

THE UNIVERSITY OF WYOMING

BOARD OF TRUSTEES' REPORT

July 16-19, 2019

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
July 16-19, 2019

Note: Only topics that have support materials provided in advance of the meeting are contained within this report. Topics that will be discussed with only a verbal report do not have information included.

WORK SESSIONS

Academic Availability, Affordability & Academic Excellence – Theobald [*verbal report – no materials provided in advance of meeting*]

Annual Report on Status Implementation of the Strategic Plan and President’s Annual Report on Accomplishments – Theobald.....1

Next Cycle of Planning Initiatives – Theobald [*verbal report – no materials provided in advance of meeting*]

Biennium/Supplemental Budget Timeline – Jewell [*no materials provided in advance of the meeting*]

Report from the Vice President of Finance and Administration on new Temporarily Restricted Endowment Accounts Established during the past year – Jewell [*no materials provided in advance of the meeting*]

Tuition Recommendations and Timeline – Jewell/Kyle Moore [*no materials provided in advance of the meeting*]

Enrollment Management Planning Comprehensive Report – Kyle Moore2

Financial Aid Discussion – Jewell/Kyle Moore [*no materials provided in advance of the meeting*]

Higher Learning Commission (HLC) Discussion – Anne Alexander3

Pilot Hill Update – Brown [*verbal report – no materials provided*]

Information: WyoCloud HCM Update – Scarlett/Durr [*verbal report – no materials provided*]

Legislative Session Updates – Brown/Asay [*verbal report – no materials provided*]

Campus Master Plan Update – Theobald [*verbal report – no materials provided*]

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Presidential Search Update – True [*verbal report – no materials provided*]

Engagement External Communication Committee – Bonner [*verbal report – no materials provided*]

Consideration and Action: Trustee Meeting Schedule for 2021 and 2022 –True16

BUSINESS MEETING

Roll Call

Approval of Board of Trustees Meeting Minutes (Public and Executive Session)

- June 12, 2019 Board of Trustees Conference Call Meeting

Reports

- ASUW
- Staff Senate
- Faculty Senate

Public Testimony

[To be held Friday July 19, from 10:00-10:30 a.m.]

Committee of the Whole

- Regular Business
- Board Committee Reports

Trustee Committees

[Note: Biennium Budget Committee is scheduled for Wednesday, July 17. Other committees are not scheduled to meet at the July 2019 UW Board of Trustees meeting]

Liaison to Other Boards

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

New Business

Date of Next Meeting – August 14, 2019 (conference call)

Adjournment

Information Only Items

There is no action, discussion or work session for these items, but a narrative is still required for the Board Report.

- ✓ Contracts and Procurement Report (per Signature Authority Regulation) – Evans 17
President’s report identifying each contract, agreement or procurement valued at \$50,000.00 or above (one time or in aggregate) signed by the President or designee since the last report (signature authority regulation) and post to the website. (Each face-to-face meeting)
- ✓ Capital Construction Report – McKinley/Theobald 19
- ✓ Foundation Monthly Giving Report – Blalock *[no materials provided in advance of the meeting]*

AGENDA ITEM TITLE:

Annual Report on Status Implementation of the Strategic Plan and President's Annual Report on Accomplishments, Theobald

SESSION TYPE:

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

[Committee of the Whole – Items for Approval]

- Attachments are provided with the narrative—refer to *Supplemental Materials Report*.

APPLIES TO STRATEGIC PLAN:

- Yes (select below):
 - Driving Excellence
 - Inspiring Students
 - Impacting Communities
 - High-Performing University
- No [Regular Business]

EXECUTIVE SUMMARY:

The Annual Report includes data related to implementation of the *Breaking Through: 2017-2022 Strategic Plan* and progress toward the plan's key performance indicators, selected accomplishments from the 2018-19 academic year (Year 2), and upcoming initiatives to advance the strategic plan. The report will be presented to the Board at its September meeting and will include a preliminary look at data that will be included in the second annual report on the strategic plan.

PRIOR RELATED BOARD DISCUSSIONS/ACTIONS:

Part of annual BOT calendar of information/updates.

WHY THIS ITEM IS BEFORE THE BOARD:

Information only

ACTION REQUIRED AT THIS BOARD MEETING:

None

PROPOSED MOTION:

N/A

PRESIDENT'S RECOMMENDATION:

N/A

AGENDA ITEM TITLE:

Enrollment Management Planning Comprehensive Report, Kyle Moore

SESSION TYPE:

- Work Session
- Education Session
- Information Item
- Other:
[Committee of the Whole – Items for Approval]

APPLIES TO STRATEGIC PLAN:

- Yes (select below):
 - Driving Excellence
 - Inspiring Students
 - Impacting Communities
 - High-Performing University
- No [Regular Business]

Attachments are provided with the narrative—refer to Supplemental Materials Report.

EXECUTIVE SUMMARY:

High level update on the progress of Enrollment Management practices (UW and nationally). Presentation will include the status of graduation trends locally and across the US and the UW response to each. UW has committed to improving transfer services and will discuss plans to increase services to transfers – focused on those transferring from Wyoming Community Colleges.

PRIOR RELATED BOARD DISCUSSIONS/ACTIONS:

Part of annual BOT calendar of information/updates.

WHY THIS ITEM IS BEFORE THE BOARD:

Information only

ACTION REQUIRED AT THIS BOARD MEETING:

None

PROPOSED MOTION:

N/A

PRESIDENT'S RECOMMENDATION:

N/A

AGENDA ITEM TITLE: Higher Learning Commission (HLC) Discussion, Anne Alexander

SESSION TYPE:

- Work Session
- Education Session
- Information Item
- Other:
[Committee of the Whole – Items for Approval]

APPLIES TO STRATEGIC PLAN:

- Yes (select below):
 - Driving Excellence
 - Inspiring Students
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 - High-Performing University
- No [Regular Business]

Attachments are provided with the narrative—refer to Supplemental Materials Report.

EXECUTIVE SUMMARY:

Every 10 years, the University of Wyoming is reviewed for reaccreditation by the Higher Learning Commission. HLC accredits degree-granting post-secondary educational institutions in the 19-state north-central region of the U.S., including Wyoming. Accreditation is important to UW because it assures the federal government that UW is worthy of investment, meets high educational standards and is engaged in continuous improvement. The HLC accreditation process allows the university identify things it is doing well, tell its success stories and celebrate progress. The process also helps identify areas needing attention, including establishing specific goals and steps to achieve improvement. In addition to providing assurance that UW is fulfilling its mission and providing quality education, HLC accreditation is necessary for the institution to receive federal funding, including student financial aid.

Preparation for reaccreditation takes approximately a year and includes the gathering of evidence from across the institution to demonstrate quality. Dr. Anne Alexander has led this effort for UW. As a part of the process a peer review team will visit UW on November 18-19, 2019 during which time they will meet with students, staff, faculty, UW's leadership and the Board to dive more deeply into the ways UW meets accreditation standards. There will be seven peer reviewers, one of whom will spend the visit in Casper while the remaining six reviewers will focus upon Laramie and on-line offerings.

The Board of Trustees plays an important part in this visit and has several criteria for accreditation for which they are directly responsible. Conversations with the Trustees and HLC reviewers will take place over lunch from 12:00-1:20 PM on Monday, November 18, in person or via Zoom or conference call.

In order to prepare for the team's interviews with Trustees in November a working group of the Trustees will lead a round-table discussion in Riverton intended to brief and prepare colleagues for the commission's questions in November.

PRIOR RELATED BOARD DISCUSSIONS/ACTIONS:

The Board has received numerous updates over the Academic 2018-2019 year.

WHY THIS ITEM IS BEFORE THE BOARD:

In order to prepare Trustees for the November visit of the HLC team.

ACTION REQUIRED AT THIS BOARD MEETING:
N/A

PROPOSED MOTION:
N/A

PRESIDENT'S RECOMMENDATION:
N/A

AGENDA ITEM TITLE:

Educational Attainment Efforts and Progress Report, Sandy Caldwell

SESSION TYPE:

- Work Session
 - Education Session
 - Information Item
 - Other:
- [Committee of the Whole – Items for Approval]

APPLIES TO STRATEGIC PLAN:

- Yes (select below):
 - Driving Excellence
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 - High-Performing University
- No [Regular Business]

Attachments are provided with the narrative—refer to Supplemental Materials Report.

EXECUTIVE SUMMARY:

Wyoming has established Educational Attainment Executive Council and Educational Attainment Goals per the 2019 Legislative Session. The legislation codified the prior Executive Orders 2018-1 and 2018-4 established by Governor Mead in alignment with the state's economic diversification strategy, ENDOW. The new legislation, signed into law by Governor Gordon, ensures that post-secondary credential attainment is the work of the State via the Educational Attainment Executive Council (EAEC), which serves as the State's attainment council charged with developing 5-year and 10-year educational master plans to achieve the attainment goals. The WICHE Attainment Taskforce and support staff serve as the official working body to support the EAEC in the work. As such all EAEC meetings are held jointly with the WICHE Taskforce and staff.

Educational Attainment Executive Council Charge: *Develop the 5- and 10-year Ed Master Plans (EMP) to achieve the educational attainment goals of 67% by 2025 and 82% by 2040 as outlined in the Executive Orders, which support ENDOW as well as development of Adult grants and Need Based State Aid programs.*

PRIOR RELATED BOARD DISCUSSIONS/ACTIONS:

The Board received a presentation on educational attainment outcomes and goals at the November 2017 meeting and formally adopted by joint board resolution for a statewide attainment goal with the Wyoming Community College Commission. In July 2018, the Board received a presentation on efforts underway to achieve the state's educational attainment goals, including grant funding sought to help support the joint work of the University and Wyoming Community College Commission. In May 2019 the Board received an update on the Educational Attainment Executive Council progress and activities since the last report.

WHY THIS ITEM IS BEFORE THE BOARD:

In November of 2017, the Board and the Wyoming Community College Commission formally adopted by joint board resolution a statewide attainment goal of 60 percent. ENDOW supported the adoption of a statewide attainment goal in December of 2017 and Governor Mead issued an executive order on January 26, 2018 stating Wyoming will achieve 67% post-secondary credential attainment by 2025 and 82% by 2040. On August 23, 2018, Governor Mead signed an executive order establishing an Educational Attainment Executive Council; legislation passed in the 2019 session and signed by Governor Gordon (SF109/SEA61) codified the council in statute. This presentation provides an update to the Board since the last progress report in April 2019 on the

shared activities of the University of Wyoming and Wyoming Community College Commission through the State of Wyoming Educational Attainment Executive Council to advance efforts to achieve the goals set in the executive order.

ACTION REQUIRED AT THIS BOARD MEETING:

N/A

PROPOSED MOTION:

N/A

PRESIDENT'S RECOMMENDATION:

N/A

AGENDA ITEM TITLE:

UW Regulatory Structure Review Timeline Update, Brown/Evans

SESSION TYPE:

- Work Session
 Education Session
 Information Item
 Other:
[Committee of the Whole – Items for Approval]

APPLIES TO STRATEGIC PLAN:

- Yes (select below):
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 No [Regular Business]

Attachments are provided with the narrative—refer to Supplemental Materials Report.

EXECUTIVE SUMMARY:

At the September 2016 Board of Trustees meeting, the Board approved review by UW Administration of UW's current regulatory structure, to include the following:

- 1) Phasing out presidential directives;
- 2) Defining regulation versus policy/procedure;
- 3) Creating a new “look” and format for the regulations; and
- 4) Updating the substance of the regulations, policies, and procedures as needed, including determining whether there are any substantive gaps.

At the January 2017 Board of Trustees meeting, the University proposed 12 sections for the new ***Governing Regulations and Standard Administrative Policies and Procedures Website***:

Section 1: Governance and Structure

Section 2: Academic Affairs

Section 3: Athletics

Section 4: Diversity and Equal Opportunity

Section 5: Employment and Ethics

Section 6: Facilities

Section 7: Finance and Business

Section 8: Information Technology

Section 9: Research and Economic Development

Section 10: Safety and Security

Section 11: Student Affairs

Section 12: University Relations

The new structure involves three levels of policies:

- 1) Governing Regulations (Level A)
- 2) Standard Administrative Policies and Procedures (Level B)
- 3) Department/Unit Administrative Policies and Procedures (Level C)

As of July 2019, 43 of the 84 UW Regulations have been approved and posted. 23 are with administration for review, 6 are with Faculty Senate for feedback (comments due Fall 2019), 6 are

with campus for feedback (comments due July/Fall 2019), and 6 are on the September 2019 Board of Trustees agenda for review and approval.

Of the 41 remaining, 24 are related to academic affairs, 8 to student affairs, 4 to human resources, 3 to facilities, and 2 to research and economic development.

Even though the University's Strategic Plan outlines completion by 2022, the Office of General Counsel's goal is to complete the remaining 41 by January 2021.

Once the UW Regulations are complete, review will continue on the 24 existing Presidential Directives and approximately 1,000 other disparate policies and procedures. Reviewing and unifying the regulations, policies, and procedures of the University is crucial to managing risk, enhancing communication and transparency, maintaining consistency, upholding accountability, and ensuring that well-organized policies are readily available to guide decision-making. See "Reining in and bringing order to campus policies," *University Business*, June 18, 2019 (Kerrigan, Heather).

PRIOR RELATED BOARD DISCUSSIONS/ACTIONS:

Since January 2017, the Board has regularly reviewed and approved UW Regulations as part of this regulatory structure review.

WHY THIS ITEM IS BEFORE THE BOARD:

UW Regulation 1-101 requires that the Board approve modifications to UW Regulations.

ACTION REQUIRED AT THIS BOARD MEETING:

N/A. Information Only.

PROPOSED MOTION:

N/A. Information Only.

PRESIDENT'S RECOMMENDATION:

N/A. Information Only.

AGENDA ITEM TITLE: Facilities Committee Recommendations
Consideration and Action: Consultant Selection for UW Housing

SESSION TYPE:

- Work Session
- Education Session
- Information Item
- Other:
[Committee of the Whole – Items for Approval]

APPLIES TO STRATEGIC PLAN:

- Yes (select below):
 - Driving Excellence
 - Inspiring Students
 - Impacting Communities
 - High-Performing University
- No [Regular Business]

Attachments are provided with the narrative—refer to Supplemental Materials Report.

EXECUTIVE SUMMARY:

Administration is moving forward with planning efforts for new student housing.

Administration publicly advertised a request for qualifications (RFQ) for programming and design services for which seventeen (17) responses were received. The Planning Team scored each response and based its recommendation on qualifications of the firm and proposed consultant team and capabilities with projects of similar scope, and the team deemed to bring the highest value to the University. Upon Board of Trustees approval, negotiations will begin with the recommended design team.

PRIOR RELATED BOARD DISCUSSIONS/ACTIONS:

None

WHY THIS ITEM IS BEFORE THE BOARD:

Pursuant to UW Regulation 6-9(III)(A), the Board of Trustees shall approve consultant selection for projects over \$500,000.00.

ACTION REQUIRED AT THIS BOARD MEETING:

Board approval to enter into contract negotiations with the most qualified and highest-ranking firm.

PROPOSED MOTION:

“I move to allow Administration to enter into contract negotiations with the highest-ranking firm for the Student Housing project.”

PRESIDENT’S RECOMMENDATION:

The President recommends approval.

AGENDA ITEM TITLE: Facilities Committee Recommendation
Consideration and Action: Consultant Selection for College of Business – Student Success Center

SESSION TYPE:

- Work Session
 Education Session
 Information Item
 Other:
[Committee of the Whole – Items for Approval]

APPLIES TO STRATEGIC PLAN:

- Yes (select below):
 Driving Excellence
 Inspiring Students
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 High-Performing University
 No [Regular Business]

Attachments are provided with the narrative—refer to Supplemental Materials Report.

EXECUTIVE SUMMARY:

Administration is moving forward with planning efforts for the Student Success Center within the College of Business.

Administration publicly advertised a request for qualifications (RFQ) for design services. The Planning Team scored the responses received and based its recommendation on qualifications of the firm and proposed consultant team, capabilities with projects of similar scope, and the team deemed to bring the highest value to the University. Upon Board of Trustees approval, negotiations will begin with the highest-ranking design team.

The project was publicly advertised and bids will be received on July 5, 2019.

PRIOR RELATED BOARD DISCUSSIONS/ACTIONS:

May 2019 - Board of Trustees approved moving forward with Level II and III planning for the College of Business Student Success Center.

WHY THIS ITEM IS BEFORE THE BOARD:

Pursuant to UW Regulation 6-9(III)(A), the Board of Trustees shall approve consultant selection for projects over \$500,000.00.

ACTION REQUIRED AT THIS BOARD MEETING:

Board approval to enter into contract negotiations with the most qualified and highest-ranking design firm.

PROPOSED MOTION:

“I move to allow Administration to enter into contract negotiations with the highest-ranking design firm for the College of Business Student Success Center.”

PRESIDENT’S RECOMMENDATION:

The President recommends approval.

AGENDA ITEM TITLE: Facilities Committee Recommendation
Consideration and Action: Law School Exterior

SESSION TYPE:

- Work Session
 Education Session
 Information Item
 Other:
[Committee of the Whole – Items for Approval]

APPLIES TO STRATEGIC PLAN:

- Yes (select below):
 Driving Excellence
 Inspiring Students
 Impacting Communities
 High-Performing University
 No [Regular Business]

Attachments are provided with the narrative—refer to Supplemental Materials Report.

EXECUTIVE SUMMARY:

University Regulation 6-9 requires an Exterior Design Advisory Committee (EDAC) to be established for capital construction projects. The committee is chaired by a Trustee and is charged with ensuring the design of the facility is consistent with the architectural context of the University, the project conforms to the Long Range Development Plan and the Historic Preservation Plan. Once the process is complete, the EDAC makes a recommendation to the Board's Facilities Contracting Committee, who subsequently makes a recommendation to the full Board for approval.

The exterior design of the Law School Expansion and Renovation is complete, and Administration recommends approval. Administration held a public meeting to seek input on June 28, 2019 and has considered feedback comments received in making its recommendation for approval.

PRIOR RELATED BOARD DISCUSSIONS/ACTIONS:

January 2019 – Board subcommittee required administration to re-advertise the request for qualifications/request for proposal.

March 2019 – Board approved By Architectural Means as the design consultant for the project.

WHY THIS ITEM IS BEFORE THE BOARD:

Pursuant to University Regulation 6-9, the exterior design of all new or renovated facilities require Board of Trustee approval prior to proceeding with subsequent design phases.

ACTION REQUIRED AT THIS BOARD MEETING:

Board approval or disapproval of the Law School exterior as recommended by the project Exterior Design Advisory Committee and Facilities Contracting Committee.

PROPOSED MOTION:

“I move to approve the Law School exterior design as recommended by the Facilities Contracting Committee.”

PRESIDENT'S RECOMMENDATION:

The President recommends approval.

AGENDA ITEM TITLE: Facilities Committee Recommendation
Consideration and Action: Lewis Street EDAC

SESSION TYPE:

- Work Session
 Education Session
 Information Item
 Other:
[Committee of the Whole – Items for Approval]

APPLIES TO STRATEGIC PLAN:

- Yes (select below):
 Driving Excellence
 Inspiring Students
 Impacting Communities
 High-Performing University
 No [Regular Business]

Attachments are provided with the narrative—refer to Supplemental Materials Report.

EXECUTIVE SUMMARY:

University Regulation 6-9 requires an Exterior Design Advisory Committee (EDAC) to be established. The committee is chaired by a Trustee and is charged with ensuring landscaping design is consistent with the architectural context of the University, the project conforms to the Long Range Development Plan and the Historic Preservation Plan. Once the process is complete, the EDAC makes a recommendation to the Board's Facilities Contracting Committee, who subsequently makes a recommendation to the full Board for approval.

The landscape design of the Lewis Street Corridor is complete, and Administration recommends approval. Administration will hold a public meeting to seek input on July 11, 2019 and has considered comments received in making its recommendation.

PRIOR RELATED BOARD DISCUSSIONS/ACTIONS:

None.

WHY THIS ITEM IS BEFORE THE BOARD:

Pursuant to University Regulation 6-9, landscape design requires Board of Trustee approval prior to proceeding with subsequent design phases.

ACTION REQUIRED AT THIS BOARD MEETING:

Board approval or disapproval of the Lewis Street landscape design as recommended by the project Exterior Design Advisory Committee and Facilities Contracting Committee.

PROPOSED MOTION:

"I move to approve the Lewis Street landscape design as recommended by the Facilities Contracting Committee."

PRESIDENT'S RECOMMENDATION:

The President recommends approval.

AGENDA ITEM TITLE: Facilities Committee Recommendation
Consideration and Action: Tobin House Contingency Usage.

SESSION TYPE:

- Work Session
 Education Session
 Information Item
 Other:
[Committee of the Whole – Items for Approval]

APPLIES TO STRATEGIC PLAN:

- Yes (select below):
 Driving Excellence
 Inspiring Students
 Impacting Communities
 High-Performing University
 No [Regular Business]

Attachments are provided with the narrative—refer to Supplemental Materials Report.

EXECUTIVE SUMMARY:

The construction phase of the Tobin House renovation project is approximately sixty percent (60%) complete, by agreement of the design-builder and the owner. The project is on schedule and on budget with substantial completion scheduled for August 1, 2019. Administration requests authorization to expend construction contingency beyond the forty percent (40%) threshold, as necessary, to complete additional programmatic and aesthetic improvements to the facility. Prioritized items are as follows:

1. Replacement of light fixtures in corridors and circulation spaces
2. Replacement of light fixtures in all bedrooms
3. Replacement of light fixtures in Lounge 112 (formerly Dining Room)
4. Replacement of flooring on stairs and landing in Stair 4
5. Minor brick, stucco, and paint repair to building exterior
6. Replacement of cork bulletin boards in all bedrooms
7. Replacement of remaining window coverings
8. Replacement of toilet partitions

The contingency for the project was \$70,000. So far \$25,830 has been expended for the project. Administration requests to use the remaining \$44,170 for the items described above.

PRIOR RELATED BOARD DISCUSSIONS/ACTIONS:

April 2017 - Board approved the purchase of the Pi Beta Phi property.

May 2017 - Board approved naming the Pi Beta Phi Sorority House as the 'Tobin House' upon closing of the purchase, reserving the right of the University to rename the building should the building be repurposed.

January 2019 – Board approved renovating the Tobin House for the purposes of student housing.

March 2019 – Board approved Shepard Construction and Arete Group as the design build firm for the project.

WHY THIS ITEM IS BEFORE THE BOARD:

Pursuant to UW Regulation 6-9, the Board of Trustees shall approve all change order at the point in which forty percent (40%) of the Owner's contingency has been expended.

ACTION REQUIRED AT THIS BOARD MEETING:

Authorization to expend the balance of the contingency funds on programmatic and aesthetic improvements to the facility.

PROPOSED MOTION:

“I move to authorize administration to expend the remaining \$44,170 contingency for the items included in the Executive Summary.”

PRESIDENT'S RECOMMENDATION:

The President recommends approval.

AGENDA ITEM TITLE: Facilities Committee Recommendation
Consideration and Action: Contractor Selection for AMK

SESSION TYPE:

- Work Session
 Education Session
 Information Item
 Other:
[Committee of the Whole – Items for Approval]

APPLIES TO STRATEGIC PLAN:

- Yes (select below):
 Driving Excellence
 Inspiring Students
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 High-Performing University
 No [Regular Business]

Attachments are provided with the narrative—refer to Supplemental Materials Report.

EXECUTIVE SUMMARY:

Administration is replacing the potable water wells, water and sanitary sewer distribution system at the UW NPS research station (AMK Ranch) in Grand Teton National Park. The construction is anticipated to commence on August 1, 2019 and be complete mid-November 2019.

The project was publicly advertised and bids will be received on July 8, 2019.

PRIOR RELATED BOARD DISCUSSIONS/ACTIONS:

None

WHY THIS ITEM IS BEFORE THE BOARD:

University Regulation 6-9 requires all construction contracts to go before the Board of Trustees Facilities Contracting Committee for approval. The committee in turn makes a recommendation to the full Board of Trustees.

ACTION REQUIRED AT THIS BOARD MEETING:

Board authorization to enter into contract with the lowest responsible bidder.

PROPOSED MOTION:

“I move to authorize administration to enter into contract with the lowest responsible bidder for the installation of new wells, water and sanitary sewer distribution at the UW/NPS research station at Grand Teton National Park.”

PRESIDENT'S RECOMMENDATION:

The President recommends approval.

AGENDA ITEM TITLE:

Consideration and Action: Trustee Meeting Schedule for following two calendar years. True

SESSION TYPE:

- Work Session
- Education Session
- Information Item
- Other:
Committee of the Whole – Items for Approval

APPLIES TO STRATEGIC PLAN:

- Yes (select below):
 - Driving Excellence
 - Inspiring Students
 - Impacting Communities
 - High-Performing University
- No [Regular Business]

Attachments are provided with the narrative—refer to Supplemental Materials Report.

EXECUTIVE SUMMARY:

Under the revised UW Board of Trustees Annual Schedule of Items to Approve, Discuss or Report, the trustees review and approve meeting schedules for the next two calendar years at each May trustee meeting. These calendars are created using the University of Wyoming Academic Calendar and input from the administration regarding deadlines for materials required for submission to the state, i.e. budget documents and external audit reports. A regular face-to-face meeting is scheduled for every other month, beginning in January, with conference call meetings scheduled during the off months. It is noted that “Special” Board of Trustees meetings may be called between regularly scheduled Board meetings for topics requiring immediate attention.

PRIOR RELATED BOARD DISCUSSIONS/ACTIONS:

The Board of Trustees last voted on meeting schedules at the May 2018 meeting.

WHY THIS ITWM IS BEFORE THE BOARD:

This item is before the Board for Trustee discussion and approval.

ACTION REQUIRED AT THIS BOARD MEETING:

Board approval or disapproval of the 2021 and 2022 Trustee meeting schedules.

PROPOSED MOTION

“I move that the UW Board of Trustees approve the 2021 and 2022 trustee meeting schedules as presented.”

PRESIDENT’S RECOMMENDATION:

The President recommends approval.

INFORMATION ONLY ITEM:

Contracts and Procurement Report (per Signature Authority Regulation), Evans

SESSION TYPE:

- Work Session
 Education Session
 Information Item
 Other:
[Committee of the Whole – Items for Approval]

APPLIES TO STRATEGIC PLAN:

- Yes (select below):
 Driving Excellence
 Inspiring Students
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 High-Performing University
 No [Regular Business]

Attachments are provided with the narrative—refer to Supplemental Materials Report.

EXECUTIVE SUMMARY:

Per UW Regulation 7-2 (Signature Authority), unless otherwise limited by UW Regulation or reserved by the Board of Trustees, the President shall have authority to approve and/or sign University contracts, federal contracts, agreements, memorandums of understanding, and procurements that involve an external party, require consideration (paid or received) valued less than \$1,000,000 (one-time or in aggregate), and for which the term is less than five years. The President may delegate this authority to University Officers for such contracts, federal contracts, agreements, memorandums of understanding, and procurements that require consideration (paid or received) valued less than \$500,000 (one-time or in aggregate) and for which the term is less than five years.

As required by the Regulation, attached are the following reports:

- 1) Service Contracts (including contracts, federal contracts, agreements, and memorandums of understanding) valued at \$50,000 or above (one-time or in aggregate) from April 16, 2019 – June 15, 2019
- 2) Procurements valued at \$50,000 or above (one-time or in aggregate) from April 16, 2019 – June 15, 2019

Service contract workflow

Per Presidential Directive 3-2014-1 (Signature Authority), the President can delegate signature authority to University officers for service contracts valued less than \$500,000 (one-time or in aggregate) and for which the term is less than five years.

Procurement workflow

Cost Center Managers (business manager level) approve all purchases, and are the final approvers for purchases of \$99,999 or less.

Deans/Associate Vice Presidents are included in the approval workflow if the purchase is \$100,000 or above. They are the final approvers for purchases between \$100,000 and \$249,999.

Vice Presidents are added to the approval workflow if the purchase is \$250,000 or above. They are the final approvers for purchases between \$250,000 and \$499,999.

The President is added to the approval workflow if the purchase is \$500,000 or above. She is the final approver for purchases between \$500,000 and \$999,999.

The Board of Trustees approves purchases of \$1,000,000 and above.

PRIOR RELATED BOARD DISCUSSIONS/ACTIONS:

Standing information item at each in-person Board of Trustees meeting.

WHY THIS ITEM IS BEFORE THE BOARD:

Per UW Regulation 7-2 (Signature Authority), at each regular meeting of the Board of Trustees (excluding conference calls), the President shall provide a written report to the Board of Trustees identifying each contract, federal contract, agreement, memorandum of understanding, or procurement valued at \$50,000 or above (one-time or in aggregate) signed by the President or designee under this provision.

ACTION REQUIRED AT THIS BOARD MEETING:

N/A. Information Only.

PROPOSED MOTION:

N/A. Information Only.

PRESIDENT'S RECOMMENDATION:

N/A. Information Only.

INFORMATION ONLY ITEM:

Capital Construction Report, McKinley/Theobald

SESSION TYPE:

- Work Session
 Education Session
 Information Item
 Other:
[Committee of the Whole – Items for Approval]

APPLIES TO STRATEGIC PLAN:

- Yes (select below):
 Driving Excellence
 Inspiring Students
 Impacting Communities
 High-Performing University
 No [Regular Business]

Attachments are provided with the narrative—refer to Supplemental Materials Report.

EXECUTIVE SUMMARY:

BSL – 3 Update

- Final commissioning report

Engineering Update

- Final Certificate of Occupancy received 3/08/2019.
- Furniture installation is complete.
- UW IT scope is complete.
- Punch list work is substantially complete.
- Signage package has design approved, shop drawings in progress. Expected August installation.
- Landscaping will be complete by 7/17/2019.

WWAMI

- Punch list items

Science Initiative

- Pre-construction is 50% complete, activities include preliminary estimate, value management, permitting applications, and issuance of bid packages.
- 100% Construction drawings were complete and issued on 6/07/2019.
- Construction site is cleared and secured. Traffic control provisions are in place. Field offices are mobilized.
- Public bid opening is scheduled for 7/19/2019.
- Development of Guaranteed Maximum Price is expected by 8/12/2019.
- Commencement of construction activities is expected by 8/31/2019.

West Campus Satellite Energy Plant

- Pre-construction is 65% complete, activities include preliminary estimate, value management, permitting applications, and issuance of bid package #1.
- Bid package #1 was issued for foundation and utilities. The public bid opening was held 6/18/2019.
- Construction site is cleared and will be secured by 7/15/2019.
- UW will review initial scopes and contracts for approval; including excavation, foundations, and direct buried piping.
- Commencement of construction activities is expected by 7/31/2019.

Law School Addition

- The Exterior Design Advisory Committee process is underway.
- The design team is nearing completion of project programming and gearing up for schematic design.

Campus Master Plan

- Data Analysis was completed in May 2019 and Sasaki has moved into the concept phase of determining the master plan's framework.
- The preferred plan alternative will be vetted with the Executive Committee in the upcoming weeks, culminating in the determination of the draft plan.
- The draft plan will be vetted with the full BOT, Campus Community and Task Force Committees in September; tentatively scheduled for September 11-13, 2019.

AMK Ranch

- Design of the septic and well systems is complete.
- The project bids on July 8, 2019.
- Anticipate construction starting Late July or August.