

**THE UNIVERSITY OF WYOMING**

**MINUTES OF THE TRUSTEES**

**July 10-13, 2018**

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

**TRUSTEES OF THE UNIVERSITY OF WYOMING**  
**July 10-13, 2018**

**WORK SESSIONS**

Legislative Meeting .....	1
Annual Report on Implementation of the Strategic Plan, President’s Annual Report on Accomplishments and Next Cycle of Planning Initiatives - Nichols .....	5
Tuition Recommendations for FY20 (2019-2020 Academic Year) Timeline for Public Comment and Approval, Update Policy – Jewell/Kyle Moore .....	7
Biennium/Supplemental Budget Timeline – Jewell/Theobald .....	9
Supplemental Budget Request – Jewell/Theobald/Asay .....	10
Report from the Vice President of Finance and Administration on new Temporarily Restricted Endowment Accounts Established During the Past Year (Per investment policy (F)(e)(iii)) – Jewell/Theobald .....	11
State of Wyoming Agency Annual Report – Jewell .....	12
Sundin Scholarship – MacPherson/Blalock/Kyle Moore .....	13
Wagonhound Ranch/Land Owner Summit Report – Nichols/Blalock/True/MacPherson .....	14
Board of Trustee Committee Meetings .....	15
Modifications to UW Regulations – Evans/MacPherson .....	16
• UW Regulation 1-101 (UW Regulations and Standard Administrative Policies and Procedures)	
• UW Regulations 6-41 and 6-44 and adoption of new UW Regulations 6-42 and 6-43, MacPherson/Evans	
• UW Regulations 6-404, 6-407, 6-711, 6-713, 6-715, 6-805, 6-809, 8-238, 8-250 (Approval of the Enrollment Management Section of the New Section 2 Regulations (Academic Affairs))	
• UW Regulation 8-1 (Students)	
UW Board of Trustees By-Laws Article IX .....	17
Enrollment and Campus Visit Enhancement– Kyle Moore .....	18
Wyoming Excellence Chairs/Fund, Alternative Funding Models – Miller/Benham-Deal .....	19
Trustee’s Education Initiative .....	20
Professional Advising (Update on Implementation Plan, Advising Model, Hires, Plans for Rolling out, etc.) – Alexander .....	21
Educational Attainment Planning Grant – Nichols/Aguayo .....	22
Select Committee on Family Medical Residency – David Jones/Asay .....	23
Open Discussion .....	24

**BUSINESS MEETING**

**Roll Call**

**Approval of Board of Trustees Meeting Minutes**

June 13, 2018 (conference call)

**Approval of Executive Session Meeting Minutes**

June 13, 2018 (conference call)

**Reports**

ASUW

Staff Senate

Faculty Senate

## **Public Testimony**

Held Friday, July 13, at 10:00 a.m.

## **Committee of the Whole**

REGULAR BUSINESS

Board Committee Reports

*Committees were not scheduled to meet at the July 2018 UW Board of Trustees meeting.*

## **Trustee Standing Committees**

### **Liaison to Other Boards**

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

### **ACTION TAKEN DURING THE MEETING:**

- I. Sundin Scholarship
- II. Modifications to UW Regulations – 1-101, 6-41, 6-42, 6-43, 6-44, 6-404, 6-407, 6-711, 6-713, 6-715, 6-805, 6-809, 8-238, 8-250, 8-1
- III. Marketing Campaign
- IV. Board of Trustees Public Session Minutes
- V. Board of Trustees Executive Session Minutes
- VI. Construction Manager-At-Risk Selection for the West Campus Satellite Energy Plant
- VII. Trustees Education Initiative
- VIII. Contracts and Grants
- IX. Personnel – Academic Report and Non-Academic Report
- X. Contracts, agreements procurements over \$1 million or 5 years in length
  - a. MOU between Teton Literacy Center and the University of Wyoming (Literacy Research Center and Clinic, College of Education)
  - b. Wyoming Game and Fish Commission and University of Wyoming

### **INFORMATION ONLY:**

- ✓ Contracts and Procurement Report (per Signature Authority Regulation) – Evans
- ✓ Capital Construction Report (progress update, including change orders) – Theobald
- ✓ Construction Update – Theobald
- ✓ Foundation Monthly Giving Report – Blalock

## **New Business**

**Date of Next Meeting** – August 8, 2018 (conference call)

## **Adjournment**

**THE UNIVERSITY OF WYOMING  
MINUTES OF THE BOARD OF TRUSTEES  
July 10-13, 2018  
Holiday Inn, Cody, Wyoming**

As will be reflected in the public and executive sessions meeting minutes, the Board of Trustees of the University of Wyoming met in Cody, Wyoming, Tuesday, July 10, through Friday, July 13, 2018. The meeting was held at the Holiday Inn. There were no Committee Meetings held. The Board's business meeting was held Friday morning.

**AGENDA ITEM TITLE: Legislative 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:

UW President Nichols introduced new leadership and described the current searches at the University of Wyoming. Trustee True expressed his gratitude in President Nichols and her leadership.

**Future of UW** – Nichols

President Nichols provided a brief overview of the 5 year Strategic Plan and its four goals. She explained that the first annual report would be published in August with metrics related to the strategic plan initiatives and its goals.

**Fiscal System Implementation/FY2019 Budget Highlights** – Dick Scarlett, David Jewell, John McKinley

Trustee McKinley thanked the legislature for providing funding and congratulated Associate Vice President for Budgeting and Fiscal Planning, David Jewell on his accomplishments.

Associate Vice President Jewell described WyoCloud as a University wide initiative to provide modern and sophisticated solutions for today's demands. He described the guiding principles and the multi-year and strategic resource planning. Associate Vice President Jewell believed the UW systems should be upgrading the current back office systems and providing the university with the ability to move to more contemporary solutions. He gave a brief overview of the processes before WyoCloud and how this system worked.

Trustee Scarlett emphasized how large and challenging of a project this had been. He expressed his gratitude toward Associate Vice President Jewell and his team for the work they had done.

**Science Initiative Update** – John McKinley, Ed Synakowski

Trustee McKinley gave an update on the progress of the Scientific Initiative building and re stated the goals, including the faculty and student benefits.

Representative Mike Greear inquired about the status of the Tier I Engineering Program. Trustee Bostrom reported the task force put together by the Governor had been informally maintained and the Tier I Initiative went hand-in-hand with the Trustee Education Initiative.

Vice President for Research and Economic Development Ed Synakowski expressed his gratitude toward the legislature for releasing funds for the Science Initiative. He also extended his gratitude toward the students and faculty who helped canvass the stated describing its programs and teaching. Vice President Synakowski spoke to the question of how the building will be occupied and governed. He explained there were three themes which had been identified on a multi-scale

system. He also explained that Wyoming was positioned to be a leader. Vice President Synakowski spoke to the core elements identified to fill the building and reiterated the building would not be completed on day one, and leaving flexibility was a fantastic recruiting tool. He believed the Science Initiative had potential for great things in the state, not just the campus.

Representative Donald Burkhart inquired about the University securing the \$15 Million and that it was under their responsibility. Trustee McKinley responded with action related to the funds taken at the Board of Trustee meeting in March 2018.

Trustee Fall discussed the new initiative of sending students and faculty on rotary club visits statewide.

#### **UW Work with Select Committee on UWFMRPs** – Meredith Asay

Interim Director of Government Relations Meredith Asay described the work of the select committee. She described the designation as a federally qualified health center allowed access to more federal money. She explained that the current state structure was in conflict with the federal designation requirements. Interim Director Asay had conversations with the Joint Appropriations Committee (JAC), which determined that changes must be made. The University of Wyoming hoped to share recommendations for these changes at select committee meetings. Interim Director Asay asked the legislators present to pay attention to the work of the select committee as it navigated necessary structural changes.

Senator Charles Scott agreed that structure would necessitate a contract to specify who would do what and the issues that were likely to be contentious and guide the state away from managing those.

Representative Mike Greear asked about the yield of residency programs and the physicians who have stayed in the State. Senator Charles Scott explained the yield was short but the percentages were still valuable. Senator Scott went on to explain the difficulty was in how to keep accreditation and recruitment to gain a better yield off of the WAMMI program.

Trustee McKinley inquired about specific committee work related to satellite locations. Senator Charles Scott stated Cheyenne and Casper offer a variety of clinical resources and therefore the residencies would need to stay in these local areas. He went on to explain that there may be room for some small expansions which may improve the yield.

#### **Trustee Education Initiative** – John McKinley

Trustee Bostrom explained that the Trustee Education Initiative (TEI) came from the trustees desire to elevate the College of Education. He further explained the trustees approached the Daniels fund and received a \$5 Million grant over five years to begin implementation of this Initiative. There are a total of six TEI funded projects that are currently ongoing. He shared with the legislators that the University has contracted with Entangled Solutions to manage a great deal of the aspects of the implementation. He added that a report would be issued to the Daniels Fund.

Senator Charles Scott remarked on the importance of the initiative and commended the University on it.

Representative Mike Greear inquired about the articulation agreements with Community Colleges for education. Associate Vice President for Enrollment Kyle Moore responded that they were up to 182 articulation agreements in total. Representative Greear shared his concern that the College of Education continued to be a stumbling block.

Provost Kate Miller added she felt the University of Wyoming's articulation is one of the best in the country. Associate Vice Provost Moore reported on four signed educational articulations with Community Colleges to date. Senator Charles Scott gave credit for the progress being made.

Trustee Bostrom cautioned about the protocols of articulation agreements.

**UW/Community College Relations** – Nichols/Kyle Moore

UW President Nichols noted that the relationship between the University and the community colleges was perhaps the best it had ever been. She talked about the Higher Education Attainment Goal for Wyoming and how it was a joint initiative. She also reported on some of the things that they had been working on together.

Associate Vice President for Enrollment Kyle Moore noted how much support there was for the initiative.

**Recruitment/Fall 2018 Enrollment** – Kyle Moore

Associate Vice President for Enrollment Kyle Moore reported on enrollment of students and recruitment trends at the University for the upcoming Fall 2018 semester.

Trustee Scarlett inquired about the transfers of the upper classmen and if they were being tracked track of. Associate Vice President Moore noted that there were structures on campus to capture reasons for withdrawals.

Senator Ray Peterson discussed dorm requirements for freshmen and how they should be adjusted to fit different situations. Trustee Scarlett voiced his agreement. Vice President of Student Affairs Sean Blackburn noted that the requirements would be reviewed.

**UW Housing** – McKinley/Brown/Blackburn/legislative task force members if in attendance

Trustee McKinley reported about the progress about the task force. Trustee Brown noted that part of the effort was due to a study that proved living in dorms was beneficial. Policy Advisor Mary Kay Hill noted that the price of new housing would be worth it.

Trustee Scarlett added that he thought that Fraternities and Sororities housing on campus lacked supervision. Vice President of Student Affairs Sean Blackburn reported that it was under review.

**UW and ENDOW** – Ed Synakowski

Vice President for Research and Economic Development Ed Synakowski reported on the work UW was doing with and in response to ENDOW. He spoke about the Institute of Innovation and Entrepreneurship (IIE) and how it would help to benefit the University. He added that a Chief Operating Officer candidate had been identified and negotiations were underway. He noted that a question associated with this was how the University would couple with the resources outside of UW. He added that a tech transfer office could provide services to Wyoming inventors. He noted

that in Fall 2018 they would be reviewing many of the aspects of the engagement with the Wyoming Business Council.

Senator Charles Scott discussed his strategic principles for the University of Wyoming, and a suggested framework for UW.

**Open Discussion**

Representative Mike Greear stated that they still needed to continue to use the University as a conduit for research in areas through which the state is still funded.

Senator Ray Peterson noted that tax structures were not set up to take advantage of economic development and diversification efforts. He added that unless the tax structure changed, they needed to be smart with economic diversification. Senator Cale Case noted that what the model said was that we had the best structure possible to attract business because people come to Wyoming and do not have to pay taxes. He added that there was some easy ways to improve tax structure like the explosion of wind energy in the state which was a taking industry and not a giving industry. He noted that there could be improvements to the tax structure related to exemptions. He also spoke to attracting out of state students stating that UW provided them a fine service.

Senator Ray Peterson asked if the University kept track of in state purchasing vs. out of state. He also added that he would like to see that figure on an annual report.

Representative Dan Laursen discussed the experiment station and the seed certification and swept funds. He also brought up the payroll for the director and asked for guidance on who to talk to and how to get those dollars back. Trustee McKinley recollected that a trustee budget committee hearing addressed the topic on May 8 and some of those funds had been consolidated.

**AGENDA ITEM TITLE:**

**Annual Report on Implementation of the Strategic Plan, President's Annual Report on Accomplishments and Next Cycle of Planning Initiatives, Nichols**

CHECK THE APPROPRIATE BOX(ES):

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

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MINUTES OF THE MEETING:

UW President Nichols gave a review of some of the key accomplishments of the 2017-2018 fiscal year, including projects that were still ongoing, as listed in the PowerPoint provided in the Trustees Board Report. She felt that it was important to celebrate education, and mentioned that year had seen 2600 graduates between the fall and spring semesters.

UW President Nichols provided a legislative and budget recap regarding what took place in the past legislative session with the biennium budget. She also mentioned the new hires including Vice President for Finance and Administration Neil Theobald, Interim Director of Government Relations Meredith Asay, a new Associate Vice President for Global Engagement and a new College of Business Dean who would be joining UW in August. She noted that the search for a new College of Agriculture Dean would be underway in a few months.

UW President Nichols provided the Board with the first annual report on the five year Strategic Plan which would be ready for review in full at the September meeting with an additional goal to have a short publication ready to roll out, to put on the website, and to distribute by the end of August. She noted that by 2022 some of the goals would start to be reached.

Trustee Fall inquired about the student participation and support services. UW President Nichols responded that she did not think that professional advising was included, but she asked to do further investigation on how those numbers were being tracked and do a follow up.

Trustee Scarlett wondered if the reduction of the four year graduation rate could be due to the University over aggressively admitting students whom were not properly prepared for college. UW President Nichols replied that she did not think that was the case. She believed that the decline had more to do with academic advising and course availability, both of which were being improved.

Trustee Sullivan questioned the difference between the Campus Climate Survey and the Great Colleges Survey. UW President Nichols explained the difference between the two surveys. She noted that neither survey had been completed in the recent past.

President Nichols asked the Board to look at the metrics critically and identify areas in need of change. Trustee Sullivan remarked on appreciation of a consistent review as an opportunity to continue to improve.

President Nichols spoke about initiatives to drive implementation of the strategic plan. She noted that the Office of Engagement and Outreach would be launched in January 2019. She noted the growing target populations at the Honors College, the Native American Cultural, Education and Research Center, and the Transfer Center. She reported on enrollment, growth, tuition and housing. President Nichols briefly discussed the Institute of Innovation and Entrepreneurship (IIE) which was approved by the Board in January 2018. She outlined continuing strategic initiatives to include Tier I Engineering Initiative; Trustees Education Initiative and the Science Initiative.

President Nichols then discussed Educational Attainment in Wyoming. She also reported that the University had been selected as a finalist for SHEEO financial support and they were now able to submit the full proposal. She suggested this would be a reoccurring topic in the next year.

Trustee Sullivan described the impactful partnership between UW and the Community Colleges in the state.

Trustee Scarlett asked if they were effectively using the county extension agents who were employed by the University. UW President Nichols described how the University was using extension educators and its effectiveness. Trustee Scarlett added a request to measure these positions and their contributions to the University.

**AGENDA ITEM TITLE:**

**Tuition Recommendations for FY20 (2019-2020 Academic Year) Timeline for Public Comment and Approval, Update Policy, Jewell/Kyle Moore**

CHECK THE APPROPRIATE BOX(ES):

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

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MINUTES OF THE MEETING:

Associate Vice President for Budgeting and Fiscal Planning David Jewell reminded the Board about moving up the calendar of approving the tuition recommendations for the upcoming academic year. He brought forward for consideration the 2019-2020 tuition recommendation and provided an outline of the process. He noted that this would be the last year of the policy that called for a 4% tuition increase.

Associate Vice President Jewell noted that one of the proposed rates that would be a deviation from the existing policy was for online tuition for non-Resident Graduate Students. Trustee President True asked for clarification on the absolute number of enrolled students and if it had been maxed out at 96. Associate Vice President Jewell responded that it had. Trustee McKinley asked for clarification on if it included full-time or part-time graduate students. Associate Vice President Jewell replied that it was a headcount regardless of the hours being taken.

Associate Vice President Jewell proposed for consideration that beginning in the 2019-2020 academic year, the University set the online non-resident graduate education tuition rate to be in line with the median of the market peers, including fees. He noted that an exact estimate would be proposed following feedback from the Board.

There was discussion on the protection of the integrity of the University, and that the cost of proctored exams factored into the pricing. Policy Advisor Mary Kay Hill added that it would be helpful to articulate the differences in the services involved for an online student compared to a student on campus.

Trustee McKinley asked if there needed to be action from the Board at the time. Associate Vice President Jewell explained that this was for consideration and information purposes. He also outlined the potential timeline for the process. He noted that in September this would be a separate rate of tuition for the Board to take action on.

Trustee Sullivan inquired about a potential need for a broader look into price sensitivity across colleges. Associate Vice President Jewell discussed market differentiation and differential rates.

Associate Vice Provost for Enrollment Management Kyle Moore reported on undergraduate tuition rates and the directional cues identified in the Huron Study. He noted that he believed resetting the portrayal of non-resident tuition fees could move the University into a share of the

college decision making factor. He added they believed that in order to achieve this, the University would need to adjust the non-resident tuition rate.

Trustee MacPherson inquired about the factors determining the rate. Associate Vice Provost Moore clarified that this looked particularly at the tuition side of factors. Trustee MacPherson asked if the University could educate a student on that amount with the costs. Trustee Fall asked how many additional students would be needed to make up the difference. Associate Vice Provost Moore replied that it would be about 300 students. He noted that this was a consideration for the opportunity of a strategic move.

Trustee McKinley explained his concerns. He noted that he did not want to rush into decisions about out-of-state tuition and wished to recognize the trustee policy regarding the automatic tuition increase. He suggested a more strategic and encompassing plan might be devised to take all the pieces into account. Trustee Sullivan inquired about the percentage of out-of-state students currently being discounted. Associate Vice President Jewell replied that for fall 2018 31% of non-resident students would not receive a discount and 69% would. Trustee Brown noted that the legislature was not interested in subsidizing out-of-state students. He added that the Board needed the tools to be able to explain to the Legislature to explain the revenue.

Faculty Senate Chair Donal O'Toole asked what the current percentage of out-of-state undergraduate students was, and if there was a number associated with the Strategic Plan. Associate Vice Provost Moore replied that there was a 50/50 ratio of resident and non-resident students for the incoming freshman class. UW President Nichols replied that there was not a specific target number. Faculty Senate Chair O'Toole asked if UW would be better with a larger percentage of non-resident students. Associate Vice Provost Moore replied that there was a financial benefit to having a diversified portfolio. Associate Vice President Jewell noted that there was no financial benefit to having more non-resident students and it could put the block grant into jeopardy.

Trustee Baldwin noted that due to the decrease in high school enrollment UW would continue to have minimal growth in enrollment for the next three or four years. Trustee Moore shared her concern about the discounting.

Trustee McKinley requested that an answer to that question on the net cost and the impacts on revenue be provided. He noted that a more broad comprehensive analysis was important. Associate Vice Provost Moore replied that they would provide a more comprehensive response at the September meeting. There was discussion on when this would be opened for public comment.

Trustee True explained, according to the Trustees Policy on Tuition, they needed to be in position to review the tuition policy at the November meeting.

**AGENDA ITEM TITLE: Biennium/Supplemental Budget Timeline, Jewell/Theobald**

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 McKinley explained since the budget for the 2019 fiscal year had been approved at the June meeting, there would only be supplemental action.

Associate Vice President for Budgeting and Fiscal Planning David Jewell presented the working draft of the supplemental budget, to be presented to Governor Mead which was due by August 31, 2018.

Policy Advisor Mary Kay Hill inquired if the scholarships would be ongoing and if the money would go into a scholarship endowment account. Trustee McKinley responded that a permanent endowment would allow for larger scholarship funds and the elimination of discounts.

**AGENDA ITEM TITLE: Supplemental Budget Request, Jewell/Theobald/Asay**

CHECK THE APPROPRIATE BOX(ES):

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

MINUTES OF THE MEETING:

Interim Director of Government Relations Meredith Asay read the request for agency 167 to continue the approval of a one year of appropriation and authority for several requests. She explained they would like to request the same changes that were requested last year. She clarified that there was no new general funds for those requests, but all clinic revenue.

Policy Advisor Mary Kay Hill reminded the Board that the 167 budget was in the purview of the University of Wyoming.

Trustee McKinley noted that the Budget Committee would have one more meeting before having a recommendation to the full Board by the August meeting.

**AGENDA ITEM TITLE:**

**Report from the Vice President of Finance and Administration on New Temporarily Restricted Endowment Accounts Established During the Past Year (per investment policy (F)(e)(iii)), Jewell/Theobald**

CHECK THE APPROPRIATE BOX(ES):

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

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MINUTES OF THE MEETING:

Vice President of Administration Neil Theobald reported to the Board on the funds functioning as endowments that were established in the current year. Trustee Brown clarified about the estimated FY19 earnings. Vice President Theobald confirmed that they would not receive the earnings in the first 12 months and there would be a variable return.

Trustee McKinley stated that they seemed to be short on the 12 month time period. Vice President Theobald clarified the time period. Trustee Sullivan asked if a fee was paid to the Foundation to manage the endowment funds. Associate Vice President for Budgeting and Fiscal Planning David Jewell replied that there was.

**AGENDA ITEM TITLE: State of Wyoming Agency Annual Report, 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 Budgeting and Fiscal Planning David Jewell confirmed the annual report was due August 31, 2018, to the State of Wyoming, and would cover University of Wyoming activities for the fiscal year 2018. He noted that for the upcoming year, the University planned to take a different approach and structure it around the strategic plan.

**AGENDA ITEM TITLE: Sundin Scholarship, MacPherson/Blalock/Kyle Moore**

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 MacPherson provided information on the scholarship fund awarded to the residents of Rawlins, Wyoming. He explained the application of industry standard metrics for determining “need” had resulted in a significant reduction in Rawlins students who are awarded the scholarship. He also presented to the Board a Procedure and Processes for Administration of Sundin Scholarships.

*Approved 7-12-18 @ 1:19 p.m.*

***Sundin Scholarship***

Trustee MacPherson moved that the University of Wyoming Board of Trustees adopt the *Procedures and Processes for Administration of Sundin Scholarship* as presented to the Trustees and provided on pages 37-39 of the UW Trustees Board Report [to be inserted]. Trustee Bostrom seconded the motion. The motion was unanimously adopted by the University of Wyoming Board of Trustees. [Trustee Marsh was not in attendance.]

**AGENDA ITEM TITLE:**

**Wagonhound Ranch/Land Owner Summit Report**, Nichols/Blalock/True/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:

UW President Nichols reported on the Land Owners' Partnership Summit held in May 2018, hosted by the Wagonhound Ranch. She noted that the reason that the College of Agriculture and Natural Resources was requesting money on the supplemental budget request was due to the result of the summit. She added that there was a desire to understand the benefits of working together.

Trustee MacPherson spoke in favor of the Summit and continuing it. Trustee President True provided background as to how the Summit came about. He noted that it was an effort to connect with landowners of the State. He added that he thought it was a successful attempt.

There was discussion regarding a Land Management and Ranching Undergraduate major like the Summit report mentioned. Trustee Brown commented on the problems that ranchers face.

**AGENDA ITEM TITLE:**

**Board of Trustees Committee Meetings**, Nichols/Evans

CHECK THE APPROPRIATE BOX(ES):

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

MINUTES OF THE MEETING:

UW President Nichols noted that an area that had been seeing struggles was how Committee Meetings were being handled. She provided some examples of issues they had been having. She added that the document put together [See Attachment I] was just a suggestion.

General Counsel Tara Evans added that Committees were not considered the governing board, and the requirements of the open meeting did not apply to them.

Trustee McKinley noted that the handout addressed the regular in-person committee meetings and not the ones that hold meetings throughout the year at short notice. General Counsel Evans noted that there was a proposed process for the ad hoc emergency meetings.

**AGENDA ITEM TITLE:**

**Modifications to UW Regulations – 1-101, 6-41, 6-42, 6-43, 6-44, 6-404, 6-407, 6-711, 6-713, 6-715, 6-805, 6-809, 8-238, 8-250, 8-1, Macpherson/Evans**

CHECK THE APPROPRIATE BOX(ES):

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

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MINUTES OF THE MEETING:

Trustee MacPherson noted that the Regulation Committee was offering the regulations as listed in the agenda for consideration and approval. He clarified some of the regulations. Trustee President True commended the Regulation Committee on all of their hard work. Trustee Sullivan acknowledged Michael Barker and Faculty Senate's cooperation and hard work.

*Approved 7-12-18 @ 1:58 p.m.*

***Modifications to UW Regulations – 1-101, 6-41, 6-42, 6-43, 6-44, 6-404, 6-407, 6-711, 6-713, 6-715, 6-805, 6-809, 8-238, 8-250, 8-1***

Trustee MacPherson moved that the University of Wyoming Board of Trustees accept and adopt the modifications to UW Regulations 1-101, 6-41, 6-42, 6-43, 6-44, 6-404, 6-407, 6-711, 6-713, 6-715, 6-805, 6-809, 8-238, 8-250, 8-1, as reflected in the materials provided to the Board of Trustees. Trustee Bostrom seconded the motion. The motion was unanimously adopted by the University of Wyoming Board of Trustees. [Trustee Marsh was not in attendance.]

**AGENDA ITEM TITLE: UW Board of Trustees By-Laws Article IX, MacPherson/McKinley**

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 McKinley provided background as to how this topic came up. He explained the issue with Article IX of the Trustee Bylaws, and read the current language and proposed change of the Bylaw.

Professor Michael Barker provided background to the issue. He suggested that the Board consider putting in the Bylaws that there would be a regulatory review period for the constituents.

Trustee McKinley added that there had been a request that certain timeframes be added to the Article. He noted what the language of concern was and that it was important to bring it in front of the Board.

Trustee MacPherson stated his opposition of the requested change. Professor Barker clarified that the faculty was asking for there to be consistency in language as it relates to shared governance. Trustee MacPherson clarified that this was a request to amend the Bylaws.

Trustee McKinley noted that he was comfortable with the current language in the Article, and that he did not want the Board to be in a situation where they would be restricted to act. He added that it was a trust issue that went both ways

Staff Senate Chair Renee Ballard noted that this was an important topic for staff senate and there was a desire to have a voice, not necessarily to sway. Faculty Senate Chair Donal O'Toole spoke about how helpful open communication could be in the future.

Trustee Brown quoted the State Constitution about the governing power of the Board of Trustees. He noted that he would vote against a Bylaw change, but he would give deference to dialog and an opportunity to share information.

Professor Barker stated his pride in the work of the faculty senate in the past year and its regulation review. He noted his appreciation for Trustee McKinley bringing the topic up.

**AGENDA ITEM TITLE: Enrollment and Campus Visit Enhancement, Kyle Moore**

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 Provost for Enrollment Management Kyle Moore reported on enrollment growth and recruitment trends for the Fall 2018 semester. He also described the current student tour along with its issues and suggested revisions to the experience. He informed the Board about a Yield Strategy using a Cowboy Joe Bot that interacted with students over text messaging.

Trustee Scarlett inquired about the success of everything Associate Vice Provost Moore had mentioned. Associate Vice Provost Moore stated he would rank it as an A- because there was always room for improvement. ASUW President Seth Jones added his support for the revised tour experience.

**AGENDA ITEM TITLE:**

**Wyoming Excellence Chairs/Fund, Alternative Funding Models**, Miller/Benham-Deal

CHECK THE APPROPRIATE BOX(ES):

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

MINUTES OF THE MEETING:

Provost Kate Miller updated the Board on the Wyoming Excellence in Higher Education Endowment. She reminded the Board of the history of the endowment through the Provost's Office. She noted that one thing they should be doing was thinking about the endowment in the context of Goal One of the Strategic plan. She outlined the different options in regard to the endowment. She reminded the Board that there was no action to be taken at the time.

Faculty Senate Chair Donal O'Toole asked about the oscillations of the funds. Trustee McKinley explained how the endowment had been set up and how the earnings were used. Trustee Brown also explained how the endowment was set up.

Trustee McKinley thanked Provost Miller for her presentation. He also expressed his appreciation for the options about how the programs could be improved.

Trustee Sullivan proposed that this could lead to potential opportunities across the state. Trustee Bostrom noted that the current Board had previously discussed a funding mechanism to provide support privately and not publically.

**AGENDA ITEM TITLE: Trustee's Education Initiative, Bostrom**

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 Bostrom provided an update about the Trustee's Education Initiative (TEI). He noted how it had become apparent that they needed better guidance principles, and that was why a document had been created. [See Attachment II] He expressed his excitement for where the Initiative was going.

Trustee President True clarified that the document was a Trustee document that placed the Trustees as the Governing body of TEI. Trustee Bostrom added that the timing was critical, and he would like to see it adopted as soon as possible. Trustee True agreed with the timing.

Trustee MacPherson asked about the reaction of Former Trustee Dave Palmerlee had to the document due to his current involvement with TEI. Trustee Bostrom replied that he had closely reviewed it and supported it. Trustee Sullivan requested to potentially make a proposed motion the next day. Trustee Tully agreed. Trustee President True noted that he was comfortable to leave it overnight.

Provost Kate Miller explained a part of the document. She also reminded the Board about the resignation of TEI Executive Director Rebecca Watts. She added that her loss was a huge loss of handling this internally. She noted that they needed to be attentive in the next few months to keep it moving along.

**AGENDA ITEM TITLE:**

**Professional Advising (Update on Implementation Plan, Advising Model, Hires, Plans for Rolling out, etc.), Alexander**

CHECK THE APPROPRIATE BOX(ES):

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

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MINUTES OF THE MEETING:

Associate Vice Provost for Undergraduate Education Anne Alexander provided the Board with an update regarding the status of the rollout of the advising model. She also updated the board about new hires.

Trustee Sullivan expressed her appreciation for President Nichols and Associate Vice Provost Alexander's leadership throughout the year. ASUW President Seth Jones and Trustee Baldwin agreed. Trustee Brown expressed his wish of having these resources when he attended the university.

UW President Nichols expressed thanks for the 16-months of work, and she explained the desire for UW to move to a full professional advising model. Associate Vice Provost Alexander added information about re-envisioning career services.

**AGENDA ITEM TITLE: Educational Attainment Planning Grant, Nichols/Aguayo**

CHECK THE APPROPRIATE BOX(ES):

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

MINUTES OF THE MEETING:

Transfer Relations Director Mary Aguayo updated the Board on the status of the statewide post-secondary educational attainment goal, shared data on the current state attainment, and discussed the various national grants sourced in support of the goal.

Director Aguayo updated the Board on Wyoming's 2018 attainment level. She described the plan to achieve the attainment goal and annual report on progress. She noted the various national grants awarded to the State of Wyoming in support of the attainment goal and also described further detail regarding the State Higher Education Executive Officers (SHEEO) Adult Promise Grant. Director Aguayo described the work of the Western Interstate Commission for Higher Education (WICHE) task force. She also outlined Wyoming's keys to success.

Trustee Scarlett inquired about controls in place for assurance of the attainment goals. Director Aguayo explained that there was no incentive or disincentive structure and the nature of the goal was to collaborate and would help Wyoming organize itself.

Trustee Brown inquired about the expectations of the Lumina Foundation. Director Aguayo described a credential in excess of a high school diploma would be satisfactory

Trustee Sullivan inquired about specific and effective support to Native Americans and other non-traditional students in various communities. Trustee MacPherson agreed with the need in that area.

**AGENDA ITEM TITLE: Select Committee on Family Medical Residency, David Jones/Asay**

CHECK THE APPROPRIATE BOX(ES):

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

MINUTES OF THE MEETING:

Interim Dean of the College of Health Sciences and Interim CEO for Educational Health Center of Wyoming David Jones updated the Board on the work of the Select Committee. He explained the purpose of the committee and he noted that the committee was planning to start considering possible models of fiscal administration to address some of the challenges the Family Medical Residency Program (FMRP) Clinics were currently facing. He provided the update to inform the Board of the possible changes to the structure of the FRMP, and to seek their guidance on recommendations that the UW Administration would like to offer to the committee. He also outlined the different possible models that could be used.

Interim Director of Government Relations Meredith Asay provided background on the clinics and the difficulties with funding. She outlined the possible benefits that this would provide. She also explained the issues with how the budget was set up.

Trustee McKinley noted his opinion related to the budget and supplemental requests to Joint Appropriations Committee (JAC) about agency block grant funding. He requested confirmation about block grant funds supplementing AHCH. Interim Dean Jones replied that AHCH was funded by clinic revenue and Health Resources and Services Administration (HRSA) grant funding. He noted that they needed to get to a point where clinic revenue could be utilized to hire a CEO.

Trustee Fall commented on the use of revenue. Trustee Brown inquired about exploring the consequences of granting autonomy to the clinic. General Counsel Evans noted that with one of the options, the clinics and the University would be entirely separate agencies which would be preferable.

Trustee MacPherson inquired about UWs involvement with clinics. Interim Director Asay explained how the process would go after the Board meeting.

Trustee Moore spoke on behalf of the Fiscal and Legal Affairs committee that there were concerns. Trustee McKinley stated he was not comfortable making an endorsement at the time and would like to wait for the select committee report. He concurred with Trustee MacPherson's opinion about the clinics.

**AGENDA ITEM TITLE: Open Discussion,**

CHECK THE APPROPRIATE BOX(ES):

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

MINUTES OF THE MEETING:

Institutional Communications Director Chad Baldwin updated the Board on the marketing campaign, "The World Needs More Cowboys," while additionally explaining its effectiveness, including the positives, negatives, and media footage. He also shared the statistics and research that had been going on in reference to the campaign. He explained why he would like to release the video before the scheduled timeline. Trustee MacPherson shared some demographical statistics about cowboys.

*Approved 7-12-18 @ 12:35 p.m.*

***Marketing Campaign***

Trustee MacPherson moved that the University of Wyoming Board of Trustees direct administration to move forward immediately with the proposed marketing campaign. Trustee Bostrom seconded the motion. Trustee Fall provided a friendly amendment to the motion, requesting Trustee President Dave True, in coordination with UW Associate Vice President for Communications and Marketing Chad Baldwin, draft a press announcement regarding Board action on this topic. The friendly amendment was accepted by Trustees MacPherson and Bostrom. The motion was unanimously adopted by the University of Wyoming Board of Trustees. [Trustee Marsh was not in attendance.]

Director Baldwin noted his frustration with the way people had been treated for their opposing opinions over the slogan. Trustee Sullivan spoke to the portion of a document Senator Charles Scott provided the Board related to academic freedom. She stated that it was important for all views on this campaign to be shared. UW President Nichols remarked that the campaign had been modified following input received from the campus community.

Faculty Senate Chair Donal O'Toole remarked on the talk regarding the slogan. He also shared many members of faculty have received hateful mail with regards to the new slogan. He stated that the video clears up any controversy. He also shared a worry that faculty members may bring motion before the faculty senate that condemns the slogan.

**Friday, July 13, 2018**  
**Business Meeting**  
**Holiday Inn**

Trustee Sullivan made a statement about the marketing campaign, which reads as follows:

I want to acknowledge that we had this discussion yesterday and thank Trustee True for giving me a couple of minutes, but given the depth of emotion that we have heard today, and I have read this morning on the University's twitter feed, I have asked Trustee True if I could make a comment.

I am the fifth generation of my family to reside in Wyoming and my choice to continue to reside in Wyoming after having worked very hard to return to the state has not been without cost. As is reflected in my vote yesterday and in my vote when the campaign was introduced to us earlier this year, I fully support this rebranding image.

That said, I feel that I would be complicit if I did not express my own concern with the treatment of those who have expressed what I believe are many of the qualities we have we say are the best qualities of a cowboy:

If we have...

Relentless Curiosity."

Unbendable Optimism."

are Outside Thinkers."

Fearless Independence and Unyielding Courage"

We need to be willing to create a space so each of us can listen to those who have different perspectives.

**Roll Call**

The business meeting was called to order at 11:48 a.m. Secretary for the Board of Trustees Kermit Brown took roll.

Trustees participating: Mel Baldwin, Dave Bostrom, Kermit Brown, David Fall, John MacPherson, John McKinley, Macey Moore, Dick Scarlett, Michelle Sullivan, Dave True, and Wava Tully. Ex-officio Trustees University President Laurie Nichols and ASUW President Seth Jones were in attendance. Trustee Jeff Marsh and ex-officio trustees Executive Director for the Wyoming Community College Commission Sandy Caldwell, Wyoming State Governor Matt Mead and State Superintendent of Public Instruction Jillian Balow were not in attendance. Wyoming Department of Education Chief Policy Officer Megan Degenfelder attended on behalf of State Superintendent Balow.

**Approval of Board of Trustees Meeting Minutes**

*Approved 7-13-18 @ 11:59 a.m.*

***Board of Trustees Public Session Meeting Minutes***

Trustee Bostrom moved the UW Board of Trustees approve the June 13, 2018 (conference call) public session meeting minutes as presented to the trustees. Trustee Fall seconded the motion. The motion passed with a unanimous decision.

### **Approval of Executive Session Meeting Minutes**

*Approved 7-13-18 @ 12:00 p.m.*

#### ***Board of Trustees Executive Session Meeting Minutes***

Trustee Bostrom moved the UW Board of Trustees approve the June 13, 2018 (conference call) executive session meeting minutes as presented to the trustees. Trustee Fall seconded the motion. The motion passed with a unanimous decision.

### **Reports**

#### ***ASUW***

ASUW President Seth Jones reported that ASUW had been busy over the summer in preparation for the Fall semester. They held a big role in Orientation to help welcome all the incoming new students, they also met with various Administration to learn about what they did. He and ASUW Vice President Alex Mulhall were also able to attend a conference in Washington D.C. He noted that they were looking forward to a successful semester.

#### ***Staff Senate/Faculty Senate***

Staff Senate Chair Renee Ballard reported that there had recently been a Staff Senate Retreat with good attendance. She thanked UW President Nichols, Vice President of Student Affairs Sean Blackburn and Associate Vice Provost for Undergraduate Education Anne Alexander for attending. She outlined some continuing concerns that had been discussed. She added that their finances were back in order, and they were excited to work on the Staff Scholarship for the Fall.

Faculty Senate Chair Donal O'Toole reported on University Regulation 5-1 and its progress with Faculty Senate. He noted that it would be addressed and voted on in September. He noted that a former Faculty Senate Chair would sit on Facilities Council. He also added that he was going to work on getting formal support from Faculty Senate for the Pilot Hill Project.

### **Public Testimony**

Bill and Barbara Burbidge spoke during public testimony to offer a minority perspective on the University of Wyoming slogan, "The World Needs More Cowboys".

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

#### **Board of Trustees Committee Reports**

*[Note- Committees of the Board did not meet for this meeting.]*

#### **Cowboy Joe Club – McKinley**

Trustee McKinley noted that they were in the process of finishing the renewals for basketball tickets. He added that the High Altitude Performance Center would be opening on August 18, 2018.

#### **UW Housing – McKinley/Brown/Blackburn**

This committee recognized the need for replacement housing across campus and would have a report out in the fall.

#### **UW Community College Relations - Nichols**

This report was given during the breakfast with the Legislatures.

Liaison to Other Boards

*UW Alumni Association Board – Wava Tully/ Keener Fry*

Alumni Association Executive Director Keener Fry reported that the Alumni Association was proposing a change in its governance structure which would be reported the following Tuesday. He noted that the basis was to reduce the size of the governing board while retaining fair geographical representation and providing an expanded volunteer engagement outreach system. He noted that there would be a 2 week comment period from July 17-31 with a vote being in September. He added that they were in the process of planning many events for the coming year.

*Foundation Board – Jeff Marsh & Dave Bostrom*

Trustee Bostrom reported the Foundation recently held their annual meetings during which they elected their officers for the next two years:

- ✓ Greg Hill – Chair of the Board
- ✓ Tim Botts – Vice Chair of the Board
- ✓ Mary Shafer Malicki – Secretary of the Board

These roles became effective at the June Board meetings in Denver.

The Foundation closed out FY18 with a private support giving total just over \$51 million dollars (\$51,051,299.57).

Some key gifts this year were as follows:

- ✓ The Carlson Estate - \$4.4 Million PG realized this year, augments their Previous Excellence Fund in Geology and Geophysics. This gift would get this fund up to around \$6 MM. The uses for this fund were very broad including general department support.
- ✓ Dave and Cory LeNorman - \$2.5 Million matched to \$5 Million to be used to create a Chair in P/E, which would be used to recruit and retain the P/E Department Head. Once funded, would be one of the largest Chairs on campus
- ✓ James and Jill Anderson - \$1.6 Million, divided evenly between scholarships in Agriculture and Geology.
- ✓ Anne Mears - \$1.4 Million PG, would augment their existing endowment that support the Geology Museum. Would name a small space within the Museum in honor of Dr. Brainerd Mears.

As reported earlier, the Foundation endowment had crossed over half a billion in assets, making it the largest in the Mountain West. As such, the Foundation Board was moving forward with planning for an in house investment expertise in the future.

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

Trustee Sullivan reported that as of July 3, there were 25 students who had declared Outdoor Recreation and Tourism as a major [see Attachment III]. She noted that in an interest to save time, the rest of her report would be emailed to the board.

*Presidential Evaluation Task Force*

Trustee True announced the discontinuation of this Committee.

*Energy Resources Council – Dave True*

Trustee Dave True reported on the updates as given by Mark Northam, as follows:

1. Activity in the area of Carbon Dioxide Management continued to grow:
  - a. UW/SER is the lead organization on a DOE-funded CarbonSAFE Phase 2 grant. The goal of this research grant was to determine the feasibility of establishing a commercial-scale geological CO<sub>2</sub> storage complex in Wyoming's Powder River Basin near Basin Electric Power Cooperative's Dry Fork Station. The two-year, \$12.25 million project (\$9.77 M DOE, \$2.5 M cost share) would involve the drilling of a stratigraphic test well near Dry Fork Station to collect core material in order to evaluate the geological, geophysical, geochemical, geomechanical and hydraulically characteristics present. The data would help determine the suitability of the underground geologic formations for commercial CO<sub>2</sub> storage.
  - b. This Phase 2 award promised to establish the Dry Forks Station as the most complete CO<sub>2</sub> management facility in North America. CO<sub>2</sub> that may be captured at Dry Fork Station in the future would have multiple disposition options: conversion to valuable products (being demonstrated at the Integrated Test Center); enhanced oil recovery in many candidate fields in the PRB; or storage in saline aquifer. It was important to have this complete range of options so that changing market conditions did not hamper the operations of the power plant.
  - c. They were very fortunate to have great working relationships in Basin Electric Power Cooperative, a variety of Wyoming field service companies, and other regional research entities to make these programs work.
  - d. They continued to pursue CO<sub>2</sub> storage research at the Rock Springs Uplift (Jim Bridger Plant) in partnership with PacifiCorp, Rocky Mountain Power, and the University of Utah. UW/SER sought but failed to win a second CarbonSAFE Phase 2 grant at this location. The partners were quite anxious to progress this research through alternative funding sources.
2. Activity in Carbon Engineering continues to develop potentially valuable intellectual property, and was beginning to show some commercial success.
  - a. Regarding intellectual property, they continued to add patents from the past two years of work, and had just finished a full review of research projects to be funded by the FY19 research budget (\$1 M one-time appropriation from the state, \$1 M for SER standard budget). They anticipated 4-5 projects following on from the last period to move promising technologies up the technology readiness scale.
  - b. Regarding the latter, they met with Clean Coal Technology Inc. (CCTI) – a Tulsa, OK based company that would soon build a coal beneficiation plant near the Fort Union Mine in Gillette. CCTI credits UW with demonstrating the viability of their technology and facilitating their relationships in Wyoming, India, and Japan. CCTI was nearing an agreement to export 2 million tons of beneficiated PRB coal per year to a foreign country as a test. If successful, the potential market would be dramatically higher.
3. They continue to seek a Carbon Engineering Professor. This is a joint SER/CEAS position, and we seek an experienced faculty member to lead the research program, mentor younger faculty, and spearhead a workforce development program. The first round of interviews

identified an interested candidate, but the search committee concluded that the candidate did not bring a sufficient set of the attributes we seek. Rather than dig deeper into the existing list of candidates, we are working to motivate additional candidates to apply.

**OTHER ACTION TAKEN DURING MEETING:**

*Approved 7-13-18 @ 7:49 a.m. [check motion against the recording]*

***Construction Manager at Risk Selection for the West Campus Satellite Energy Plant***

Trustee McKinley moved that the UW Board of Trustees approve recommendation made by the Facilities Contracting Committee regarding the selection of the (CMAR) and enter into a contract with GE Johnson Construction of Wyoming, for the West Campus Satellite Energy Plant project.

*Approved 7-13-18 @ 10:55 a.m.*

***Trustees Education Initiative***

Trustee Bostrom moved that the UW Board of Trustees approve the Trustees Education Initiative Guiding Principles and Operations Process document as presented 7-12-18. Trustee McKinley seconded the motion. The motion passed with a unanimous decision. [Trustee Marsh was not in attendance for the vote.]

*Approved 7-13-18 @ 12:19 p.m.*

***Contracts and Grants***

Trustee Baldwin moved that the Board of Trustees approve contracts and grants as provided by the Board [page 127 of Board materials]. Trustee MacPherson seconded the motion. The motion passed with a unanimous decision. [Trustee Marsh was not present for the vote.] \*There was inquiry regarding the AMK Ranch contract, to which President Nichols stated that General Counsel Evans and Vice President Theobald would provide an update during the August 8, 2018, trustee conference call.

*Approved 7-13-18 @ 12:20 p.m.*

***Personnel – Standard Report***

Trustee Baldwin moved to approve the personnel standard report as provided to the Board. Trustee Bostrom seconded the motion. The motion passed with a unanimous decision. [Trustee Marsh was not in attendance for the vote.]

*Approved 7-13-18 @ 12:22 a.m.*

***Contracts, agreements, procurements over \$1 million or 5 years in length***

- ✓ ***MOU between Teton Literacy Center and the University of Wyoming (Literacy Research Center and Clinic, College of Education)***

Trustee McKinley moved to authorize Administration to execute the MOU between Teton Literacy Center and the University of Wyoming.

- ✓ ***Wyoming Game and Fish Commission and University of Wyoming***

Trustee McKinley moved to authorize Administration to execute (1) the Hunter Management Agreement between Wyoming Game and Fish Commission and University of Wyoming for Morton Pass; (2) the Walk-In Hunting Agreement between Wyoming Game and Fish Commission and University of Wyoming for Goshen County Walk-In Hunting Area #16, Goshen County Walk-In Hunting Area #17, and Albany County Walk-In Hunting Area #13; and (3) the Walk-In Fishing Agreement between Wyoming Game and Fish Commission and University of Wyoming for North

Platte River Drainage Walk-In Fishing Area #13 and North Platte River Drainage Walk-In Fishing Area #19.

**Date of Next Meeting**

August 8, 2018 (conference call)

**Adjournment**

Trustee MacPherson announced that his resignation would be effective July 13, 2018 so that the Governor might appoint before the end of his term.

Trustee President True thanked Trustee MacPherson for his service. President Nichols also thanked Trustee MacPherson for his service.

The Board adjourned the meeting at 12:29 p.m.

Respectfully submitted,



Shannon Polk  
Managing Director and Deputy  
Secretary, Board of Trustees



RoseMarie London  
Senior Administrative Assistant

**Board of Trustees Committee Meetings**  
July 2018 Board of Trustees Retreat

**Proposed Process - Regular Board of Trustees Committee meetings**

\*Scheduled during each in-person Board of Trustees meeting (January, March, May, September, November)

1. Staff Member reaches out to Chair of Committee to inquire about agenda items (or, at the discretion of the Chair, the Chair reaches out first) – **2 weeks prior to meeting**
  - a. Chair suggests agenda items or requests UW Administration to provide suggested items
  - b. Staff Member finalizes agenda and sends to UW President for approval
  - c. After UW President approves, Staff Member sends to Chair for approval
2. Staff Member gathers materials for agenda items from UW Administrators and creates packet (one for public and one for confidential information, if any)
3. Staff Member sends final pdf packet to Chair and members of Committee electronically – **1 week before scheduled meeting**
4. Staff Member also sends final pdf packet to Shannon Polk to post on the public site and the secure site (if any confidential information) – **1 week before scheduled meeting**
  - a. Shannon sends email notifying the Board of the posting. Copy to President and Executive Team.

NOTE: Notice of Regular Board of Trustees Committee meetings is part of broader notice of the Full Board of Trustees meeting. Separate notice is not needed.

**Proposed Process - Ad hoc or emergency Board of Trustees Committee meetings**

1. Chair of Committee schedules an ad hoc or emergency meeting or UW Administrator, after consultation with the UW President, requests the Chair to schedule an ad hoc or emergency meeting.
2. If Chair approves of scheduling the meeting, Staff Member reaches out to Chair immediately to inquire about time/date/location of meeting.
3. Staff Member sends notice to UW President, Executive Team, and Chad Baldwin of time/date/location of meeting. Chad gives notice to campus community and media, per normal process.
4. Shannon forwards Chad's notice to full Board of Trustees as FYI.
5. Staff Member reaches out to Chair of Committee to inquire about agenda items (or, at the discretion of the Chair, the Chair reaches out first)
  - a. Chair suggests agenda items or requests UW Administration to provide suggested items
  - b. Staff Member finalizes agenda and sends to UW President for approval (of UW items)
  - c. After UW President approves, Staff Member sends to Chair for approval
6. Staff member gathers materials for approved agenda items from UW Administrators and Chair and creates packet (one for public and one for confidential information, if any)
7. Staff Member sends final pdf packet to Chair and members of Committee electronically – **as soon as possible before scheduled meeting**
8. Staff Member also sends final pdf packet to Shannon to post on the public site and the secure site (if any confidential information) – **as soon as possible before scheduled meeting**
  - a. Shannon sends email notifying the Board of the posting. Copy to President and Executive Team.

**Required Attendance**

UW Administrator(s) assigned to the Committee or designee (see below for assignments)  
UW Staff member assigned to the Committee or designee (see below for assignments)

**Committee Assignments**

**Academic and Student Affairs Committee**

*Chair:* Trustee Michelle Sullivan  
*UW Administrators:* Provost, Kate Miller and Vice President for Student Affairs, Sean Blackburn  
*Suggested Staff Member:* Wilma Varga

**Biennium Budget Committee**

*Chair:* Trustee John McKinley  
*UW Administrators:* Vice President for Finance and Administration, Neil Theobald and Associate Vice President for Financial Affairs, David Jewell  
*Suggested Staff Member:* Katy Hudson or Melanie Drever

**Facilities Contracting Committee**

*Chair:* Trustee John McKinley  
*UW Administrators:* Vice President for Finance and Administration, Neil Theobald and Deputy Director, Construction Management, Matt Kibbon  
*Suggested Staff Member:* Melanie Drever

**Financial Management and Reporting Committee**

*Chair:* Trustee Dick Scarlett  
*UW Administrator:* Vice President for Finance and Administration, Neil Theobald  
*Staff Member:* Katy Hudson or Melanie Drever

**Fiscal and Legal Affairs Committee**

*Chair:* Trustee Jeff Marsh  
*UW Administrators:* Vice President for Finance and Administration, Neil Theobald and General Counsel, Tara Evans  
*Staff Member:* Katy Hudson

**Honorary Degrees and Awards Committee**

*Chair:* Trustee Michelle Sullivan  
*UW Administrators:* President of the University, Laurie Nichols  
*Staff Member:* RoseMarie London

**Legislative Relations Committee**

*Chair:* Trustee Kermit Brown  
*UW Administrators:* Director for Governmental Relations, Meredith Asay  
*Staff Member:* RoseMarie London

**Vice President and Dean Search Committee**

*Chair:* Trustee John MacPherson  
*UW Administrator:* President of the University, Laurie Nichols and Provost, Kate Miller  
*Staff Member:* Wilma Varga

**THE UNIVERSITY OF WYOMING  
BOARD OF TRUSTEES MEETING  
JULY 10-13, 2018  
Laramie, Wyoming**

*Approved by the UW Board of Trustees Friday, July 13, 2018.*

**Trustees Education Initiative: Guiding Principles and Operating Procedures**

**Guiding Principles**

Principle I: As the state's land grant, flagship institution of higher education, the University of Wyoming holds a unique and essential responsibility to prepare knowledgeable, highly skilled educators to support optimal learning and holistic development outcomes for Wyoming's P-12 school students now and in the future.

Principle II: The Board of Trustees ("Trustees") November 2014 Resolution creating the University of Wyoming Trustees Education Initiative ("Initiative"), as amended from time to time, shall be the authorizing and ultimate governance document.

Principle III: The governing entity of the Initiative shall be the Trustees Education Initiative Governing Board ("Governing Board"). The Governing Board shall have a Chairperson and a Vice Chairperson.

Principle IV: The Initiative exists to elevate the College of Education [*and other associated educator preparation programs located in other colleges of the University*] to the status of preeminence in professional educator preparation. The purpose of this work is to provide highly skilled educators to support the long-term success of Wyoming's P-12 learners who will, in turn, strengthen Wyoming's economy (the "Initiative Mission").

Principle V: The Governing Board shall establish the Initiative Vision, Operating Procedures, Strategic Plans and Policies.

Principle VI: The Governing Board shall play a lead role in external relationships with policymakers and funders.

Principle VII: The Initiative shall be responsible for developing innovative and continuous program improvement Professional Educator Preparation proposals ("PEP Proposals") for recommendation to the Trustees for approval and subsequent implementation by the College of Education, the Initiative and other teacher preparation units of the University as may be appropriate.

Principle VIII: Initiative PEP Proposals recommended by the Governing Board shall require Trustees' approval prior to implementation.

Principle IX: The University President and Provost shall be integral to the implementation of the Initiative Mission, and shall foster and encourage collaboration across the University and through the state's elementary and secondary education system for the purpose of implementing PEP Proposals.

Principle X: The University's central administration shall be responsible for the effective execution of administrative aspects of the Initiative.

### **Operating Procedures**

- A. Trustees Education Initiative (TEI) Governing Board. The Trustees Education Initiative (TEI) Governing Board shall designate an Executive Committee, which shall consist of at least three Trustees, one at-large member appointed by the President of the Board of Trustees, the University of Wyoming Foundation President, the Trustees Education Initiative Executive Director (Ex Officio/Nonvoting), and the Dean of the College of Education. The Executive Committee shall be charged to handle financial or administrative decisions not delegated to the TEI Executive Director as per the enumerated operating procedures below.

The TEI Governing Board shall consist of at least four Trustees, up to three (3) additional non-Trustee members and the following Ex Officio, voting members:

- a. University of Wyoming President
- b. Wyoming Superintendent of Public Instruction
- c. University of Wyoming Foundation President
- d. College of Education of Faculty Member
- e. The Wyoming Governor or designee
- f. A student-educator candidate currently enrolled at University of Wyoming in good academic standing

Four TEI Governing Board Committees shall be established in addition to the Executive Committee - Government Relations, Finance and Fundraising, Personnel and Consultants, Education and Business Connections. Trustees or Executive Committee Members, one each, shall be designated to chair the Trustee Education Initiative Committees.

- B. The President of the Trustees shall appoint the four Trustee members of the Governing Board.
- C. The Chairperson of the Governing Board shall appoint no fewer than three (3), and up to a maximum of three (3) non-Trustee members to the Governing Board.
- D. The Governing Board shall conduct an annual nomination and election process to select the Chairperson and Vice Chairperson of the Governing Board.
- E. Terms
1. Starting Effective the 1<sup>st</sup> day of March, 2018, Governing Board Members shall serve three-year terms consistent with staggered terms of the Trustees' terms.
  2. Governing Board Member terms shall be staggered so that no more than one-third of the Board membership changes in any given year.
  3. Governing Board Members are limited to service of two consecutive three-year terms applying to all non-ex officio members. Partial terms are not to be considered for this limitation.
- F. Committees
1. The Governing Board Chairperson shall have the authority to create and dissolve ad hoc committees to meet emerging needs.

2. The Governing Board Chairperson shall have the authority to appoint Governing Board members to Board committees including but not limited to:
  - a. Executive
  - b. Government Relations
  - c. Finance and Fundraising
  - d. Personnel and Consultants
  - e. Education and Business Connections
- G. The Executive Director is responsible for developing and conducting the approval process for PEP Proposals including submission of proposals to the Governing Board.
- H. Upon approval by the Governing Board, the Governing Board shall recommend PEP Proposals to the Board of Trustees for consideration and action.
- I. In consultation with the President of the University or her/his designee, the President of the University of Wyoming Board of Trustees will appoint a TEI Implementation Team. The TEI Implementation Team will be co-chaired by the TEI Executive Director and the Dean of the College of Education. The TEI Implementation Team will be responsible for generating university-wide support for TEI and overseeing key aspects of TEI programmatic innovation and improvement implementation and execution.

The TEI Implementation Team shall consist of at least six (6) members and the following specifically designated representation of membership:

- 1 representative from the TEI Governing Board
- 1 Dean within the University of Wyoming whose college has at least one educator preparation program
- 1-2 content and pedagogy experts from CoED or other associated College's Faculty
- 1-2 P-12 practitioner or leader with content expertise
- 1 at large member
- 1 support staff member

At the TEI Implementation Team Co-chairs' discretion, additional targeted ad hoc teams can be designated to implement and execute specifically assigned TEI innovations and program improvements.

- J. The Executive Director reports to the University of Wyoming Provost and Vice President for Academic Affairs for administrative matters, e.g., innovation design and implementation work groups, staff hiring, contract/agreement execution, stakeholder outreach, purchasing, physical space, materials procurement, event planning and implementation, and government relations activities.
- K. The Executive Director supports the Governing Board on all substantive TEI matters, e.g., vision, mission, strategic plan, budget development, staffing recommendations, consultant recommendations, Board meetings, Committee meetings, and guidance on government relations.

- L. **Staff Appointment Authority.** The Executive Director shall identify staffing needs; develop position descriptions; coordinate search processes; assure the engagement of key stakeholders; and make staffing recommendations to the Provost. The Provost shall make staffing recommendations to the Governing Board. The Governing Board authorizes the Provost to finalize appointments of essential staff to fulfill the work of Initiative.
  
- M. The Executive Director shall be responsible for collaborating with units throughout the University through the TEI Implementation Team in order to implement all Initiative funded Proposal innovations approved by the Board of Trustees.
  
- N. **Spending and Signature Authority**
  - 1. The University of Wyoming Provost and Vice President for Academic Affairs is authorized to approve expenditures and enter into TEI-funded contractual agreements valued less than \$50,000 (one-time or in aggregate) for which the term is less than five years.
    - a. The Provost and Vice President for Academic Affairs may delegate expenditure authority and her/his signing authority for TEI-funded agreements less than \$25,000 to the TEI Executive Director.
  
  - 2. The University of Wyoming Provost and Vice President for Academic Affairs recommends to the TEI Governing Board TEI-funded contractual agreements valued more than \$50,000 (one-time or in aggregate) for which the term is less than five years.
    - a. With the approval of the TEI Governing Board, the Provost and Vice President for Academic Affairs has the authority to sign TEI-funded contractual agreements valued more than \$50,000 and less than \$500,000 (one-time or in aggregate) for which the term is less than five years.
  
    - b. With the approval of the TEI Governing Board, the University President has the authority to sign TEI-funded University contracts, federal contracts, agreements, memorandums of understanding, and procurements that involve an external party, require consideration (paid or received) valued more than \$500,000 and less than \$1,000,000 (one-time or in aggregate) and for which the term is less than five years.
  
    - c. The University of Wyoming Board of Trustees has the authority to sign TEI- funded University contracts, federal contracts, agreements, memorandums of understanding, and procurements that involve an external party, require consideration (paid or received) valued at \$1,000,000 or more (one-time or in aggregate) and/or for which the term is five years or more.



**HAUB SCHOOL OF ENVIRONMENT  
AND NATURAL RESOURCES**

*Talking points for Michelle Sullivan  
UW Board of Trustees, July 10-13, 2018*

- The Haub School began **searching for 2 faculty positions** for the new Outdoor Recreation and Tourism Management degree. The positions include a Professor of Practice and an Assistant Professor.
- **Six new Outdoor Recreation and Tourism Management courses** are being offered this academic year. In addition to Haub School faculty member Dan McCoy, Domenic Bravo (Head of Wyoming State Parks and Cultural Resources) will be teaching a natural and cultural resources course and Tony O'Brien (General Manager of Little America in Cheyenne) will be teaching a customer service and hospitality course.
  - Approximately 25 students have declared an ORTM major so far, expect to have 50 declared through fall semester
- Environmental Solutions in Jackson Hole was a month-long course taught this past June by the Haub School at the Murie Ranch in Grand Teton National Park. **The students successfully completed 6 projects sponsored by community organizations and local government agencies.** The students worked to interview stakeholders, do literature research, and provide recommendations to their sponsor organization on the following projects. The course culminated with a presentation to the sponsor organization and invited guests. The students also provide a professional report to the sponsor organization.
  - a. Assessment of the effectiveness of the Teton View Regional Plan – Teton Conservation District and Valley Advocates for Responsible Planning
  - b. Developing key indicators for a Sustainable Destination Management Plan – Riverwind Foundation
  - c. Stakeholder input for a South Park River Access Park – Teton County Parks and Recreation and Snake River Fund
  - d. Feasibility of a system of collaboration for conservation organizations in Jackson Hole Community Foundation of Jackson Hole and Jackson Hole Conservation Alliance
  - e. Outfitter input into educational program for hunters use of lead and non-lead ammunition – Teton Raptor Center
  - f. Market analyses for new recycling commodities – Teton County Integrated Solid Waste and Recycling
  - g. An additional project has begun by student interns in Sheridan related to restoration of an abandoned powerplant.
- **Dr. Joe Holbrook has accepted a faculty appointment** in the Haub School as an assistant professor in Wildlife Data Science – a part of the campus wide Data Science cluster hire.
- The **Ruckelshaus Institute published a new Wyoming Open Spaces bulletin** on the public economic benefits that accrue from conservation easements on private land. An animated video will connect the content to new audiences.
- The **Ruckelshaus Institute published its most recent edition of Western Confluence magazine**, which this time explored the science and management of declining species.