

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

**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 AGENDA**  
**Wednesday, April 11, 2018**  
**Conference Call Meeting; Old Main Boardroom**

**WORK SESSIONS**

Consideration and Action: March 21-23, 2018, Board of Trustee Meeting Minutes (public session and executive session) – MacPherson ..... 1

Discussion: Initial Discussion of the FY2019 Operating Budget Assumptions being proposed by Administration – Jewell ..... 2

Information: Board of Trustees July Out-of-Town Meeting – True..... 4

Information: Trustee Committee Assignments – True ..... 5

Information: Redline Fee Book – Mai ..... 6

**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)

**BACKGROUND AND POLICY CONTEXT OF ISSUE:**

The draft minutes were uploaded to the trustee secure site for review and comment in advance of the meeting.

**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)

**BACKGROUND AND POLICY CONTEXT OF ISSUE:**

The Administration is currently in the process of developing the University's FY2019 Operating Budget which is due to the full board of trustees (BOT) on Monday, April 16, 2018. The BOT Budget Committee is scheduled to hold budget hearings with the Leadership of the University's Divisions and Colleges on May 7-8, 2018, deliver an update on the FY19 budget to the full BOT on May 9/10, 2018, conduct follow-up hearings (if necessary) in late May through early June, and then when prepared, recommend to the full BOT a final FY19 Operating Budget for approval and adoption prior to the start of fiscal year 2019 on July 1, 2018.

Prior to submitting a proposed FY19 Operating Budget to the BOT on April 16, 2018, the Administration would like to engage the board in a discussion of some of the modeling assumptions and strategic approaches currently under consideration for possible incorporation into its submission.

The list below is illustrative of some of the topics/drivers suggested for discussion, but should in no way be considered comprehensive/exhaustive.

**Revenue Considerations:**

- Tuition Rates
- Enrollment Projections
- Program Fees
- Foundation Funds
- Approved biennium budget for FY19-20

**Expense Considerations:**

- Salary Policy and potential salary increase
- Faculty Hiring – Shift from Temporary/Part-Time Lecturers to Full-Time Positions
- Scholarships
- Professional Development
- Strategic Sourcing
- Strategic initiatives associated with the strategic plan

**PRIOR RELATED BOARD DISCUSSIONS/ACTIONS:**

N/A

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

Pursuant to Wyoming Statute § 21-17-204, "(a) The board of trustees may: ... (v) Expend the income placed under their control from whatever source derived, and exercise all other functions properly belonging to such a board and necessary to the prosperity of the university and all its departments." Additionally, UW Regulation 1-103 states, "final approval of the Operating Budget rests with the Board of Trustees."

A discussion will assist budget staff and others working on FY19 budgets to understand Trustee's thoughts on topics such as these before the final budget is prepared and presented.

**ACTION REQUIRED AT THIS BOARD MEETING:**

N/A

**PROPOSED MOTION**

N/A

**PRESIDENT'S RECOMMENDATION:**

N/A

**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)

BACKGROUND AND POLICY CONTEXT OF ISSUE:

Trustee Dave True will present a verbal update to the Board.

**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)

BACKGROUND AND POLICY CONTEXT OF ISSUE:

Trustee Dave True will present a verbal update to the Board.



**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)

**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). UW Regulation 8-1 stipulates that “all student fees, charges, refunds and deposits shall be fixed by resolution of the Trustees and shall be published in the appropriate university publications.”

A tuition increase of 4 percent for Fiscal Year 2019 was approved for all *resident* and *non-resident* undergraduate and graduate students in March 2018. The tuition costs per credit hour that resulted from these increases are (see also Exhibit 1, Part A):

	<b>\$ per credit hour</b>	
	<b><u>FY 2018</u></b>	<b><u>FY 2019</u></b>
<b><u>General Tuition Program</u></b>		
<b>Undergraduate</b>		
Resident	\$129	<b>\$134</b>
Non-resident	\$516	<b>\$537</b>
<b>Graduate</b>		
Resident	\$251	<b>\$261</b>
Non-resident	\$750	<b>\$780</b>

**Outreach Non-resident (rates are now the same as non-resident Undergraduate and non-resident Graduate rates)**

	<b>\$ per credit hour</b>	
	<b><u>FY 2018</u></b>	<b><u>FY 2019</u></b>
Undergraduate	\$516	<b>\$537</b>
Graduate	\$750	<b>\$780</b>

Differential Tuition rates with 4% increase in base rates as approved by the Board of Trustees at their March 2018 meeting (see also Exhibit 1, Part B):

**Tuition Rates for Programs with Differential Rates (per credit hour)**

	FY 2018 Base Rate	FY 2019 Base Rate	FY 2018 Differential	FY 2019 Differential	FY 2018 TOTAL Rate	FY 2019 TOTAL Rate	Percentage Change
<b>Law</b>							
Resident	\$ 301	\$ 313	\$ 163	\$ 163	\$ 464	\$ 476	2.59%
Non-Resident	\$ 704	\$ 732	\$ 286	\$ 286	\$ 990	\$ 1,018	2.83%
<b>Pharmacy</b>							
Resident	\$ 296	\$ 308	\$ 151	\$ 151	\$ 447	\$ 459	2.68%
Non-Resident	\$ 659	\$ 685	\$ 287	\$ 287	\$ 946	\$ 972	2.75%
<b>MBA</b>							
Resident	\$ 251	\$ 261	\$ 432	\$ 456	\$ 683	\$ 717	4.98%
Non-Resident	\$ 750	\$ 780	\$ 393	\$ 421	\$ 1,143	\$ 1,201	5.07%
<b>Executive MBA</b>							
Online	\$ -	\$ -	\$ 750	\$ 788	\$ 750	\$ 788	5.07%
<b>DNP</b>							
Resident	\$ -	\$ -	\$ 390	\$ 406	\$ 390	\$ 406	4.10%
Non-Resident	\$ -	\$ -	\$ 826	\$ 859	\$ 826	\$ 859	4.00%
<b>BRAND</b>							
Per-credit	\$ -	\$ -	\$ 479	\$ 498	\$ 479	\$ 498	3.97%
Online per-credit	\$ -	\$ -	\$ 479	\$ 498	\$ 479	\$ 498	3.97%
<b>Dental Hygiene</b>							
Resident	\$ -	\$ -	\$ 2,600	\$ 2,704	\$ 2,600	\$ 2,704	4.00%
Special Resident	\$ -	\$ -	\$ 3,900	\$ 4,056	\$ 3,900	\$ 4,056	4.00%
Non-Resident	\$ -	\$ -	\$ 8,336	\$ 8,669	\$ 8,336	\$ 8,669	3.99%
<b>MS in Speech Language Pathology- Graduate Rates</b>							
Resident	\$ 251	\$ 261	\$ 115	\$ 115	\$ 366	\$ 376	2.73%
Non-Resident	\$ 750	\$ 780	\$ 115	\$ 115	\$ 865	\$ 895	3.47%

The tuition increase will generate new revenue of approximately \$2.0M in FY 2019.  
The Trustees approved the following distribution:

	<b><u>FY 2019</u></b>
Compensation	\$1,000,000
Academic Unit Support Budgets	\$ 500,000
University Libraries	\$ 250,000
<u>Information Technology</u>	<u>\$ 250,000</u>
<b>Total New Revenue</b>	<b>\$2,000,000</b>

- Tuition differentials for the on-campus MBA program increased by 5.3% for the resident differential portion and 3.8% for the base rate and 6.7% increase for the non-resident differential portion and 3.8% for the base rate, for a total increase of 4.7% for the resident rate and 4.8% for the non-resident rate. Differential tuition for the Executive MBA increased by 4.8%.

The differential rate adjustments will provide additional resources directly to the professional degree programs, enhancing the quality of those programs for the students who pay the tuition differentials.

**PRIOR RELATED BOARD DISCUSSIONS/ACTIONS:**

The Board approved a Tuition Increase of 4% for FY 2019 at the March 2018 meeting.

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

The Board of Trustees approves the tuition rates for the University of Wyoming.

**ACTION REQUIRED AT THIS BOARD MEETING:**

No action required. This is information only.

**PROPOSED MOTION**

No action required. This is information only.

**PRESIDENT'S RECOMMENDATION:**

No action required. This is information only.

**Fees and Fee Book**

**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). UW Regulation 8-1 stipulates that "all student fees, charges, refunds and deposits shall be fixed by resolution of the Trustees and shall be published in the appropriate university publications."

The Board adopted a one-year program of tuition increases at the March 2018 Board of Trustees meeting and a one-year program of fees at the March 2018 meeting.

This item (together with the associated Redline University of Wyoming Fee Book publication) presents approved increases for all Mandatory and Non-Mandatory Fees for the University of Wyoming.

**Mandatory Fees (also summarized in Exhibit 1, Part C)**

The mandatory fees assessed on all students on the Laramie campus support a variety of self-sustaining programs. The increases for FY 2019 will be used to fund operating cost increases (e.g., increases in employer contribution for health insurance premiums, retirement, utility cost increases, etc.) and a limited number of program enhancements.

- The Athletics fee will increase by \$20 per year (\$10 per semester). This request is to obtain some supplemental funding to assist with increased costs in the areas of student game experience, student recruitment (part of campus enrollment objective), academic support and student health/medical expenses. This fee has not increased since FY 2014
- The full-time consolidated student services fee will increase by \$12.12 per year (\$6.06 per semester), the part time consolidated student services fee for 4 credit hours will increase by \$5.66 per year (\$2.83 per semester) the part time consolidated student services fee for 1-3

credit hours will increase by \$0.76 per year (\$0.38 per semester). This request is to cover the increased cost in benefits paid on salaries.

- No other programs funded with mandatory fees requested a fee increase for FY 2019.

The mandatory fee requests were reviewed by the ASUW Student Fee Committee and submitted to ASUW for ratification. ASUW passed Senate Resolution #2597 on February 27, 2018, supporting the fee increases.

The table below summarizes the proposed changes in mandatory fees for FY 2019 along with those assessed in the current year (FY 2018).

**Proposed Mandatory Fees FY 2019- Annual**

<u>Mandatory Student Fees</u> <sup>1</sup>	FY 2018	FY 2019
ASUW	\$ 86.38	\$ 86.38
Consolidated Student Services	\$ 792.44	\$ 804.56
Intercollegiate Athletics	\$ 230.00	\$ 250.00
Music/Theatre	\$ 12.10	\$ 12.10
Recycling	\$ 20.24	\$ 20.24
Student Media	\$ 42.38	\$ 42.38
Student Success	\$ 56.00	\$ 56.00
Transit Fee	\$ 107.92	\$ 107.92
Total Mandatory Student Fees	\$1,347.46	\$1,379.58
<b>Total Annual \$ Increase</b>	-	\$ 32.12
<b>Total Annual % Increase</b>		2.38%

<sup>1</sup> Fees are shown on an annual basis

**Non-Mandatory Fees (see Exhibit 1, Part D)**

Non-Mandatory Fees are charged to cover the cost of providing services to individuals who choose (but are **not** required) to purchase these services from the University.

**Residence Life & Dining Services Rates**

As an auxiliary department, Residence Life & Dining Services (RLDS) is financially self-supporting—the department must generate revenues to support all expenses. The three major revenue components of the RLDS budget are room, board, and rent. RLDS has not requested any increases in their fees for FY 2019. Bison Run rates are set by the Collegiate Housing Authority and will not increase for FY 2019.

**Other Non-Mandatory Fees**

All other non-mandatory fee changes are detailed in the Redline Fee Book publication and summarized in Exhibit 1 part D.

The proposed increases support necessary cost increases (e.g., utility increases, retirement, and health insurance cost increases) and program and capital improvements.

**PRIOR RELATED BOARD DISCUSSIONS/ACTIONS:**

The Board approved the proposed fees at the March 2018 Board meeting.

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

The Board of Trustees authorizes all University fees and charges.

**ACTION REQUIRED AT THIS BOARD MEETING:**

No action required. This is information only.

**PROPOSED MOTION**

No action required. This is information only.

**PRESIDENT'S RECOMMENDATION:**

No action required. This is information only.

**Exhibit 1: Summary of 2019 Approved Tuition and Fee Rates**

**A). General Tuition Rates (per credit hour- excluding mandatory fees):**

	<b>FY 2018 TOTAL Rate</b>	<b>FY 2019 TOTAL Rate</b>
<b>General Tuition*</b>		
Undergraduate- Resident	\$ 129	\$ 134
Undergraduate- Non- Resident	\$ 516	\$ 537
Graduate- Resident	\$ 251	\$ 261
Graduate- Non- Resident	\$ 750	\$ 780
<i>*Outreach rates are now the same as non-resident Undergraduate and non-resident Graduate rates.</i>		

**B). Differential Tuition Rates (per credit hour- excluding mandatory fees):**

	FY 2018 Base Rate	FY 2019 Base Rate	FY 2018 Differential	FY 2019 Differential	FY 2018 TOTAL Rate	FY 2019 TOTAL Rate	Percentage Change
<b>Law</b>							
Resident	\$ 301	\$ 313	\$ 163	\$ 163	\$ 464	\$ 476	2.59%
Non-Resident	\$ 704	\$ 732	\$ 286	\$ 286	\$ 990	\$ 1,018	2.83%
<b>Pharmacy</b>							
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<b>BRAND</b>							
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<b>Dental Hygiene</b>							
Resident	\$ -	\$ -	\$ 2,600	\$ 2,704	\$ 2,600	\$ 2,704	4.00%
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<b>MS in Speech Language Pathology- Graduate Rates</b>							
Resident	\$ 251	\$ 261	\$ 115	\$ 115	\$ 366	\$ 376	2.73%
Non-Resident	\$ 750	\$ 780	\$ 115	\$ 115	\$ 865	\$ 895	3.47%

**C). Approved Mandatory Fee Increases (per semester):**

Number	Department/Unit/College	Request Description	FY 2018 Fee	FY 2019 Proposed	% increase	Revenue Decrease
M1	Athletics	Increase athletics fee by \$20 per year (\$10 per semester)	\$ 115.00	\$ 125.00	8.70%	~\$180,000
M2	Student Affairs	Increase consolidated student services fee to cover increased cost of benefits from 51.4% to 56.1%	\$ 396.22	\$ 402.28	1.53%	~\$109,000
		Part time consolidated student services fee increase 1-3 credit hours	\$ 22.70	\$ 23.08	1.67%	
		Part time consolidated student services fee increase 4 credit hours	\$ 165.24	\$ 168.07	1.71%	



**D). Approved Non-Mandatory Fees\*\* (per semester):**

Number	Department/Unit/College	Request Description	FY 2018 Fee	Proposed Fee for FY 19	% Increase	Revenue (increase or decrease)
1	Athletics	Various new fees for facility use (Mickey's Club Area, Cocktail Table, Stool and Flip cards) and minor other changes to fee book wording.	N/A			Minimal
		<b>Facility</b>				
		Mickey's Club Area	N/A	\$1,345 + DC - Up to 4 hour Rental (University Events & Non-Profit Rate)		
		Mickey's Club Area	N/A	\$1,615 + DC - 4+ hour rental (Commercial Rate)		
		Wrestling Practice Room	N/A	\$150/month + DC		
		<b>Equipment</b>				
		Flip-Cards Score	N/A	\$25 each		
		Cock Tail Tables	N/A	\$5 each		
		Banquet Tables	N/A	\$15 each		
		Stools	N/A	\$1 each		
2	American Heritage Center	Remove \$50 booking fee for outside groups	\$ 50.00	\$ -		Minimal
3	Trademark Licensing Office (Bucking Horse and Rider)	Create flexibility with UW's royalty structure such that it receives a rate that is consistent with the prevailing industry/marketplace. The breadth of products licensed by the University/ State of Wyoming is significant. The ability to negotiate the base royalty rate allows UW to capture a fair royalty amount given the specifics of any situation. In-State manufacturer royalty rate- base rate of 7.5% but may be negotiated by contract Out-of-state manufacturer royalty rate- base rate of 8.5% but may be negotiated by contract.	7.50%	varies		~\$250,000
4	Academic Affairs	Remove specificity of Graduate Assistant Type to be inclusive of all Graduate Assistants				N/A
5	UW- NPS (AMK Ranch)	Increase charge from \$15 to \$20 per night for Non-UW guests	\$ 15.00	\$ 20.00	33.33%	~\$10,000
6	Art Museum	Add charge for new classroom space, remove some language and change prices				~\$500
		Classroom- university, non-profit or arts related organizations	\$ -	\$ 75.00		
		Classroom- for-profit groups and organizations	\$ -	\$ 150.00		
		High resolution scan- scholarly and non-profit	\$ 50.00	\$ 100.00	100.00%	
		High resolution scan-others	\$ 100.00	\$ 200.00	100.00%	
		Art camp 4 hrs for 5 days (total of 20 Hours)	\$ 60.00	\$ 75.00	25.00%	
7	Psychology	Adjust assessment fees to \$200-\$400 for students rather than \$100-\$300 for students. This is to support the cost of testing materials, assessment measures and online scoring fees.	Various	Various		Minimal
8	WWAMI and WYDENT	4% increase in contract support payments to reflect 4% annual tuition increase (tuition at participating schools)				N/A
		<b>WWAMI</b>				
		Year 1 Tuition support payment	\$ 13,111.00	\$ 13,635.00	4.00%	
		Year 2 Contract support payment	\$ 13,635.00	\$ 14,180.00	4.00%	
		Year 3 Contract support payment	\$ 14,180.00	\$ 14,747.00	4.00%	
		Year 4 Contract support payment	\$ 14,747.00	\$ 15,336.00	3.99%	
		<b>WYDENT</b>				N/A
		Year 1 Tuition support payment	\$ 11,474.00	\$ 11,933.00	4.00%	
		Year 2 Contract support payment	\$ 11,933.00	\$ 12,410.00	4.00%	
		Year 3 Contract support payment	\$ 12,410.00	\$ 12,967.00	4.49%	
		Year 4 Contract support payment	\$ 12,907.00	\$ 13,423.00	4.00%	

The University of Wyoming  
Board of Trustees' Report  
Wednesday, April 11, 2018  
Page 15

Number	Department/Unit/College	Request Description	FY 2018 Fee	Proposed Fee for FY 19	% Increase	Revenue (increase or decrease)
9	CEAS	Decrease fee for 3-D printer- cost of materials has decreased	\$ 20.00	\$ 4.50	-77.50%	Minimal
10	CEAS	Add fee for new piece of equipment- Press brake, per hour	\$ -	\$ 40.00		Minimal
11	Atmospheric Science	Increase daily use of ATSC mobile lab with equipment platform plus mileage	\$ 200.00	\$ 400.00	100.00%	~\$2,400
	Atmospheric Science	mileage change for A TSC mobile lab	\$ 1.25	\$ 1.50	20.00%	
12	General Counsel	Change fees and wording for Public Records Requests				~\$1,620
		Production and construction costs for public records requests (Wyoming Public Records Act, Wyoming Statute 16-4-204):				
		1. \$15.50/hour for clerical staff time.	\$ -	\$ 15.50		
		2. \$30.00/hour for information technology staff time.	\$ -	\$ 30.00		
		3. \$40.00/hour for professional staff time.	\$ -	\$ 40.00		
		4. Actual cost of programming and computer services.	\$ -	Actual Cost		
		*Note: The requestor would be charged only if the amount of the production and construction costs exceeded \$180.00				
13	College of Business	Increase differential tuition rates for MBA program				~\$40,500
		Resident MBA Rate	\$ 432.00	\$ 456.00	5.56%	
		Non-resident MBA rate	\$ 393.00	\$ 421.00	7.12%	
		Online MBA rate	\$ 750.00	\$ 788.00	5.07%	
14	Fleet Services	Changes due to vehicle consolidation- addition of new rate category of 1/2 day rate and seasonal. Monthly rate category changed to permanently assigned and the rate increased slightly to cover all expenses of depreciation/replacement and service and maintenance. Addition of new vehicle types: 12 passenger van, 1/2 ton 4x4 pickup and Cargo trailer	Various	Various		~\$100,000

\*\* Only shows fees that were changed