion of the ASUW Finance Policy, even if the request is less than
13. \$1000.00; and,
14. WHEREAS, requiring Senate approval to suspend the ASUW Finance Policy in every case
15. places unnecessary bureaucratic restrictions upon RSOs with small funding requests; and,
16. WHEREAS, no corrective measures currently exist if an RSO is to violate the ASUW
17. Finance Policy; and,
18. WHEREAS, it is important that the student fee dollars which fund these events are used in
19. accordance with the ASUW mission.

Date Passed: 2/12/16  
Vote Count: 20-0

20. THEREFORE, be it enacted by the Associated Students of the University of Wyoming
21. (ASUW) Student Government that the ASUW Finance Policy be amended as
22. outlined in Addenda A through H; and,
23. THEREFORE, be it further enacted that Senate Bill #2504 be effective when the 104<sup>th</sup>
24. Administration of the ASUW Student Government takes office.

Referred to: Constitution; RSO Funding Board, and SOP

Date of Passage: 4/12/16 Signed:   
(ASUW Chairperson)

“Being enacted on 4/21/16, I do hereby sign my name hereto and  
approve this Senate action.”

  
ASUW President

Date Passed: 2/12/16  
Vote Count: 20-0

**ADDENDUM A**

**Article III. ASUW RSO Funding Board**

- xii. ASUW shall not allocate funds for charitable donations including donations that support charity organizations and fundraising activities. ASUW can fund RSOs and their programs that may generate funds for charity fundraisers. Regardless of their charitable nature, any fundraisers shall be required to also be educational in nature.

Date Passed: 2/12/16  
Vote Count: 20-0

#### **ADDENDUM B**

##### **Article III. ASUW RSO Funding Board**

- i. RSOs may receive funding for programs or activities that have the potential of generating revenue. The intended use of any revenue generated may be a consideration in choosing to approve or deny funding board requests. RSOs may not generate any revenue through charging admission or registration fees to students. However, they may generate revenue through:
  1. Charging admission or collecting registration fees from anyone that is not a UW student
  2. Holding auctions or selling goods or services (if in accordance with city laws and all University regulations)
  3. Other means approved by the ASUW RSO Funding Board during the application process

Date Passed: 2/12/16  
Vote Count: 20-0

#### **ADDENDUM C**

##### **Article III. ASUW RSO Funding Board**

- xvii. RSOs may receive funding for programs and events held on campus. Off campus programs or events may receive funding as outlined:
  - 1. Events must be advertised on campus.
  - 2. ASUW will not pay for room fee.
  - 3. ASUW will only fund catering at the allocated \$18 per plate rate.
  - 4. ASUW will only fund ASTEC services for a medium or small PA system, labor, and transport included.
    - i. All other technical services in addition to a medium or small PA system is the sole financial responsibility of the RSO.
  - 5. ASUW will not pay service fees.
  - 6. To be eligible for service the RSO must follow ASTEC's reservation and fair use guidelines.

Date Passed: 2/12/16  
Vote Count: 20-0

**ADDENDUM D**

**Article III. ASUW RSO Funding Board**

- xvi. RSOs shall cooperate with the University Disability Support Services to make any campus-wide event accessible to students with disabilities whenever possible. RSOs must include in any advertisements the means by which a potential attendee would request accommodations.



Date Passed: 2/12/16  
Vote Count: 20-0

#### ADDENDUM E

##### Article III. ASUW RSO Funding Board

- xxv. Failure to comply with any provisions of this Section may result in the loss of funding. If an RSO is to violate any of the ASUW Finance Policy or any additional stipulations placed on the allocations by the RSO Funding Board and/or the ASUW Senate, it may be suspended from applying for funding in the future. For violations occurring with requests for which ASUW has allocated under \$1,000, RSO's will be ineligible to apply for funding for a full academic year following the violation. For violations occurring during events for which ASUW has allocated \$1,000 or more, the RSO will be ineligible to apply for funding for remainder of the semester and an additional calendar year from the end of that semester. ~~it will be ineligible to apply for funding for a full semester following the violation.~~
- i. The RSO Funding Board or the Associate Director of Finance may impose the suspension outlined above.
  - ii. RSOs may appeal this suspension through the process outlined below (xxv.)
  - iii. Any Senator may make a motion to lift or reduce the length of an RSO's suspension, regardless of the RSO's decision to appeal. This motion requires a two-thirds (2/3) standing vote of the Senate to pass.

Date Passed: 2/12/16  
Vote Count: 20-0

**ADDENDUM F**

**Article III. ASUW RSO Funding Board**

xxx. Meeting Times

1. The RSO Funding Board shall meet and consider requests no less than one scheduled school day before the ASUW Senate meets, with the exception of University observed holidays.

The deadline for RSO Funding Board applications shall be three business days before that semester's announced meeting time.

Date Passed: 2/12/16  
 Vote Count: 20-0

**ADDENDUM G**

**Article IV. Travel & Contracts**

- i. The ASUW may annually budget for student travel if it is related to ASUW objectives and is approved by the ASUW Senate. Travel shall be in accordance with University travel regulations and shall meet the following provisions:
  - 1. The purpose of travel must be inherent to the UW and ASUW educational mission and beneficial to the student body.
  - 2. ASUW retains the right to limit the amount of payment or reimbursement for approved travel expenses within available budgetary funds following the payment schedule listed below:

Airfare	Maximum allowed: \$500	
Lodging	Maximum allowed: \$150	
Meals	Maximum allowed: \$7 for breakfast \$11 for lunch \$20 for dinner	With tip allocation of an additional 18% to be determined from receipts.
Ground Transportation	\$0.54 (2016 IRS Standard Mileage Reimbursement Rate) or current IRS Standard Mileage Reimbursement Rate for Business.	

- 3. Drivers must be verified by University of Wyoming Fleet services.
- 4. ASUW travel shall be limited to the following carriers:
  - i. Common commercial carrier.
  - ii. University of Wyoming vehicle.
  - iii. University vehicles will be reserved through the ASUW Business Office for approved travel.
    - a. ASUW will not be responsible for any charges resulting from reservations not made through the ASUW Business Office.
  - iv. Personal vehicles under the following provisions
    - a. Proof of adequate insurance coverage, including medical liability.
    - b. An ASUW Travel Waiver signed by the driver and all passengers (See Appendix I).

Date Passed: 2/12/16  
Vote Count: 20-0

#### **ADDENDUM H**

##### **Article X. Suspension**

- i. Any portion of this Finance Policy may only be suspended by a four-fifths (4/5) vote of the ASUW Senate with the following exception(s):
  1. Any portion of this Finance Policy pertaining to funds distributed through RSO Funding Board may be suspended by a four-fifths (4/5) vote of that body if and only if the funding request in question is less than \$1000.00.

Date Passed: 4/12/16  
Vote Count: 19-0-2

**SENATE BILL #2489**

**TITLE:** One Year Provisional Extension of Privileges to the Interfraternity and  
Panhellenic Councils

**DATE:** February 18, 2016

**AUTHOR:** President Schueler

**SPONSORS:** Vice President Kath; Senators Ellbogen and Krell


1. WHEREAS, it is the mission of the of the Associated Students of the University of
2. Wyoming (ASUW) Student Government to serve our fellow students through responsible
3. and effective leadership; and,
4. WHEREAS, the Interfraternity and Panhellenic Councils (hereafter referred to as IFC and
5. CPH) have traditionally been considered as Programs of the ASUW Student Government;
6. and,
7. WHEREAS, these councils have provided important services to students who are members
8. of fraternities and sororities at the University of Wyoming (UW); and,
9. WHEREAS, decisions made in February 2016 resulted in the reclassification of the IFC and
10. CPH as Recognized Student Organizations (RSOs); and,
11. WHEREAS, the Constitution of the ASUW Student Government holds that the ASUW
12. Student Government is an “inseparable part of the University of Wyoming;” and,
13. WHEREAS, the Constitution of the ASUW Student Government grants the ASUW
14. Executive, Legislative, and Judicial Branches the authority and responsibility to conduct
15. ASUW Business, including the Services and Programs of ASUW; and,
16. WHEREAS, UW Regulation 8-234 holds that RSOs are not a part of the University and that
17. the University is not responsible or liable for those RSOs; and,
18. WHEREAS, barring action by the ASUW Student Government, the IFC and CPH will face




Date Passed: 4/12/16  
Vote Count: 19-0-2

19. funding shortages and a lack of representation which will impact their ability to serve their
20. constituents; and,
21. WHEREAS, providing a temporary extension of the funding and representational privileges
22. which were afforded to these councils in their former role as ASUW Programs will prevent a
23. sudden disruption of services to students; and,
24. WHEREAS, a one year period of stopgap funding and representational privileges will
25. provide ample time for the student leadership of the IFC and CPH to find permanent
26. solutions to serve their constituents.
27. THEREFORE, be it enacted by the Student Senate of the Associated Students of the
28. University of Wyoming that Article III of the ASUW Finance Policy be amended to reflect
29. the changes contained in Addendum A; and,
30. THEREFORE, be it further enacted that the changes contained in Addendum A shall take
31. effect immediately; and,
32. THEREFORE, be it further enacted that the deletions contained in Addendum B shall take
33. effect beginning on the first day of Fiscal Year 2018.

Referred to: Program and Institutional Development

Date of Passage: 4/12/16 Signed:   
(ASUW Chairperson)

“Being enacted on 4/21/2016, I do hereby sign my name hereto and  
approve this Senate action.”   
ASUW President

Date Passed: 4/12/16  
Vote Count: 19-0-2

**Addendum A**

**Article III. ASUW RSO Funding Board**

- vi. The ASUW Senate through the RSO Funding Board possesses sole authority to allocate ASUW funds directly to RSOs.
  - 1. For funding provided to the Interfraternity Council and Panhellenic Council during only the 2017 Fiscal Year which would otherwise be in violation of sections viii and ix of this article, the ASUW Senate through the Budget and Planning Committee shall have authority to allocate these ASUW funds.
- vii. No other ASUW program, service, governing board, or any other ASUW entity (except Special Projects) shall have the authority to allocate any ASUW funds directly to an RSO.
  - 1. If an ASUW program or service wishes to forfeit a portion of its allocated budget to support RSO programming it may transfer those funds to the RSO Funding Board.
  - 2. Funds transferred to the RSO Funding Board from any ASUW program or service become part of the general fund of the RSO Funding Board.
  - 3. The ASUW entity that forfeits funds shall have no influence as to the group or program to which the transferred funds are reallocated by the RSO Funding Board.
- viii. RSOs shall not receive funding from ASUW for normal operating expenses, membership fees, dues, or organizational publications.
- ix. RSOs shall not receive funding from ASUW for travel expenses except when part of the contractual expenses of a performer or speaker.
- (...)
- xxxii. The Interfraternity Council and Panhellenic Council shall be exempt from the stipulations of Article III, Section ix and Article III, Section xxvii, Clause 2 for the 2017 Fiscal Year. These organizations will also be exempt from the stipulations of Article III, Section viii regarding 'normal operating expenses' and 'organizational publications.'
  - 1. If the Interfraternity Council and Panhellenic Council receive funds in the FY2017 ASUW budget, those organizations shall fully adhere to the rules, operating procedures and requirements which apply to ASUW Programs as specified in the ASUW Constitution, Bylaws, Rules and Procedures and Finance Policy.
    - a. Failure to adhere to these stipulations shall result in forfeiture of ASUW funding.
  - 2. For funding needs not classified as 'normal operating expenses', travel or 'organizational publications', the Interfraternity Council and Panhellenic Council may only receive these funds through the established RSO Funding Board process.



Date Passed: 4/12/16  
Vote Count: 19-0-2

**Addendum B**

**Article III. ASUW RSO Funding Board**

- vi. The ASUW Senate through the RSO Funding Board possesses sole authority to allocate ASUW funds directly to RSOs.
1. ~~For funding provided to the Interfraternity Council and Panhellenic Council during only the 2017 Fiscal Year which would otherwise be in violation of sections viii and ix of this article, the ASUW Senate through the Budget and Planning Committee shall have authority to allocate these ASUW funds.~~

(...)

~~xxxii. The Interfraternity Council and Panhellenic Council shall be exempt from the stipulations of Article III, Section ix and Article III, Section xxvii, Clause 2 for the 2017 Fiscal Year. These organizations will also be exempt from the stipulations of Article III, Section viii regarding 'normal operating expenses' and 'organizational publications.'~~

~~1. If the Interfraternity Council and Panhellenic Council receive funds in the FY2017 ASUW budget, those organizations shall fully adhere to the rules, operating procedures and requirements which apply to ASUW Programs as specified in the ASUW Constitution, Bylaws, Rules and Procedures and Finance Policy.~~

~~a. Failure to adhere to these stipulations shall result in forfeiture of ASUW funding.~~

~~2. For funding needs not classified as 'normal operating expenses' travel, or 'organizational publications', the Interfraternity Council and Panhellenic Council may only receive these funds through the established RSO Funding Board process.~~

Date Passed: 4/19/16  
Vote Count: 23-0

**SENATE BILL #2506**

**TITLE:** ASUW Budget Act for Fiscal Year 2017

**DATE INTRODUCED:** April 5, 2016

**AUTHOR:** Senator Long

**SPONSORS:** Executive Cohen; Senators Bruegger, Burnham, and Williamson; SALS Mckenna and Sinnott

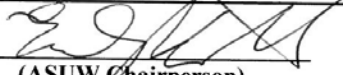



1. WHEREAS, the mission of the Associated Students of the University of Wyoming (ASUW)
2. Student Government is to serve its students in the best manner possible through accurate
3. representation, professional interaction with campus programs and organizations, and
4. responsible, effective, leadership; and,
5. WHEREAS, the ASUW Student Government collects a student fee to administer the
6. Programs and Services of the ASUW, to fund governing boards of the ASUW Student
7. Government, and to support Recognized Student Organizations; and,
8. WHEREAS, the ASUW strives to be fiscally responsible with fees in the academic year; and,
9. WHEREAS, certain Programs and Services of the ASUW need an individual budget; and,
10. WHEREAS, the ASUW Programs and Services are being enhanced and expanded greatly.
11. THEREFORE, be it enacted by the Student Government of the Associated Students
12. of the University of Wyoming (ASUW) that the budget of the ASUW, its contingencies, and
13. all parts thereof for Fiscal Year (FY) 2017 be approved as allocated from the following
14. sources: \$862,772.00 from the ASUW Student Fee allocation; \$22,500.00 from the ASUW
15. reserve; \$75,000.00 from the ASUW Endowment (ASUW Special Projects Endowment);
16. \$60,000.00 from the various ASUW Scholarship endowments; \$2,500.00 from the ASUW
17. Equipment Reserve; and \$12,200.00 from other revenues; and,
18. THEREFORE, be it further enacted that the total budget for FY 2017 shall be \$1,046,372.00

Date Passed: 4/19/16  
Vote Count: 23-0

19. as allocated in Addendum A; and,
20. THEREFORE, be it further enacted that the logistics of administering this budget, which
21. Utilizes funds from the aforementioned accounts be under the direction of the Dean of
22. Students or designee and the ASUW Budget & Planning Committee in accordance with the
23. ASUW Finance Policy.

Referred to: Budget and Planning

Date of Passage: 4/19/16 Signed:   
(ASUW Chairperson)

"Being enacted on 4/21/2016, I do hereby sign my name hereto and  
approve this Senate action."   
ASUW President

Date Passed: 4/19/16  
Vote Count: 23-0

**Addendum A**

**ASUW FY17 Budget**

Program: EXECUTIVE BRANCH

ACTUAL FY 11	ACTUAL FY 12	ACTUAL FY 13	ACTUAL FY 14	ACTUAL FY 15	INCOME	FY 16 BUDGET	FY 17 REQUEST	FY 17 BUDGET
\$102,331.00	\$61,604.86	\$79,957.44	\$70,080.39	\$78,288.82		\$77,900.00		\$30,460.00
		\$970.87	\$1,105.76	\$3,000.00				\$0.00
	\$722.48					\$5,500.00		\$12,500.00
			\$1,052.38					\$0.00
			\$45.00					\$0.00
	\$777.05							\$0.00
<b>\$102,331.00</b>	<b>\$63,104.39</b>	<b>\$80,928.31</b>	<b>\$72,283.53</b>	<b>\$81,288.82</b>		<b>\$83,400.00</b>	<b>\$0.00</b>	<b>\$92,960.00</b>

ACTUAL FY 11	ACTUAL FY 12	ACTUAL FY 13	ACTUAL FY 14	ACTUAL FY 15	EXPENSE	FY 16 BUDGET	FY 17 REQUEST	FY 17 BUDGET	DIFFERENCE
\$72,559.92	\$40,101.77	\$67,405.21	\$55,363.28	\$60,160.13	SALARIES	\$60,800.00	\$62,360.00	\$1,560.00	\$62,360.00
\$7,159.72	\$8,521.82	\$5,958.67	\$5,826.75	\$7,963.08	ADVERTISING	\$3,000.00	\$12,000.00	\$4,000.00	\$10,000.00
					AWARDS			\$0.00	\$0.00
					BOND DEBT			\$0.00	\$0.00
\$2,012.73	\$1,190.54	\$970.87	\$1,105.76	\$3,247.04	CONTINGENCY RESERVE	\$3,000.00	\$15,000.00	\$12,000.00	\$8,000.00
\$710.07	\$433.15	\$376.10	\$1,198.82	\$1,030.57	COPIER PRINTING	\$500.00	\$650.00	\$150.00	\$600.00
\$488.53	\$1,248.75	\$236.46	\$1,378.57		COURTESY	\$300.00	\$300.00	\$0.00	\$300.00
					DUES MEMBERSHIPS			\$0.00	\$0.00
	\$1,814.47				EQUIP MAINTENANCE/REPAIR			\$0.00	\$0.00
					EQUIPMENT			\$0.00	\$0.00
			\$1,052.38	\$825.31	INSURANCE			\$0.00	\$0.00
\$284.96	\$38.07	\$130.75	\$187.80	\$37.72	MISCELLANEOUS			\$0.00	\$0.00
					POSTAGE	\$100.00	\$150.00	\$50.00	\$150.00
					PRIZES			\$0.00	\$0.00
\$511.00	\$940.00				REGISTRATION			\$0.00	\$0.00
				\$450.00	SPECIAL SERVICE CONTRACT	\$2,500.00	\$4,500.00	\$2,000.00	\$4,500.00
					STAFF DEVELOPMENT	\$450.00	\$450.00	\$0.00	\$300.00
\$103.00					SUBSCRIPTIONS			\$0.00	\$0.00
\$1,805.62	\$425.40	\$638.25	\$753.13	\$1,892.16	SUPPLIES AUDIO			\$0.00	\$0.00
					SUPPLIES OFFICE	\$800.00	\$800.00	\$0.00	\$800.00
\$2,475.75	\$2,400.74	\$2,556.59	\$2,835.65	\$3,589.37	SUPPLIES VEHICLE			\$0.00	\$0.00
\$8,216.86	\$5,989.50	\$2,655.41	\$2,881.43	\$2,073.44	TELEPHONE	\$2,700.00	\$2,700.00	\$0.00	\$2,700.00
					TRAVEL	\$4,250.00	\$4,250.00	\$0.00	\$3,250.00
<b>\$96,938.16</b>	<b>\$63,104.39</b>	<b>\$80,928.31</b>	<b>\$72,283.53</b>	<b>\$81,288.82</b>	<b>TOTAL EXPENSES</b>	<b>\$83,400.00</b>	<b>\$103,160.00</b>	<b>\$19,760.00</b>	<b>\$92,960.00</b>
<b>\$5,395.84</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>FUND BALANCE</b>	<b>\$0.00</b>	<b>-\$103,160.00</b>	<b>-\$19,760.00</b>	<b>\$0.00</b>

FEE ALLOCATED	SU FEE ALLOC.	RESERVE ALLOC.	EQUIP RESERVE ALLOC.	STUDENT LOAN	REVENUE ALLOC.	ENDOWS ALLOC.	TOTAL
\$62,360.00							\$62,360.00
\$10,000.00							\$10,000.00
							\$0.00
							\$0.00
		\$8,000.00					\$8,000.00
\$600.00							\$600.00
\$300.00							\$300.00
							\$0.00
							\$0.00
							\$0.00
							\$0.00
\$150.00							\$150.00
							\$0.00
							\$0.00
							\$0.00
\$300.00		\$4,500.00					\$4,800.00
							\$0.00
							\$0.00
\$800.00							\$800.00
							\$0.00
\$2,700.00							\$2,700.00
\$3,250.00							\$3,250.00
<b>\$80,460.00</b>	<b>\$0.00</b>	<b>\$12,500.00</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$92,960.00</b>

**ASUW FY17 Budget**

<u>Executive Branch</u>	
<b>INCOME</b>	
ASUW FEE	\$ 80,460.00
ASUW SUMMER FEE	
ASUW RESERVE	\$ 12,500.00
ASUW EQUIPMENT RESERVE	
STUDENT LOAN	
REVENUE	
ENDOWMENTS	
TRANSFER IN/OUT	
<b>TOTAL INCOME</b>	<b>\$ 92,960.00</b>
<b>EXPENSE</b>	
SALARIES	
* ASUW President (\$10/hr*25hr/wk*4wk/mo*12mo)	\$ 12,000.00
* ASUW Vice President (\$10/hr*25hrs/wk*4wk/mo*12mo)	\$ 12,000.00
* 7 Executives (\$8.25/hr*20hr/wk*32wks*6execs)	\$ 36,960.00
* Elections Commissioner	\$ 750.00
* Workers Compensation	\$ 650.00
	<u>\$ 62,360.00</u>
ADVERTISING	
* For use by RSOs	\$ 4,000.00
* For use by ASUW (Guidebook, Wyovocal, ect.)	\$ 6,000.00
	<u>\$ 10,000.00</u>
CONTINGENCY RESERVE	
* Unanticipated Expenses	\$ 8,000.00
	<u>\$ 8,000.00</u>
COPIER/PRINTING	
* General Copier Use	\$ 600.00
	<u>\$ 600.00</u>
COURTESY	
* Retreat	\$ 300.00
	<u>\$ 300.00</u>
POSTAGE	
* ASUW Student Government Mailings	\$ 150.00
	<u>\$ 150.00</u>
SPECIAL SERVICES CONTRACTS	
* WyoVocal Licensing Fee	\$ 2,040.00
* WyoVocal/Guidebook Programming	\$ 460.00
* Student Leadership Summit	\$ 2,000.00
	<u>\$ 4,500.00</u>
STAFF DEVELOPMENT	
* Dean of Students-Student Professional Development Series	\$300
	<u>\$ 300.00</u>
SUPPLIES, OFFICE	
* General Office Supplies	\$ 800.00
	<u>\$ 800.00</u>
TELEPHONE	
* Basic Service, Office Associate (\$41*12mo)	\$ 492.00
* Basic Service, President (\$25*12mo)	\$ 300.00
* Basic Service, Executives (\$23*12mo)	\$ 276.00
* Extensions, Executives (\$6.50*12mo*4bridges)	\$ 312.00
* Directory Listing (\$6*12mo)	\$ 72.00
* Network Connections (\$7.20*12 mo*5networks)	\$ 432.00
* Additional Email Addresses (\$5*12mo*2extra)	\$ 120.00
* Bridge Line (\$6.50*12mo*4)	\$ 312.00
* Long Distance Charges (estimated)	\$ 384.00
	<u>\$ 2,700.00</u>
TRAVEL	
* Foundation Events: (Spring Meeting Pres & VP)	\$ 1,750.00
* ASUW Regional Networking (BOT and Comm. Colleges)	\$ 750.00
* WASC - 4 students to State Student Council Meeting	\$ 750.00
	<u>\$ 3,250.00</u>
<b>TOTAL EXPENSES</b>	<b>\$ 92,960.00</b>

ASUW FY17 Budget

Program: LEGISLATIVE BRANCH

ACTUAL FY 11	ACTUAL FY 12	ACTUAL FY 13	ACTUAL FY 14	ACTUAL FY 15		INCOME	FY 16 BUDGET	FY 17 REQUEST	FY 17 BUDGET
\$30,966.90	\$33,589.85	\$18,441.32	\$16,695.56	\$14,541.16		ASUW FEE	\$15,620.00		\$15,445.00
						ASUW SUMMER FEE			\$0.00
						ASUW RESERVE			\$0.00
	\$1,500.00					ASUW EQUIPMENT RESERVE			\$0.00
						STUDENT LOAN			\$0.00
						REVENUE			\$0.00
						ENDOWMENTS			\$0.00
						TRANSFER IN/OUT			\$0.00
\$30,966.90	\$35,089.85	\$18,441.32	\$16,695.56	\$14,541.16		TOTAL INCOME	\$15,620.00	\$0.00	\$15,445.00

						EXPENSE			DIFFERENCE
\$17,185.85	\$13,514.87					SALARIES			\$0.00
\$14.00	\$145.22	\$1,208.15	\$1,047.62	\$1,120.48		ADVERTISING	\$850.00	\$850.00	\$850.00
						AWARDS			\$0.00
						BOND DEBT			\$0.00
\$765.06	\$880.68	\$742.23	\$901.70	\$406.30		CONTINGENCY RESERVE			\$0.00
\$7,598.23	\$5,207.20	\$6,099.52	\$3,664.74	\$5,825.69		COPIER/PRINTING	\$250.00	\$250.00	\$75.00
						COURTESY	\$4,550.00	\$5,050.00	\$4,550.00
						DUES/MEMBERSHIPS			\$0.00
	\$884.89	\$2,025.15				EQUIP MAINTENANCE/REPAIR			\$0.00
						EQUIPMENT			\$0.00
						INSURANCE			\$0.00
						MISCELLANEOUS			\$0.00
						POSTAGE			\$0.00
\$750.00	\$550.00					PRIZES			\$0.00
						REGISTRATION			\$0.00
\$4,773.61	\$4,648.91	\$5,497.20	\$7,712.78	\$4,466.39		SCHOLARSHIPS			\$0.00
						SPECIAL SERVICE CONTRACT	\$7,350.00	\$6,850.00	-\$500.00
						STAFF DEVELOPMENT			\$0.00
			\$840.17			SUBSCRIPTIONS			\$0.00
\$983.38	\$995.21	\$674.81		\$300.86		SUPPLIES, AUDIO			\$0.00
						SUPPLIES, OFFICE	\$650.00	\$650.00	\$650.00
\$1,448.14	\$1,592.29	\$1,256.97	\$1,228.50	\$1,727.95		SUPPLIES, VEHICLE			\$0.00
\$2,443.32	\$386.62	\$937.29	\$370.05	\$693.49		TELEPHONE	\$1,470.00	\$1,470.00	\$1,470.00
\$30,962.59	\$29,615.89	\$18,441.32	\$16,695.56	\$14,541.16		TRAVEL	\$500.00	\$500.00	\$500.00
						TOTAL EXPENSES	\$15,620.00	\$15,620.00	\$0.00
\$4.31	\$6,673.96	\$0.00	\$0.00	\$0.00		FUND BALANCE	\$0.00	-\$15,620.00	\$0.00

FEE ALLOCATE D	SU FEE ALLOC.	RESERVE ALLOC.	EQUIP RESERVE ALLOC.	STUDENT LOAN	REVENUE ALLOC.	ENDOWS ALLOC.	TOTAL
							\$0.00
\$850.00							\$850.00
							\$0.00
							\$0.00
							\$0.00
							\$0.00
\$75.00							\$75.00
\$4,550.00							\$4,550.00
							\$0.00
							\$0.00
							\$0.00
							\$0.00
							\$0.00
							\$0.00
							\$0.00
							\$0.00
							\$0.00
							\$0.00
							\$0.00
							\$0.00
							\$0.00
							\$0.00
							\$0.00
							\$0.00
							\$0.00
							\$0.00
							\$0.00
							\$0.00
\$15,445.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$15,445.00

**ASUW FY17 Budget**

Legislative Branch

<b>INCOME</b>		
ASUW FEE	\$15,445.00	
ASUW SUMMER FEE		
ASUW RESERVE		
ASUW EQUIPMENT RESERVE		
STUDENT LOAN		
REVENUE		
ENDOWMENTS		
TRANSFER IN/OUT		
<b>TOTAL INCOME</b>		<u>\$15,445.00</u>
<b>EXPENSE</b>		
<b>ADVERTISING</b>		
* Election Promotions (Primary/General/Special)	\$ 850.00	
		<u>\$ 850.00</u>
<b>COPIER/PRINTING</b>		
* Copies for Senate & Committees	\$ 75.00	
		<u>\$ 75.00</u>
<b>COURTESY</b>		
* Fall ASUW Retreat	\$ 1,000.00	
* Programming Safe Treat Support	\$ 200.00	
* Programming Events	\$ 1,500.00	
* Student Outreach and Policy Campus Outreach Events	\$ 500.00	
* Academics, Technology, Sustainability (i.e. Earth Week)	\$ 400.00	
* Budget & Planning	\$ 200.00	
* Elections	\$ 750.00	
		<u>\$ 4,550.00</u>
<b>SPECIAL SERVICE CONTRACT</b>		
* Student Voting Software Collegiate Link	\$ 4,000.00	
* ASUW Fall Retreat	\$ 2,000.00	
* Programming Event Materials	\$ 350.00	
* Student Outreach and Policy Outreach Materials	\$ 350.00	
* Academics, Technology, Sustainability Event Materials	\$ 150.00	
* ASUW First Year Institute Support	\$ 500.00	
		<u>\$ 7,350.00</u>
<b>SUPPLIES, OFFICE</b>		
* Name Tags for Senators	\$ 200.00	
* ASUW Orientation Class	\$ 150.00	
* Torchlight Laurels Awards	\$ 300.00	
		<u>\$ 650.00</u>
<b>TELEPHONE</b>		
* Basic Service (2 lines *\$25*12 mo*2)	\$ 1,200.00	
* Network Connections (\$7.20/mo*12 mo* 2)	\$ 175.00	
* Long Distance Charges	\$ 75.00	
* Expanded Email Account Capacity	\$ 20.00	
		<u>\$ 1,470.00</u>
<b>TRAVEL</b>		
* Trip to Legislature	\$ 500.00	
		<u>\$ 500.00</u>
<b>TOTAL EXPENSES</b>		<u>\$15,445.00</u>



The University of Wyoming  
 Board of Trustees' Report – PUBLIC SESSION  
 Wednesday, June 15, 2016  
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ASUW FY17 Budget

Program: JUDICIAL BRANCH

ACTUAL FY 11	ACTUAL FY 12	ACTUAL FY 13	ACTUAL FY 14	ACTUAL FY 15	INCOME	FY 16 BUDGET	FY 17 REQUEST	FY 17 BUDGET
\$1,445.00	\$760.96	\$1,116.81	\$358.45	\$850.74		\$292.00		\$247.00
					ASUW FEE			\$0.00
					ASUW SUMMER FEE			\$0.00
					ASUW RESERVE			\$0.00
					ASUW EQUIPMENT RESERVE			\$0.00
					STUDENT LOAN			\$0.00
					REVENUE			\$0.00
					ENDOWMENTS			\$0.00
					TRANSFER IN/OUT			\$0.00
\$1,445.00	\$760.96	\$1,116.81	\$358.45	\$850.74	TOTAL INCOME	\$292.00	\$0.00	\$247.00

					EXPENSE	DIFFERENCE	
\$255.00		\$3.12		\$679.66	SALARIES	\$0.00	\$0.00
					ADVERTISING	\$290.00	\$290.00
					AWARDS	\$0.00	\$0.00
					BOND DEBT	\$0.00	\$0.00
					CONTINGENCY RESERVE	\$0.00	\$0.00
					COPIER/PRINTING	\$80.00	\$80.00
		\$68.87	\$26.25	\$38.88	COURTESY	\$75.00	\$125.00
					DUES/MEMBERSHIPS	\$0.00	\$0.00
					EQUIP MAINTENANCE/REPAIR	\$0.00	\$0.00
					EQUIPMENT	\$40.00	\$40.00
					INSURANCE	\$0.00	\$0.00
					MISCELLANEOUS	\$0.00	\$0.00
					POSTAGE	\$0.00	\$0.00
					PRIZES	\$0.00	\$0.00
		\$559.00			REGISTRATION	\$750.00	\$250.00
					SCHOLARSHIPS	\$0.00	\$0.00
					SPECIAL SERVICE CONTRACT	\$0.00	\$0.00
					STAFF DEVELOPMENT	\$0.00	\$0.00
					SUBSCRIPTIONS	\$0.00	\$0.00
					SUPPLIES, AUDIO	\$65.00	\$80.00
	\$89.74	\$99.80		\$210.20	SUPPLIES, OFFICE	\$0.00	\$0.00
					SUPPLIES, VEHICLE	\$15.00	\$80.00
					TELEPHONE	\$72.00	\$72.00
		\$72.00		\$132.20	TRAVEL	\$0.00	\$72.00
\$743.64	\$661.16	\$413.80			TOTAL EXPENSES	\$292.00	\$922.00
\$1,088.38	\$760.96	\$1,116.81	\$358.45	\$850.74		\$650.00	\$247.00
\$356.62	\$0.00	\$0.00	\$0.00	\$0.00	FUND BALANCE	\$0.00	-\$922.00
							-\$630.00
							\$0.00

FEE ALLOCATE D	SU FEE ALLOC.	RESERVE ALLOC.	EQUIP RESERVE ALLOC.	STUDENT LOAN	REVENUE ALLOC.	ENDOWS ALLOC.	TOTAL
							\$0.00
\$0.00							\$0.00
							\$0.00
							\$0.00
							\$0.00
							\$0.00
							\$0.00
							\$0.00
							\$0.00
							\$0.00
							\$0.00
							\$0.00
							\$0.00
							\$0.00
							\$0.00
							\$0.00
							\$0.00
\$247.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$247.00

## ASUW FY17 Budget

### Judicial Branch

#### INCOME

ASUW FEE	\$ 247.00	
ASUW SUMMER FEE		
ASUW RESERVE		
ASUW EQUIPMENT RESERVE		
STUDENT LOAN REVENUE		
ENDOWMENTS		
TRANSFER IN/OUT		
<b>TOTAL INCOME</b>		\$247.00

#### EXPENSE

COPIER/PRINTING		
* Documents for meetings/proceedings	\$ 20.00	\$ 20.00
 COURTESY		
* Judicial Council Training Meeting	\$ 75.00	\$ 75.00
 Supplies, Office		
* Notebooks, Pens, Binders, and Generic Nametags	\$ 80.00	\$ 80.00
 TELEPHONE		
* JC Email account	\$ 72.00	\$ 72.00
 <b>TOTAL EXPENSES</b>		\$ 247.00

ASUW FY17 Budget

Program: BUSINESS OFFICE

ACTUAL FY 11	ACTUAL FY 12	ACTUAL FY 13	ACTUAL FY 14	ACTUAL FY 15	INCOME	FY 16 BUDGET	FY 17 REQUEST	FY 17 BUDGET
\$60,606.00	\$174,178.00	\$214,821.54	\$185,064.43	\$189,494.64	ASUW FEE	\$230,798.91		\$251,547.24
\$37,624.00	\$36,631.99	\$32,279.60	\$29,702.88	\$30,376.42	ASUW SUMMER FEE	\$36,685.34		\$40,479.92
\$15,000.00	\$6,774.15	\$28,534.65	\$5,141.99	\$5,454.62	ASUW RESERVE	\$10,000.00		\$10,000.00
\$1,989.00	\$884.90	\$962.46	\$3,322.69	\$2,400.00	ASUW EQUIPMENT RESERVE	\$4,678.00		\$0.00
\$500.00	\$720.00				STUDENT LOAN			\$0.00
					REVENUE			\$0.00
\$30,000.00					ENDOWMENTS	\$42,500.00		\$65,000.00
	\$24.26				TRANSFER IN/OUT			\$0.00
<b>\$145,719.00</b>	<b>\$219,213.30</b>	<b>\$276,618.25</b>	<b>\$221,247.99</b>	<b>\$217,725.68</b>	<b>TOTAL INCOME</b>	<b>\$314,662.25</b>	<b>\$0.00</b>	<b>\$367,027.16</b>

					EXPENSE			DIFFERENCE	
\$52,079.90	\$170,210.40	\$133,083.69	\$179,586.64	\$173,830.19	SALARIES	\$206,372.91	\$240,766.24	\$34,393.33	\$240,766.24
		\$1,088.08		\$62.97	ADVERTISING			\$0.00	\$0.00
	\$36,631.99		\$29,202.88	\$30,376.42	AWARDS			\$0.00	\$0.00
		\$6,619.66	\$148.99	\$454.62	BOND DEBT	\$56,685.34	\$40,479.92	\$3,794.94	\$40,479.92
\$943.62	\$623.22	\$886.21	\$958.15	\$1,301.33	CONTINGENCY RESERVE	\$5,000.00	\$5,000.00	\$0.00	\$5,000.00
	\$669.88	\$1,164.79	\$396.76	\$879.41	COPY/PRINTING	\$1,200.00	\$1,200.00	\$0.00	\$1,200.00
					COURTESY	\$1,150.00	\$1,150.00	\$0.00	\$150.00
					DUES/MEMBERSHIPS			\$0.00	\$0.00
\$1,989.00	\$884.90	\$962.46	\$3,322.69	\$4,837.29	EQUIP MAINTENANCE/REPAIR			\$0.00	\$0.00
					EQUIPMENT	\$4,678.00	\$3,055.00	-\$1,623.00	\$3,055.00
\$20,012.61	\$3,629.86	\$86,549.50	\$1,062.50	\$107.94	INSURANCE	\$900.00	\$900.00	\$0.00	\$3,055.00
\$136.54	\$70.70	\$122.03	\$10.76	\$6.24	MISCELLANEOUS	\$50.00	\$50.00	\$0.00	\$900.00
					POSTAGE			\$0.00	\$50.00
					PRIZES			\$0.00	\$0.00
\$26,000.00		\$10,000.00	\$11,000.00	\$10,000.00	REGISTRATION			\$0.00	\$0.00
	\$98.48		\$112.75	\$169.26	SCHOLARSHIPS	\$53,500.00	\$54,500.00	\$2,000.00	\$70,000.00
					SPECIAL SERVICE CONTRACT	\$1,000.00	\$1,000.00	\$0.00	\$300.00
					STAFF DEVELOPMENT	\$500.00	\$500.00	\$0.00	\$200.00
					SUBSCRIPTIONS			\$0.00	\$0.00
\$1,215.13	\$2,249.72	\$2,849.07	\$74.13	\$1,129.73	SUPPLIES, AUDIO			\$0.00	\$0.00
					SUPPLIES, OFFICE	\$1,500.00	\$1,500.00	\$0.00	\$1,500.00
					SUPPLIES, VEHICLE			\$0.00	\$0.00
\$1,185.40	\$1,196.53	\$2,020.42	\$1,646.69	\$3,065.35	TELEPHONE	\$1,626.00	\$1,626.00	\$0.00	\$1,626.00
	\$2,717.62	\$879.20	\$871.00	\$804.93	TRAVEL	\$1,500.00	\$1,500.00	\$0.00	\$1,500.00
<b>\$103,562.26</b>	<b>\$219,213.30</b>	<b>\$246,355.16</b>	<b>\$222,892.99</b>	<b>\$237,725.68</b>	<b>TOTAL EXPENSES</b>	<b>\$314,662.25</b>	<b>\$353,227.16</b>	<b>\$38,564.91</b>	<b>\$367,027.16</b>
<b>\$42,156.74</b>	<b>\$0.00</b>	<b>\$30,363.09</b>	<b>\$350.00</b>	<b>\$0.00</b>	<b>FUND BALANCE</b>	<b>\$0.00</b>	<b>-\$353,227.16</b>	<b>-\$38,564.91</b>	<b>\$0.00</b>

FEE ALLOCATE D	SU FEE ALLOC.	RESERVE ALLOC.	EQUIP RESERVE ALLOC.	STUDENT LOAN	REVENUE ALLOC.	ENDOWS ALLOC.	TOTAL
\$240,766.24							\$240,766.24
							\$0.00
	\$40,479.92						\$40,479.92
		\$5,000.00					\$5,000.00
\$1,000.00							\$1,000.00
\$150.00							\$150.00
							\$0.00
\$3,055.00							\$3,055.00
							\$900.00
\$500.00							\$500.00
							\$0.00
							\$0.00
		\$5,000.00				\$65,000.00	\$70,000.00
\$800.00							\$800.00
\$200.00							\$200.00
							\$0.00
\$1,500.00							\$1,500.00
							\$0.00
\$1,626.00							\$1,626.00
\$1,500.00							\$1,500.00
<b>\$251,547.24</b>	<b>\$40,479.92</b>	<b>\$10,000.00</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$65,000.00</b>	<b>\$367,027.16</b>

ASUW FY17 Budget

<u>Business Office</u>	
<b>INCOME</b>	
ASUW FEE	\$ 251,547.24
ASUW SUMMER FEE	\$ 40,479.92
ASUW RESERVE	\$ 10,000.00
ASUW EQUIPMENT RESERVE	\$ -
STUDENT LOAN REVENUE	\$ 60,000.00
ENDOWMENTS	\$ -
TRANSFER IN/OUT	\$ -
<b>TOTAL INCOME</b>	<u>\$362,027.16</u>
<b>EXPENSE</b>	
SALARIES	\$ 44,244.00
* Accountant (Salary)	\$ 33,378.67
** Accountant (Benefits)	\$ 30,552.00
* Office Associate (Salary)	\$ 30,160.64
** Office Associate (Benefits)	\$ 42,228.00
* Project Coordinators, (Salary)	\$ 32,904.85
** Project Coordinators, (Benefits)	\$ 6,300.00
* Student Office Assistant (\$7.5/hr x 20hr/wk x 42wk)	\$ 700.00
** Student Office Assistant (Benefits)	\$ 20,298.08
* Masters Graduate Assistant (Tuition & Fees, III and Stipend)	\$ 240,766.24
	<u>\$ 240,766.24</u>
BOND DEBT	\$ 40,479.92
* Annual Payment of Union Bond Debt from Summer Fee	\$ 40,479.92
	<u>\$ 40,479.92</u>
CONTINGENCY RESERVE	\$ 5,000.00
* Unanticipated Operation Expenses within ASUW Committees and Programs	\$ 5,000.00
	<u>\$ 5,000.00</u>
COPIER/PRINTING	\$ 1,000.00
* Copies of Personnel, Payroll, Financial and Correspondence for the ASUW Business Office	\$ 1,000.00
	<u>\$ 1,000.00</u>
COURTESY	\$ 150.00
* Scholarship Committee	\$ 150.00
	<u>\$ 150.00</u>
EQUIPMENT	\$ 2,400.00
* Computer Replacement Plan	\$ 655.00
* 2 Executive Computers (Accountant and Project Coordinator)	\$ 2,400.00
* 1 Dell Laptop (ASTEC)	\$ 655.00
	<u>\$ 3,055.00</u>
MISCELLANEOUS	\$ 900.00
* Yearly Maintenance Agreement for Monitor (18% software cost)	\$ 900.00
* 2 Signs (one in the ASUW Office, one in Coe Library)	\$ 900.00
	<u>\$ 900.00</u>
POSTAGE	\$ 50.00
* Misc. Office Mailings for ASUW Bus. Office/ASTEC	\$ 50.00
	<u>\$ 50.00</u>
SCHOLARSHIPS	\$ 8,000.00
* Davis Scholarship (\$1000/semester)	\$ 6,000.00
* Hurst Scholarship (\$1000/semester)	\$ 40,000.00
* ASUW Leadership Scholarship (\$1000/semester)	\$ 11,000.00
* ASUW Service Exchange Endowment Scholarships	\$ 5,000.00
* Child Assistance Scholarships	\$ 5,000.00
	<u>\$ 70,000.00</u>
SPECIAL SERVICES CONTRACTS	\$ 300.00
* ASUW Programming Operations	\$ 500.00
* Scholarship Recognition	\$ 300.00
	<u>\$ 800.00</u>
STAFF DEVELOPMENT	\$ 200.00
* Registration for Office Staff to attend Campus Workshops	\$ 200.00
	<u>\$ 200.00</u>
SUPPLIES, OFFICE	\$ 1,500.00
* General Office Supplies, Paper for Copiers/Printers	\$ 1,500.00
	<u>\$ 1,500.00</u>
TELEPHONE	\$ 744.00
* Basic Service \$31/mo*12 mo*2	\$ 432.00
* Network Connections \$7.20/mo*12 mo*5	\$ 450.00
* Long Distance Charges (estimated)	\$ 450.00
	<u>\$ 1,626.00</u>
TRAVEL	\$ 1,500.00
* ASUW Operations	\$ 1,500.00
	<u>\$ 1,500.00</u>
<b>TOTAL EXPENSES</b>	<u>\$ 367,027.16</u>

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ASUW FY17 Budget

Program: ASTEC

ACTUAL FY 11	ACTUAL FY 12	ACTUAL FY 13	ACTUAL FY 14	ACTUAL FY 15			FY 16 BUDGET	FY 17 REQUEST		FY 17 BUDGET
\$69,046.00	\$78,747.90	\$88,076.03	\$99,423.00	\$110,620.09		<b>INCOME</b>				
	\$1,040.00					ASUW FEE	\$172,265.82			\$180,138.25
\$12,227.00	\$18,233.10	\$15,790.00	\$6,400.00	\$4,000.00		ASUW SUMMER FEE				\$0.00
		\$500.00				ASUW RESERVE	\$1,534.80			\$0.00
\$8,000.00	\$9,602.00	\$7,648.41	\$12,873.00	\$21,046.00		ASUW EQUIPMENT RESERVE				\$2,500.00
						STUDENT LOAN				\$0.00
						REVENUE	\$17,000.00	\$12,000.00		\$12,000.00
						ENDOWMENTS				\$0.00
						TRANSFER IN-OUT				\$0.00
<b>\$95,273.00</b>	<b>\$114,635.16</b>	<b>\$111,515.04</b>	<b>\$119,201.00</b>	<b>\$135,666.09</b>		<b>TOTAL INCOME</b>	<b>\$190,800.62</b>	<b>\$12,000.00</b>		<b>\$194,638.25</b>

						<b>EXPENSE</b>				<b>DIFFERENCE</b>
\$80,117.82	\$86,081.61	\$85,074.60	\$95,432.41	\$105,312.06		SALARIES	\$154,714.62	\$167,185.59	\$12,470.97	\$167,185.59
	\$488.55	\$413.25	\$209.25	\$528.80		ADVERTISING	\$600.00	\$1,500.00	\$900.00	\$800.00
						AWARDS			\$0.00	\$0.00
						BOND DEBT			\$0.00	\$0.00
\$377.40	\$104.45	\$47.32	\$90.27	\$136.22		CONTINGENCY RESERVE			\$0.00	\$0.00
\$135.23	\$159.70	\$149.53	\$196.72	\$249.08		COPY-PRINTING	\$200.00	\$200.00	\$0.00	\$150.00
						COURTESY	\$250.00	\$250.00	\$0.00	\$250.00
\$624.95	\$744.80	\$774.77	\$563.49	\$306.37		DUES-MEMBERSHIPS	\$130.00	\$130.00	\$0.00	\$130.00
\$9,427.19	\$17,563.02	\$17,294.87	\$14,086.51	\$30,670.31		EQUIP MAINTENANCE/REPAIR	\$1,500.00	\$1,500.00	\$0.00	\$1,000.00
\$375.00		\$375.00		\$375.00		EQUIPMENT	\$21,306.00	\$19,328.00	-\$1,978.00	\$11,984.00
						INSURANCE	\$390.00	\$390.00	\$0.00	\$390.00
						MISCELLANEOUS			\$0.00	\$390.00
						POSTAGE			\$0.00	\$0.00
						PRIZES			\$0.00	\$0.00
						REGISTRATION			\$0.00	\$0.00
						SCHOLARSHIPS			\$0.00	\$0.00
\$867.60	\$7,285.63	\$5,609.40	\$5,224.61	\$5,394.55		SPECIAL SERVICE CONTRACT	\$8,360.00	\$10,360.00	\$2,000.00	\$9,398.66
	\$65.94		\$280.00			STAFF DEVELOPMENT	\$600.00	\$600.00	\$0.00	\$600.00
\$716.50	\$982.29	\$343.55	\$1,086.24	\$947.71		SUBSCRIPTIONS			\$0.00	\$600.00
\$274.58	\$264.85	\$292.08	\$159.83	\$313.17		SUPPLIES, AUDIO	\$1,200.00	\$1,200.00	\$0.00	\$1,200.00
\$15.34	\$251.00	\$453.96	\$484.55	\$363.39		SUPPLIES, OFFICE	\$300.00	\$300.00	\$0.00	\$300.00
\$426.12	\$643.82	\$536.62	\$407.10	\$669.43		SUPPLIES, VEHICLE	\$700.00	\$700.00	\$0.00	\$700.00
\$1,800.00						TELEPHONE	\$550.00	\$550.00	\$0.00	\$550.00
						TRAVEL			\$0.00	\$0.00
<b>\$95,322.82</b>	<b>\$114,635.16</b>	<b>\$111,365.04</b>	<b>\$119,201.00</b>	<b>\$135,666.09</b>		<b>TOTAL EXPENSES</b>	<b>\$190,800.62</b>	<b>\$204,193.59</b>	<b>-\$13,392.97</b>	<b>\$194,638.25</b>
<b>\$6,049.82</b>	<b>\$0.00</b>	<b>\$150.00</b>	<b>\$0.00</b>	<b>\$0.00</b>		<b>FUND BALANCE</b>	<b>\$0.00</b>	<b>-\$192,193.59</b>	<b>-\$13,392.97</b>	<b>\$0.00</b>

FEE ALLOCATE D	SU FEE ALLOC.	RESERVE ALLOC.	EQUIP RESERVE ALLOC.	STUDENT LOAN	REVENUE ALLOC.	ENDOWS ALLOC.	TOTAL
\$155,185.59					\$12,000.00		\$167,185.59
\$800.00							\$800.00
							\$0.00
							\$0.00
\$150.00							\$150.00
\$250.00							\$250.00
\$130.00							\$130.00
\$1,000.00							\$1,000.00
\$9,484.00			\$3,500.00				\$11,984.00
\$390.00							\$390.00
							\$0.00
							\$0.00
							\$0.00
							\$0.00
\$7,285.63							\$9,398.66
\$65.94							\$600.00
\$982.29							\$982.29
\$264.85							\$264.85
\$251.00							\$251.00
\$426.12							\$426.12
\$1,800.00							\$1,800.00
<b>\$109,138.25</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$2,500.00</b>	<b>\$0.00</b>	<b>\$12,000.00</b>	<b>\$0.00</b>	<b>\$194,638.25</b>

ASUW FY17 Budget

<u>ASTECC</u>	
<b>INCOME</b>	
ASUW FEE	\$ 180,138.25
ASUW SUMMER FEE	
ASUW RESERVE	\$ 2,500.00
ASUW EQUIPMENT RESERVE	
STUDENT LOAN	
REVENUE	\$ 12,000.00
ENDOWMENTS	
TRANSFER IN/OUT	
<b>TOTAL INCOME</b>	<u>\$194,638.25</u>
<b>EXPENSE</b>	
<b>SALARIES</b>	
* Coordinator	\$ 38,664.00
* Coordinator Benefits	\$ 19,183.20
* Assistant Coordinator	\$ 30,168.00
* Assistant Coordinator Benefits	\$ 30,070.39
* Student Technicians (5-20 hr week @ average of \$8.50/hr)	\$ 42,500.00
* Student Office Assistant (35 weeks @ \$8.00/hr *20 hrs/week)	\$ 5,600.00
* Workers Compensation	\$ 1,000.00
	<u>\$ 167,185.59</u>
<b>ADVERTISING</b>	
* Promotion for Studio Wyo Programs and ASTEC services	\$ 800.00
	<u>\$ 800.00</u>
<b>COPIER/PRINTING</b>	
* General Copier Use	\$ 150.00
	<u>\$ 150.00</u>
<b>COURTESY</b>	
* ASTEC Student Employee Appreciation	\$ 250.00
	<u>\$ 250.00</u>
<b>DUES AND MEMBERSHIPS</b>	
* Coordinator Membership to Audio Engineering Society	\$ 130.00
	<u>\$ 130.00</u>
<b>EQUIPMENT</b>	
*** For Martin Mac lighting and supplies, (as provided during budget process - remaining balance spend as needed)	\$ 11,984.00
	<u>\$ 11,984.00</u>
<b>EQUIPMENT REPAIRS, SUPPLIES, MAINTENANCE</b>	
* General Repair, Supplies & Maintenance	\$ 1,000.00
	<u>\$ 1,000.00</u>
<b>INSURANCE</b>	
* Coverage for Department Van	\$ 390.00
	<u>\$ 390.00</u>
<b>SPECIAL SERVICES CONTRACTS</b>	
* Studio Wyo Programming	\$ 9,038.66
* ASTEC Reservation System (Wufoo)	\$ 360.00
	<u>\$ 9,398.66</u>
<b>STAFF DEVELOPMENT</b>	
* ASTEC Staff Development	\$ 600.00
	<u>\$ 600.00</u>
<b>SUPPLIES, Audio</b>	
* General Audio Supplies	\$ 1,200.00
	<u>\$ 1,200.00</u>
<b>SUPPLIES, OFFICE</b>	
* General Office Supplies	\$ 300.00
	<u>\$ 300.00</u>
<b>SUPPLIES, VEHICLE</b>	
* Routine Maintenance of ASTEC Van & Annual Fuel Costs	\$ 700.00
	<u>\$ 700.00</u>
<b>TELEPHONE</b>	
* Basic Service	\$ 550.00
	<u>\$ 550.00</u>
<b>TOTAL EXPENSES</b>	<u>\$ 194,638.25</u>

ASUW FY17 Budget

Program: FINANCIAL LITERACY

ACTUAL FY 11	ACTUAL FY 12	ACTUAL FY 13	ACTUAL FY 14	ACTUAL FY 15	INCOME	FY 16 BUDGET	FY 17 REQUEST	FY 17 BUDGET
\$5,950.00	\$2,349.12	\$4,400.00	\$4,187.95	\$3,680.40	ASUW FEE	\$4,400.00		\$0.00
					ASUW SUMMER FEE			\$0.00
					ASUW RESERVE			\$0.00
					ASUW EQUIPMENT RESERVE			\$0.00
		\$100.00			STUDENT LOAN			\$0.00
					REVENUE			\$0.00
				\$500.00	ENDOWMENTS			\$4,400.00
					TRANSFER IN-OUT			\$0.00
\$5,950.00	\$2,349.12	\$4,500.00	\$4,187.95	\$4,180.40	TOTAL INCOME	\$4,400.00	\$0.00	\$4,400.00

					EXPENSE			DIFFERENCE
\$47.53		\$53.55	\$101.55	\$1,226.66	SALARIES			\$0.00
					ADVERTISING	\$100.00	\$100.00	\$0.00
					AWARDS			\$100.00
					BOND DEBT			\$0.00
\$72.15					CONTINGENCY RESERVE			\$0.00
\$31.60		\$1,785.89	\$1,223.50	\$1,352.66	COPIER/PRINTING			\$0.00
					COURTESY	\$1,500.00	\$1,500.00	\$0.00
					DUES/MEMBERSHIPS			\$1,500.00
					EQUIP MAINTENANCE/REPAIR			\$0.00
					EQUIPMENT			\$0.00
					INSURANCE			\$0.00
					MISCELLANEOUS			\$0.00
					POSTAGE			\$0.00
					PRIZES			\$0.00
					REGISTRATION			\$0.00
					SCHOLARSHIPS			\$0.00
\$5,570.67	\$2,349.21	\$2,660.56	\$2,862.00	\$1,101.08	SPECIAL SERVICE CONTRACT	\$2,800.00	\$2,800.00	\$2,800.00
					STAFF DEVELOPMENT			\$0.00
					SUBSCRIPTIONS			\$0.00
					SUPPLIES AUTO			\$0.00
					SUPPLIES OFFICE			\$0.00
					SUPPLIES VEHICLE			\$0.00
					TELEPHONE			\$0.00
					TRAVEL			\$0.00
\$5,721.55	\$2,349.21	\$4,500.00	\$4,187.95	\$4,180.40	TOTAL EXPENSES	\$4,400.00	\$4,400.00	\$0.00
\$228.05	-\$0.09	\$0.00	\$0.00	\$0.00	FUND BALANCE	\$0.00	-\$4,400.00	\$0.00

FEE ALLOCATED	SU FEE ALLOC.	RESERVE ALLOC.	EQUIP RESERVE ALLOC.	STUDENT LOAN	REVENUE ALLOC.	ENDOWS ALLOC.	TOTAL
						\$100.00	\$100.00
						\$0.00	\$0.00
						\$0.00	\$0.00
						\$0.00	\$0.00
						\$0.00	\$0.00
						\$0.00	\$0.00
						\$0.00	\$0.00
						\$0.00	\$0.00
						\$0.00	\$0.00
						\$0.00	\$0.00
						\$0.00	\$0.00
						\$0.00	\$0.00
						\$0.00	\$0.00
						\$0.00	\$0.00
						\$0.00	\$0.00
						\$0.00	\$0.00
						\$0.00	\$0.00
						\$0.00	\$0.00
\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$4,400.00	\$4,400.00

## ASUW FY17 Budget

### Financial Literacy

#### INCOME

ASUW FEE		
ASUW SUMMER FEE		
ASUW RESERVE		
ASUW EQUIPMENT RESERVE		
STUDENT LOAN		
REVENUE		
ENDOWMENTS	\$ 4,400.00	
TRANSFER IN/OUT		\$4,400.00
<b>TOTAL INCOME</b>		<b>\$4,400.00</b>

#### EXPENSE

ADVERTISING		
* Promotion for Financial Literacy Events	\$ 100.00	
		\$ 100.00
COURTESY		
*Programming Events	\$ 1,500.00	
		\$ 1,500.00
SPECIAL SERVICE CONTRACT		
* Programming Expenses	\$ 2,800.00	
		\$ 2,800.00
<b>TOTAL EXPENSES</b>		<b>\$ 4,400.00</b>



ASUW FY17 Budget

Program: FRESHMAN SENATE

ACTUAL FY 11	ACTUAL FY 12	ACTUAL FY 13	ACTUAL FY 14	ACTUAL FY 15	INCOME	FY 16 BUDGET	FY 17 REQUEST	FY 17 BUDGET
\$6,187.00	\$2,100.34	\$1,983.04	\$2,873.81	\$2,495.30		\$3,900.00		\$3,500.00
					ASUW FEE			\$0.00
					ASUW SUMMER FEE			\$0.00
					ASUW RESERVE			\$0.00
					ASUW EQUIPMENT RESERVE			\$0.00
		\$100.00		\$25.00	STUDENT LOAN			\$0.00
					REVENUE			\$0.00
				\$500.00	ENDOWMENTS			\$0.00
					TRANSFER IN/OUT			\$0.00
\$6,187.00	\$2,100.34	\$2,083.04	\$2,873.81	\$3,020.30	TOTAL INCOME	\$3,900.00	\$0.00	\$3,500.00

					EXPENSE			DIFFERENCE
\$13.50	\$177.32	\$146.10	\$404.80	\$333.00	SALARIES			\$0.00
					ADVERTISING	\$500.00	\$500.00	\$0.00
					AWARDS			\$0.00
					BOND DEBT			\$0.00
\$20.25	\$172.75	\$91.90	\$169.35	\$61.08	CONTINGENCY RESERVE			\$1,500.00
\$182.20	\$500.38	\$282.01	\$316.71	\$625.07	COPY/PRINTING	\$100.00	\$200.00	\$100.00
					COURTESY	\$750.00	\$750.00	\$0.00
					DUES/MEMBERSHIPS			\$0.00
					EQUIP MAINTENANCE/REPAIR			\$0.00
					EQUIPMENT			\$0.00
					INSURANCE			\$0.00
					MISCELLANEOUS			\$0.00
					POSTAGE	\$20.00	\$20.00	\$0.00
\$250.00	\$275.00				PRIZES			\$0.00
			\$500.00	\$1,000.00	REGISTRATION			\$0.00
\$2,141.87	\$59.30	\$1,550.00	\$1,482.95	\$824.67	SCHOLARSHIPS	\$500.00	\$500.00	\$0.00
					SPECIAL SERVICE CONTRACT	\$2,000.00	\$1,900.00	-\$100.00
					STAFF DEVELOPMENT			\$0.00
		\$13.00			SUBSCRIPTIONS			\$0.00
\$98.54	\$100.00			\$176.48	SUPPLIES, AUDIO			\$0.00
					SUPPLIES, OFFICE	\$30.00	\$30.00	\$0.00
					SUPPLIES, VEHICLE			\$0.00
\$752.19	\$815.61				TELEPHONE			\$0.00
\$3,858.55	\$2,100.34	\$2,083.04	\$2,873.81	\$3,020.30	TRAVEL			\$0.00
					TOTAL EXPENSES	\$3,900.00	\$3,900.00	\$0.00
\$2,328.45	\$0.00	\$0.00	\$0.00	\$0.00	FUND BALANCE	\$0.00	-\$3,900.00	\$0.00

FEE ALLOCATED	SU FEE ALLOC.	RESERVE ALLOC.	EQUIP RESERVE ALLOC.	STUDENT LOAN	REVENUE ALLOC.	ENDOWS ALLOC.	TOTAL
\$500.00							\$0.00
							\$500.00
							\$0.00
\$1,500.00							\$0.00
\$200.00							\$1,500.00
\$750.00							\$200.00
							\$750.00
							\$0.00
							\$0.00
							\$0.00
							\$0.00
							\$0.00
\$20.00							\$0.00
							\$20.00
							\$0.00
							\$0.00
\$500.00							\$0.00
							\$500.00
							\$0.00
							\$0.00
							\$0.00
							\$0.00
							\$0.00
							\$0.00
							\$0.00
\$3,500.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$3,500.00

## ASUW FY17 Budget

### Freshman Senate

#### INCOME

ASUW FEE	\$3,500.00	
ASUW SUMMER FEE		
ASUW RESERVE		
ASUW EQUIPMENT RESERVE		
STUDENT LOAN		
REVENUE		
ENDOWMENTS		
TRANSFER IN/OUT		
<b>TOTAL INCOME</b>		<b>\$3,500.00</b>

#### EXPENSE

<b>ADVERTISING</b>		
* Advertising for Freshman Senate at orientation	\$ 20.00	
* Student outreach for "cram N' Cocoa"	\$ 50.00	
* General advertisement	\$ 430.00	
		\$ 500.00
 <b>COPIER/PRINTING</b>		
* Working Documents/Retreat Supplies	\$ 200.00	
		\$ 200.00
 <b>CONTINGENCY RESERVE</b>		
* Unanticipated Expenses & General Programming	\$ 1,500.00	
		\$ 1,500.00
 <b>COURTESY</b>		
* Retreat Meal	\$ 250.00	
* Freshman Senate Programming Operations	\$ 500.00	
		\$ 750.00
 <b>POSTAGE</b>		
* General Postage	\$ 20.00	
		\$ 20.00
 <b>SCHOLARSHIPS</b>		
* Freshman Textbook Scholarship	\$ 500.00	
		\$ 500.00
 <b>SUPPLIES, OFFICE</b>		
* Equipment/Binder Replacements, ect	\$ 30.00	
		\$ 30.00
 <b>TOTAL EXPENSES</b>		 <b>\$ 3,500.00</b>

ASUW FY17 Budget

Program: Interfraternity Council

ACTUAL FY 11	ACTUAL FY 12	ACTUAL FY 13	ACTUAL FY 14	ACTUAL FY 15	INCOME	FY 16 BUDGET	FY 17 REQUEST	FY 17 BUDGET
\$11,690.07	\$10,570.00	\$6,350.50	\$4,310.00	\$5,107.16	ASUW FEE	\$4,200.00		\$3,166.00
\$0.00	\$1,882.53	\$989.92	\$807.00	\$1,304.92	ASUW SUMMER FEE	\$1,364.00		\$1,364.00
\$0.00					ASUW RESERVE			\$0.00
\$0.00					ASUW EQUIPMENT RESERVE			\$0.00
\$0.00	\$505.39		\$689.74		STUDENT LOAN			\$0.00
\$6,063.16					REVENUE			\$0.00
					ENDOWMENTS			\$0.00
					TRANSFER IN/OUT			\$0.00
<b>\$17,753.93</b>	<b>\$12,452.53</b>	<b>\$7,845.81</b>	<b>\$5,117.00</b>	<b>\$7,101.82</b>	<b>TOTAL INCOME</b>	<b>\$6,064.00</b>	<b>\$0.00</b>	<b>\$4,530.00</b>
					EXPENSE		DIFFERENCE	
\$3,121.34	\$2,122.23	\$989.92	\$992.97	\$1,364.00	SALARIES	\$1,364.00	\$0.00	\$1,364.00
\$0.00				\$101.49	ADVERTISING	\$450.00	\$600.00	\$450.00
\$0.00				\$100.00	AWARDS	\$100.00	-\$100.00	\$450.00
\$0.00					BOND DEBT			\$0.00
\$145.07	\$178.00	\$97.34	\$443.76		CONTINGENCY RESERVE			\$0.00
\$0.00					COPIES/PRINTING	\$50.00	\$100.00	\$100.00
\$0.00					COURTESY			\$0.00
\$0.00					DUES MEMBERSHIPS			\$0.00
\$0.00					EQUIP MAINTENANCE/REPAIR			\$0.00
\$0.00					EQUIPMENT			\$0.00
\$0.00					INSURANCE			\$0.00
\$0.00					MISCELLANEOUS			\$0.00
\$0.00					POSTAGE			\$0.00
\$0.00				\$530.00	PRIZES			\$0.00
\$0.00					REGISTRATION	\$530.00	\$530.00	\$0.00
\$6,252.34	\$6,918.60	\$3,300.00	\$3,000.00	\$2,625.90	SCHOLARSHIPS			\$0.00
\$0.00					SPECIAL SERVICE CONTRACT	\$2,000.00	\$2,000.00	\$0.00
\$0.00					STAFF DEVELOPMENT			\$0.00
\$0.00					SUBSCRIPTIONS			\$0.00
\$0.00				\$99.00	SUPPLIES, AUDIO			\$0.00
\$400.00	\$420.00	\$298.90	\$209.89		SUPPLIES, OFFICE	\$100.00	\$150.00	\$150.00
\$785.11	\$2,813.06	\$3,105.35	\$1,124.03	\$1,087.26	TELEPHONE	\$420.00	\$420.00	\$0.00
\$17,753.93	\$12,452.53	\$7,791.11	\$5,117.00	\$7,101.82	TRAVEL	\$1,680.00	\$2,046.00	\$2,046.00
					TOTAL EXPENSES	\$6,694.00	\$7,210.00	\$516.00
\$0.00	\$0.00	\$54.78	\$0.00	\$0.00	FUND BALANCE	-\$630.00	-\$7,210.00	-\$516.00

FEE ALLOCATE D	SU FEE ALLOC.	RESERVE ALLOC.	EQUIP RESERVE ALLOC.	STUDENT LOAN	REVENUE ALLOC.	ENDOWS ALLOC.	TOTAL
\$450.00	\$1,364.00						\$1,364.00
\$450.00							\$450.00
\$100.00							\$100.00
\$100.00							\$100.00
\$150.00							\$150.00
\$420.00							\$420.00
\$2,046.00							\$2,046.00
\$3,166.00	\$1,364.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$4,530.00

## ASUW FY17 Budget

### Interfraternity Council

**INCOME**

ASUW FEE	\$ 5,696.00	
ASUW SUMMER FEE	\$ 1,364.00	
ASUW RESERVE		
ASUW EQUIPMENT RESERVE		
STUDENT LOAN		
REVENUE		
ENDOWMENTS		
TRANSFER IN/OUT		
<b>TOTAL INCOME</b>		\$7,060.00

**EXPENSE**

<b>SALARIES</b>		
* Fraternity Life Summer Intern	\$ 1,250.00	
* Part-time Benefits Package	\$ 114.00	
		\$ 1,364.00
 <b>ADVERTISING</b>		
* General Printing and Brochures	\$ 450.00	
		\$ 450.00
 <b>COPIER/PRINTING</b>		
* Council Documentation/General	\$ 100.00	
		\$ 100.00
 <b>SUPPLIES, OFFICE</b>		
* General	\$ 150.00	
		\$ 150.00
 <b>TELEPHONE</b>		
* Phone Line/Internet for IFC/Panhellenic Office	\$ 420.00	
		\$ 420.00
 <b>TRAVEL</b>		
* NPC Flight, Hotel and Meals	\$ 2,046.00	
		\$ 2,046.00
<b>TOTAL EXPENSES</b>		\$ 4,530.00

ASUW FY17 Budget

Program: HOMECOMING

ACTUAL FY 11	ACTUAL FY 12	ACTUAL FY 13	ACTUAL FY 14	ACTUAL FY 15	INCOME	FY 16 BUDGET	FY 17 REQUEST	FY 17 BUDGET
\$19,300.00	\$4,885.42	\$6,691.48	\$6,403.35	\$7,814.97	ASUW FEE	\$6,640.00		\$6,520.00
		\$300.00			ASUW SUMMER FEE			\$0.00
					ASUW RESERVE			\$0.00
			\$514.63		ASUW EQUIPMENT RESERVE			\$0.00
		\$350.00			STUDENT LOAN			\$0.00
					REVENUE			\$0.00
					ENDOWMENTS			\$0.00
					TRANSFER IN-OUT			\$0.00
\$19,300.00	\$4,885.42	\$7,241.48	\$6,918.18	\$7,814.97	TOTAL INCOME	\$6,640.00	\$0.00	\$6,520.00
EXPENSE						DIFFERENCE		
					SALARIES			\$0.00
\$334.10	\$127.95	\$683.49	\$163.50	\$1,682.22	ADVERTISING	\$400.00	\$400.00	\$400.00
					AWARDS			\$0.00
					BOND DEBT			\$0.00
					CONTINGENCY RESERVE			\$0.00
					COPPER PRINTING			\$0.00
\$4,187.22	\$6,117.34		\$2,888.46		COURTESY			\$0.00
		\$3,032.27			DUES MEMBERSHIPS	\$3,120.00	\$3,120.00	\$3,120.00
					EQUIP MAINTENANCE REPAIR			\$0.00
					EQUIPMENT			\$0.00
					INSURANCE			\$0.00
					MISCELLANEOUS			\$0.00
		\$49.96	\$50.00		POSTAGE			\$0.00
					PRIZES	\$50.00	\$50.00	\$50.00
					REGISTRATION			\$0.00
\$7,730.16		\$3,565.20	\$2,700.05		SCHOLARSHIPS			\$0.00
					SPECIAL SERVICE CONTRACT	\$2,500.00	\$2,950.00	\$2,950.00
					STAFF DEVELOPMENT			\$0.00
					SUBSCRIPTIONS			\$0.00
\$10,992.15	\$570.25	\$390.60	\$157.21	\$494.74	SUPPLIES AUDIO			\$0.00
					SUPPLIES OFFICE	\$520.00		\$520.00
					SUPPLIES VEHICLE			\$0.00
					TELEPHONE			\$0.00
					TRAVEL			\$0.00
\$19,056.41	\$4,885.42	\$7,241.48	\$6,918.18	\$7,814.97	TOTAL EXPENSES	\$6,640.00	\$6,520.00	\$6,520.00
\$243.59	\$0.00	\$0.00	\$0.00	\$0.00	FUND BALANCE	\$0.00	-\$6,520.00	\$120.00

FEE ALLOCATED	SU FEE ALLOC.	RESERVE ALLOC.	EQUIP RESERVE ALLOC.	STUDENT LOAN	REVENUE ALLOC.	ENDOWS ALLOC.	TOTAL
							\$0.00
\$400.00							\$400.00
							\$0.00
							\$0.00
							\$0.00
							\$0.00
\$3,120.00							\$3,120.00
							\$0.00
							\$0.00
							\$0.00
							\$0.00
							\$0.00
							\$0.00
\$50.00							\$50.00
							\$0.00
							\$0.00
							\$0.00
\$2,950.00							\$2,950.00
							\$0.00
							\$0.00
							\$0.00
							\$0.00
							\$0.00
							\$0.00
							\$0.00
							\$0.00
							\$0.00
							\$0.00
							\$0.00
\$6,520.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$6,520.00

## ASUW FY17 Budget

### Homecoming

#### INCOME

ASUW FEE	\$ 6,520.00	
ASUW SUMMER FEE		
ASUW RESERVE		
ASUW EQUIPMENT RESERVE		
STUDENT LOAN		
REVENUE		
ENDOWMENTS		
TRANSFER IN/OUT		
<b>TOTAL INCOME</b>		<b>\$6,520.00</b>

#### EXPENSE

ADVERTISING		
* PR for Student-Focused Homecoming Events	\$ 280.00	
* Horseshoe Hunt Homecoming Events	\$ 120.00	
		\$ 400.00

COURTESY		
* Pizza Giveaway	\$ 500.00	
* Pig Roast Food, Drinks, and Supplies	\$ 2,520.00	
* Candy for the Homecoming Float	\$ 100.00	
		\$ 3,120.00

PRIZES		
* Gift Cards to University Store for Horseshoe Hunt	\$ 50.00	
		\$ 50.00

SPECIAL SERVICE CONTRACT		
* Homecoming- T-Shirts	\$ 2,500.00	
* Float Decorations and Supplies	\$ 150.00	
* Freshman Senate Union Decorations	\$ 150.00	
* Golden Boot Decorations	\$ 150.00	
		\$ 2,950.00

<b>TOTAL EXPENSES</b>		<b>\$ 6,520.00</b>
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ASUW FY17 Budget

Program: **Honorary Cowboy**

ACTUAL FY 11	ACTUAL FY 12	ACTUAL FY 13	ACTUAL FY 14	ACTUAL FY 15	INCOME	FY 16 BUDGET	FY 17 REQUEST	FY 17 BUDGET
				\$1,582.70	ASUW FEE	\$1,368.00		\$760.00
			\$1,193.40		ASUW SUMMER FEE			\$0.00
					ASUW RESERVE			\$0.00
					ASUW EQUIPMENT RESERVE			\$0.00
					STUDENT LOAN			\$0.00
					REVENUE			\$0.00
					ENDORSEMENTS			\$0.00
					TRANSFER IN/OUT			\$0.00
<b>\$0.00</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$1,193.40</b>	<b>\$1,582.70</b>	<b>TOTAL INCOME</b>	<b>\$1,368.00</b>	<b>\$0.00</b>	<b>\$760.00</b>

					EXPENSE			DIFFERENCE
					SALARIES			\$0.00
				\$1,003.44	ADVERTISING			\$0.00
					AWARDS	\$105.00	\$60.00	-\$45.00
					BOND DEBT			\$0.00
					CONTINGENCY RESERVE			\$0.00
			\$43.20		COPIER/PRINTING			\$0.00
					COURTESY			\$0.00
					DUES/MEMBERSHIPS			\$0.00
					EQUIP MAINTENANCE/REPAIR			\$0.00
					EQUIPMENT			\$0.00
					INSURANCE			\$0.00
					MISCELLANEOUS			\$0.00
					POSTAGE	\$200.00		-\$200.00
					PRIZES			\$0.00
					REGISTRATION			\$0.00
			\$1,046.96		SCHOLARSHIPS			\$0.00
					SPECIAL SERVICE CONTRACT			\$0.00
					STAFF DEVELOPMENT			\$0.00
					SUBSCRIPTIONS			\$0.00
					SUPPLIES, AUDIO			\$0.00
				\$13.24	SUPPLIES, OFFICE	\$450.00		-\$450.00
					SUPPLIES, VEHICLE			\$0.00
					TELEPHONE			\$0.00
				\$579.26	TRAVEL	\$553.00	\$700.00	\$147.00
<b>\$0.00</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$1,193.40</b>	<b>\$1,582.70</b>	<b>TOTAL EXPENSES</b>	<b>\$1,368.00</b>	<b>\$760.00</b>	<b>-\$548.00</b>
<b>\$0.00</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>FUND BALANCE</b>	<b>\$0.00</b>	<b>-\$760.00</b>	<b>\$548.00</b>

FEE ALLOCATED	SU FEE ALLOC.	RESERVE ALLOC.	EQUIP RESERVE ALLOC.	STUDENT LOAN	REVENUE ALLOC.	ENDOWS ALLOC.	TOTAL
\$60.00							\$60.00
							\$0.00
							\$0.00
							\$0.00
							\$0.00
							\$0.00
							\$0.00
							\$0.00
							\$0.00
							\$0.00
							\$0.00
							\$0.00
							\$0.00
							\$0.00
							\$0.00
							\$0.00
							\$0.00
							\$0.00
\$760.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$760.00

## ASUW FY17 Budget

**Honorary Cowboy**

<b>INCOME</b>			
ASUW FEE	\$	760.00	
ASUW SUMMER FEE			
ASUW RESERVE			
ASUW EQUIPMENT RESERVE			
STUDENT LOAN			
REVENUE			
ENDOWMENTS			
TRANSFER IN/OUT			
<b>TOTAL INCOME</b>			\$760.00
<b>EXPENSE</b>			
AWARDS			
* Plaques from Star Awards	\$	60.00	
			\$ 60.00
TRAVEL			
* Hotel For One Family (1 Night)	\$	150.00	
* Gas Reimbursement For Family (Up to 900 Miles)	\$	385.00	
* Dinner & Gratuity For Family (5 Projected Family Members)	\$	100.00	
* Lunch for Family on Gameday with Gratuity Included (5 Projected Family Members)	\$	65.00	
			\$ 700.00
<b>TOTAL EXPENSES</b>			\$ 760.00



ASUW FY17 Budget

Program: NON-TRADITIONAL STUDENT COUNCIL

ACTUAL FY 11	ACTUAL FY 12	ACTUAL FY 13	ACTUAL FY 14	ACTUAL FY 15		INCOME	FY 16 BUDGET	FY 17 REQUEST	FY 17 BUDGET
\$9,665.00	\$10,856.00	\$9,577.00	\$9,949.34	\$8,699.34		ASUW FEE	\$12,632.00		\$7,652.00
		\$350.00	\$1,150.00			ASUW SUMMER FEE			\$0.00
						ASUW RESERVE			\$0.00
						ASUW EQUIPMENT RESERVE			\$0.00
		\$50.00	\$140.00	\$100.00		STUDENT LOAN			\$0.00
						REVENUE			\$0.00
						ENDOWMENTS			\$0.00
						TRANSFER IN/OUT			\$0.00
<b>\$9,665.00</b>	<b>\$10,856.00</b>	<b>\$9,627.00</b>	<b>\$10,639.84</b>	<b>\$9,949.34</b>		<b>TOTAL INCOME</b>	<b>\$12,632.00</b>	<b>\$0.00</b>	<b>\$7,652.00</b>

						EXPENSE			DIFFERENCE
		\$1,000.00	\$439.25	\$500.00		SALARIES	\$500.00	\$700.00	\$200.00
	\$207.95	\$170.38	\$79.95	\$80.75		ADVERTISING	\$500.00	\$650.00	\$150.00
						AWARDS		\$0.00	\$0.00
						BOND DEBT		\$0.00	\$0.00
						CONTINGENCY RESERVE		\$2,500.00	\$2,500.00
	\$84.07	\$151.00	\$89.87	\$33.76		COPPER PRINTING	\$50.00	\$50.00	\$0.00
	\$871.19	\$4,660.11	\$2,572.75	\$4,033.22	\$5,083.01	COURTESY	\$4,850.00	\$2,000.00	-\$2,850.00
						DUES/MEMBERSHIPS		\$0.00	\$0.00
						EQUIP MAINTENANCE/REPAIR		\$0.00	\$0.00
						EQUIPMENT		\$0.00	\$0.00
						INSURANCE		\$0.00	\$0.00
						MISCELLANEOUS		\$0.00	\$0.00
						POSTAGE		\$0.00	\$0.00
						PRIZES		\$0.00	\$0.00
	\$180.00					REGISTRATION		\$0.00	\$0.00
			\$500.00			SCHOLARSHIPS		\$0.00	\$0.00
	\$5,838.55	\$3,391.79	\$5,761.47	\$5,373.49	\$4,133.01	SPECIAL SERVICE CONTRACT	\$6,330.00	\$2,000.00	-\$4,330.00
						STAFF DEVELOPMENT	\$300.00	\$600.00	\$300.00
						SUBSCRIPTIONS		\$0.00	\$0.00
	\$373.53	\$276.50	\$50.40	\$51.56	\$28.81	SUPPLIES, AUDIO		\$0.00	\$0.00
						SUPPLIES, OFFICE	\$30.00	\$30.00	\$0.00
		\$63.87	\$72.00	\$72.00	\$90.00	SUPPLIES, VEHICLE		\$0.00	\$0.00
	\$1,318.52	\$1,028.28				TELEPHONE	\$72.00	\$72.00	\$0.00
						TRAVEL		\$0.00	\$0.00
	<b>\$8,585.86</b>	<b>\$10,856.00</b>	<b>\$9,627.00</b>	<b>\$10,639.84</b>	<b>\$9,949.34</b>	<b>TOTAL EXPENSES</b>	<b>\$12,632.00</b>	<b>\$8,602.00</b>	<b>-\$4,030.00</b>
						FUND BALANCE	\$0.00	-\$8,602.00	\$4,030.00
	\$1,159.14	\$0.00	\$0.00	\$0.00	\$0.00				\$0.00

FEE ALLOCATED	SU FEE ALLOC.	RESERVE ALLOC.	EQUIP RESERVE ALLOC.	STUDENT LOAN	REVENUE ALLOC.	ENDOWS ALLOC.	TOTAL
\$700.00							\$700.00
\$500.00							\$500.00
							\$0.00
							\$0.00
\$2,000.00							\$2,000.00
\$50.00							\$50.00
\$2,000.00							\$2,000.00
							\$0.00
							\$0.00
							\$0.00
							\$0.00
							\$0.00
							\$0.00
							\$0.00
							\$0.00
							\$0.00
							\$0.00
\$2,000.00							\$2,000.00
\$300.00							\$300.00
							\$0.00
							\$0.00
\$30.00							\$30.00
							\$0.00
\$72.00							\$72.00
							\$0.00
<b>\$7,652.00</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$7,652.00</b>

**ASUW FY17 Budget**

Non Traditional Student Council

<b>INCOME</b>		
ASUW FEE	\$ 7,652.00	
ASUW SUMMER FEE		
ASUW RESERVE		
ASUW EQUIPMENT RESERVE		
STUDENT LOAN		
REVENUE		
ENDOWMENTS		
TRANSFER IN/OUT		
<b>TOTAL INCOME</b>		<u>\$7,652.00</u>
<b>EXPENSE</b>		
SALARY		
* Intern (\$350 per semester)	\$ 700.00	<u>\$ 700.00</u>
ADVERTISING		
* Orientation	\$ 150.00	
* Promotions	\$ 350.00	<u>\$ 500.00</u>
CONTINGENCY RESERVE		
* Support Budget for Services to Non-Traditional Students	\$ 2,000.00	<u>\$2,000.00</u>
COPIER/PRINTING		
*Printing Materials: Bylaws, officer documents, etc.	\$ 50.00	<u>\$ 50.00</u>
COURTESY		
* Easter Egg Hunt	\$ 500.00	
* TBD Events Courtesy	\$ 1,000.00	
* Recruitment Courtesy	\$ 500.00	<u>\$2,000.00</u>
SPECIAL SERVICE CONTRACT		
*General Programming Events	\$ 2,000.00	<u>\$2,000.00</u>
STAFF DEVELOPMENT		
*Officer Leadership Training	\$ 300.00	<u>\$ 300.00</u>
SUPPLIES, OFFICE		
* Office Supplies: Pens, Paper, Etc.	\$ 30.00	<u>\$ 30.00</u>
TELEPHONE		
* Phone Line/Email Account	\$ 72.00	<u>\$ 72.00</u>
<b>TOTAL EXPENSES</b>		<u>\$ 7,652.00</u>

ASUW FY17 Budget

Program: Panhellenic Council

ACTUAL FY 11	ACTUAL FY 12	ACTUAL FY 13	ACTUAL FY 14	ACTUAL FY 15	INCOME		FY 16 BUDGET	FY 17 REQUEST	FY 17 BUDGET
	\$6,350.28	\$4,310.00	\$5,015.08		ASUW FEE		\$5,846.00		\$3,166.00
	\$988.97	\$807.00	\$1,304.92		ASUW SUMMER FEE		\$1,364.00		\$1,364.00
					ASUW RESERVE				\$0.00
					ASUW EQUIPMENT RESERVE				\$0.00
	\$723.93		\$669.99		STUDENT LOAN				\$0.00
					REVENUE				\$0.00
					ENDOWMENTS				\$0.00
					TRANSFER IN/OUT				\$0.00
	\$0.00	\$8,063.18	\$5,117.00	\$6,989.99	TOTAL INCOME		\$7,210.00	\$0.00	\$4,530.00
					EXPENSE				
	\$988.97	\$992.97	\$1,304.92		SALARIES		\$1,364.00	\$1,364.00	\$1,364.00
			\$397.78		ADVERTISING		\$600.00	\$600.00	\$450.00
					AWARDS				\$0.00
					BOND DEBT				\$0.00
					CONTINGENCY RESERVE				\$0.00
	\$42.94	\$355.70	\$350.00		COPIER/PRINTING		\$100.00	\$100.00	\$100.00
					COURTESY				\$0.00
					DUES/MEMBERSHIPS				\$0.00
					EQUIP MAINTENANCE/REPAIR				\$0.00
					EQUIPMENT				\$0.00
					INSURANCE				\$0.00
					MISCELLANEOUS				\$0.00
					POSTAGE				\$0.00
					PRIZES				\$0.00
			\$530.00		REGISTRATION		\$530.00	\$530.00	\$0.00
					SCHOLARSHIPS				\$0.00
	\$3,500.00	\$3,050.00	\$2,411.16		SPECIAL SERVICE CONTRACT		\$2,000.00	\$2,000.00	\$0.00
					STAFF DEVELOPMENT				\$0.00
					SUBSCRIPTIONS				\$0.00
			\$99.00		SUPPLIES, AUDIO				\$0.00
					SUPPLIES, OFFICE		\$150.00	\$150.00	\$150.00
					SUPPLIES, VEHICLE				\$0.00
	\$282.11		\$209.87		TELEPHONE		\$420.00	\$420.00	\$420.00
	\$1,249.16	\$718.31	\$1,687.36		TRAVEL		\$2,046.00	\$2,046.00	\$2,046.00
	\$0.00	\$8,063.18	\$5,117.00	\$6,989.99	TOTAL EXPENSES		\$7,210.00	\$7,210.00	\$4,530.00
	\$0.00	\$0.00	\$0.00	\$0.00	FUND BALANCE		\$0.00	-\$7,210.00	\$0.00

FEE ALLOCATED	SU FEE ALLOC.	RESERVE ALLOC.	EQUIP RESERVE ALLOC.	STUDENT LOAN	REVENUE ALLOC.	ENDOWS ALLOC.	TOTAL
	\$1,364.00						\$1,364.00
\$450.00							\$450.00
							\$0.00
							\$0.00
\$100.00							\$100.00
							\$0.00
							\$0.00
							\$0.00
							\$0.00
							\$0.00
							\$0.00
							\$0.00
							\$0.00
							\$0.00
							\$0.00
							\$0.00
							\$0.00
							\$0.00
							\$0.00
							\$0.00
							\$0.00
\$420.00							\$420.00
\$2,046.00							\$2,046.00
\$3,166.00	\$1,364.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$4,530.00

## ASUW FY17 Budget

### Panhellenic Council

**INCOME**

ASUW FEE	\$ 5,696.00
ASUW SUMMER FEE	\$ 1,364.00
ASUW RESERVE	
ASUW EQUIPMENT RESERVE	
STUDENT LOAN	
REVENUE	
ENDOWMENTS	
TRANSFER IN/OUT	
<b>TOTAL INCOME</b>	<b>\$7,060.00</b>

**EXPENSE**

<b>SALARY</b>	
* Sorority Life Summer Intern	\$ 1,250.00
* Part-time Benefits Package	\$ 114.00
	<b>\$ 1,364.00</b>
 <b>ADVERTISING</b>	
* General Printing and Brochures	\$ 450.00
	<b>\$ 450.00</b>
 <b>COPY/PRINTING</b>	
* Administrative	\$ 100.00
	<b>\$ 100.00</b>
 <b>SUPPLIES,OFFICE</b>	
* General	\$ 150.00
	<b>\$ 150.00</b>
 <b>TELEPHONE</b>	
* Phone lines in IFC/Panhellenic Council Office	\$ 420.00
	<b>\$ 420.00</b>
 <b>TRAVEL</b>	
* NPC Flight, Hotel and Meals	\$ 2,046.00
	<b>\$ 2,046.00</b>
 <b>TOTAL EXPENSES</b>	 <b>\$4,530.00</b>

ASUW FY17 Budget

Program: RSO CONFERENCE REGISTRATION

ACTUAL FY 11	ACTUAL FY 12	ACTUAL FY 13	ACTUAL FY 14	ACTUAL FY 15	INCOME	FY 16 BUDGET	FY 17 REQUEST	FY 17 BUDGET
				\$8,262.07				\$4,467.92
\$13,000.00	\$13,000.00	\$10,613.59	\$8,975.65	\$1,642.92		\$13,386.66		\$9,592.08
								\$0.00
								\$0.00
				\$109.62				\$0.00
								\$0.00
								\$0.00
								\$0.00
\$13,000.00	\$13,000.00	\$10,613.59	\$8,975.65	\$10,014.61		\$13,386.66	\$0.00	\$14,060.00

ACTUAL FY 11	ACTUAL FY 12	ACTUAL FY 13	ACTUAL FY 14	ACTUAL FY 15	EXPENSE	FY 16 BUDGET	FY 17 REQUEST	DIFFERENCE	FY 17 BUDGET
					SALARIES			\$0.00	\$0.00
					ADVERTISING			\$0.00	\$0.00
					AWARDS			\$0.00	\$0.00
					BOND DEBT			\$0.00	\$0.00
					CONTINGENCY RESERVE			\$0.00	\$0.00
					COPY PRINTING			\$0.00	\$0.00
					COURTESY			\$0.00	\$0.00
					DUES/MEMBERSHIPS			\$0.00	\$0.00
					EQUIP MAINTENANCE/REPAIR			\$0.00	\$0.00
					EQUIPMENT			\$0.00	\$0.00
					INSURANCE			\$0.00	\$0.00
					MISCELLANEOUS			\$0.00	\$0.00
					POSTAGE			\$0.00	\$0.00
					PRIZES			\$0.00	\$0.00
\$11,200.00	\$13,000.00	\$10,613.59	\$8,975.65	\$10,014.61	REGISTRATION	\$13,386.66	\$13,000.00	-\$386.66	\$14,060.00
					SCHOLARSHIPS			\$0.00	\$0.00
					SPECIAL SERVICE CONTRACT			\$0.00	\$0.00
					STAFF DEVELOPMENT			\$0.00	\$0.00
					SUBSCRIPTIONS			\$0.00	\$0.00
					SUPPLIES, AUDIO			\$0.00	\$0.00
					SUPPLIES, OFFICE			\$0.00	\$0.00
					SUPPLIES, VEHICLE			\$0.00	\$0.00
					TELEPHONE			\$0.00	\$0.00
					TRAVEL			\$0.00	\$0.00
\$11,200.00	\$13,000.00	\$10,613.59	\$8,975.65	\$10,014.61	TOTAL EXPENSES	\$13,386.66	\$13,000.00	-\$386.66	\$14,060.00
\$1,800.00	\$0.00	\$0.00	\$0.00	\$0.00	FUND BALANCE	\$0.00	-\$13,000.00	\$386.66	\$0.00

FEE ALLOCATED	SU FEE ALLOC.	RESERVE ALLOC.	EQUIP RESERVE ALLOC.	STUDENT LOAN	REVENUE ALLOC.	ENDOWS ALLOC.	TOTAL
							\$0.00
							\$0.00
							\$0.00
							\$0.00
							\$0.00
							\$0.00
							\$0.00
							\$0.00
							\$0.00
							\$0.00
							\$0.00
							\$0.00
							\$0.00
							\$0.00
							\$0.00
							\$0.00
							\$0.00
\$4,467.92	\$9,592.08	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$14,060.00

## ASUW FY17 Budget

### RSO Conference Registration

#### INCOME

ASUW FEE	\$ 4,467.92	
ASUW SUMMER FEE	\$ 9,592.08	
ASUW RESERVE		
ASUW EQUIPMENT RESERVE		
STUDENT LOAN		
REVENUE		
ENDOWMENTS		
TRANSFER IN/OUT		
<b>TOTAL INCOME</b>		<u>\$14,060.00</u>

#### EXPENSE

REGISTRATION		
* RSO Funding Board Registration	\$ 14,060.00	
<b>TOTAL EXPENSES</b>		<u>\$ 14,060.00</u>

ASUW FY17 Budget

Program: RSO FUNDING BOARD

ACTUAL FY 11	ACTUAL FY 12	ACTUAL FY 13	ACTUAL FY 14	ACTUAL FY 15	INCOME	FY 16 BUDGET	FY 17 REQUEST	FY 17 BUDGET
\$110,988.01	\$132,810.24	\$129,196.77	\$137,696.69	\$138,006.98	ASUW FEE	\$147,370.00		\$139,000.00
					ASUW SUMMER FEE			\$0.00
					ASUW RESERVE			\$0.00
					ASUW EQUIPMENT RESERVE			\$0.00
					STUDENT LOAN			\$0.00
				\$2,767.50	REVENUE			\$0.00
					ENDOWMENTS			\$0.00
					TRANSFER IN OUT			\$0.00
\$110,988.01	\$132,810.24	\$129,196.77	\$137,696.69	\$140,774.48	TOTAL INCOME	\$147,370.00	\$0.00	\$139,000.00

ACTUAL FY 11	ACTUAL FY 12	ACTUAL FY 13	ACTUAL FY 14	ACTUAL FY 15	EXPENSE	FY 16 BUDGET	FY 17 REQUEST	FY 17 BUDGET	DIFFERENCE
					SALARIES			\$0.00	
					ADVERTISING			\$0.00	
					AWARDS			\$0.00	
					BOND DEBT			\$0.00	
					CONTINGENCY RESERVE			\$0.00	
					COPIER, PRINTING			\$0.00	
					COURTESY			\$0.00	
					DUES, MEMBERSHIPS			\$0.00	
					EQUIP MAINTENANCE/REPAIR			\$0.00	
					EQUIPMENT			\$0.00	
					INSURANCE			\$0.00	
					MISCELLANEOUS			\$0.00	
					POSTAGE			\$0.00	
					PRIZES			\$0.00	
					REGISTRATION			\$0.00	
					SCHOLARSHIPS			\$0.00	
\$110,988.01	\$132,810.24	\$129,196.77	\$137,696.69	\$140,774.48	SPECIAL SERVICE CONTRACT	\$147,370.00	\$135,000.00	\$139,000.00	-\$12,370.00
					STAFF DEVELOPMENT			\$0.00	
					SUBSCRIPTIONS			\$0.00	
					SUPPLIES, AUDIO			\$0.00	
					SUPPLIES, OFFICE			\$0.00	
					SUPPLIES, VEHICLE			\$0.00	
					TELEPHONE			\$0.00	
					TRAVEL			\$0.00	
\$110,988.01	\$132,810.24	\$129,196.77	\$137,696.69	\$140,774.48	TOTAL EXPENSES	\$147,370.00	\$135,000.00	\$139,000.00	-\$12,370.00
\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	FUND BALANCE	\$0.00	-\$135,000.00	\$12,370.00	\$0.00

FEE ALLOCATED	SU FEE ALLOC.	RESERVE ALLOC.	EQUIP RESERVE ALLOC.	STUDENT LOAN	REVENUE ALLOC.	ENDOWS ALLOC.	TOTAL
							\$0.00
							\$0.00
							\$0.00
							\$0.00
							\$0.00
							\$0.00
							\$0.00
							\$0.00
							\$0.00
							\$0.00
							\$0.00
							\$0.00
							\$0.00
							\$0.00
							\$0.00
							\$0.00
							\$0.00
							\$0.00
							\$0.00
							\$0.00
\$139,000.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$139,000.00

## ASUW FY17 Budget

### RSO Funding Board

#### INCOME

ASUW FEE	\$ 139,000.00	
ASUW SUMMER FEE		
ASUW RESERVE		
ASUW EQUIPMENT RESERVE		
STUDENT LOAN		
REVENUE		
ENDOWMENTS		
TRANSFER IN/OUT		
<b>TOTAL INCOME</b>		<u><u>\$139,000.00</u></u>

#### EXPENSE

SPECIAL SERVICE CONTRACT		
* RSO Funding Board Programming	\$ 139,000.00	
<b>TOTAL EXPENSES</b>		<u><u>\$ 139,000.00</u></u>





## ASUW FY17 Budget

### Special Projects

#### INCOME

ASUW FEE	
ASUW SUMMER FEE	
ASUW RESERVE	
ASUW EQUIPMENT RESERVE	
STUDENT LOAN	
REVENUE	
ENDOWMENTS	\$ 75,000.00
TRANSFER IN/OUT	
<b>TOTAL INCOME</b>	<u><u>\$75,000.00</u></u>

#### EXPENSE

SPECIAL SERVICE CONTRACT	
* Special Projects Allocation	\$ 75,000.00
<b>TOTAL EXPENSES</b>	<u><u>\$ 75,000.00</u></u>

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ASUW FY17 Budget

Program: STUDENT LEGAL SERVICES

ACTUAL FY 11	ACTUAL FY 12	ACTUAL FY 13	ACTUAL FY 14	ACTUAL FY 15	INCOME	FY 16 BUDGET	FY 17 REQUEST	FY 17 BUDGET
\$85,698.00	\$82,439.88	\$85,274.00	\$46,797.67	\$86,787.37	ASUW FEE	\$101,101.60		\$101,446.59
					ASUW SUMMER FEE			\$0.00
					ASUW RESERVE			\$0.00
\$1,000.00					ASUW EQUIPMENT RESERVE			\$0.00
					STUDENT LOAN			\$0.00
\$200.00	\$180.00	\$100.00	\$120.00	\$40.00	REVENUE	\$200.00		\$200.00
					ENDOWMENTS			\$0.00
					TRANSFER IN/OUT			\$0.00
<b>\$86,898.00</b>	<b>\$82,619.88</b>	<b>\$86,074.00</b>	<b>\$46,917.67</b>	<b>\$86,827.37</b>	<b>TOTAL INCOME</b>	<b>\$101,301.60</b>	<b>\$0.00</b>	<b>\$101,646.59</b>

ACTUAL FY 11	ACTUAL FY 12	ACTUAL FY 13	ACTUAL FY 14	ACTUAL FY 15	EXPENSE	FY 16 BUDGET	FY 17 REQUEST	FY 17 BUDGET	DIFFERENCE
\$72,565.44	\$73,234.68	\$74,575.82	\$74,322.13	\$76,453.45	SALARIES	\$87,474.40	\$90,706.59	\$90,206.59	\$2,831.99
\$294.15	\$257.16	\$215.54	\$815.59	\$62.75	ADVERTISING	\$400.00	\$400.00	\$600.00	\$600.00
					AWARDS			\$0.00	\$0.00
					BOND DEBT			\$0.00	\$0.00
					CONFERENCING RESERVE			\$0.00	\$0.00
\$125.16	\$14.57	\$4.19	\$5.29	\$50.50	COPY/PRINTING	\$400.00	\$400.00	\$150.00	\$150.00
\$654.83	\$160.00	\$389.84	\$120.00	\$170.00	COURTESY	\$400.00	\$400.00	\$400.00	\$150.00
\$575.00		\$305.00	\$355.00		DUES/MEMBERSHIPS	\$355.00	\$355.00	\$355.00	\$355.00
					EQUIP MAINTENANCE/REPAIR			\$0.00	\$0.00
\$1,024.81					EQUIPMENT			\$0.00	\$0.00
	\$69.00				INSURANCE			\$0.00	\$0.00
			\$60.61		MISCELLANEOUS	\$100.00		\$100.00	\$0.00
					POSTAGE	\$77.00	\$85.00	\$15.00	\$85.00
			\$50.00		PRIZES			\$0.00	\$0.00
					REGISTRATION	\$200.00	\$200.00	\$50.00	\$50.00
					SCHOOL RESURPS			\$0.00	\$0.00
\$3,946.47	\$4,859.50	\$6,522.70	\$9,057.14	\$3,430.70	SPECIAL SERVICE CONTRACT	\$6,000.00	\$6,000.00	\$4,000.00	\$4,000.00
					STAFF DEVELOPMENT			\$0.00	\$0.00
\$1,132.97	\$2,971.29	\$3,045.49	\$811.31	\$4,651.08	SUBSCRIPTIONS	\$4,000.00	\$4,000.00	\$4,000.00	\$4,000.00
					SUPPLIES, ALD			\$0.00	\$0.00
\$912.54	\$80.99	\$140.50	\$212.88	\$202.13	SUPPLIES, OFFICE	\$500.00	\$500.00	\$300.00	\$300.00
					SUPPLIES, VEHICLE			\$0.00	\$0.00
\$944.05	\$927.69	\$977.12	\$984.13	\$1,266.76	TELEPHONE	\$1,400.00	\$1,400.00	\$1,400.00	\$1,400.00
			\$92.27		TRAVEL			\$0.00	\$0.00
<b>\$83,125.44</b>	<b>\$82,619.88</b>	<b>\$86,074.00</b>	<b>\$46,917.67</b>	<b>\$86,827.37</b>	<b>TOTAL EXPENSES</b>	<b>\$101,301.60</b>	<b>\$104,046.59</b>	<b>\$101,646.59</b>	<b>\$2,744.99</b>
<b>\$3,779.56</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>FUND BALANCE</b>	<b>\$0.00</b>	<b>-\$104,046.59</b>	<b>\$0.00</b>	<b>\$2,744.99</b>

FEE ALLOCATED	SU FEE ALLOC.	RESERVE ALLOC.	EQUIP RESERVE ALLOC.	STUDENT LOAN	REVENUE ALLOC.	ENDOWS ALLOC.	TOTAL	TOTAL
\$90,106.59					\$200.00		\$90,306.59	\$90,306.59
\$600.00							\$600.00	\$600.00
							\$0.00	\$0.00
							\$0.00	\$0.00
							\$0.00	\$0.00
\$125.16							\$125.16	\$125.16
\$654.83							\$654.83	\$654.83
\$575.00							\$575.00	\$575.00
							\$0.00	\$0.00
\$1,024.81							\$1,024.81	\$1,024.81
							\$0.00	\$0.00
							\$0.00	\$0.00
							\$0.00	\$0.00
							\$85.00	\$85.00
							\$0.00	\$0.00
							\$50.00	\$50.00
							\$0.00	\$0.00
\$3,946.47							\$3,946.47	\$3,946.47
							\$0.00	\$0.00
\$1,132.97							\$1,132.97	\$1,132.97
							\$0.00	\$0.00
\$912.54							\$912.54	\$912.54
							\$0.00	\$0.00
\$944.05							\$944.05	\$944.05
							\$0.00	\$0.00
<b>\$101,446.59</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$200.00</b>	<b>\$0.00</b>	<b>\$101,646.59</b>	<b>\$101,646.59</b>

**ASUW FY17 Budget**

**Student Legal Service**

<b>INCOME</b>		
ASUW FEE	\$101,446.59	
ASUW SUMMER FEE		
ASUW RESERVE		
ASUW EQUIPMENT RESERVE		
STUDENT LOAN		
REVENUE	\$200.00	
ENDOWMENTS		
TRANSFER IN/OUT		
<b>TOTAL INCOME</b>		<b>\$101,646.59</b>
<b>EXPENSE</b>		
<b>SALARIES</b>		
* Attorney Salary	\$50,333.01	
** Attorney Benefits	\$23,992.58	
* Student PT Non-benefitted employee	\$9,600.00	
* DOS PT Office Assistant	\$6,381.00	
		<b>\$90,306.59</b>
<b>ADVERTISING</b>		
* Advertising to Promote SLS Events	\$600.00	
		<b>\$600.00</b>
<b>COPIER/PRINTING</b>		
* General Copier Use & SLS Publications	\$150.00	
		<b>\$150.00</b>
<b>COURTESY</b>		
* Food for SLS workshops and presentations	\$400.00	
		<b>\$400.00</b>
<b>DUES/MEMBERSHIPS</b>		
* Wyoming State Bar Yearly Dues	\$355.00	
		<b>\$355.00</b>
<b>POSTAGE</b>		
* Rental of Post Office Box	\$85.00	
		<b>\$85.00</b>
<b>REGISTRATION</b>		
*CLE's	\$50.00	
		<b>\$50.00</b>
<b>SPECIAL SERVICE CONTRACT</b>		
* Subscription to Primary Law Plus on West Law Next and any additional features to SAP database	\$4,000.00	
		<b>\$4,000.00</b>
<b>SUBSCRIPTIONS</b>		
* Purchase of Law Books, Statutes, Journals and Periodicals and/or their yearly supplements	\$4,000.00	
		<b>\$4,000.00</b>
<b>SUPPLIES, OFFICE</b>		
* General Office Supplies	\$300.00	
		<b>\$300.00</b>
<b>TELEPHONE</b>		
* Basic Charge for (2) Telephone Lines	\$1,400.00	
		<b>\$1,400.00</b>
<b>TOTAL EXPENSES</b>		<b>\$101,646.59</b>

ASUW FY17 Budget

Program: UMC

ACTUAL FY 11	ACTUAL FY 12	ACTUAL FY 13	ACTUAL FY 14	ACTUAL FY 15	INCOME	FY 16 BUDGET	FY 17 REQUEST	FY 17 BUDGET
\$6,432.16	\$9,149.95	\$10,473.99	\$9,336.75	\$12,711.35		\$14,007.67		\$14,456.00
\$0.00			\$0.00		ASUW FEE			\$0.00
\$0.00			\$0.00		ASUW SUMMER FEE			\$0.00
\$0.00			\$0.00		ASUW RESERVE			\$0.00
\$0.00			\$0.00		ASUW EQUIPMENT RESERVE			\$0.00
\$0.00			\$0.00		STUDENT LOAN			\$0.00
\$0.00			\$199.00	\$100.00	REVENUE			\$0.00
\$0.00			\$0.00		ENDOWMENTS			\$0.00
\$0.00			\$0.00		TRANSFER IN/OUT			\$0.00
<b>\$6,432.16</b>	<b>\$9,149.95</b>	<b>\$10,473.99</b>	<b>\$9,735.75</b>	<b>\$12,811.35</b>	<b>TOTAL INCOME</b>	<b>\$14,007.67</b>	<b>\$0.00</b>	<b>\$14,456.00</b>

					EXPENSE			DIFFERENCE
\$2,000.00	\$1,000.00	\$1,000.00	\$500.00	\$963.46	SALARIES	\$1,000.00	\$1,000.00	\$0.00
\$0.00	\$166.00	\$111.50	\$1,002.57	\$441.31	ADVERTISING	\$200.00	\$260.00	\$60.00
\$0.00		\$34.53	\$30.19	\$57.68	AWARDS	\$75.00	\$95.00	\$20.00
\$0.00					BOND DEBT			\$0.00
\$0.00					CONTINGENCY RESERVE			\$0.00
\$58.85	\$256.39	\$2.00	\$19.60	\$6.13	COPIES/PRINTING	\$150.00	\$150.00	\$0.00
\$25.00	\$5,890.30	\$3,236.23	\$4,809.13	\$6,986.65	COURTESY	\$9,340.00	\$9,800.00	\$460.00
\$0.00					DUES/MEMBERSHIPS			\$0.00
\$0.00					EQUIP MAINTENANCE/REPAIR			\$0.00
\$0.00					EQUIPMENT			\$0.00
\$0.00					INSURANCE			\$0.00
\$0.00					MISCELLANEOUS			\$0.00
\$0.00				\$9.97	POSTAGE	\$20.00	\$20.00	\$0.00
\$0.00			\$70.51	\$120.00	PRIZES	\$120.00	\$120.00	\$0.00
\$0.00			\$500.00		REGISTRATION			\$0.00
\$4,134.89	\$1,207.45	\$5,717.08	\$1,450.75	\$2,928.84	SCHOLARSHIPS	\$1,500.00	\$1,475.00	-\$25.00
\$0.00					SPECIAL SERVICE CONTRACT			\$0.00
\$0.00					STAFF DEVELOPMENT			\$0.00
\$0.00					SUBSCRIPTIONS			\$0.00
\$0.00					SUPPLIES, AUDIO			\$0.00
\$172.42	\$20.55	\$7.50			SUPPLIES, OFFICE			\$0.00
\$0.00					SUPPLIES, VEHICLE			\$0.00
\$36.00	\$36.00	\$47.00	\$48.00	\$60.00	TELEPHONE	\$36.00	\$36.00	\$0.00
\$0.00	\$572.36	\$318.12	\$1,305.00	\$1,235.31	TRAVEL	\$1,566.67	\$1,600.00	\$33.33
<b>\$6,432.16</b>	<b>\$9,149.95</b>	<b>\$10,473.99</b>	<b>\$9,735.75</b>	<b>\$12,811.35</b>	<b>TOTAL EXPENSES</b>	<b>\$14,007.67</b>	<b>\$14,456.00</b>	<b>\$548.33</b>
\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	FUND BALANCE	\$0.00	-\$14,556.00	-\$548.33

FEE ALLOCATE D	SU FEE ALLOC.	RESERVE ALLOC.	EQUIP RESERVE ALLOC.	STUDENT LOAN	REVENUE ALLOC.	ENDOWS ALLOC.	TOTAL
\$1,000.00							\$1,000.00
\$260.00							\$260.00
\$95.00							\$95.00
							\$0.00
							\$0.00
							\$0.00
\$50.00							\$50.00
\$9,800.00							\$9,800.00
							\$0.00
							\$0.00
							\$0.00
							\$0.00
\$20.00							\$20.00
\$120.00							\$120.00
							\$0.00
							\$0.00
\$1,475.00							\$1,475.00
							\$0.00
							\$0.00
							\$0.00
							\$0.00
\$36.00							\$36.00
\$1,600.00							\$1,600.00
<b>\$14,456.00</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$14,456.00</b>

**ASUW FY17 Budget**

UMC

<b>INCOME</b>		
ASUW FEE		\$14,456.00
ASUW SUMMER FEE		
ASUW RESERVE		
ASUW EQUIPMENT RESERVE		
STUDENT LOAN		
REVENUE		
ENDOWMENTS		
TRANSFER IN/OUT		
<b>TOTAL INCOME</b>		<u>\$14,456.00</u>
<b>EXPENSE</b>		
<b>SALARIES</b>		
* UMC Freshman Internship Program (2 Interns @ \$500 each)	\$ 1,000.00	<u>\$1,000.00</u>
<b>ADVERTISING</b>		
* General Advertising and Promotion	\$ 260.00	<u>\$ 260.00</u>
<b>AWARDS</b>		
* Jason Thompson Certificates/ RSO Participation Awards	\$ 25.00	
* Plaques for Jason Thompson Awards	\$ 70.00	<u>\$ 95.00</u>
<b>COPIER/PRINTING</b>		
* General Printing, Brochures and Promotion	\$ 50.00	<u>\$ 50.00</u>
<b>COURTESY</b>		
* Diversity Week & Workshops & Panel Discussion	\$ 300.00	
* Diversity Ball Catering at Banquet	\$ 6,300.00	
* Jason Thompson & Commitment to Diversity Awards	\$ 3,000.00	
* Staff Training Workshop/Social Justice Event Outreach	\$ 200.00	<u>\$9,800.00</u>
<b>POSTAGE</b>		
* Award Mailing & Thank You's	\$ 20.00	<u>\$ 20.00</u>
<b>PRIZES</b>		
* Diversity Week Prizes (to Non-UW Employees)	\$ 100.00	
* Diversity Week Photo Competition	\$ 20.00	<u>\$ 120.00</u>
<b>SPECIAL SERVICE CONTRACT</b>		
* Diversity Week & Support to RSO	\$ 100.00	
* Diversity Ball (Entertainment and Decorations)	\$ 1,000.00	
* Jason Thompson Hotel	\$ 300.00	
* Homecoming Events and Supplies	\$ 75.00	<u>\$1,475.00</u>
<b>TELEPHONE</b>		
* UMC Email Account	\$ 36.00	<u>\$ 36.00</u>
<b>TRAVEL</b>		
* Officer Team Conference (Travel, Meals)	\$ 1,200.00	
* Jason Thompson Travel (Car, Rental + Gas)	\$ 200.00	
* Jason Thompson Hotel	\$ 100.00	
* Dominic Martinez Hotel	\$ 100.00	<u>\$1,600.00</u>
<b>TOTAL EXPENSES</b>		<u>\$14,456.00</u>

**6. Committee of the Whole- ITEMS FOR APPROVAL**

**Approval of Changes to ASUW Constitution, 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:**

Please see information below—Letter from ASUW President Brian Schueler.

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Dear Trustee President Palmerlee, President McGinity,

It has been my pleasure to serve as ASUW President this year. ASUW Student Government has worked hard to represent students effectively and diligently. We have found two areas where ASUW can expand and improve as a representative body. As I finish up my term, I ask for your consideration of two amendments to the ASUW Constitution which if approved would allow ASUW Student Government to more completely represent and serve the UW Student Body. UW Regulation 8-249 and the ASUW Constitution require that any amendments to the ASUW Constitution be submitted to and approved by the Board of Trustees. The amendments we are proposing to you would provide a direct vote on ASUW Senate for a freshman representative and allow part time students who pay the ASUW Student fee to enjoy full benefits of ASUW membership.

Both constitutional amendments passed the ASUW Senate unanimously and both were approved by a referendum of the students.

The first constitutional amendment, passed by referendum with 80.79% of students in support, expands the definition of voting members on the ASUW Senate to include a representative from the Freshman Senate. This amendment can be found in detail in the attached Senate Bill # 2498. The rationale for this constitutional change is to ensure that the freshman class is directly represented on the ASUW Senate. Currently, because the ASUW Election is held in the spring, incoming freshmen have no opportunity to participate in the election of their representatives, nor run for office themselves.

In 1994, Senate Bill 1779 created the Freshman Senate (an update to what was then called the Freshman Council). Freshman Senate over the last two decades has grown and expanded to represent and advocate for the freshman class at UW. The decisions and advice of the Freshman Senate have been relayed to the ASUW Senate by an ex-officio who did not have the right to vote. The amendment will grant this ex-officio the right to vote on ASUW Senate.

The amendment to the ASUW Constitution in Senate Bill 2498 will help the ASUW Student Government more directly represent freshman students, and better serve this significant population here at UW. We ask for the board's approval and support of this constitutional change.

The second constitutional amendment, passed by referendum with 82.23% support, would allow part-time students who pay full ASUW fees to participate in ASUW Student Government as officers. This amendment can be found in detail in the attached Senate Bill # 2512. The rationale for this constitutional change is to ensure that all students who pay the ASUW fee are afforded full rights as members of ASUW.

The current ASUW Constitution only provides ASUW membership to students who are recognized as 'full-time' students (12 credit hours). However, the current fee book for the University of Wyoming requires students taking 4 or more credit hours to pay in full the student services fee, which includes the ASUW fee. This has resulted in a sizable group of students who pay fully for their student government, yet are unable to fully enjoy the benefits.

Additionally, many in the ASUW Senate believe that the ASUW Student Government should represent all students at the University of Wyoming, including part-time students. By providing the opportunity for part time students to participate as officers or representatives in ASUW, these constituent groups may be better represented and supported by their student government. We ask for the board's approval and support of this important change.

On behalf of the Associated Students of the University of Wyoming, we appreciate your service to the University and your consideration of these amendments!

Go Pokes!

A handwritten signature in black ink, appearing to read "Brian Schueler". The signature is fluid and cursive, with a long horizontal stroke at the end.

Brian Schueler

ASUW President – 2015-2016



Date Passed: 4/5/16  
Vote Count: 20-0

**SENATE BILL #2498**

**TITLE:** ASUW Revision of Voting Distribution – Addition of Freshman Senate Vote

**DATE INTRODUCED:** March 29, 2016

**AUTHOR:** SAL Wetzel

**SPONSORS:** President Schueler; Vice President Kath; Senators Hernandez and Krell; SAL's Bergman, Nelson, Walsh, and Welsh.



1. WHEREAS, it is the duty of the Associated Students of the University of
2. Wyoming (ASUW) Student Government to represent our fellow students accurately; and,
3. WHEREAS, the ASUW Freshman Senate was designed with the purpose of representing any
4. full time, first year student at the University of Wyoming (UW), consisting of nearly 16% of
5. students on the UW Campus; and,
6. WHEREAS, full-time, first-year students at UW as a group currently do not have the
7. opportunity to vote for their direct representation on the ASUW Senate; and,
8. WHEREAS, the ASUW Freshman Senate effectively uses the legislative process to reach
9. representative decisions on behalf of first-year students regarding all ASUW Legislation;
10. and,
11. WHEREAS, the ASUW Freshman Senate operates as an inseparable part of the ASUW,
12. deriving all power and authority from the ASUW Student Government; and,
13. WHEREAS, the ASUW Freshman Senate operates in a uniquely similar fashion to the
14. ASUW Student Senate in comparison to other Organizations of the ASUW, through revision
15. and voting upon legislation, similar committee structures, office hour requirements, and
16. Recognized Student Organizations event participation and evaluation; and,
17. WHEREAS, work done by ASUW Freshman Senators helps represent a large portion of the
18. university community and is deserving of the right to have true influence on the legislative

Date Passed: 4/5/16

Vote Count: 20-0

19. process with a vote on all issues.

20. THEREFORE, be it enacted by the Associated Students of the University of Wyoming

21. (ASUW) Student Government that the ASUW Constitution be amended to reflect the

22. Changes outlined in Addenda A, B, and C; and,

23. THEREFORE, be it further enacted that the ASUW By-Laws be amended to reflect the

24. changes outlined in Addendum D; and,

25. THEREFORE, be it further enacted that the 104<sup>th</sup> Administration Program and Institutional

Development assess the effectiveness of the ASUW Freshman Senate vote following the Fall

26. 2016 term and,

27. THEREFORE, be it further enacted that these changes be effective upon passage of the

28. amendment to the ASUW Constitution.

Referred to: \_\_\_\_\_ Constitution and PID

Date of Passage: 4/12/16 Signed:   
(ASUW Chairperson)

“Being enacted on 4/21/2016, I do hereby sign my name hereto and

approve this Senate action.”   
ASUW President

Date Passed: 4/5/16  
Vote Count: 20-0

**Constitution**

**Addendum A**

**ARTICLE IV**

Appointed or Elected Officers

The privilege of holding an elected or appointed position as an ASUW representative shall be in accordance with the following provisions.

Section 4. An Ex-Officio member is a representative chosen by an entity, and with the exception of the ASUW Freshman Senate Ex-Officio who shall enjoy all rights of senate membership except the right to vote.

Section 5. The ASUW Freshman Senate Ex-Officio shall enjoy all rights of senate membership including the right to vote.

Date Passed: 4/5/16  
Vote Count: 20-0

**Addendum B**

**ARTICLE VI**  
ASUW Legislative Branch

The Legislative Branch of the ASUW shall consist of the ASUW Vice President, ~~and~~ a student senate, which shall be made up of the student senators annually elected by the ASUW membership, and Freshman Senate Ex-Officio. All legislative powers of the ASUW shall be vested in the ASUW Student Senate.

Date Passed: 4/5/16  
Vote Count: 20-0

**Addendum C**

**ARTICLE VIII**  
Meetings and Quorum

- Section 1. The business of the ASUW Senate shall be conducted in accordance with procedures set forth in the ASUW By-Laws and which shall include the following:
- A. Regular ASUW Senate meetings shall be held each week during Fall and Spring semester except for University vacations and holidays or by a two-thirds (2/3) vote of the Senate;
  - B. Regular ASUW Senate meetings shall be relocated as determined by the ASUW Senate a minimum of once per semester.
  - C. Special meetings of the ASUW may be called by the Chairperson of the ASUW Senate, the ASUW Vice President, or upon written demand of one-third (1/3) of the current ASUW Senate membership;
  - D. In order to conduct official business of the ASUW Senate, a quorum of two-thirds (2/3) of the voting membership of the Senate shall be present; and
  - E. Each ASUW Senator, and Freshman Senate Ex-Officio, shall be entitled to one (1) vote on any issue before the Senate, and voting by proxy shall not be allowed.

Date Passed: 4/5/16  
Vote Count: 20-0

## Addendum D

### ARTICLE II Legislative Branch

Section 6. Membership in the ASUW Senate shall consist of:

- A. Thirty (30) elected Senators apportioned using Hamilton's method as outlined below, and in accordance with Article 6, Section 1 of the ASUW Constitution.
- i. Each of the University's seven (7) colleges is allocated one (1) student senator.
  - ii. The remaining twenty-three (23) senators shall be allocated to those colleges with more than one-thirtieth ( $1/30$ ) of the total fee paying University students using Hamilton's method as follows.
    - a. Compute the natural quota for each college with more than one-thirtieth ( $1/30$ ) of the total fee paying University students using the formula:  $NQ = \frac{(23)E}{T}$  where
      - $NQ$  = a college's natural quota
      - $E$  = the number of fee paying students enrolled in that college
      - $T$  = the total number of fee paying students enrolled in those colleges with more than one-thirtieth ( $1/30$ ) of the total fee paying University students.
    - b. Allocate to each college with more than one-thirtieth ( $1/30$ ) of the total fee paying University students a number of student senators equal to the whole number portion of their natural quotas.
    - c. If all twenty-three (23) student senators are not allocated in the previous step the remaining student senators are allocated one by one in order to the colleges with the largest fractional portions in their natural quotas.
  - iii. The total allocation for each college is the sum of the student senators allocated in steps 1. and 2.
- B. All University organizations seeking an ex-officio position on the ASUW Student Senate must have that position approved by the Constitution Committee and further approved by the ASUW Student Senate by a two-thirds ( $2/3$ ) majority.
- i. Any organization seeking an ex-officio position shall submit a written request to the Chair of the Constitution Committee
    - a. The Constitution Committee will review the request. Upon approval, the Chair will submit the letter of intent to the ASUW Senate for approval.
  - ii. Organizations seeking an ex-officio position must exhibit all of the following qualifications:

Date Passed: 4/5/16

Vote Count: 20-0

- a. The organization must provide a diverse array of co-curricular activities including cultural, international, athletic, and/or student life programs.
  - b. The organization must utilize educational opportunities, which promote growth and involvement enriching daily life.
  - c. The organization must be a University Recognized Student Organization, but special exemptions may be granted for the representative bodies of University faculty and staff.
  - d. The organization must demonstrate inadequate representation by the existing ex-officio's.
  - e. Any organization that has lost its ex-officio position on the student senate will enter a period of probation and may not reapply for said position until a period of one semester has passed. Upon reapplication, the organization must provide a detailed account of activities conducted during this period of probation.
- iii. The ex-officio position cannot be represented by current senators, executives or other ex-officio representatives.
  - iv. If an ex-officio position representing a student organization goes unrepresented for 4 consecutive senate meetings they will be notified of their absences and potential consequences by the ASUW Vice President in writing; if the organization is absent for another 4 consecutive senate meetings they will lose their ex-officio position. After the loss of an ex-officio position the organization may petition to gain representation by following ASUW By-Laws Article II, Section 6, Paragraph B, Clause i.
- C. Ex-officio members who shall enjoy all rights of Senate membership, except the right to vote include:
- i. Representatives from organizations approved by the ASUW Senate.
  - ii. The Freshman Senate Ex-Officio shall also enjoy the right to vote.
- D. Those who shall have speaking rights only, excluding voting and parliamentary rights, include members of the ASUW Executive Branch.

Date Passed: 4/12/16  
Vote Count: 20-0

**SENATE BILL #2512**

**TITLE:** ASUW Part-Time Student Status Position Reform

**DATE INTRODUCED:** April 12, 2016

**AUTHORS:** Senator Drake and SAL Lind-Gonzalez

**SPONSORS:** Executive Cooley; Senators Hanson, Hernandez, Kerbs, Maze, and Wolfgang




1. WHEREAS, it is the mission of the Associated Students of the University of Wyoming (ASUW)
2. Student Government to serve our fellow students through accurate representation; and,
3. WHEREAS, the ASUW Student Government represents the interests of both part-time and full-time
4. students who are enrolled at the University of Wyoming (UW); and,
5. WHEREAS, part-time students pay the Student Services Fee every semester which includes the
6. ASUW Fee in the UW Fee Book as outlined in Addendum B, Figure 1; and,
7. WHEREAS, ASUW Senators are currently required to be full-time students as outlined in the ASUW
8. By-Laws, Article II, Section 4, Subsection K, Clause xii; and,
9. WHEREAS, ASUW Senators may withdraw from a course(s) at the UW which
10. may change the student status from full-time to part-time; and,
11. WHEREAS, the need for withdrawal should not be indicative of the Senator's ability to fulfill his/her
12. duty within the ASUW Student Government; and,
13. WHEREAS, regardless of student status, ASUW Senators pay the Student Services Fee every
14. semester which includes the ASUW Fee as outlined in the University of Wyoming Fee Book.
18. THEREFORE, be it enacted by the Associated Students of the University of Wyoming (ASUW)
19. Student Government that the ASUW By-Laws, Article II, Section 4, Subsection K, Clause 20. xii, be
20. amended to reflect the changes in Addendum A; and,
21. THEREFORE, be it further enacted by the ASUW that the 2016 General Elections Ballot include the
22. changes to the ASUW Constitution as a referendum vote; and,
23. THEREFORE, be it further enacted that Senate Bill #2512 be effective upon passage by the

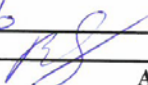


Date Passed: 4/12/16  
Vote Count: 20-0

24. University of Wyoming Board of Trustees.

Referred to: Constitution and PID

Date of Passage: 4/12/16 Signed:   
(ASUW Chairperson)

“Being enacted on 4/21/16, I do hereby sign my name hereto  
and approve this Senate Action.”   
ASUW President

Date Passed: 4/12/16  
Vote Count: 20-0

Addendum A  
ASUW By-Laws

**ARTICLE II**  
Legislative Branch

Section 4. The ASUW Senate shall serve as the Legislative Body of the ASUW. The ASUW Student Senate shall have the following authority and responsibilities:

- K. ASUW Senators shall have the following standardized physical responsibilities:
- xi. Senators shall pay the ASUW Student fee.
  - xii. Senators must maintain a ~~full-time credit bearing schedule (as defined by their program)~~ student enrollment at the University of Wyoming for the duration of their service.

**Article IV**  
Elections

Section 7. Candidate Requirements:

- A. A candidate for Senator must meet the following requirements:
- i. He/she must be a ~~full-time credit bearing student enrolled at the University of Wyoming and an ASUW fee paying student,~~ and maintain this status.
  - ii. He/she must have and maintain a minimum 2.0 cumulative grade point average as an undergraduate and a minimum 3.0 cumulative grade point average as a graduate or professional student or a 2.0 if the program does not require it.
  - iii. He/she must have completed no less than ~~thirty (30) twenty-four~~ (24) hours of university credit at the beginning of the academic year of his term of office as an undergraduate student, or, as a graduate or professional student eighteen (18) hours.

Date Passed: 4/12/16  
Vote Count: 20-0

Addendum B  
ASUW Constitution

**Article III**  
Membership

Section 1. A student enrolled in the University of Wyoming shall be a member of the ASUW during each regular semester of registration when payment or remission of registration fees is made in the amount specified by the University to be recognized as ~~and accorded the~~ privileges of a full-time student the ASUW Fee.

**Article IV**  
Appointed or Elected Officers

The privilege of holding an elected or appointed position as an ASUW representative shall be in accordance with the following provisions.

Section 5. A Student-at-Large is any ~~full~~ ASUW Fee-Paying member of the student body who is not a member of the ASUW Executive, Legislative, or Judicial branch. Students-at-Large who are appointed to ASUW standing or special committees have all rights and duties of committee membership.

Date Passed: 4/12/16  
 Vote Count: 20-0

Addendum C  
 University of Wyoming Fee Book FY 2016 Page 11

Link: <http://www.uwyo.edu/administration/files/docs/fee-book/feebook%20fy%2016%20041315%20revised%20101515.pdf>

Figure 1.

Mandatory Fees, Academic Year, Full-time Students per semester	FY 2016	Chart Field																		
<b>Full-time students</b>																				
Wyoming Union Operations Planning/renovation/construction Series 1999 Bond Issue funding	156.05	120.80/1304-12556 14.25/1304-12557 21.00/7520-16818																		
Student Services Student Services fee includes ASUW, Student Media, Recycling, Wellness, AWARE, and Music/Theatre fees previously assessed as separate mandatory fees	107.55																			
<table border="1"> <thead> <tr> <th>Student Services Detail</th> <th>Amount FY 2016</th> </tr> </thead> <tbody> <tr> <td>ASUW</td> <td>41.99</td> </tr> <tr> <td>Student Media</td> <td>21.19</td> </tr> <tr> <td>Recycling</td> <td>10.55</td> </tr> <tr> <td>Wellness- University Counseling Center</td> <td>16.63</td> </tr> <tr> <td>Wellness- Half Acre Center</td> <td>5.51</td> </tr> <tr> <td>AWARE</td> <td>5.63</td> </tr> <tr> <td>Music/Theatre</td> <td>6.05</td> </tr> <tr> <td><b>Total</b></td> <td><b>107.55</b></td> </tr> </tbody> </table>	Student Services Detail	Amount FY 2016	ASUW	41.99	Student Media	21.19	Recycling	10.55	Wellness- University Counseling Center	16.63	Wellness- Half Acre Center	5.51	AWARE	5.63	Music/Theatre	6.05	<b>Total</b>	<b>107.55</b>		
Student Services Detail	Amount FY 2016																			
ASUW	41.99																			
Student Media	21.19																			
Recycling	10.55																			
Wellness- University Counseling Center	16.63																			
Wellness- Half Acre Center	5.51																			
AWARE	5.63																			
Music/Theatre	6.05																			
<b>Total</b>	<b>107.55</b>																			
Transit Fee	53.96	1318-17345																		
Student Health Service	111.19	1310-20567																		
Intercollegiate Athletics	115.00	113.50/1001-10073 1.50/1700 13168																		
Recreation Programs Operations Series 2012 Bond Issue	117.00	75.00/1700-13362 42.00/7520-20664																		
<b>Total for Full-time students</b>	<b>660.75</b>																			
<b>Total for Part-time students</b>																				
<ul style="list-style-type: none"> <li>Students taking 1-3 credit hours (fee per credit hour) plus flat rate fee for Transit of \$53.96 for FY 2016 (FY 2016- Union Fee \$20.52 Student Services Fee \$17.68)</li> <li>Students taking 4 or more credit hours (flat rate fee) (FY 2016- Union Fee \$156.05, Student Services Fee \$107.55, Transit Fee \$53.96)</li> </ul> Part-time students can also purchase the optional fee package (page 12)	38.20 per hour 53.96 317.56	1318-17345																		

Date Passed: 4/12/16  
Vote Count: 20-0

**INFORMATION ONLY ITEM**

**Progress Report/Change Orders, Mai**

CHECK THE APPROPRIATE BOX(ES):

- Work Session  
 Education Session  
 Information Item  
 Other                      Specify:

BACKGROUND AND POLICY CONTEXT OF ISSUE:

**Capital Construction  
 Progress Report as of June 1, 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. Buchanan Center for the Performing Arts**

Contractor: Sampson Construction Company, Inc.  
 Cheyenne, WY

Original Project Budget                      \$35,000,000 (a)  
 Adjusted Project Budget                      \$40,925,000 (d)

<b><u>Funding Sources:</u></b>	<b><u>Original Anticipated:</u></b>	<b><u>Actual:</u></b>
State Appropriation	16,800,000	16,800,000
Bond Fund including interest	12,200,000	12,217,253
UW Income Fund	-	9,000,000
Transferred to Cap Con Reserve	-	(3,425,000)
Major Maintenance	2,300,000	2,675,000
Federal Mineral Royalty (FMR)	1,700,000	1,700,000
Funds provided by Office of Pres. 13/14	-	559,774
Foundation	2,000,000	102,342
Other UW Departments	-	47,709
Bungalow Removal included in Const- paid by Visual Arts Proj	-	1,248,333
<b>Total Funding</b>	<b>35,000,000</b>	<b>40,925,411</b>

Guaranteed Maximum Price                      \$25,700,000  
 Contract Substantial Completion Date      October 31, 2014  
    Extended                      August 2015

(In Thousands)	Budget (a)	Additional Funding (b)	Use of Contingency (c)	Adj Budget (a+b+c)=(d)	Expenditures (e)	Obligations (f)	Remaining Balance (d+e+f)=(g)
<b>Construction</b>	25,700	3,775	968	30,443	(29,766)	(55)	622
<b>Contingency</b>	1,289	-	(1,289)	-	-	-	-
<b>Design</b>	2,993	-	321	3,314	(3,263)	(4)	47
<b>FF&amp;E</b>	2,450	1,500	-	3,950	(3,001)	(714)	235
<b>Technology</b>	1,208	-	-	1,208	(721)		487
<b>Admin</b>	1,360	650	-	2,010	(1,481)	(493)	36
<b>Total</b>	<b>35,000</b>	<b>5,925</b>	<b>-</b>	<b>40,925</b>	<b>(38,232)</b>	<b>(1,266)</b>	<b>1,427</b>

**Statement of Contract Amount**

Original Contract		25,700,000
Change Order 1	Temporary Classroom Trailer	150,000
Change Order 2	Bungalow Asbestos Abatement	232,749
Change Order 3	Bungalow Deconstruction	92,674
Change Order 4	Bungalow Parking Lot	766,927
Change Order 5	New Roof Area, curtains, storage cabinets, fireproof deck, permits	674,444
Change Order 6	Award Audio Visual Scope of Project, Re-roof two areas, add smoke vents	888,061
Change Order 7	Add AST Wall Panels, Vapor Barrier, Overhead Door, Sound Doors	916,942
Change Order 8	Add Fire Valves, Skylight Wall Changes, Design Changes for Code	13,601
Change Order 9	Added Piping, Telescopic Platform Seating, Replace Existing Valves, Add FF&E Alternate #5, Add AV To Classroom	252,100
Change Order 10	Instrument Storage Lockers, New Flooring in Existing Studios, Ceiling Changes, Fire Alarm Changes	145,489
Change Order 11	Ductwork Changes, Concrete for Brick Ledge, ADA Shower Accessories, Bungalow Parking Lot Changes, Refinishing West Lobby	94,786
Change Order 12	Design Changes, Listed AV Recording Equip, Casework Changes	85,488
Change Order 13	Recording Equip Credit, Doors & Hardware, Roof Drain Design Changes, Structural Conflicts	50,011
Change Order 14	Wall & Ceiling Changes, Add Roof Walk Pads & Ladder, Cost for Beneficial Occupancy	103,791
Change Order 15	Pipe Insulation Abatement, Rework Thrust Theatre, Infrastructure WAP Locations	79,464
Change Order 16	Redesign Acoustical Shelf, Redesign Recital Shelf, Add Motorized Roller Shades, Structural Modifications Passenger Elevator	184,199
Change Order 17	GC Extension, FF&E, AV Equip Changes, Box Office Changes, Update Existing Panel Schedule, Modify Stair	382,553
Change Order 18	Add Space Saver, Demo-Rework Choral Storage, Design Changes	104,220

Change Order 19	HVAC Changes and repairs, Add Interior Finishes, Drip Pan & Leak Detection AHU, Thrust Theater Cross Under Framing	91,401
Change Order 20	Exterior Improvements	791,213
Change Order 21	Beneficial Occupancy	-
Change Order 22	Recital Changes, Add Power, Cable Pass, Add Audio Equip, Add Floor Plates, Add Fire Alarm, Lighting Switching	52,260
Change Order 23	Modify Theater Walls, Loading Dock Guardrail, Water Booster Pump	53,060
Change Order 24	Enhanced Landscaping, Camera Upgrade, Add Sound Attenuation Faculty Studios	121,013
Change Order 25	Additional Services Mechanical	14,118
<b>Adjusted Contract</b>		<b>32,040,564</b>

**Work Completed/In Progress:**

- 11 month warranty list has been issued. Contractors are progressing on the list.
- Enhanced east landscaping is complete.
- Waiting on radio responder quotes.

**Issues Encountered with Proposed Resolution for Each:**

- Sanitary sewer requires a lift station as the line is too flat for low flow fixtures.

**Work Planned for the Upcoming Month:**

- Sanitary Sewer Lift Station design.
- AV floor boxes redesign.

## 2. Arena Auditorium Renovation

### Phase I

Contractor: Haselden Wyoming Constructors  
 Casper, WY

Original Project Budget                      \$12,850,000 (a)  
 Adjusted Project Budget                      \$12,982,109 (d)

<b>Funding Sources:</b>	<b>Original Anticipated:</b>	<b>Actual:</b>
Foundation	5,000,000	3,149,951
State Match	5,000,000	3,900,049
State Appropriation	2,850,000	5,120,000
Athletics	-	812,109
<b>Total Funding</b>	<b>12,850,000</b>	<b>12,982,109</b>

Guaranteed Maximum Price                      \$ 7,056,730  
 Contract Substantial Completion Date                      March 27, 2014



(In Thousands)	Budget (a)	Additional Funding (b)	Use of Contingency (c)	Adj Budget (a+b+c)=(d)	Expenditures (e)	Obligations (f)	Remaining Balance (d+e+f)=(g)
<b>Construction</b>	7,057	911	360	8,328	(8,328)	-	-
<b>Contingency</b>	360	-	(360)	-	-	-	-
<b>Design</b>	1,065	-	-	1,065	(1,028)	(71)	(34)
<b>FF&amp;E</b>	3,663	(460)	-	3,203	(3,200)	(61)	(58)
<b>Tech</b>	250	(250)	-	-	-	-	-
<b>Admin</b>	455	(69)	-	386	(294)	-	92
<b>Total</b>	<b>12,850</b>	<b>132</b>	<b>-</b>	<b>12,982</b>	<b>(12,850)</b>	<b>(132)</b>	<b>-</b>

**Phase II**

Contractor- pre construction: Haselden Wyoming Constructors  
Casper, WY

Original Budget for Phase I and Phase II was \$30,000,000. Funding remaining from Phase I was applied to Phase II. See additional funding (b) below.

Original Project Budget \$17,150,000 (a)  
Adjusted Project Budget \$17,830,000 (d)

<b>Funding Sources:</b>	<b>Original Anticipated:</b>	<b>Actual:</b>
Foundation	5,000,000	6,850,049
State Match	5,000,000	6,099,951
State Appropriation	7,150,000	4,880,000
<b>Total Funding</b>	<b>17,150,000</b>	<b>17,830,000</b>

Guaranteed Maximum Price \$ not yet set  
Contract Substantial Completion Date

**Note:** Funds have been reallocated among the budget categories. The adjusted budget has not changed in total. Corresponding expenditures and obligations have also been reallocated. The project has changed from CMAR to Design/Bid/Build. Therefore, the construction obligations have been removed. Preconstruction is part of the design category.

(In Thousands)	Budget (a)	Additional Funding (b)	Use of Contingency (c)	Adj Budget (a+b+c)=(d)	Expenditures (e)	Obligations (f)	Remaining Balance (d+e+f)=(g)
<b>Construction</b>	13,050	980	-	14,030	-	-	<b>14,030</b>
<b>Contingency</b>	913	167	-	1,080	-	-	<b>1,080</b>
<b>Design</b>	1,835	(27)	-	1,808	(1,054)	(348)	<b>406</b>
<b>FF&amp;E</b>	760	(225)	-	535	(28)	-	<b>507</b>
<b>Tech</b>	300	(150)	-	150	-	-	<b>150</b>
<b>Admin</b>	292	(65)	-	227	(115)	(75)	<b>37</b>
<b>Total</b>	<b>17,150</b>	<b>680</b>	-	<b>17,830</b>	<b>(1,197)</b>	<b>(423)</b>	<b>16,210</b>

**Statement of Contract Amount**

Original contract	Not Yet Set	-
	No Change Orders	-
Adj Contract		-

**Work Completed/In Progress:**

- Design is on-going.
- Landscaping plans are being made for the mobilization of the project that include re-routing sprinkler lines and moving control boxes.
- Commissioning agents for the project have also been brought onboard.
- Alternates for the project have also been finalized.

**Issues Encountered with Proposed Resolution for Each:**

- Estimated GMP's were estimated higher than desired. UW terminated its CMAR agreement with Haselden.
- UW is moving forward with a traditional design-bid-build procurement method.

**Work Planned for the Upcoming Month:**

- June will bring the final review of construction documents. Construction documents are due the 13<sup>th</sup> of June. The design team and UW stakeholders will then review the documents to confirm accuracy and completeness.
- Concurrently, UW will begin the prequalification process for general contractors.
- The design team will place the advertisement for bid towards the end of the month.

### 3. High Bay Research Facility

Contractor: Haselden Wyoming Constructors  
Casper, WY

Original Project Budget (not including donated equipment) \$64,800,000 (a)  
Adjusted Project Budget (not including donated equipment) \$69,952,341 (d)

<b>Funding Sources:</b>	<b>Original Anticipated:</b>	<b>Actual:</b>
Foundation	16,300,000	16,300,000
Grants (AML sponsored programs)	15,000,000	15,000,000
State Appropriations	14,800,000	14,800,000
Foundation donor restricted for equipment	11,200,000	11,200,000
State Matching 2014	7,500,000	7,500,000
Reserve for cost overrun	-	4,384,000
Reserve Account	-	699,458
<b>Total Funding</b>	<b>64,800,000</b>	<b>69,883,458</b>
Donation of Physical Equipment eligible for State match	2,500,000	2,500,000
<b>Total Project</b>	<b>67,300,000</b>	<b>72,383,458</b>

Guaranteed Maximum Price \$42,925,724  
Budget includes amounts restricted for equipment purchase only under Tech.  
Contract Substantial Completion Date January 2017

**Note:** Change orders #3-8 have resulted in a decrease in the use of contingency and the reserve funding. Also, the amount of restricted donation funds has been moved out of Tech and represented as Restricted for Tech for clarification.

(In Thousands)	<b>Budget</b> (a)	<b>Additional Funding</b> (b)	<b>Use of Contingency</b> (c)	<b>Adj Budget</b> (a+b+c)=(d)	<b>Expenditures</b> (e)	<b>Obligations</b> (f)	<b>Remaining Balance</b> (d+e+f)=(g)
<b>Construction</b>	42,926	4,963	8	47,897	(23,244)	(24,653)	-
<b>Contingency</b>	3,125	-	(8)	3,117	-	-	3,117
<b>Design</b>	4,741	121	-	4,862	(4,151)	(508)	203
<b>FF&amp;E</b>	1,288	-	-	1,288	-	-	1,288
<b>Tech</b>	644	-	-	644	-	-	644
<b>Restricted for Tech</b>	11,200	-	-	11,200	(6,196)	(5,004)	-
<b>Admin</b>	876	-	-	876	(451)	(1)	424
<b>Subtotal</b>	<b>64,800</b>	<b>5,084</b>	-	<b>69,884</b>	<b>(34,042)</b>	<b>(30,166)</b>	<b>5,676</b>
<b>Equip Donation</b>	2,500	-	-	2,500	-	-	2,500
<b>Total</b>	<b>67,300</b>	<b>5,084</b>	-	<b>72,384</b>	<b>(34,042)</b>	<b>(30,166)</b>	<b>8,176</b>

**Statement of Contract Amount**

Original contract		42,925,724
Change Order 1	Additional Concrete Work, Gas Meter, Manifold & Piping, Equipment Relocation	86,647
Change Order 2	Additional Costs for Extended Contract Date and Mechanical Systems Changes	4,952,341
Change Order 3	Door and Exterior Detail Changes, Bike Racks	10,563
Change Order 4	Radiation Shielding at South Walls	15,411
Change Order 5	Credits: Door Dard Reader, Roof Davit	(11,559)
Change Order 6	Deleted Casework, Truck Turning Layout, Floor Radiation Shielding	(13,366)
Change Order 7	Heat Recovery, Fume Hoods, Electrical Changes	(76,674)
Change Order 8	Chiller Vibration Isolation, Epoxy Flooring, Add End Switches to Control Valves	7,791
<b>Adjusted Contract</b>		<b>47,896,878</b>

**Work Completed/In Progress:**

- Concrete has been placed in the Strong Wall within the Structural Testing Laboratory.
- Landscaping boulders are being placed in the southeast courtyard.
- Potholing/ underground exploration is occurring south of Animal Sciences to finalize the design of Storm Line #1.
- Metal panels for the exterior of the mechanical penthouses is ongoing.
- Exterior masonry is complete on the south and east façade of the west wing. The crew has moved to the east façade of the north wing to make way for final grading and landscape activities to begin.
- Drywall and finishing activities are ongoing.
- Underground electrical is being placed under the mechanical/ electrical room on the northwest corner of the building.
- The elevator is currently being installed.

**Issues Encountered with Proposed Resolution for Each:**

- A power outage scheduled by the UW electrical shop will be required on the site June 25-26<sup>th</sup>. Haselden will shut the site down over this weekend.
- Contractor has requested additional compensation for weather protection in the range of \$28K. Owner has informed the contractor that we will not approve additional compensation unless they can provide historical weather data showing abnormal/ unanticipated weather conditions. A meeting has been scheduled for June 6<sup>th</sup> to resolve.

**Work Planned for the Upcoming Month:**

- Metal panels will continue installation on the mechanical penthouses.
- Elevator installation will continue.
- Masonry installation will continue along the east façade of the north wing and continue to the north façade.
- Concrete piers for site lighting in the southeast courtyard will continue to be drilled.
- Drywall in both the 1<sup>st</sup> and 2<sup>nd</sup> floors of the west wing within the north mechanical penthouse and within rooms in the north wing will continue.

- Forms will be stripped from the Strong Wall within the Structural Testing Laboratory.
- Storm Line #1 work will continue south of Animal Sciences.
- A meeting has been scheduled to begin coordination of moving existing UW equipment from other facilities into the building. This is a complicated process as it will involve removing walls and windows from the EIC.
- Drywall and finishing work will continue on the 2<sup>nd</sup> floor of the west wing.
- Concrete slabs will be placed in the mechanical/ electrical rooms.
- Curtain wall systems/ glazing will continue installation on the north façade.

#### 4. Hoyt Hall Renovation

Contractor: Elk Ridge Builders & Design LLC  
 Laramie, WY

Original Project Budget                      \$ 2,900,000 (a)  
 Adjusted Project Budget                      \$ 2,900,000 (d)

<b>Funding Sources:</b>	<b>Original Anticipated:</b>	<b>Actual:</b>
Major Maintenance	3,000,000	2,900,000

Contract Sum    \$ 2,000,888  
 Contract Substantial Completion Date              July 22, 2016

(In Thousands)	<b>Budget</b> (a)	<b>Additional Funding</b> (b)	<b>Use of Contingency</b> (c)	<b>Adj Budget</b> (a+b+c)=(d)	<b>Expenditures</b> (e)	<b>Obligations</b> (f)	<b>Remaining Balance</b> (d+e+f)=(g)
<b>Construction</b>	2,001	-	186	2,187	(1,101)	(1,086)	-
<b>Contingency</b>	323	-	(186)	137	-	-	137
<b>Design</b>	299	-	-	299	(266)	(33)	-
<b>FF&amp;E</b>	-	-	-	-	-	-	-
<b>Tech</b>	-	-	-	-	-	-	-
<b>Admin</b>	277	-	-	277	(124)	(57)	96
<b>Total</b>	<b>2,900</b>	<b>-</b>	<b>-</b>	<b>2,900</b>	<b>(1,491)</b>	<b>(1,176)</b>	<b>233</b>

#### Statement of Contract Amount

Original Contract		2,000,888
Change Order 1	Install Self-leveling Flooring Floors 1-3	66,909
Change Order 2	Change Door Finish to Match Pre-existing Doors	4,387
Change Order 3	Additional Work to Finish Basement	20,621
Change Order 4	Electrical and Plumbing Revisions	17,288
Change Order 5	Additional Work in the Kitchen	18,686

Change Order 6	Correct Uneven Plaster Walls, ADA WC Fixtures, ADA Switch Height Changes, Replacement of Door Jams	21,232
Change Order 7	Add Wood Trim, Plumbing Wall Removal, Add Demo, Change to Flooring in Restrooms	21,050
Change Order 8	Finish Coat to Doors, Add Wood Apron Trim , 2 <sup>nd</sup> Floor Ceiling Drop Soffit	16,564
<b>Adjusted Contract</b>		<b>2,187,625</b>

<b>Work Completed/In Progress:</b>
<ul style="list-style-type: none"> <li>• Overall, the renovation project is 75% complete. New construction work on framing is 90% complete. Ceiling construction is 65% complete. The mechanical and plumbing work are 70% complete, and the electrical work is 90% complete.</li> <li>• The renovation work on the second and third floors is essentially complete, and the architect has issued its punch list of items requiring correction to the Contractor. Painting on the first floor is 30% complete.</li> <li>• All demolition work in the basement is complete, and the new framed partitions in the basement are 90% complete.</li> </ul>
<b>Issues Encountered with Proposed Resolution for Each:</b>
<ul style="list-style-type: none"> <li>• Only minor issues typical of renovation projects have been encountered. The architect addresses these minor issues as they were encountered, and issued instructions for their correction.</li> <li>• The project contingency is being monitored, and there are no concerns regarding the adequacy of the contingency at this time.</li> </ul>

<b>Work Planned for the Upcoming Month:</b>
<ul style="list-style-type: none"> <li>• Punch list items will be completed on the second and third floors.</li> <li>• Painting will continue on the first floor.</li> <li>• Work will continue on restroom wall finishes on the first floor and basement.</li> <li>• Drywall finishing will take place on the basement level.</li> </ul>

**5. Mick and Susie McMurry High Altitude Training Center**

Contractor: GE Johnson  
 Jackson, WY

Original Project Budget                      \$ 44,000,000 (a)  
 Adjusted Project Budget                      \$ 44,000,019 (d)

<b>Funding Sources:</b>	<b>Original Anticipated:</b>	<b>Actual:</b>
Foundation	3,000,000.00	3,000,000.00
Foundation	21,000,000.00	21,000,000.00
State Match	20,000,000.00	20,000,000.00
Athletic Gifts	-	18,844.89
<b>Total Project</b>	<b>44,000,000.00</b>	<b>44,018,844.89</b>

Guaranteed Maximum Price                      not yet set  
Contract Substantial Completion Date        not yet set

(In Thousands)	Budget (a)	Additional Funding (b)	Use of Contingency (c)	Adj Budget (a+b+c)=(d)	Expenditures (e)	Obligations (f)	Remaining Balance (d+e+f)=(g)
<b>Construction</b>	34,684	-	-	34,684	-	(60)	<b>34,624</b>
<b>Contingency</b>	1,363	-	-	1,363	-	-	<b>1,363</b>
<b>Design</b>	3,469	-	-	3,469	(461)	(2,353)	<b>655</b>
<b>FF&amp;E</b>	1,961	-	-	1,961	-	-	<b>1,961</b>
<b>Tech</b>	1,015	-	-	1,015	-	-	<b>1,015</b>
<b>Admin</b>	1,508	19	-	1,527	(48)	(6)	<b>1,473</b>
<b>Total</b>	<b>44,000</b>	<b>19</b>	-	<b>44,019</b>	<b>(509)</b>	<b>(2,419)</b>	<b>41,091</b>

**Statement of Contract Amount**

Original contract	Not Yet Set	-
	No Change Orders	-
Adj Contract		-

**Work Completed/In Progress:**

- Received 50% Design Development Documents (DD) May 4, 2015. Pappas and Pappas/DLR are working toward 100% Design Development Documents and will be submitting them to UW June 10<sup>th</sup>. The design team is moving forward based on a 12,000 SF weight room which eliminated one bay off the west end of the building.

**Issues Encountered with Proposed Resolution for Each:**

- The 50% design development packet contained limited electrical drawings and no mechanical drawings.
- UW brought to Stephan Pappas' attention (Pappas and Pappas Architects) that 50% DD was not achieved without mechanical/electrical information. Stephan responded by stating that they would be caught up by the time they reach 100% DD, which is a contractual milestone. UW also provided Pappas and Pappas an outline of all the information that was expected at each phase of design.

**Work Planned for Following Month:**

- The design team will continue toward 100% design development. Assuming the documents meet 100% DD levels Pappas and Pappas/DLR will be given a notice to proceed to Construction Documents (CD) at which point they'll be working on completing an early bid package for the veterans' memorial, existing scoreboard removal and landscaping demolition.

## 6. Half Acre Gym

Contractor: Groathouse Construction, Inc.  
Laramie, WY

Original Project Budget \$ 27,268,577 (a)  
Adjusted Project Budget \$ 31,385,671 (d)

<b>Funding Sources:</b>	<b>Original Anticipated:</b>	<b>Actual:</b>
Bond Proceeds	11,918,577.03	11,935,671.30
State Appropriation	15,000,000.00	15,000,000.00
ASUW & FMRs 2010 – architect	350,000.00	350,000.00
UW Income Fund	-	3,600,000.00
BOT authorized campus recreation	-	250,000.00
BOT authorized FMRs	-	250,000.00
<b>Total Project</b>	<b>27,268,577.03</b>	<b>31,385,671.30</b>

Guaranteed Maximum Price \$19,800,000  
Guaranteed Maximum Price as adjusted \$27,718,204

Contract Substantial Completion Date November 2015

(In Thousands)	<b>Budget</b> (a)	<b>Additional Funding</b> (b)	<b>Use of Contingency</b> (c)	<b>Adj Budget</b> (a+b+c)=(d)	<b>Expenditures</b> (e)	<b>Obligations</b> (f)	<b>Remaining Balance</b> (d+e+f)=(g)
<b>Construction</b>	19,800	6,848	1,142	27,790	(27,698)	(92)	-
<b>Contingency</b>	1,142	-	(1,142)	-	-	-	-
<b>Design</b>	3,272	(1,202)	-	2,070	(2,050)	(20)	-
<b>FF&amp;E</b>	974	(272)	-	702	(501)	(16)	185
<b>Tech</b>	974	(974)	-	-	-	-	-
<b>Admin</b>	1,106	(282)	-	824	(1,109)	(37)	(322)
<b>Total</b>	<b>27,268</b>	<b>4,118</b>	<b>-</b>	<b>31,386</b>	<b>(31,358)</b>	<b>(165)</b>	<b>(137)</b>

### Statement of Contract Amount

Original Contract		19,800,000
Change Order 1	Construct Temporary Fitness Areas, Trailer for Outdoor Recreation, Temporary Parking Lot	219,712
Change Order 2	Base Bid Reconciliation, Increase for Time Extension	1,468,712
Change Order 3	Add Isolated Ground Outlets, Add Asbestos Abatement	41,158
Change Order 4	Fire Rated Shaft Around Climbing Wall, Architectural & Structural Modifications	431,034



Change Order 5	Increase Casework Bid Package, Cold Weather Protection, Weather Related Impact Costs, Fireproofing Scope Expansion	601,568
Change Order 6	Enclose Back Wall of Racquetball Courts, Interior Furring Assemblies on Existing Walls, Revise Roofing Walk Pads, Drain Piping fro Day Lot to New Storm Sewer Manhole	147,872
Change Order 7	Increase Tile Bid Package, Scope Expansion for Gym Equipment, Cold Formed Framing Modifications	296,285
Change Order 8	Scope Expansion for AV/IT Infrastructure	675,026
Change Order 9	Power Operated Window Shade in Climbing Area, Revisions to Gym Wall Pads, Lowering Existing Water Main, Revisions to Gym Graphics	124,559
Change Order 10	COW Trade layout, COW Weather Protection, Wall Bracing,	174,268
Change Order 11	Power & Receptacles for Motorized Projector Screens, Cast Bronze Floor Medallion, Outdoor Program Air Compressor, Power Revisions	35,804
Change Order 12	Beneficial Occupancy	-
Change Order 13	Beneficial Occupancy	-
Change Order 14	Stair Well Terminations & Ceiling Finishes, FF&E Additions, Fire Resistant Construction Revisions, Traffic Coating in Penthouse, Dance Studio Floor Refinishing	261,945
Change Order 15	Technology Buildout Package, Spinning Stage Connectivity	420,959
Change Order 16	MEP Space Concerns, Track Guardrail Revisions, Power Modifications	115,133
Change Order 17	Asbestos Abatement, Demolition Modifications, MEP Phase 1 Sequencing, Weather Protection, COW Trade Layout, COW Daily Cleanup,	247,858
Change Order 18	Modify Duct Penetrations, Interface Fire Alarm With AV, Modify Stair Rails, Modify Toilet Access	91,773
Change Order 19	COW Hoisting Equipment, Daily Cleanup, Weather Protection	87,800
Change Order 20	Increase Pool Bid Package	172,996
Amendment #2	Adjustment to Contract Amount	2,303,742
Change Order 21		71,488
<b>Adjusted Contract</b>		<b>27,789,692</b>

## 7. Engineering Building

<b>Work Completed/In Progress:</b>
•

<b>Issues Encountered with Proposed Resolution for Each:</b>
• None.

<b>Work Planned for the Upcoming Month:</b>
•

Contractor: GE Johnson  
 Jackson, WY

Original Project Budget \$ not yet set (a)

<u>Funding Sources:</u>	<u>Original Anticipated:</u>	<u>Actual:</u>
Grant – AML funds	350,000.00	350,000.00
Grant 2 – AML funds	750,154.00	750,154.00
State appropriation	55,000,000.00	55,000,000.00
Reduced by 2015 legislative action	(8,570,000.00)	(8,570,000.00)
State gen fun from AML – held until match	15,800,000.00	15,800,000.00
State matching funds	14,200,000.00	14,200,000.00
State Sec I swap for cap construction	10,000,000.00	10,000,000.00
2016 Appropriation	14,500,000.00	14,500,000.00
2015 DEQ redirected funds	-	3,475,737
Foundation donation	3,328,756	3,328,756
<b>Total Project</b>	<b>105,358,910.00</b>	<b>108,834,647</b>

Guaranteed Maximum Price not yet set  
 Contract Substantial Completion Date not yet set

**Note:** Construction obligation was removed pending setting of GMP. Contingency was reduced with the balance going to the reserve account. DEQ redirected funds from 2015 SL Ch 142 Sec. 331(s)(ii) were added to the reserve account.

(In Thousands)	<b>Budget</b> (a)	<b>Additional Funding</b> (b)	<b>Use of Contingency</b> (c)	<b>Adj Budget</b> (a+b+c)=(d)	<b>Expenditures</b> (e)	<b>Obligations</b> (f)	<b>Remaining Balance</b> (d+e+f)=(g)
<b>Construction</b>	76,853	-	-	76,853	-	-	<b>76,853</b>
<b>Contingency</b>	3,843	-	-	3,843	-	-	<b>3,843</b>
<b>Reserve</b>	8,719	-	-	8,719	-	-	<b>8,719</b>
<b>Design</b>	7,897	-	-	7,897	(2,593)	(5,304)	-
<b>FF&amp;E</b>	3,993	-	-	3,993	-	-	<b>3,993</b>
<b>Tech</b>	3,474	-	-	3,474	-	-	<b>3,474</b>
<b>Admin</b>	4,056	-	-	4,056	(207)	(922)	<b>2,927</b>
<b>Total</b>	<b>108,835</b>	-	-	<b>108,835</b>	<b>(2,800)</b>	<b>(6,226)</b>	<b>99,809</b>

**Statement of Contract Amount**

Original contract	Not Yet Set	-
	No Change Orders	-
Adj Contract		-

**Work Completed/In Progress:**

- The 100% Design Development (DD) set (drawings and specifications) was released to UW on schedule on 27 May 2016. UW team members are conducting their review and will provide comments via an online Bluebeam session administered by ZGF (lead design firm).
- Designated EERB program space contacts from the College of Engineering and Applied Science (CEAS) reviewed final lab design drawings provided by T. Brown (RFD; design team lab design consultant) for each of their spaces
- UW Real Estate Operations continued to support the site alley vacation process with the City of Laramie, submitting the necessary vacation application and also providing information on site utilities relocation as requested by the City.
- Work continued on property removals from the EERB site, with the following activities occurring: additional asbestos abatement activities completed at 459 N. 11<sup>th</sup> St., 465 N. 11<sup>th</sup> St., and 1102 Bradley St. and quotes obtained for additional asbestos abatement now required after additional foundation coatings found to contain asbestos; all power removed from site properties (with the exception of 1103 Lewis St.); preparation and removal activities continued at 1108 Bradley property.

#### **Issues Encountered with Proposed Resolution for Each:**

- Delays in franchise utility companies completing utility disconnects have impacted the property removal contractor's ability to remove properties from the EERB site. Accordingly, UW processed a Construction Change Directive to the contractor (D. Smith) extending the contract date to 15 June 2016 (from 31 May 2016) to provide him with more time to finish property removals.
- UW personnel will participate in a pre-demolition meeting with the site clearing/demolition contractor (Wyoming Earthmoving Corporation) on 9 June 2016 to discuss the impact of this contract extension on site clearing and demolition work. The need to extend the contract date for property removals may require that the Period of Performance (POP) for the site clearing/demolition work is also extended. However, should such an extension become necessary, UW will still ensure the schedule for groundbreaking and construction start in October 2016 is maintained.

#### **Work Planned for the Upcoming Month (June 2016):**

- EERB DD User Meeting 5 will be held on the UW campus from 14-15 June 2016. This meeting will focus on a page turn review of all comments on the 100% DD set provided by UW personnel.
- Development of EERB Foundation Package (Bid Package 1; BP1) and 50% Construction Documents (CDs) set will begin. BP1 will be issued on 5 August 2016, with the 50% CDs set to be issued on 12 August 2016.
- GE Johnson (project Construction Manager At Risk, CMAR) will work on developing an updated construction cost estimate for the EERB based on the 100% DD set.
- Property removals on the EERB site are scheduled for completion by 15 June 2016, with site clearing and demolition beginning immediately afterward.
- The following meetings will occur as part of the City of Laramie's review of UW's application to vacate the alley on the EERB site: Planning Commission Meeting – 13 June 2016 at 4:30 p.m.; City Council 1<sup>st</sup> Reading – 21 June 2016 at 6:30 p.m.

**8. Video and Score Boards**

Contractor: Panasonic Corporation NA

Original Project Budget \$ 4,500,000 (a)

<b>Funding Sources:</b>	<b>Original Anticipated:</b>	<b>Actual:</b>
Administrative Loan	4,500,000.00	4,500,000.00
<b>Total Project</b>	<b>4,500,000.00</b>	<b>4,500,000.00</b>

Contract Substantial Completion Date August 1, 2016

Note: Design expenditures and obligations were reversed in prior month. Correct in this report.

(In Thousands)	<b>Budget (a)</b>	<b>Additional Funding (b)</b>	<b>Use of Contingency (c)</b>	<b>Adj Budget (a+b+c)=(d)</b>	<b>Expenditures (e)</b>	<b>Obligations (f)</b>	<b>Remaining Balance (d+e+f)=(g)</b>
<b>Construction</b>	3,513	-	-	3,513	-	(3,504)	<b>9</b>
<b>Contingency</b>	280	-	-	280	-	-	<b>280</b>
<b>Design</b>	164	-	-	164	(57)	(87)	<b>20</b>
<b>FF&amp;E</b>	200	-	-	200	(1)	(165)	<b>34</b>
<b>Admin</b>	343	-	-	343	(6)	(13)	<b>324</b>
<b>Total</b>	<b>4,500</b>	-	-	<b>4,500</b>	<b>(64)</b>	<b>(3,769)</b>	<b>667</b>

**Statement of Contract Amount**

Original contract		3,504,301
	Owner Contingency for Additive Alternates	8,761
	No Change Orders	-
<b>Adj Contract</b>		<b>3,513,062</b>

**Work Completed/In Progress:**

- Selective demolition of the existing scoreboard and associated electrical infrastructure is complete.
- Site layout and grade staking for drilled pier locations and grade beams is in progress.
- Demolition of the existing UniWyo gymnasium scoreboard is complete and electrical rough-in for the new board is underway.
- LED components and associated A/V equipment is being received and staged for installation later this month.

**Issues Encountered with Proposed Resolution for Each:**

- None.

**Work Planned for the Upcoming Month:**

- Electrical rough-in and installation of all (4) stadium LED fascia panels will be complete.
- Drilled piers and grade beam construction will be complete and steel erection will commence this month.
- Data cabling to and from press box and A/V closets will commence this month as well.