

THE UNIVERSITY OF WYOMING
BOARD OF TRUSTEES' REPORT

September 11-13, 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
September 11-13, 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

Location for UW Board of Trustees Summer Out-of-Town Meeting – True [*verbal report*]

Annual Report on new Temporarily Restricted Endowment accounts established during the last year – Jewell 1

Distance Education Update – Kate Miller 2

Campus Master Plan Presentation – Theobald/Sasaki 4

Graduate Medical Education Annual Report – David Jones/Beth Robitaille 6

Status Implementation of the Strategic Plan and President’s Annual Report on Accomplishments – Theobald 7

Vice President for Finance and Administration’s Annual Report on balances, transactions and investment returns 8

Annual Report, Office of Diversity, Equity and Inclusion – Monago 9

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EAEC Quarterly Report to the UW Board of Trustees – Caldwell/Drummond 12

Academic and Student Affairs Committee – Schmid-Pizzato

- Consideration and Action: Certificate in American Sign Language Studies – Anne Alexander 14
- Consideration and Action: Notice of Intent, Department of Music – Anne Alexander 15

Biennium Budget Committee – McKinley

- Consideration and Action: West Campus Satellite Energy Plant – Kibbon 16

Facilities Contracting Committee – McKinley

- Consideration and Action: Design Consultant Selection for College of Business Student Success Center – Mai/Kibbon 17

UW Regulation Review Committee – Brown

Consideration and Action: Approval of modifications to: 18

- UW Regulations 2-101 (International Exchange and Faculty-led Course Study for Credit)
- UW Regulation 2-114 (Academic Dishonesty)
- UW Regulation 2-116 (Course Approval Process)
- UW Regulation 2-16 (Sabbatical and Professional Development Leave) – Brown/Evans

Annual Report of the UW Foundation Investments – Mendicino/Blalock/Treick 21

UWYO Events Calendar rollout Update – Garrison 22

University of Wyoming Strategic Improvement Working Group Update – Barker 23

BUSINESS MEETING

Roll Call

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

- August 14, 2019 (conference call)

Reports

ASUW

Staff Senate

Faculty Senate

Public Testimony

[Scheduled for Thursday, September 12, from 11:00-11:30 a.m.]

Committee of the Whole

Regular Business

Board Committee Reports *[Scheduled for Thursday, September 12, 2:15-5:00 p.m.]*

Trustee Committees

[Note: Committees of the Board will provide reports during the regular work sessions and will not have a formal report to provide during the Business Meeting. Liaisons will provide a report during the regular Business 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

Proposed Items for Action:

- I. Consideration and Action: Approval of Agreements, Contracts, and Procurements – Evans *[No materials provided]*
- II. Consideration and Action: Contracts and Grants –Synakowski.....24
- III. Personnel – Appointment of Employees *[Materials provided in Executive Session report]*
 - ✓ Academic Employees – Miller/Benham-Deal
 - ✓ Non-Academic Employees – Theobald

Information Only Items: *[no action, discussion or work session]*

- ✓ Contracts and Procurement Report (per UW Regulation 7-2) – Evans25
- ✓ Capital Construction Report – McKinley/Mai.....27
- ✓ Foundation Monthly Giving Report – Blalock *[No materials provided]*

New Business

Date of Next Meeting: October 16, 2019 (conference call)

Adjourn Meeting

AGENDA ITEM TITLE: Report on new Temporarily Restricted Endowment accounts established during the past year, Jewell

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:

Per the current UW Investment Policy, the Vice President for Administration is to report annually on any new Temporarily Restricted Endowment accounts (also known as Funds Functioning as Endowments) that were established in the current year. A list of these funds that were established during the FY2019 and are held for investment purposes by the UW Foundation is provided in the supplemental materials report.

PRIOR RELATED BOARD DISCUSSIONS/ACTIONS:

N/A

WHY THIS ITEM IS BEFORE THE BOARD:

Current University Policy requires the Vice President for Finance & Administration to report this information annually to the Board of Trustees.

ACTION REQUIRED AT THIS BOARD MEETING:

N/A

PROPOSED MOTION:

N/A

PRESIDENT'S RECOMMENDATION:

N/A

AGENDA ITEM TITLE: Distance Education Update, Kate Miller

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:

The Board of Trustees will receive an update on the status of online education programs currently offered by the University of Wyoming, current efforts to expand, and a general strategy for pursuing additional enhancements and expansions of online course and program offerings to meet the needs of Wyoming's students and economy.

Through its distance programs, the University of Wyoming provides Wyoming residents access to education at every stage of life, regardless of location, to increase educational attainment, advance career opportunities, and foster economic diversification in the state by offering affordable, high-quality, online education centered on access and student success. The University of Wyoming has offered distance education opportunities since its earliest years, and modes of delivering distance education have evolved over time to keep pace with technological change. Today, UW offers distance courses and programs in a variety of online formats, including synchronous online, asynchronous online, and blended or hybrid courses. The vast majority of our online courses are offered in an asynchronous format—75% in Academic Year 2017-18—meaning that students are not required to log in at a specific time and can engage course material, interact with peers, and complete assignments at any time of day. This mode of delivery is an important fixture in our efforts to further extend educational opportunity to adult learners, who comprise a significant share of our online students, and we plan for it to remain the predominant model as we grow.

Currently, the University of Wyoming offers 40 distinct credentials online—9 undergraduate completion degrees, 11 master's programs, 8 doctoral programs, and a total of 12 undergraduate- or graduate-level certificates. We offer approximately 450-525 online courses each fall and spring semester, and 200-300 courses in the summer months. A list of current programs and details such as the predominant mode of course delivery and enrollments for three years is provided in the supplementary materials. The University has recently invested \$432,000 in 2019-20 Innovation Funds to expand our online offerings and move more courses and programs to a more flexible, asynchronous format, and we continue to seek opportunities to support additional areas for growth. A list of funded programs is included in the supplementary materials. We are beginning planning for a second phase of Innovation Funds in Academic Year 2020-21.

We are also well underway in implementing changes that expand our capacity to service online course delivery and online students in order to ensure the quality of our online academic programs and students' educational experience. In fall 2019, we will launch several new software programs,

services, and resources to facilitate vital functions such as proctoring for online test taking, 24/7 online tutoring support in all of our online programs, curriculum mapping, student learning assessment, and training and certifications for faculty members delivering online course content. In spring 2019, we also began utilizing the Gray Associates Program Economics System, which delivers comprehensive student demand and market demand data to determine interest and need for academic programs within any defined geographic area. We are already using these data to evaluate the efficacy of potential new programs and expansion of existing programs to ensure that we are leveraging resources strategically and delivering programs in the areas of greatest demand and need.

In addition to the presentation that will be delivered in person during the September meeting, Christi Boggs and Jeff Miller of the Ellbogen Center for Teaching and Learning, have prepared a brief 12 ½ minute video introduction to WyoCourses, our online learning management system, and some of the key functions utilized by faculty and students in online courses. We encourage Trustees to view this in advance of the meeting. The video is available online at <https://use.vg/4eIGjA>.

Dr. Scott Crawford in the University of Wyoming's Department of Mathematics & Statistics has also created a video demonstration of our new Honorlock online test proctoring system for his students, which is helpful in understanding how online test proctoring works. The 10 ½ minute video is available online at <https://www.youtube.com/watch?v=JOBjZDRuLr4>. Trustees who are interested in better understanding our current capabilities for proctoring tests online are encouraged to watch this video, as well.

PRIOR RELATED BOARD DISCUSSIONS/ACTIONS:

The Board of Trustees has engaged in a number of prior discussions involving online education, most recently at the July 2019 meeting in Riverton.

WHY THIS ITEM IS BEFORE THE BOARD:

This is an information item to provide the Board of Trustees with current information about the University of Wyoming's online programs, as well as planned enhancements and expansions.

ACTION REQUIRED AT THIS BOARD MEETING:

Information only. No action required.

PROPOSED MOTION:

N/A

PRESIDENT'S RECOMMENDATION:

N/A

AGENDA ITEM TITLE:

Campus Master Plan Presentation, Sasaki

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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 No [Regular Business]

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

EXECUTIVE SUMMARY:

Sasaki will present the Draft Campus Master Plan for the Board of Trustees' review during this session. Following Sasaki's update to the Board of Trustees in May 2019, concept alternatives were developed and the draft master plan has been designed. The proposed Campus Master Plan Framework is comprised of five components that provide the foundation for university planning for the next 20 years: 1) Academic and Research; 2) Housing and Residence Life; 3) Student Life (including Athletics and Recreation); 4) Mobility and Landscape and 5) Connections to the Region and Beyond.

These five components address the planning elements of green space, land use, new buildings, rehabilitation of buildings, repurposing of existing buildings, pedestrian/traffic flow, and many others. When finalized, the Campus Master Plan provides the needed framework for decision making and strategic development that guides the campus's overall physical form to address infrastructure needs, environmental sustainability, and economic development into the future.

In addition to the presentation of the draft plan to the Board of Trustees, the plan will also be presented to stakeholders and the campus community. Broader outreach will occur in October 2019 when the draft plan is presented to a few Wyoming communities as a culmination of statewide outreach that occurred in February 2019.

Final approval of the Campus Master Plan by the Board of Trustees is tentatively planned for November 2019.

PRIOR RELATED BOARD DISCUSSIONS/ACTIONS:

- December 2018- Trustees approved Sasaki as the Consultant for the Campus Master Plan
- May 2019 – Sasaki presented an update to the Board of Trustees about the project's status and timeline

WHY THIS ITEM IS BEFORE THE BOARD:

Information Only. No action required.

ACTION REQUIRED AT THIS BOARD MEETING:

N/A

PROPOSED MOTION:

N/A

PRESIDENT'S RECOMMENDATION:

N/A

AGENDA ITEM TITLE: Graduate Medical Education Annual Report, Miller, Jones, Robitaille

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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 No [Regular Business]

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

EXECUTIVE SUMMARY:

The American Council for Graduate Medical Education (ACGME) requires that the Board of Trustees receive and review the Summary of the Annual Institutional Report of the University's Graduate Medical Education (GME) program. The attached report provides background information and a status report regarding the GME programs at the Casper and Cheyenne Family Medicine Residency Programs (FMRP). Leading into 2018, several operational-administrative issues were noted by the ACGME. In response to these:

- Changes in the UW FMRP administrative structure have resulted in stability for the FMRP, improved oversight of the program, and a revitalization of the GME Committee.
- Site visits from the ACGME--some of which were triggered over concerns about the FMRP--had positive outcomes
- Both the Casper and Cheyenne programs are fully accredited
- There are opportunities to build on the Geriatrics Fellowship program, and to initiate a Rural Training Track to attract family medicine resident physicians who are interested in rural health care.
- The FMRP continues to be challenged with open clinical faculty lines and clinical faculty salaries that are not competitive.

PRIOR RELATED BOARD DISCUSSIONS/ACTIONS:

N/A

WHY THIS ITEM IS BEFORE THE BOARD:

The ACGME requires that the BOT receive the Summary of the Annual Institutional Report on the UW's GME programs.

ACTION REQUIRED AT THIS BOARD MEETING:

No action is required by the BOT

PROPOSED MOTION:

N/A

PRESIDENT'S RECOMMENDATION:

NA

AGENDA ITEM TITLE: Annual Report on Status Implementation of Strategic Plan and President's Report on Accomplishments, Theobald

SESSION TYPE:

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

APPLIES TO STRATEGIC PLAN:

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- No [Regular Business]

- Hand out provided at the meeting.*

EXECUTIVE SUMMARY:

Analysis of performance outcomes (metrics) at the conclusion of year two implementation of the Breaking Through: 2017-2022 Strategic Plan has been completed. The Board will receive a brief presentation of the final key performance indicator metrics. A report on the University's progress has been developed and will be presented to the Board of Trustees. A copy of the annual report booklet will be provided as a hand-out at the meeting.

PRIOR RELATED BOARD DISCUSSIONS/ACTIONS:

The Board of Trustees received preliminary details on the University's Year 2 progress on each key performance indicator in the strategic plan during the President's Annual Report on Implementation of the Strategic Plan at the July 2019 meeting in Riverton.

WHY THIS ITEM IS BEFORE THE BOARD:

This item is included in the annual list of topics.

ACTION REQUIRED AT THIS BOARD MEETING:

Information only. No action required.

PROPOSED MOTION:

N/A

PRESIDENT'S RECOMMENDATION:

N/A

AGENDA ITEM TITLE: VP Finance & Administration annual report on balances, transactions and investment returns of reserve accounts, Jewell

SESSION TYPE:

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

APPLIES TO STRATEGIC PLAN:

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- No [Regular Business]

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

EXECUTIVE SUMMARY:

The Annual Report on Balances of Reserve Funds shows the activity and ending balance of the following University Reserves as of June 30, 2019: Operating Reserve, Construction Reserve, Special Projects Reserve, Recruitment & Retention Reserve, Residence Hall Reserve, Litigation Reserve and Passenger Plane Reserve. The FY19 beginning balance was \$94,078,096 and the unaudited ending balance for FY19 (as of June 30, 2019) is \$107,269,440 . No investment income was allocated to these reserve accounts for the year, as all investment income for the University is reported to the University entity rather than to individual accounts in the general ledger.

Summary of University Reserves:

Fund Source	Preliminary 6/30/19 Balance Unaudited
Capital Construction Reserves	19,200,000
Residence Hall Capital Project	14,000,000
Transportation Plane Reserve	780,000
Legal Reserve	5,000,000
General University Reserve (Unrestricted Operating Reserve)	45,000,000
Recruitment & Retention Expendable (1)	400,000
Special Projects Reserve (Unrestricted Operating Reserve)	22,889,440
TOTAL	107,269,440

(1) \$10M of this reserve has been transferred to the UW Foundation for investment like an endowment

PRIOR RELATED BOARD DISCUSSIONS/ACTIONS:

N/A

WHY THIS ITEM IS BEFORE THE BOARD:

Current University Policy requires the Vice President for Finance & Administration to report this information annually to the Board of Trustees.

ACTION REQUIRED AT THIS BOARD MEETING:

N/A

PROPOSED MOTION:

N/A

PRESIDENT'S RECOMMENDATION:

N/A

AGENDA ITEM TITLE: Annual Report, Annual Diversity, Equity and Inclusion, Monago

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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- No [Regular Business]

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

EXECUTIVE SUMMARY:

Highlights will be shared on collaborations, partnerships, programs, and services launched during the 2018-2019 Academic Year by the Office of Diversity, Equity, and Inclusion. The updates will conclude by sharing plans for this current academic year. The continued commitment and support of the Board of Trustees and Acting President Neil Theobald for diversity initiatives is deeply appreciated. One demonstration of this commitment is Trustee Laura Schmid-Pazzato's participation on the Council on Diversity, Equity, and Inclusion during the 2018-2019 Academic Year. Her participation extends into the 2019-2020 Academic Year. We continue to look forward to diversity, equity, and inclusion remaining an institutional priority for the benefits of students, employees, campus community, and society.

PRIOR RELATED BOARD DISCUSSIONS/ACTIONS:

This annual update provided to the UW Board of Trustees per the Trustees *Annual Schedule of Items to Approve, Discuss or Report*.

WHY THIS ITEM IS BEFORE THE BOARD:

Annual update.

ACTION REQUIRED AT THIS BOARD MEETING:

Information only. No action required.

PROPOSED MOTION:

N/A.

PRESIDENT'S RECOMMENDATION:

N/A.

AGENDA ITEM TITLE: Annual Report, Intercollegiate Athletics, Burman

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:

The Department of Intercollegiate Athletics completed a highly successful year in 2018-19, with record breaking academic performances on a team and individual basis. All sports (17) eclipsed the NCAA threshold for academic success of a 930 Academic Progress Rate (APR) and many teams achieved highest score since NCAA developed metrics. In fact, the single-year average APR score of 992 for all teams (combined) is the best combined single-year average score that UW Athletics has earned in the history of the NCAA's APR (which began in 2003-2004).

Competitively, many programs achieved at a high level including women's basketball who participated in the Mountain West Tournament Championship game followed by a run to the WNIT quarterfinals. UW had many great individual performances, but nothing eclipsed the success of Justin James being drafted as the 40th pick in the NBA Draft (by the Sacramento Kings).

UW Athletics budget finished the year in good-standing and has had another "clean" audit as part of its annual review. UW Athletics budget will be just shy of \$40M for the FY 19' and that will place UW in the bottom half of the league (Mountain West). We will continue to work to grow our traditional revenue streams and be mindful of new and emerging revenue opportunities to grow our annual budget.

The annual Athletic Department Policies and Procedures Notebook has been updated for 2019-2020. New policies/procedures have been developed and significant modifications have been made to existing policies/procedures including, but not limited to, (1) the High Altitude Performance Center Training Table (Dining Facility) Policies and Procedures, (2) the Student-Athlete Mental Health and Well-Being Policies and Procedures, (3) the Student-Athlete Substance Abuse/Code of Conduct Policy and (4) the Student-Athlete Sexual Violence Prevention Policies and Procedures.

PRIOR RELATED BOARD DISCUSSIONS/ACTIONS:

The Athletic Director periodically gives updates to the Board of Trustees related to the Department of Intercollegiate Athletics.

WHY THIS ITEM IS BEFORE THE BOARD:

Per UW Regulation 3-1 (Administration and Oversight of Athletics), the Department of Intercollegiate Athletics is subject to the administration and oversight of its program by the Board of Trustees, and is further responsible to report policy and procedure information to the President of the University.

At the Board of Trustees September meeting, the Athletic Director shall submit his or her annual report providing an update and vision for the Department of Intercollegiate Athletics including an academic and financial update and comparison with Mountain West institutions. The Athletics Department shall communicate its policies to the Board of Trustees annually via the Department of Intercollegiate Athletics Policies and Procedures Notebook, and any changes or amendments shall be separately discussed and presented to the Board of Trustees at the September meeting.

ACTION REQUIRED AT THIS BOARD MEETING:

Information only. No action required.

PROPOSED MOTION:

N/A

PRESIDENT'S RECOMMENDATION:

N/A

AGENDA ITEM TITLE:

EAEC Quarterly Report to the UW Board of Trustees, Caldwell/Drummond

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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- No [Regular Business]

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

EXECUTIVE SUMMARY:

The Educational Attainment Executive Council continues to move forward on its progress to develop an Educational Master Plan to meet the educational attainment goals established by Executive Order 2018-1 and 2018-4 and codified in SEA 61 (2019). The memberships has had a few updates:

1. UW President designee was changed from AVP Kyle Moore to Dr. Kent Drummond effective 9/1/2019. This allows for AVP Kyle Moore to focus on his role on WICHE Attainment Taskforce, which is the working body for the EAEC. This increases UW's participation on the council.
2. ENDOW member was changed to Cindy Delancey, Executive Director of the Wyoming Business Alliance. She is newly appointed to the ENDOW Executive Council and replaces Bill Schilling who resigned.

The Wyoming Community College Commission was required to submit a report on September 1 providing a status update on the work of the EAEC and progress on developing the plan. At the time this board item was due, the report had not yet been submitted.

State Educational Master Plan Areas of Focus

Primary areas of focus for the organization of the 5-year and 10-year Wyoming Statewide Educational Master Plans to achieve the attainment goals of 67% by 2025 and 82% by 2040 (*titles may evolve*):

- I. Alignment of Workforce, Workplace, and Post-secondary Programs
- II. Access and Infrastructure
- III. Funding and Affordability
- IV. College-Going Culture K-12, Adults, and Business/Industry

Primary Metrics That Matter

There are a series of detailed metrics and targets expected within the plans; however, four overarching metrics have been identified for Wyoming to meet the attainment goals most efficiently.

- I. High school graduation of entering 9th grade students should increase by 10%
- II. High school to college matriculation within one year of high school completion should increase by 20%
- III. Graduation rates at both the community colleges and university should double

IV. Adult participation and completion of higher education should triple

Sub-Committees: The sub-committees are chaired by either EAEC members or WICHE Attainment Taskforce and staff members. Sub-committee membership consists of EAEC members, WICHE Attainment Taskforce and staff members, and others who are knowledgeable in the content such as business and industry participants, experts, and others.

1. Complete College Wyoming- Standing Sub-committee of the EAEC
 2. Credentials
 3. Public Information Campaign
 4. Alignment of WF, WP, and Post-secondary programs
 5. Access and Infrastructure
 6. Funding and Affordability
 7. College-going culture - K-12 and HS to College Transitions
- College-going culture - Adults, Incumbent Workers, Business/Industry

The EAEC will be hosting statewide focus groups the week of September 16 including September 25 for feedback on the draft plan areas of focus and working metrics and objectives.

Governor Gordon was successful in obtaining a grant through the National Governor's Association called Metrics that Matter. This grant is one where the Governor saw an opportunity to leverage the educational attainment efforts focused economic impact such as the Wyoming Works and SLEDS legislation. The grant is focused on making sure that Wyoming can get the kind of data and information (ie, Metrics that Matter) that connects education and the workforce in the most efficient and useful manner. Here is the NGA link: <https://www.nga.org/news/press-releases/nga-selects-6-states-to-upskill-adult-learners-through-the-educate-for-opportunity-project/>

The next EAEC meeting is scheduled for October 10, 2019, in Laramie, WY. The council plans for have a working draft as an outcome of the meeting. The WICHE State Team, which is a subset of the EAEC, will be attending a required meeting October 22.

PRIOR RELATED BOARD DISCUSSIONS/ACTIONS:

This topic has been on the UW Board of Trustees agenda numerous times including the May 2019 and July 2019 meetings.

WHY THIS ITEM IS BEFORE THE BOARD:

Per SEA 61, the EAEC is required to provide an update quarterly.

ACTION REQUIRED AT THIS BOARD MEETING:

None. Information item only.

PRESIDENT'S RECOMMENDATION:

N/A

**AGENDA ITEM TITLE: Academic and Student Affairs Committee:
Certificate in American Sign Language Studies**

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:

The proposed **Certificate in American Sign Language Studies** a foundation of American Sign Language skills and an introduction to Deaf sociocultural issues. The ASL Studies certificate program will prepare future professionals in health and education fields to communicate with and understand individuals who are Deaf. The certificate will be an asset to students who wish to pursue more education and employment in the fields of speech-language pathology, sign language interpreter, deaf educator, preschool and K-12 education, audiology, nursing, counseling and other areas. The proposers have consulted with the Board, Faculty Senate, Staff Senate, ASUW, Deans and Directors, and Executive Council on its Notice of Intent and Feasibility Study, and now brings forward its Request for Authorization for this new certificate program. Of special note is the attached ASUW Senate resolution endorsing this program's inauguration.

PRIOR RELATED BOARD DISCUSSIONS/ACTIONS:

The Board's Academic and Student Affairs Committee has considered and reported to the Board on the Notice of Intent (January 2019) for this program.

WHY THIS ITEM IS BEFORE THE BOARD:

University of Wyoming Regulation 2-119 requires that the Board approve all new degree programs, and lays out the process for that approval.

ACTION REQUIRED AT THIS BOARD MEETING:

Consideration for approval of new Certificate in American Sign Language Studies.

PROPOSED MOTION:

"I move that the Request for Authorization for the new program, the **Certificate in American Sign Language Studies**, be approved."

PRESIDENT'S RECOMMENDATION:

The President recommends approval.

**AGENDA ITEM TITLE: Academic and Student Affairs Committee:
Consideration and Action: Notice of Intent, Department of Music, 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):
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 No [Regular Business]

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

EXECUTIVE SUMMARY:

A set of Notices of Intent from the Department of Music will be presented. The new proposed programs include a Bachelor of Music in Jazz Performance (saxophone, trumpet, trombone, clarinet, percussion, piano, guitar, and bass), which will use existing courses in the department and is an addition to the existing Bachelor of Music in Performance with emphases in Instrumental, Keyboard, or Vocal Performance. The proposed certificates in Music Entrepreneurship and Audio Technology are innovative new additions to the Music department that require minimal resource investments. The feasibility study will explore the demand for these in more depth, but a cursory look at the market indicates strong employer and student demand.

PRIOR RELATED BOARD DISCUSSIONS/ACTIONS:

The Board's Academic and Student Affairs Committee has considered the Notices of Intent for this set of proposals (August 2019)

WHY THIS ITEM IS BEFORE THE BOARD:

University of Wyoming Regulation 2-119 requires that the Board approve all new degree programs, and lays out the process for that approval. The Academic and Student Affairs committee will report to the Board on recommended action for approval of the Notice of Intent.

ACTION REQUIRED AT THIS BOARD MEETING:

Consideration for approval of the Notice of Intent for the Music proposals.

PROPOSED MOTION:

"I move that the Notices of Intent for the Music Entrepreneurship and Audio Technology Certificates and Bachelor of Jazz Music Performance be approved."

PRESIDENT'S RECOMMENDATION:

The President recommends approval.

**AGENDA ITEM TITLE: Biennium Budget Committee:
Consideration and Action: West Campus Satellite Energy Plant, Mai/Kibbon**

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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 High-Performing University
 No [Regular Business]

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

EXECUTIVE SUMMARY:

The West Campus Satellite Energy Plant increased in square footage by twenty percent (20%) in order to accommodate future housing needs. The increase in design fees and construction costs for this modification total \$4.6 M.

The current request from the Housing reserves is **\$4,616,773.00**, funding from all other sources is \$32,314,336.00. The all-in project budget, with the increase, will be \$36,931,109.00.

PRIOR RELATED BOARD DISCUSSIONS/ACTIONS:

May 2018 – Board approved construction manager-at-risk as the construction delivery method for the project.

July 2018 – Board approved GE Johnson Construction of Wyoming as the Construction Manager-at-Risk for the project.

October 2018 – Board approved the exterior and location of the facility.

August 2019 – Board authorized the initial Guaranteed Maximum Price (iGMP) for the project.

WHY THIS ITEM IS BEFORE THE BOARD:

Administration requests \$4,616,773.00 from its Housing Reserve account to fund the changes.

ACTION REQUIRED AT THIS BOARD MEETING:

Board approval to utilize \$4,616,773.00 from the Housing Reserve account.

PROPOSED MOTION:

“I move to authorize using \$4,616,773.00 in Housing Reserves to fund the increase in size of the West Campus Satellite Energy Plant.”

PRESIDENT’S RECOMMENDATION:

The President recommends approval.

**AGENDA ITEM TITLE: Facilities Contracting Committee:
Consideration and Action: Design Consultant Selection for College of Business - Student Success Center, Mai/Kibbon**

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 the Student Success Center within the College of Business.

Administration publicly advertised a request for qualifications (RFQ) for design services. The project was publicly advertised and proposals were received on July 5, 2019.

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, TDSI.

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, TDSI.

PROPOSED MOTION:

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

PRESIDENT'S RECOMMENDATION:

The President recommends approval.

AGENDA ITEM TITLE: Approval of modifications to UW Regulations 2-101 (International Exchange and Faculty-led Course Study for Credit), 2-114 (Academic Dishonesty), and 2-116 (Course Approval Process) and approval of new UW Regulation 2-16 (Sabbatical and Professional Development Leave), Brown/Evans

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:

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 Manual*.

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 will involve 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)

The **Section 2 Academic Management Regulations (2-100 through 2-120)** include such matters as class size, faculty-led course study for credit, final examination policy, undergraduate degree requirements, class meetings, the University Studies Program, “S-U” grades, honor roll, student attendance policy, academic probation and suspension, change of recorded grades, grade of I, course identification, grading system, course approval process, course syllabus requirement, library of deposit, degrees and diplomas, and degree revocation. Modifications to several of these Regulations were adopted at the July 2018 Board of Trustees Meeting (UW Regulations 2-103, 2-105, 2-107, 2-108, 2-109, and 2-117) and the June 2019 Board of Trustees Conference Call (2-100 and 2-106).

The Provost is recommending the following changes to several of the remaining academic management regulations.

- **UW Regulation 2-101 (International Exchange and Faculty-led Course Study for Credit):** This regulation is addressed in UW Regulation 2-116 (Course Approval Process). Sunset.
- **UW Regulation 2-114 (Academic Dishonesty):** Streamlined so that every College has the same process for academic dishonesty proceedings. Requires each College to have a College Coordinator and College Hearing Officer. Housekeeping and efficiency edits.
- **UW Regulation 2-116 (Course Approval Process):** Removed process portion for inclusion in a Standard Administrative Policy and Procedure (SAP). Housekeeping edits.

The Section 2 Academic Personnel Regulations (2-1 through 2-14) include such matters as:

- 1) Describing academic designations, ranks and terms of appointment applicable to members of the faculty and other academic personnel, and general provisions regarding academic personnel;
- 2) Outlining University policies on academic freedom, faculty workload, sabbatical and professional development leave, and post-tenure review;
- 3) Defining University-level standards and outlining procedures for reappointment, tenure and promotion, post-tenure review, and compensation;
- 4) Establishing procedures for the resolution of academic personnel disputes and for the dismissal of academic personnel; and
- 5) Providing definitions of academic administrative structures and positions and describing terms of appointments and general provisions regarding academic administrators.

The Provost's office completed a detailed analysis of the current academic personnel regulations and associated University policies, procedures and practices to help identify inconsistencies, gaps and issues with clarity that needed to be addressed. They consulted numerous professional documents, including statements and guidelines published by the American Association of University Professors (AAUP). In addition, they conducted extensive research on the academic policies and procedures of the University's peer and other institutions, and compared them to the current Regulations. The Provost's overarching goal was to propose revisions that support the University's mission as the state's flagship and land-grant university, are consistent with the values described in the University's strategic plan, and will drive excellence in teaching, scholarship, innovation and creative endeavors.

The purpose of the **new UW Regulation 2-16 (Sabbatical and Professional Development Leave)** is to enhance the professional effectiveness of the faculty and to enrich the academic

climate of the University. Sabbatical and professional development leave was addressed in UW Regulation 2-1 (Academic Personnel) and is currently addressed in UW Regulation 2-3 (Regulations Governing Vacation, Sick Leave, and Compensation for Faculty and University Officers). The purpose of the proposed regulation is to codify policies for sabbatical and professional development leaves in a single regulation.

Changes include:

1. Sections moved from UW Regulations 2-1 and 2-3.
2. Authority to approve sabbatical and professional development leaves changed from “Trustees upon recommendation of the President” to “President upon the recommendation of the Provost and Vice President of Academic Affairs”.
3. Updated requirements to make consistent with current practice:
 - a. Clarification on criteria for sabbatical or professional development leaves
 - b. Clarification that benefits remain the same while on sabbatical or professional development leave, except for retirement and social security, which are pro-rated according to the reduction in salary.
4. Inserted language about eligibility for professional development leave for academic personnel on fixed-term with rolling contracts.

Per the routing process for UW Regulations, the proposed modifications to the regulations were provided to Executive Team, Deans and Directors, Faculty Senate, Staff Senate, ASUW, and the Internal Auditor. Faculty Senate provided extensive input and Academic Affairs worked closely with Senate leadership to incorporate the input (see supplemental materials for Faculty Senate redline versions).

The Trustees Regulation Committee will discuss this item at the September 2019 Board of Trustees meeting and recommend full Board action, if appropriate.

PRIOR RELATED BOARD DISCUSSIONS/ACTIONS:

None.

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:

Board approval, modification, or disapproval of the recommended modifications to the Regulations.

PROPOSED MOTION:

“I move to authorize modifications to UW Regulations 2-114 and 2-116, repeal of UW Regulation 2-101, and approval of new UW Regulation 2-16, as presented to the Board”

PRESIDENT’S RECOMMENDATION:

The President recommends approval.

AGENDA ITEM TITLE: Annual Investment Report of the UW Foundation Investments,
Mendicino, Blalock, Treick

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 Foundation reports annually at the BOT September meeting on these three items relative to Investments:

- Summary of balances in the university endowments
- Performance of the university endowments
- Fees charged for managing the endowments

PRIOR RELATED BOARD DISCUSSIONS/ACTIONS:
Annual Report.

WHY THIS ITEM IS BEFORE THE BOARD:
Stipulated in the UW/UWF Memorandum of Agreement

ACTION REQUIRED AT THIS BOARD MEETING:
Information only. No action required.

PROPOSED MOTION:
N/A

PRESIDENT'S RECOMMENDATION:
N/A

AGENDA ITEM TITLE: UWYO Events Calendar Rollout Update, Jean Garrison

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 presentation on the UWYO Events online calendar will demonstrate the new campus and statewide calendar project completed by the Office of Engagement and Outreach in cooperation with Institutional Marketing and Information Technology. The new calendar, launched on August 19, 2019 as UW's official event/program calendar, offers one place to find, communicate, and document UW-sponsored events/programs around the state. The new look, search features and filters (e.g., event type, county, and audience), and expanded mapping offer expanded usability. The new reporting feature will allow UW to gather information and track impacts of UW outreach, engagement, service, and work around the state.

PRIOR RELATED BOARD DISCUSSIONS/ACTIONS:

N/A

WHY THIS ITEM IS BEFORE THE BOARD:

Informational purpose to update the board on the calendar project and demonstrate the new UWYO Events calendar as a tool for communication and engagement.

ACTION REQUIRED AT THIS BOARD MEETING:

Information only. No action required.

PROPOSED MOTION:

N/A

PRESIDENT'S RECOMMENDATION:

N/A

AGENDA ITEM TITLE:

University of Wyoming Strategic Improvement Working Group Update, Barker/Shevling

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:

UW conducted the *Great Colleges to Work For* survey in Spring 2018. From the results, the UW Strategic Improvement Working Group was formed to recommend actionable improvements over a wide range of topics at UW.

PRIOR RELATED BOARD DISCUSSIONS/ACTIONS:

N/A

WHY THIS ITEM IS BEFORE THE BOARD:

This is an introduction of the UW Strategic Improvement Working Group's efforts.

ACTION REQUIRED AT THIS BOARD MEETING:

None.

PROPOSED MOTION:

None.

PRESIDENT'S RECOMMENDATION:

None.

AGENDA ITEM TITLE:

Consideration and Action: Approval of Contracts and Grants Report, Synakowski

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 Division of Research and Economic Development provides a list of all Contracts and Grants awarded to the University of Wyoming. This report provided data on a monthly basis. Attached is a list of all research grants and contracts awarded in the months of April, May and June 2019.

PRIOR RELATED BOARD DISCUSSIONS/ACTIONS:

At each meeting the Board approves or disapproves the Contract and Grants Report.

WHY THIS ITEM IS BEFORE THE BOARD:

UW Regulation 5-2 requires that all research grants, contracts and gifts be accepted or rejected by the Board.

ACTION REQUIRED AT THIS BOARD MEETING:

Board approval or disapproval of the Contract and Grants Report.

PROPOSED MOTION

“I move to approve the Contract and Grants Report as presented to the Board.”

PRESIDENT’S RECOMMENDATION:

The President recommends approval.

AGENDA ITEM TITLE: Contract and Procurement Report (per UW Regulation 7-2), Evans
[Information only item, no action, discussion or work session]

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:

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 June 16, 2019 – August 15, 2019
- 2) Procurements valued at \$50,000 or above (one-time or in aggregate) from June 16, 2019 – August 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:

Information Only. No action required.

PROPOSED MOTION:

N/A.

PRESIDENT'S RECOMMENDATION:

N/A.

AGENDA ITEM TITLE: Capital Construction Report, McKinley/Mai
[Information only item, no action, discussion or work session]

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. Donor recognition signage will be installed prior to the ribbon cutting.
- Landscaping was completed 7/17/2019.

WWAMI

- Punch list items

Science Initiative

- 100% Construction drawings were complete and issued on 6/07/2019.
- Bid Package #1 for the project and alternates were advertised and publically opened on 7/19/2019.
- Scope and budget under review with a Guaranteed Maximum Price (GMP) contract amendment expected in October, 2019.
- Construction site is cleared and secured. Traffic control provisions are in place. Field offices are mobilized. Temporary electric service is complete.

West Campus Satellite Energy Plant

- Bid Package #1 was issued for foundation and utilities. The public bid opening was held 6/18/2019.
- Construction site is cleared and secured.
- Initial Guaranteed Maximum Price was prepared and approved at the August, 2019 Board of Trustees Meeting.

Law School Addition

- The Exterior Design Advisory Committee process is underway.
- The design team project programming is complete and schematic design is underway.

Campus Master Plan

- Concept alternatives were developed and reviewed over the summer and the preferred alternative was reviewed by the Executive Committee on August 9, 2019.
- Sasaki will present the Draft Campus Master Plan to the full Board of Trustees on September 12, 2019 for review and comment.
- Concurrent presentations of the master plan to stakeholders and the campus community will occur September 9 -13, 2019 and outreach to the State will occur in October 2019.
- Final approval of the Campus Master Plan by the Board of Trustees is tentatively scheduled for November 2019.

AMK Ranch

- Well drilling is underway.
- Clearing and grubbing is underway
- Installation of water/sewer lines will begin September 9.
- Construction of the well house will begin September 3.
- Construction of the leech field will begin September 23.