

THE UNIVERSITY OF WYOMING
BOARD OF TRUSTEES' MINUTES

Wednesday, April 11, 2018

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

University of Wyoming Mission Statement (July 2017)

We honor our heritage as the state's flagship and land-grant university by providing accessible and affordable higher education of the highest quality; rigorous scholarship; the communication and application of knowledge; 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:

- Graduate students who have experienced the frontiers of scholarship and creative activity and who are prepared for the complexities of an interdependent world;
- Cultivate a community of learning energized by collaborative work among students, faculty, staff and external partners.
- Nurture an environment that values and manifests diversity, internationalization, free expression, academic freedom, personal integrity and mutual respect; and
- Promote opportunities for personal health and growth, physical health, athletic competition and leadership development for all members of the university community.

As Wyoming's only public university, we are committed to scholarship, 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.

TRUSTEES OF THE UNIVERSITY OF WYOMING MINUTES
Wednesday, April 11, 2018
Conference Call Meeting; Old Main Boardroom

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THE UNIVERSITY OF WYOMING
MINUTES OF THE BOARD OF TRUSTEES
Wednesday, April 11, 2018
Conference Call Meeting
Old Main Boardroom

The University of Wyoming Board of Trustees held a conference call on Wednesday, April 11, 2018. Trustee President John MacPherson called the meeting to order at 7:32 a.m. Deputy Secretary for the Board Shannon Sanchez took roll.

Trustees participating included: Mel Baldwin, Dave Bostrom (in room), Kermit Brown (in room), David, Fall, John MacPherson (in room), Jeff Marsh, John McKinley, Macey Moore, Michelle Sullivan (in room), Dave True (in room), and Wava Tully. Ex-officio Trustees UW President Laurie Nichols (in room), ASUW President Ben Wetzel (in room), and Wyoming Community College Commission Executive Director Jim Rose were also in attendance. Trustee Dick Scarlett was not in attendance. Ex-officio Trustee Governor Matt Mead and State Superintendent for Public Instruction Jillian Balow were not in attendance.

The trustees entered executive session at 7:37 a.m. and returned to open session at 7:52 a.m. The meeting adjourned at 8:19 a.m.

AGENDA ITEM TITLE:

Consideration and Action: March 21-23, 2018, Board of Trustee Meeting Minutes (public session and executive session), MacPherson

CHECK THE APPROPRIATE BOX(ES):

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

MINUTES OF THE MEETING:

Approved 4-11-18 @ 7:55 a.m.

Board of Trustees March 21-23, 2018, Public Meeting Minutes

Trustee Bostrom moved the UW Board of Trustees approve the March 21-23, 2018, public meeting minutes as presented to the trustees; Trustee Brown seconded the motion. The motion passed with a unanimous decision.

Approved 4-11-18 @ 7:56 a.m.

Board of Trustees March 21-23, 2018, Executive Session Meeting Minutes

Trustee Bostrom moved the UW Board of Trustees approve the March 21-23, 2018, executive session meeting minutes as presented to the trustees; Trustee Brown seconded the motion. The motion passed with a unanimous decision.

AGENDA ITEM TITLE:

Discussion: Initial Discussion of the FY2019 Operating Budget Assumptions being proposed by Administration, Jewell

CHECK THE APPROPRIATE BOX(ES):

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

MINUTES OF THE MEETING:

Associate Vice President for Budget and Institutional Planning David Jewell discussed the FY 2019 Operating Budget Assumptions, and annual topic that will be presented to the full board during the March meeting in the future. Associate Vice President Jewell noted that the President's proposed operating budget for FY19 was expected to be sent to the full board on Monday, April 16, 2018. He added the version of the budget that would be used in the new budgeting and planning cloud system was called the President's Version.

Associate Vice President Jewell stated that they were engaging in a review of the exception requests. He added there were no decisions made in the hearings. Associate Vice President Jewell stated after the budget was presented to the full board on the April 16, the only edits that could be made would be those from the Board of Trustees. He noted some of the considerations that had been made around revenue for FY19 were based on the action of the Board of Trustees and tuition increase, which had been incorporated into the budgeting model. He added the plan was to move forward with those rates for tuition for Academic Year 2019-20.

Associate Vice President Jewell discussed some positive projected revenues and discussed Foundation funds being loaded into the budgeting planning system for the next year. He added in working with the Foundation they were able to load in the projected revenue for each Foundation account to build an operating expense budget against that revenue.

Trustee Dave True asked for clarification that the foundation funds were those that were available for expenditure for the next fiscal year, to which Associate Vice President Jewell answered that it was all Foundation funds, and therefore, if there was an unspent balance, then historically they would also be brought in. Trustee John McKinley inquired on the Foundation expenditure amount. He asked if there would also be a line including the amount of unspent revenue that was being rolled into a permanent corpus. UW President Laurie Nichols and Associate Vice President Jewell offered to provide a separate report of amount being proposed for reinvestment. UW President Nichols added that the retention of these unspent amounts must be justified.

Trustee Bostrom asked that Provost Kate Miller provide a summary regarding the amounts that deans had said they had paid for items at the budget meeting. Provost Miller asked Associate Vice President Jewell if the encumbered amounts would be easily updatable. He clarified it would not be easy to do with the budgets reports at this time. He noted that the easiest way would be to

summarize the reports and business plans that the deans provided. He added these summaries could include what was available, what the plan was, and the amount that would be allocated.

Trustee Jeff Marsh agreed with Trustee Bostrom and noted the resolution would allow the Foundation to provide that reconciliation in order to make sure the numbers match. He added he would be satisfied with that approach.

Associate Vice President Jewell noted the approved Biennium Budget from FY19-20 had been incorporated. He noted the Trustees would notice overall that the Biennium budget amount for appropriations would be less due to an accounting entry and the fact that when the carbon engineering exception request was authorized to be released immediately, they had to recognize that revenue immediately. He added, however, they were not planning on spending the money until July 1, so the money would go into an operating reserve for the School of Energy Resources.

Associate Vice President Jewell also added that the expense considerations for FY19 were based on the salary policy that was approved at the March Board meeting. He noted their goal was to hit between two and three-percent, but that it was more likely to be a three-percent increase. He noted there would be a shift in faculty hiring related to temporary and part-time lecturers to more ongoing full-time faculty searches.

Associate Vice President Jewell added they were also working with enrollment management around scholarships and how to better leverage the Foundation funds. He stated they would also see investments on professional development at an individual unit level. Associate Vice President Jewell noted there were also expense considerations around strategic sourcing. He noted each Vice President would be ready to discuss with the trustees about how their FY19 budgets helped to execute and move forward their strategic plans.

AGENDA ITEM TITLE: Information: Board of Trustees July Out-of-Town Meeting, True

CHECK THE APPROPRIATE BOX(ES):

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

MINUTES OF THE MEETING:

Trustee Dave True provided a general overview of the schedule for the July 2018 out-of-town meeting to be held in Cody, Wyoming. He noted that there would be an executive session with Dr. Stephen Portch as a follow-up to the presidential review conducted in the spring, meeting with legislators, various dinners and activities, as well as several hours scheduled for a regular meeting.

AGENDA ITEM TITLE: Information: Trustee Committee Assignments, True

CHECK THE APPROPRIATE BOX(ES):

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

MINUTES OF THE MEETING:

Trustee Dave True explained that committee appointments were to be made at the May meeting and requested input from the trustees. He noted that he did not anticipate changes to the current appointments.

AGENDA ITEM TITLE: Information: Redline Fee Book, Mai

CHECK THE APPROPRIATE BOX(ES):

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

MINUTES OF THE MEETING:

Vice President of Administration Bill Mai explained the redline version of the fee book reflected the tuition and fee changes, including the new fees that had been approved. He added a minor note that fleet rental rates were footnoted, as those would be maximums that could be adjusted downward.

Trustee John MacPherson added further information by explaining that the proposed changes to the Board of Trustees by-laws had been posted. He noted the first item was the Trustee schedule of events for the meetings and a delineation of how these items were added to the schedule. He noted there were monthly topics that are reviewed annually and posted. He stated the second item was to make Trustee Michelle Sullivan's committee a permanent committee.

AGENDA ITEM TITLE:

Amendment No. 2 to Memorandum of Understanding with Daniels Fund (Student Financial Services) [*added during meeting*]

CHECK THE APPROPRIATE BOX(ES):

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

MINUTES OF THE MEETING:

Approved 4-11-18 @ 8:17 a.m.

Amendment No. 2 to Memorandum of Understanding with Daniels Fund (Student Financial Services)

Trustee Brown moved to authorize administration to execute Amendment No. 2 to the Memorandum of Understanding with Daniels Fund. Trustee Bostrom seconded the motion. The motion passed with a unanimous decision.

AGENDA ITEM TITLE:

Amendment No. 3 to Agreement for Services with Mechdyne (SER) [*added during meeting*]

CHECK THE APPROPRIATE BOX(ES):

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

MINUTES OF THE MEETING:

Approved 4-11-18 @ 8:18 a.m.

Amendment No. 3 to Agreement for Services with Mechdyne (SER)

Trustee Brown moved to authorize Administration to execute Amendment No. 3 to the Agreement for Services with Mechdyne. Trustee Bostrom seconded the motion. The motion passed with a unanimous decision.

AGENDA ITEM TITLE: Trustee Award of Merit *[added during meeting]*

CHECK THE APPROPRIATE BOX(ES):

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

MINUTES OF THE MEETING:

Approved 4-11-18 @ 8:18 a.m.

Trustees Award of Merit

Trustee Sullivan moved to approve the recommendation, as discussed in executive session, for a Trustees Award of Merit. Trustee Bostrom seconded the motion. The motion passed with a unanimous decision.

End public session at 8:19 a.m.

Respectfully submitted,



Shannon Polk
Deputy Secretary, Board of Trustees



RoseMarie London
Senior Administrative Assistant