

**THE UNIVERSITY OF WYOMING
MINUTES OF THE TRUSTEES**

December 8-9, 1967

**For the confidential information
of the Board of Trustee**

THE UNIVERSITY OF WYOMING
 Minutes of
 BOARD OF TRUSTEES
 December 8-9, 1967

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A regular meeting of the Board of Trustees of the University of Wyoming was held on December 8-9, 1967 in the Board Room of Old Main. The meeting was called to order by President Watt at 10:00 a. m. on December 8, 1967.

The following members answered the roll call: Brodrick, Hines, Johnson, L. W. Jones, W. R. Jones, McBride, Millett, Quealy, Sullivan, True, Watt and ex officio member Person. Messrs. Hollon and Roberts entered the meeting shortly thereafter. Ex officio member Governor Hathaway was absent. Dr. William D. Carlson, President-elect, Mr. Elliott Hays, Executive Assistant for Business and Plant Affairs, and Mr. Joseph Geraud, Legal Advisor were also present.

Honorary Degree. Mr. Person announced that all recommendations for honorary degrees should be submitted to the President's Office no later than January 15, 1968 for consideration by the Honorary Degree Committee at the time of the February meeting on February 23-24, 1968.

Sugar Bowl and football expenses for Trustees. Mr. Person suggested that, since it was desirable that members of the Board attend the Sugar Bowl football contest in New Orleans on January 1, 1968, he would like to recommend that each member of the Board be provided with two complimentary tickets and that travel expenses be paid for all members of the Board attending. He further recommended that it would be desirable to provide for two Board members to travel with the team to off-campus football contests with

ROLL CALL

ANNOUNCEMENTS
Honorary Degree

Sugar Bowl and
football expenses
for Trustees

transportation to be provided on the team plane at no personal cost to the Trustees. Considerable discussion followed during which a question arose concerning travel to out of town basketball contests. Mr. Person pointed out that the basketball team did not travel by chartered aircraft as did the football team and therefore he had restricted his recommendation to football.

Following further discussion, it was agreed that the President's recommendation be considered in two separate actions.

Mr. Millett then moved that each member of the Board be provided with two complimentary tickets for the Sugar Bowl and that payment of personal travel expenses for Board members attending the game be authorized, not applicable to families and not to exceed transportation cost and the approved out of state per diem rate. Mr. Hines seconded the motion and it was carried with Messrs. W. R. Jones, McBride, Quealy and True recorded as voting nay.

Mr. Millett then moved that for out of town football games not to exceed two members of the Board attempt to go with the team on the team plane at no personal cost and that their proper expenses not to exceed the authorized per diem rate be billed to the Trustees Reserve. Mr. Jack Jones seconded the motion and it was carried with Messrs. W. R. Jones, McBride, Quealy, Sullivan, and True recorded as voting nay.

President Watt called the attention of the Board to the distinguished service award recently presented to President Person by the Upper Missouri River Basin Water Users Association and extended

AWARD BY WATER
USERS ASSOCIATION
TO PRESIDENT
PERSON

the congratulations of the Board on this well earned recognition.

Messrs. Hollon and Roberts entered the meeting.

As chairman of the Committee appointed by the Board to make recommendations on the proposed revision of the Bylaws and Regulations of the Board, Mr. Millett called attention to the draft circulated to the Board with the call for the meeting. He stated that the Trustee committee had met with the faculty and staff committee which had been working on a revision for approximately two years and the circulated draft resulted from this meeting. He further stated that this draft had been examined in detail by the Committee and was recommended for adoption. He then asked that the meeting be opened for questions by the Board on any provisions contained therein. Mr. W. R. Jones questioned the new provision contained in Section 4-2 of the Bylaws which restricts the President of the Board to no more than two successive regular terms of one year each. Mr. Millett stated that this had been suggested during the Committee meeting and had been incorporated into the Bylaws during this meeting. Following considerable discussion, Mr. Jack Jones moved that the provision be accepted as Written; seconded by Mr. Brodrick and carried.

A number of questions then arose concerning the provisions of Section 7-2 dealing with the Committee for the W. R. Coe Memorial Trust Fund. It was explained that these provisions were developed after the Coe Trust Fund had come to the University and were in general accord with the provisions contained in the present Bylaws. After some discussion it was agreed that no substantial changes should be

BYLAWS AND
REGULATIONS OF
THE BOARD OF
TRUSTEES

made until such time as Dr. Carlson had had an opportunity to review the pertinent documents and to make a recommendation, although it was generally agreed that eventually there should be some provision whereby the administrative officer of the W. R. Coe Memorial Trust Fund should be the president of the University.

The following changes in the Bylaws were then approved:

Mr. Quealy moved, Mr. McBride seconded and it was carried that Section 7-2, subparagraph e. be revised to read as follows, the phrase in paranthesis to be deleted and that underlined inserted:

"e. The Committee shall place the securities of said Fund in custody of a proper bank, (with assets of not less than \$100,000,000.) and the custodian bank shall have the right and privilege of holding the securities in a street name or in a name of such nominee as it may choose."

Mr. Quealy moved, Mr. Hines seconded and it was carried that Section 7-2, subparagraph d. be revised to read as follows, the phrase in parenthesis to be deleted:

"d. The Committee may employ the services of an investment adviser, (such as a bank or other similarly qualified institution,) and may give due consideration to such advice."

In reference to Article IX, Mr. Hines moved that changes in regulations require prior notice; seconded by Mr. Jack Jones and not carried, the provision as written to stand.

Mr. Quealy moved, Mr. True seconded, and it was carried that Section 5-2 and Section 10-2 be amended to provide that the President of the Board and the President of the University would be

members of all permanent Board committees.

The Board then turned to the Regulations of the Board. In reviewing Part VII, Section 4, Vacation, Mr. Roberts asked that prior to dissemination of the proposed regulations a meeting be arranged with State agencies to determine if it would be possible to bring vacation policies more into accord.

Mr. Jacoby then entered the meeting to discuss Sugar Bowl arrangements. He also reported that the January 20 home basketball contest between Utah and the University of Wyoming would be nationally televised and he asked if there would be any objection to inviting the Casper Troopers to perform during the half-time presentation. It was agreed that this would be desirable and Mr. Jacoby was requested to extend an invitation to them.

Following Mr. Jacoby's presentation, the meeting was recessed for lunch at 12:10 p.m. and reconvened at 1:30 p.m.

The Board returned to a consideration of the Regulations of the Board. A revised Part IV "Regulations of the Principal Administrative and Academic Units of the University" was presented to replace that previously circulated. Mr. Millett stated that this had been suggested by Mr. Geraud to clarify some points of law. After some further discussion of the various provisions, Mr. Millett moved that the draft dated November 11, 1967, of "BYLAWS OF THE TRUSTEES OF THE UNIVERSITY OF WYOMING," and the draft dated November 11, 1967, of "REGULATIONS OF THE BOARD OF TRUSTEES,"

SUGAR BOWL

REGULATIONS
AND BYLAWS

both of which were circulated to members of the board with the call for this meeting, as amended by actions at this meeting, be approved and adopted by this board as the effective bylaws of the board governing its organization and exercise of powers, and the effective regulations of the board governing the University of Wyoming; that such Bylaws and Regulations shall be effective from this date except that:

1. Provisions of the Bylaws and Regulations of the Board of Trustees, 1963, which pertain to the governance and organization of the University of Wyoming shall provisionally be observed when necessary, in the judgment of the President of the University, to continued operations of the University until the substance thereof is superseded by regulations of officers of the University or regulations of the academic units established in accordance with and pursuant to Bylaws and Regulations of the Board of Trustees adopted this date; provided that the 1963 Bylaws and Regulations shall have no effect on and after September 1, 1968, except as hereafter specifically provided.

2. Changes made with regard to vacation entitlements of employees shall be implemented when budgeted.

3. The period of faculty service set forth in 1963 Regulations of the Board as a pre-requisite to eligibility for promotion and tenure shall be applied in considering promotion to the next higher faculty rank, from that in which currently serving, and granting of tenure with regard to faculty members appointed prior to the date of adoption of this motion.

The motion was seconded by Mr. Brodrick and carried.

The Bylaws and Regulations adopted thereby are attached as a permanent part of the minutes of this meeting as (EXHIBIT A).

While Mr. Geraud was in attendance, Mr. Person asked that the Board consider the proposed policy contained in his report to the Board which would give a two percent differential to Wyoming suppliers. He stated that this policy statement had been prepared by Messrs. Geraud, Hays, and Harris, Purchasing Agent, in response to a directive from the Board at an earlier meeting following a request from Governor Hathaway for a review of the University's purchasing policies to give preference to Wyoming suppliers. While it was pointed out that the State Board of Supplies used a sliding scale with a differential of from five to two percent depending upon the amount of the purchase, the University proposed a flat two percent differential be applied. After considerable discussion during which Mr. Roberts suggested that at least a three percent differential would be more desirable, Mr. True moved that the suggested policy be adopted, except that the differential be placed at two and one-half percent (2-1/2%), and that this statement be incorporated into the revised Board Regulations as "Section 3 - Purchases" under Part X - PHYSICAL PLANT." Mr. Hollon seconded the motion and it was carried with Mr. Jack Jones recorded as voting nay. The adopted policy is as follows:

- a. In addition to statutory preferences pertaining to State contracts and purchases, preference shall be given to bona fide Wyoming residents in making purchases of supplies, material and provisions not manufactured,

"BUY WYOMING"
POLICY

produced or grown in Wyoming, when such purchases would not be detrimental to the University. For articles of equal quality offered by competitors outside of the State, a two and one-half percent (2-1/2%) differential shall be applied to prices proposed by bona fide Wyoming residents. A bona fide Wyoming resident shall be construed to mean an individual or business organization that has been active for the preceding year in the conduct of activities normally associated with the making of sales of the type of articles being purchased by the University, and that maintains a permanent place of business within the State of Wyoming at which one or more persons devote full time to the activities of the business. The Executive Assistant for Business and Plant Affairs, through his designated representative, shall determine resident classification for purposes of this paragraph and may require persons asserting a right to the preference to submit such information as he may deem necessary.

Mr. Geraud then withdrew from the meeting.

The Board then turned to a consideration of other items in the President's Report.

Mr. W. R. Jones moved, Mr. Brodrick seconded, and it was carried that the following appointments be approved under the conditions and for the periods indicated:

APPOINTMENTS

1. Grace E. Kay to the position of County Extension Home Economist in Niobrara County for the fiscal year 1967-68 at an annual salary of \$6,780 on an 11-month basis, effective January 15, 1968.

Kay

2. V. Eilene McIntosh to the position of County Extension Home Economist in Big Horn County for the fiscal year 1967-68 at an annual salary of \$6,780 on an 11-month basis, effective February 1, 1968, contingent upon successful completion of all requirements for the B.S. degree prior to February 1, 1968.

McIntosh

3. Helen H. Schuster as Supply Instructor in Anthropology for the period February 1, 1968, to June 2, 1968, at a salary of \$4,000 for the period.

Schuster

4. Thomas S. Davis as Assistant Professor of Business Administration for the academic year 1968-69 at an annual salary of \$10,320 on a 9-month basis, effective September 1, 1968.

Davis

5. Colonel Edgar J. Becker as Professor of Aerospace Studies, effective no later than June 15, 1968. Colonel Becker would replace Lt. Colonel Arthur B. Murphy as Commandant of the AFROTC Unit on the campus as a result of a recent Air Force personnel change which increased the authorized military grade of the Professor of Aerospace Studies position to colonel. Lt. Colonel Murphy could remain at the University as the second ranking officer, with the title of Assistant Professor of Aerospace Studies.

Becker

Mr. Hines moved that the following resignations be accepted to be effective on the dates indicated; seconded by Mr. W. R. Jones and carried.

RESIGNATIONS

- | | |
|---|----------------|
| 1. <u>Dr. Leo Dale Haws</u> , Assistant Professor of Entomology, effective January 12, 1968. | <u>Haws</u> |
| 2. <u>Dr. Laverne M. Powell</u> , Associate Professor of Forage Crops, effective February 5, 1968. | <u>Powell</u> |
| 3. <u>Mrs. Barbara Agte</u> , Instructor in English, effective June 30, 1968. | <u>Agte</u> |
| 4. <u>Dr. Steven Foster</u> , Assistant Professor of English, June 30, 1968. | <u>Foster</u> |
| 5. <u>Mrs. Sally Ihme</u> , Instructor in English, effective June 30, 1968. | <u>Ihme</u> |
| 6. <u>Mr. Michael Tretter</u> , Instructor in English, effective June 30, 1968. | <u>Tretter</u> |
| 7. <u>Mr. Louis P. Krch</u> , Associate Professor of Music, effective June 30, 1968. | <u>Krch</u> |
| 8. <u>Dr. Larry Terango</u> , Associate Professor of Speech, effective June 30, 1968. | <u>Terango</u> |
| 9. <u>Mr. Edgar L. Hopusch</u> , Assistant Professor of Business Administration, effective June 30, 1968. | <u>Hopusch</u> |
| 10. <u>Dr. Lola V. Hopkins</u> , Assistant Professor of Pharmacy, effective June 30, 1968. | <u>Hopkins</u> |
| 11. <u>Mrs. Ellen Newberg</u> , Assistant Cataloguer and Instructor in the Library, effective February 11, 1968. | <u>Newberg</u> |
| 12. <u>Mr. Joseph P. Snow</u> , Director of the Division of Data Processing, with the rank of Instructor, effective November 1, 1967. | <u>Snow</u> |

In the College of Agriculture. President Person called particular attention to the recommendation concerning Marilyn Mae Skelton, Assistant Professor of Home Economics. He stated that the Division Head and Dean of the College has recommended her promotion to Associate Professor and the President's Faculty Advisory Committee had concurred in a split vote of 6-5. Because of the disagreement in regard to her qualifications for promotion at this time, Mr. Person stated that he did not wish to recommend promotion. Mr. Millett moved that the recommendations of the President be approved and that the following be granted promotion and/or tenure as indicated with any conditions shown; seconded by Mr. Sullivan and carried.

PROMOTIONS AND CONTINUING TENURE

Agriculture

<u>Name</u>	<u>Title</u>	<u>Action</u>
Alley, Harold P.	Assoc Prof of Weed Control	Promotion to Professor
Ayres, Lloyd C.	Asst Prof of Horticulture; Asst Dean; Asst Director Ag Experiment Station	*Promotion to Assoc Professor
Bergstrom, Robert C.	Asst Prof of Parasitology	Promotion to Assoc Professor
Burman, Robert D.	Asst Prof of Irrigation Engineering	*Promotion to Assoc Professor
Deane, Darrell D.	Assoc Prof of Dairy Manufacturing	Promotion to Professor
Eppson, Harold F.	Assoc Prof of Biochemistry	Promotion to Professor
Kearl, Willis G.	Asst Prof of Agricultural Economics	*Promotion to Professor

*Promotion contingent upon completion of requirements for doctoral degree by September 1, 1968. Effective date dependent upon meeting contingency.

<u>Name</u>	<u>Title</u>	<u>Action</u>
Lawson, Fred A.	Assoc Prof of Entomology	Promotion to Professor
McAnelly, Charles W.	Assoc Prof of Plant Pathology and Horticulture	Promotion to Professor
Nelms, George E.	Assoc Prof of Animal Breeding	Promotion to Professor
Roberts, William P., Jr.	Instructor in Agricultural Economics	*Promotion to Asst Professor
Roehrkasse, Glenn P.	Assoc Prof of Agricultural Economics; Statistician for College and Experiment Station	Promotion to Professor
Swift, Brinton L.	Assoc Prof of Veterinary Science	Continuing Tenure
Varnell, Thomas R.	Asst Prof of Animal Physiology	Promotion to Assoc Professor

In the College of Arts and Sciences

Arts and Sciences

President Person called attention to the recommendation concerning promotion of Henry Huizinga, Associate Professor of Zoology and Physiology. He stated that while the Department Head and Dean had recommended this promotion, he did not wish to recommend it since the Committee had again concurred by only a vote of 6-5, and he did not feel that promotion was justified. Mr. Millett moved that the recommendations of the President be approved and that the following be granted promotion and/or tenure as indicated with any conditions shown; seconded by Mr. Hines and carried:

Huizinga

<u>Name</u>	<u>Title</u>	<u>Action</u>
Anderson, David R.	Assoc Prof of Mathematics	Continuing Tenure
Archer, Vernon S.	Asst Prof of Chemistry	Continuing Tenure
Birkby, Arthur A.	Assoc Prof of Music	Promotion to Professor
Buschman, Robert G.	Prof of Mathematics	Continuing Tenure
Christensen, Martha	Asst Prof of Botany	Promotion to Assoc Professor
Cole, James R.	Instructor in English	Promotion to Asst Professor
Day, George W.	Asst Prof of Mathematics	Promotion to Assoc Prof and continue on probationary tenure
Deadrick, Joseph G.	Assoc Prof of Art	Promotion to Prof
Edens, Walter E.	Assoc Prof of English	Promotion to Prof
Edminston, Clyde K.	Assoc Prof of Chemistry	Continuing Tenure
Grandy, Walter T.	Assoc Prof of Physics	Continuing Tenure
Gruenfelder, John K.	Asst Prof of History	Continuing Tenure
Hajjar, Sami G.	Instructor in Political Science	*Promotion to Asst Prof and continue on probationary tenure
Hanks, John W.	Asst Prof of Sociology	Promotion to Assoc Prof and continue on probationary tenure
Hess, Charles F.	Asst Prof of Geography	Promotion to Assoc Prof and continue on probationary tenure

*Promotion contingent upon completion of requirements for doctoral degree by September 1, 1968. Effective date dependant upon meeting contingency.

<u>Name</u>	<u>Title</u>	<u>Action</u>
Jensen, Jens A.	Asst Prof of Mathematics	Promotion to Assoc Prof and continue on probationary tenure
Kennedy, Thomas C.	Asst Prof of History and American Studies	Promotion to Assoc Professor
Pancoe, William L., Jr.	Asst Prof of Zoology and Physiology	Promotion to Assoc Prof; Continuing tenure
Parker, Ronald B.	Assoc Prof of Geology	Promotion to Professor
Peters, Oliver L.	Asst Prof of English	Promotion to Assoc Prof; Continuing tenure
Porter, A. Duane	Assoc Prof of Mathematics	Continuing tenure
Pratt, Gene A.	Asst Prof of Botany	Promotion to Assoc Professor
Reichert, Loren D.	Instructor in Sociology	*Promotion to Asst Prof and continue on probationary tenure
Rinehart, Edgar A.	Assoc Prof of Physics	Continuing tenure
Simon, William G.	Asst Prof of Physics	Promotion to Assoc Prof; Continuing tenure
Smithson, Scott B.	Asst Prof of Geology	Promotion to Assoc Prof; Continuing tenure
Tideman, Philip L.	Asst Prof of Geography	Promotion to Assoc Prof and continue on probationary tenure

In the College of Commerce and Industry

Commerce and Industry

Mr. Hollon moved, Mr. W. R. Jones seconded and it was

*Promotion contingent upon completion of requirements for doctoral degree by September 1, 1968. Effective date dependent upon meeting contingency.

carried that the recommendations of the President be approved and that the following be granted promotion and/or tenure as recommended:

<u>Name</u>	<u>Title</u>	<u>Action</u>
Birch, John W.	Assoc Prof of Econometrics	Promotion to Professor
Blood, Dwight M.	Director, Div of Business and Economic Research; Assoc Prof	Promotion to Professor
Hooker, Raymond W.	Assoc Prof of Economics	Promotion to Professor
Roe, Robert G.	Instructor in Business Administration	Promotion to Asst Prof and continue on probationary tenure
Walther, Timon A.	Assoc Prof of Statistics; Acting Head of the Dept	Promotion to Prof and Head of Dept

In the College of Education

Education

President Person stated that he did not recommend the promotion of Mr. Lloyd C. McCollough, Associate Professor of Education in the University School. Again this promotion had been recommended by the Department Head and Dean but was approved by the faculty committee only by a split vote of 6-5. Mr. Hines moved, Mr. W. R. Jones seconded and it was carried that the President's recommendation be approved and that promotion and/or tenure be granted to the following as indicated:

<u>Name</u>	<u>Title</u>	<u>Action</u>
Beck, James R.	Assoc Prof of Educational Foundations	Continuing tenure
Haddenhorst, Georgina	Instructor in University School	Promotion to Asst Professor

<u>Name</u>	<u>Title</u>	<u>Action</u>
Hook, James G.	Asst Prof of Educational Foundations	Promotion to Assoc Professor; Continuing tenure
Lieurance, William B.	Asst Prof of Educational Foundations	Promotion to Assoc Professor; Continuing tenure
Peters, Arlan R.	Asst Prof of Curriculum and Instruction	Promotion to Assoc Professor
Wear, Maurice D.	Asst Prof of Educational Administration	Promotion to Assoc Professor and continue on probationary tenure
Zancanella, James	Assoc Prof of Vocational Education	Promotion to Professor

In the College of Engineering

Engineering

Mr. Sullivan moved, Mr. Millett seconded, and it was carried that the recommendations of the President be approved and promotion and/or tenure be granted to the following as indicated:

<u>Name</u>	<u>Title</u>	<u>Action</u>
Champlin, Robert L.	Asst Prof of Civil Engineering	Promotion to Assoc Professor
McMordie, Robert K.	Assoc Prof of Mechanical Engineering	Continuing tenure
Silver, Howard F.	Assoc Prof of Chemical Engineering; Chemical Engineer in N. R. R. I.	Promotion to Professor

In the College of Nursing

Nursing

Mr. W. R. Jones moved, Mr. Sullivan seconded and it was carried that the President's recommendation be approved and that promotion be granted as indicated:

<u>Name</u>	<u>Title</u>	<u>Action</u>
Stamy, Britta James	Asst Prof of Nursing	Promotion to Assoc Professor

In the Division of Adult Education and Community Service

Mr. W. R. Jones moved, Mr. Quealy seconded, and it was carried that the President's recommendation be approved and promotion be granted as indicated:

Adult Education
and Community
Service

<u>Name</u>	<u>Title</u>	<u>Action</u>
Burman, Arthur C.	Coordinator of Extension Classes and Field Summer	Promotion to Professor

In the Division of Student Affairs

Mr. Hollon moved, Mr. Hines seconded and it was carried that the President's recommendation be approved and promotion and tenure be granted as indicated:

Student Affairs

<u>Name</u>	<u>Title</u>	<u>Action</u>
Sharp, William H.	Director, Div of Counseling and Testing; Assoc Prof of Psychology	Promotion to Professor
Sprinkle, R. Leo	Counselor, Div of Counseling and Testing; Assoc Prof of Psychology	Continuing tenure

In the Division of Computer Science

Mr. Brodrick moved, Mr. McBride seconded and it was carried that promotion be granted as indicated:

Computer Science

<u>Name</u>	<u>Title</u>	<u>Action</u>
Winkel, David E.	Assoc Prof of Chemistry	Promotion to Professor of Chemistry and Computer Science

Upon motion duly made and seconded all personnel listed in the President's report for continuation on probationary tenure for the year 1968-69 were approved. This list follows:

PROBATIONARY
TENURE

<u>Name</u>	<u>Department</u>	<u>Academic Rank</u>
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COLLEGE OF AGRICULTURE

Belden, Everett L.	Veterinary Science	Instructor
Brenner, Anna Mae	Home Economics	Asst Prof
Clark, Richard T.	Agri. Economics	Instructor
Dowding, Edwin A.	Plant Science	Instructor
Gale, Alvin F.	Agri. Extension	Instructor
Kaiser, Ivan I.	Biochemistry	Asst Prof
Knight, Judity Eddy	Home Economics	Instructor
Kunsman, Joseph E., Jr.	Animal Science	Asst Prof
Lee, Gary A.	Plant Science	Instructor
McGaugh, Velma M.	Agri. Extension	Asst Prof
Martin, Marcella L.	Home Economics	Instructor
Radloff, Harold D.	Animal Science	Asst Prof
Rolston, Donald K.	Agri. Extension	Instructor
Scarborough, William B.	Agri. Extension	Instructor
Smith, Gary E.	Animal Science	Asst Prof
Walton, Wanda	Agri. Extension	Instructor

COLLEGE OF ARTS AND SCIENCES

Adams, M. Ian	Languages	Instructor
Agte, Lloyd M.	English	Instructor
Allen, Russell O.	Psychology	Asst Prof

<u>Name</u>	<u>Department</u>	<u>Academic Rank</u>
Callaway, B. Wayne	Speech	Instructor
Cunningham, David R.	Languages	Instructor
Dow, James R.	Languages	Asst Prof
Eldridge, H. B.	Physics	Asst Prof
Fischer, Douglas R.	English	Instructor
Flach, Victor H., Jr.	Art	Instructor
Fleck, Richard F.	English	Instructor
Fry, Mary E.	English	Instructor
Gastl, George C.	Mathematics	Asst Prof
Guzzo, Anthony V.	Chemistry	Asst Prof
Hall, Robert N.	Speech	Asst Prof
Harper, Richard I.	History	Asst Prof
Hartley, Peter E.	English	Insturctor
Heck, Francis S.	Languages	Asst Prof
Hodson, John K.	Languages	Instructor
Hofmann, David J.	Physics	Asst Prof
Howey, Richard L.	Philosophy	Instructor
Hughes, Douglas A.	English	Instructor
Jenkins, Robert A.	Zoology & Physiology	Asst Prof
Jenkins, Terry L.	Mathematics	Asst Prof
Klein, Gerald W.	Chemistry	Asst Prof
Knight, Dennis H.	Botany	Asst Prof
Komma, Thomas K.	Languages	Instructor
Kreiling, Daryl	Mathematics	Instructor

<u>Name</u>	<u>Department</u>	<u>Academic Rank</u>
LaGrange, Robert H.	Mathematics	Asst Prof
LaPoint, Robert A.	Languages	Instructor
Laskowsky, Henry	English	Asst Prof
Lathrop, Thomas A.	Languages	
Lyddon, Paul W., Jr.	Music	Asst Prof
McMullen, John E.	Speech	Instructor
Mathewson, Jeanne	English	Asst Prof
Morgan, Catherine L.	Languages	Instructor
Owens, Delmond	Languages	Instructor
Pak, Chi Young	Political Science	Asst Prof
Pauley, Bruce F.	History	Asst Prof
Quittner, Clifford J.	Speech	Instructor
Rardin, Max W.	Psychology	Asst Prof
Rose, Werner G.	Music	Asst Prof
Rowland, John H.	Mathematics	Asst Prof
Schroeer, J. Max	Physics	Asst Prof
Smith, Charles Ray	Physics	Asst Prof
Surdam, Ronald C.	Geology	Asst Prof
Terry, Colin	Physics	Asst Prof
Welke, James W.	Speech	Asst Prof
Wells, Randall A.	English	Instructor
Wiebolt, Herbert P.	Languages	Instructor

<u>Name</u>	<u>Department</u>	<u>Academic Rank</u>
<u>COLLEGE OF COMMERCE AND INDUSTRY</u>		
Anderson, Donald A.	Statistics	Asst Prof
Brender, Susan I.	Office Admin. & Secretarial Science	Instructor
Cramer, Curtis A.	Economics	Asst Prof
Dittman, Nancy A.	Office Admin. & Secretarial Science	Asst Prof
Garff, Mark R.	Economics	Asst Prof
Hertel, Frank M.	Business Admin.	Asst Prof
McGrail, George R.	Accounting	Asst Prof
Phillips, Clynn	Business & Economic Research	Asst Prof
<u>COLLEGE OF EDUCATION</u>		
Andrews, William T.	Field Coordinator	Instructor
Blankenship, Harold B.	University School	Instructor
Bowman, Alvin R.	Field Coordinator	Instructor
Breeding, Barbara Ann	Physical Education	Asst Prof
Cress, John R.	Physical Education	Instructor
Daniel, Glenn R.	Physical Education	Instructor
Denham, Maxine R.	University School	Instructor
Donnel, James E.	University School	Instructor
Dutton, Shirley A.	University School	Instructor
Engman, Bill D.	Curric. & Instruction	Asst Prof
Forrest, Donald V.	Guidance & Counseling	Asst Prof
Green, James D.	University School	Instructor
Harris, Edwin J.	Vocational Education	Instructor

<u>Name</u>	<u>Department</u>	<u>Academic Rank</u>
Hull, Ruth M.	Physical Education	Asst Prof
Jones, Dorothy L.	University School	Instructor
Larson, Paul H.	Field Coordinator	Instructor
McDaniel, Joe C.	Physical Education	Instructor
Milstead, Agnes M.	Adult Education and Instructional Services	Asst Prof
Nickell, Margie M.	University School	Instructor
Phillips, Joe E.	Physical Education	Instructor
Plumb, Margaret L.	University School	Asst Prof
Purden, William	Physical Education	Instructor
Ross, Gerald W.	University School	Instructor
Severin, William B.	University School	Instructor
Sumners, Burnell J.	Field Coordinator	Instructor
Trump, Clifford M.	Physical Education	Instructor
Wood, Prescott H.	University School	Asst Prof

COLLEGE OF ENGINEERING

Batton, William D.	Mechanical Engr.	Asst Prof
Fangmeier, Delmar D.	Civil & Arch. Engr	Asst Prof
Gertsch, Theodore C.	Civil & Arch. Engr	Instructor
Hanna, Steven J.	Civil & Arch. Engr	Asst Prof
Lorson, Howard, Sr.	NRRI	Asst Prof
Mastascusa, Edward J.	Electrical Engr	Asst Prof
Rinehart, Richard D.	Petroleum Engr	Instructor
Simes, James G.	Electrical Engr	Asst Prof
Taylor, Javin M.	NRRI	Instructor

COLLEGE OF LAW

Averill, Lawrence H., Jr.	Law	Asst Prof
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COLLEGE OF NURSING

Link, Marlene Raw	Nursing	Instructor
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Paulus, Alixe C.	Nursing	Instructor
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Watson, Margaret J. H.	Nursing	Instructor
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LIBRARY

McClain, Ione W.	Library	Instructor
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DIVISION OF STUDENT AFFAIRS

Tobin, Margaret C.	Dean of Women	Asst Prof
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DIVISION OF COMPUTER SCIENCE

Brown, Stanley K.	Computer Center	Asst Prof
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In reviewing the reappointments within the College of Arts and Sciences, it was suggested that further consideration be given to the qualifications of John E. McMullen, Instructor in Speech, to determine if he should not be recommended for promotion to assistant professor. It also was suggested that Richard L. Howey, Instructor in Philosophy, be carefully evaluated before reappointment beyond 1968-69.

McMullenHowey

In reviewing the reappointments within the College of Education, it was recommended that a study be made of the athletic staff in terms of their eligibility for tenure, particular attention being called to Glenn R. Daniel who has served 4 years in the Division of Physical Education plus 11 in Intercollegiate Athletics without attaining tenure, and to Joe E. Phillips who has served 4 years as Instructor and also serves as swimming coach.

Daniel

Mr. W. R. Jones moved, Mr. Quealy seconded and it was carried that the following members of the faculty on probationary tenure not be reappointed for the 1968-69 academic year:

Eugene W. Montgomery, Instructor in General Engineering - release at own request.

Carl V. Scott, Instructor in General Engineering - released at own request.

Susan Ann R. McKay, Instructor in Nursing - in accord with pre-employment agreement.

In reviewing the recommendation for reappointment of members of the athletic staff, it was suggested that every effort be made to retain the athletic staff and the question of granting them tenure was raised. It was suggested that the Athletic Committee give this matter further consideration. To confirm their positions for next year, Mr. Millett moved, Mr. W. R. Jones seconded, and it was carried that the following members of the athletic staff be reappointed for 1968-69:

Jack B. Aggers	Athletic Trainer - Instructor
William C. Baker	Asst. Football Coach - Instructor
Burton F. Gustafson	Asst. Football Coach - Instructor
Paul L. Roach	Asst. Football Coach - Instructor
Harold E. Rollins	Athletic Academic Counselor - Tennis Coach - Asst. Professor
Leonard Schurmur	Asst. Football Coach - Instructor
John R. Taylor	Freshman Football Coach - Instructor
William J. Young	Sports Information Director - Instructor

RELEASE

ATHLETIC STAFF

Mr. Person pointed out that there were sufficient funds to grant the requested sabbatical leaves and that all requests had the approval of the appropriate Department Head, Dean, and the President's Advisory Committee.

Mr. Johnson moved, Mr. Quealy seconded, and it was carried that the following sabbatical leaves be granted for the purposes and the periods indicated:

1. Dr. Harold S. Bloomenthal, Professor of Law, College of Law, for the Spring semester 1969 for the purpose of undertaking research and writing in the area of world community law which would involve travel to New York City, Washington, D.C., Cambridge, Massachusetts, and abroad.

2. Dr. Robert J. Bessey, Professor of Physics, College of Arts and Sciences, for the 1968-69 academic year, to permit him to spend a year in research work at the Observatory at Utrecht, Netherlands.

3. Dr. Leonard B. Baldwin, Professor of Civil Engineering, College of Engineering, for the Fall semester 1968 to visit all European fluid mechanics and hydraulic laboratories to which admittance can be gained in order to ascertain how they are using laboratories in the education of undergraduate students.

4. Dr. Laurence W. Cor, Professor of Modern Languages, College of Arts and Sciences, for the Fall semester 1968, to permit him to pursue a research project on the legend of Ines de Castro and Pedro of Portugal as it has appeared in history, legend and Romance

SABBATICAL
LEAVES

Bloomenthal

Bessey

Baldwin

Cor

literature.

5. Dr. William C. Guenther, Professor of Statistics, College of Commerce and Industry, for the 1968-69 academic year to accept an invitation to be associated with the Institute of Mathematical Sciences at the University of Oslo, Norway.

Guenther

6. Dr. Glyn N. Thomas, Professor of English, College of Arts and Sciences, for the Spring semester 1969 to visit British colleges and universities to see what is being done to provide honors courses, colloquia and seminars for students of superior ability, and to conduct research with the correspondence of Cardinal John Henry Newman, at the Oratory of St. Philip Neri near Birmingham, England.

Thomas

7. Dr. Frances C. Hyde, Professor of Office Administration and Secretarial Science, College of Commerce and Industry, for the Spring semester 1969, to study data processing at other universities in order to become acquainted with new techniques, methods, and procedures in office management.

Hyde

8. Dr. John Quentin Cook, Associate Professor of History, College of Arts and Sciences, for the 1968-69 academic year for improvement of his background in European history by travel to Europe.

Cook

9. Dr. George L. Morgan, Associate Professor of Chemistry, College of Arts and Sciences, for the 1968-69 academic year, subject to receipt of suitable external support, to study electron diffraction at the University of Oslo.

Morgan

10. Dr. Charles F. Becker, Professor of Agricultural Engineering and Head of the Department, College of Agriculture, for

Becker

the period September 1, 1968, through May 31, 1969, to work with either the Agricultural Engineering Department at the University of Arizona on methods of applying Systems Analysis to Row Crop Production or with Deere and Company, Moline, Illinois, in connection with research on design and testing of a variety of agricultural machines.

11. Mr. Allan A. Willman, Professor of Music and Chairman of the Division, College of Arts and Sciences, for the Spring semester 1969, to permit him to devote that time to the composition of several musical works, including a song cycle and a work for chamber ensemble, and to pursue that activity in certain European centers where he had his early training.

Willman

12. Dr. Ray A. Field, Associate Professor of Meats, College of Agriculture, for the period September 9, 1968, to September 9, 1969, to do post-doctoral study in the College of Agriculture and Natural Resources at Michigan State University.

Field

13. Dr. Alfred Lester Roberts, Associate Professor of Music Education and Coordinator of Advisement in the College of Education, for the Spring semester 1969 to prepare materials for a book on music education.

Roberts

14. Dr. Robert F. Noble, Associate Professor of Music Education and Educational Foundations, College of Education, for the Fall semester 1968 for a qualitative study of the graduate programs in music education in the institutions of higher learning in the western United States.

Noble

15. Mr. Robert I. Russin, Professor of Art, College of

Russin

Arts and Sciences, for the Spring semester 1969 to permit him to do creative work in sculpture in marble and bronze in Italy.

Mr. Person stated that he would request action on the first three requests as rather routine but would like to discuss the fourth request with the Board and request that it be treated in a separate action. After reviewing the requests, Mr. Johnson moved, Mr. Brodrick seconded and it was carried that leaves of absence without pay be granted to the following faculty members for the purposes indicated:

1. Dr. Alan A. Beetle, Professor of Range Management, a leave of absence without pay for the period from February 1 to May 31, 1968, to accept an appointment as a faculty member with the Chapman World Campus Afloat.

2. Dr. Edward A. Andrews, Associate Professor of Plant Pathology, a leave of absence without pay from his duties in the Division of Plant Science for eighteen months beginning about January 1968 to permit him to be considered as a candidate for a plant pathology teaching and research assignment in Quito, Ecuador, with the Food and Agriculture Organization of the United Nations, the leave to be contingent upon his being chosen for the position.

3. Mr. Richard T. Clark, Instructor in Agricultural Economics, a leave of absence without pay for the period October 1, 1968, through September 30, 1969, to permit him to do advanced work toward the Ph. D. in Agricultural Economics.

Mr. Person then called the attention of the Board to the request which the University had received from the Government of

LEAVES OF
ABSENCE

Beetle

Andrews

Clark

Chile for the services of Dr. William T. Mulloy, Professor of Anthropology, to permit him to continue work on the research and restoration of archaeological materials on Easter Island. Mr. Person pointed out that Dr. Mulloy was an acknowledged authority on Easter Island and was anxious to continue his work there. The leave requested would be for the second semester of the 1967-68 academic year but because of the limited support which could be offered by the Government of Chile, this would have to be a leave with pay although no additional expense would accrue to the University since a grant in the amount of \$5,950 had been offered by the National Foundation on the Arts and the Humanities which would cover the cost of a supply replacement in the Department and that a well qualified person had been found to accept this position. He then recommended that this request be granted since the University would also benefit by its association in this project. Mr. Millett then moved that the request be granted and that Dr. Mulloy be authorized a leave of absence with pay for the period from February 1 through June 30, 1968; the motion was seconded by Mr. Johnson and carried.

Mulloy

Mr. Hollon moved, Mr. Sullivan seconded, and it was carried that Professor E. George Rudolph be named Acting Dean of the College of Law for the 1967-68 Spring semester while Dean Frank J. Trelease is on sabbatical leave, with a salary increment of \$500 authorized for Mr. Rudolph for the period.

ACTING DEAN OF
THE COLLEGE OF
LAW

Rudolph

Mr. Johnson moved, Mr. Millett seconded, and it was carried that the President's recommendation be approved and that

ASSISTANT
DIRECTOR OF
NRRI (For
Atmospheric
Resources Research)

Dr. Donald L. Veal, Atmospheric Water Resource Engineer and Temporary Associate Professor in the Natural Resources Research Institute (NRRI) be named Assistant Director of NRRI (for Atmospheric Resources Research) effective December 11, 1967.

Veal

Mr. Quealy moved, Mr. Sullivan seconded, and it was carried, that in accordance with the recommendation of the Department, the Dean of the College and the President, Dr. Lillian G. Portenier be awarded the title Professor Emeritus of Psychology by virtue of her long, faithful service to the University and the distinction she brought to the institution through her pre-eminence in the psychological profession.

EMERITUS TITLE

Portenier

Mr. Hollon moved, Mr. Hines seconded, and it was carried that the following recommendations concerning this Division be approved

DIVISION OF
FINANCE AND
BUDGET

1. That a staff position be added, divided one-half to the accounting Department and one-half to the Purchasing Department, effective January 1, 1968, at a salary rate of \$6,900 on an 11-month basis, half to be provided from Special Grant funds of NRRI and half by an appropriation of University funds.

2. That the salary of Gordon Thorne, Buyer in the Purchasing Department, be increased from \$6,576 to \$7,176 per annum, effective January 1, 1968, with an appropriation of \$300 authorized to cover the remainder of the current fiscal year.

Mr. Sullivan moved, Mr. Brodrick seconded, and it was carried that the following grants and gifts be accepted for the purposes

GRANTS AND
GIFTS

and with the conditions indicated. Mr. Watt also requested that a letter of congratulation be directed to the recipients of the Standard Oil (Indiana) Foundation award for 1966-67 on behalf of the Board.

<u>Amount</u>	<u>Grantor and Purpose</u>
\$15,670	<u>Bureau of Mines</u> , for the continuing study of underground disposal of slurried wastes under the direction of John Bellamy of N.R.R.I. and Donald Stinson of the Department of Petroleum Engineering. The grant period is 7-1-67 to 6-30-68.
9,900	<u>Defense Atomic Support Agency</u> , for research, in connection with stress analysis of underground silos in different types of soils. The project is under the direction of Philip Hoyt of the Department of Civil Engineering and the grant period is 9-1-67 to 9-1-69.
700	<u>Ernst & Ernst</u> , \$500-a renewed scholarship, \$200 to assist the Accounting Department, College of Commerce and Industry, in preliminary studies for proposed research, library acquisitions, and other activities to support the accounting programs for the year 1968, under the direction of Dean Mundell.
3,500	<u>Humble Oil Company</u> , an unrestricted gift of \$2,500 to the Geology Department and an unrestricted gift of \$1,000 to the Engineering College.
10,900	<u>Midwest Oil Corporation</u> , an unrestricted gift to the University of 109 shares of Wyoming Industrial Development Corporation stock (par value of \$100).
27,000	<u>National Science Foundation</u> , for support of research on permian species of bivalved mollusks from the western United States under the direction of Donald Boyd, Department of Geology and Norman Newell, Department of Fossil Invertebrates, American Museum of Natural History. The grant period is 9-1-67 through 8-30-69 and is subject to renewal.
32,600	<u>National Science Foundation</u> , for the continuing study of calculating accurate electronic wavefunctions using optimally localized and pseudonatural molecular orbitals under the direction of Clyde Edmiston of the Department of Chemistry. The grant period is 9-1-67 to 9-1-69.

<u>Amount</u>	<u>Grantor and Purpose</u>
\$ 2,500	<u>Smith, Kline & French Laboratories</u> , for open anthelmintic investigational work under the direction of Robert Bergstrom of the Division of Veterinary Science. The grant is effective immediately for an indefinite period.
5,000	<u>Standard Oil (Indiana) Foundation, Inc.</u> , \$3,000 for awards to three faculty members for outstanding teaching performance at the undergraduate level in 1967-68; \$2,000 unrestricted gift to the University.
5,335	<u>U.S. Department of Commerce, Office of State Technical Services</u> , for support of the Rocky Mountain Regional Conference on Air Pollution held on the University of Wyoming campus. The project is under the direction of Robert Shriner of the Wyoming Technical Assistance Program for the period 8-29-67 to 3-1-68,
12,000	<u>Wyoming State Engineer</u> , an agreement between the Water Resources Research Institute and the Wyoming State Engineer relative to certain studies to be made for the forthcoming Wyoming Water Plan, under the direction of Paul Rechard of the Water Resources Research Institute. The grant period is 10-1-67 to 9-30-68.
5,950	<u>National Foundation for the Humanities</u> , to support an international anthropological and archaeological research program on Easter Island under the direction of Dr. William T. Mulloy. The grant period is 2-1-68 to 8-30-68.
SCHOLARSHIPS	
\$ 3,300	<u>Elks National Foundation</u> , to provide scholarships to graduating high-school seniors who are residents within the jurisdiction of the order in Wyoming.
500	<u>Wyoming Society of Certified Public Accountants</u> , to provide a scholarship to a graduate or an undergraduate majoring in accounting.
500	<u>Chevron Oil Company</u> , to provide a scholarship to an undergraduate student enrolled in petroleum engineering.
500	<u>Marathon Oil Foundation</u> , to provide scholarships to two undergraduate students in the curriculum of petroleum engineering for use during their junior and senior year.
1,040.60	<u>Pacific Power and Light Company of Casper</u> , to provide scholarship for winner of state baking contest.

<u>Amount</u>	<u>Grantor and Purpose</u>
\$ 1,000	<u>The Dyson Foundation</u> , to provide scholarships for two students.
2,100	<u>The Sears Roebuck Foundation</u> , to provide scholarships to six freshmen and one sophomore who are Wyoming ranch and farm boys or girls.
750	<u>Daniel F. and Nellie G. Beck Trust Fund</u> , administered by the First National Bank and Trust Company, Cheyenne, to provide three scholarships from the Trust Fund.
44,230	<u>Richardson Family Education Trust Fund</u> , administered by First National Bank and Trust Company of Wyoming, Cheyenne, to provide scholarships to graduates of Casper and Cheyenne public schools.
1,000	<u>Wyoming Pepsi Cola Company</u> , to provide scholarship to winner of Miss Wyoming Pageant.
4,699	<u>General Motors Corporation</u> , to provide scholarships for four General Motors scholars.
1,000	<u>W. A. "Pat" Norris</u> , to provide scholarships to a student in engineering. Provided by the Wortham Machinery Company of Cheyenne.
500	<u>Peter Kiewit Sons' Company</u> , to provide Scholarship to student in civil engineering for use in his senior year, who will have spent the summer between his junior and senior years working for Peter Kiewit Sons' Company.

Mr. Person discussed a proposed program for the training of professional social work personnel at the bachelor's level. The federal Department of Health, Education, and Welfare has offered a grant to the state Department of Public Welfare in the amount of \$9,771.32 for the remainder of fiscal year 1967-68 and \$16,500 for fiscal year 1968-69 to support such a program, but under the terms of the grant a direct contribution of 25 percent would be required from the University. The funds appropriated as the University's matching appropriation would have to be transferred by the University to the

UNDERGRADUATE
PROGRAM FOR
PROFESSIONAL
SOCIAL WORK

Department of Public Welfare and then, in accordance with an agreement between the State and the University, the total funds would be returned to the University for the conduct of the program. Mr. Person stated that he felt this was a worthwhile program and that the Governor, as Chairman of the State Board of Public Welfare, had signed the Agreement for the State. Mr. Johnson then moved, Mr. Sullivan seconded, and it was carried that the President of the University be authorized to enter into this Agreement on behalf of the University, with an appropriation of University funds in the amount of \$3,257.10 for 1967-68, and \$5,500 for 1968-69 authorized to meet the University's 25 percent matching requirement.

Mr. McBride moved, Mr. Brodrick seconded, and it was carried that the following budget changes be authorized:

1. Trustees Travel. An appropriation of \$5,000 to meet anticipated expenses for the remainder of the fiscal year.

2. College of Agriculture, Agricultural Experiment Station. Appropriation of increased federal funds designated as Hatch, Regional Research, and McIntire-Stennis, as follows:

Hatch Act: \$20,715.00

<u>Division Travel</u>		
General Travel		\$ 300.00
<u>Division of Animal Science:</u>		
Assistants	\$ 2,000	
Contractual	1,283	
Equipment	<u>5,185</u>	
		8,468.00
<u>Division of Plant Science:</u>		
Assistants	\$10,170	
Contractual	500	
Supplies	777	\$11,447.00

BUDGET CHANGES

Trustees Travel

College of Agriculture
Agricultural
Experiment Station

Division of Veterinary Science:
 Fixed Charges \$ 500.00

REGIONAL RESEARCH: \$18,283.00

Division of Agricultural Economics:
 Assistants, Part time \$2,447
 Supplies 1,200
 3,647.00

Division of Animal Science:
 Contractual 3,817.00

Division of Biochemistry:
 Contractual \$ 540
 Equipment 5,832
 \$ 6,372.00

Division of Veterinary Science:
 Assistants \$2,600
 Contractual 1,847
 \$ 4,447.00

McINTIRE-STENNIS: \$ 2,926.00

Division Travel
 General Travel \$ 298.00

Division of Plant Science
 Assistants \$ 2,628.00

3. Department of Art. An appropriation of \$190.00 to replace a Kodak Carosel Projector stolen from the Department.

Department of Art

4. Office of Alumni Relations, Development, and Information. An appropriation of \$3,158.00 for the conduct of the Annual Giving Program of the University's Alumni Development Fund.

Office of Alumni Relations, Development, and Information

Mr. Quealy moved, Mr. Sullivan seconded and it was carried that the two units be combined into one unit under the supervision of the Director of the Computer Center, Dr. David Winkel, who would report jointly to the Dean of Academic Affairs and the Executive

CONSOLIDATION OF DATA PROCESSING DIVISION AND COMPUTER CENTER

Assistant for Business and Plant Affairs, with Mr. William Brown, presently Supervisor in Data Processing, to be named as Assistant Director of the Computer Center for Data Processing, with an annual salary of \$9,660 on an 11-month basis, effective December 11, 1967; the position of Director, Data Processing to be abolished, and that the regulations of the Board be amended to reflect this change.

Mr. Person pointed out that this school has been authorized on a year to year basis for the past seven summers in cooperation with the Wyoming Oil Industry Committee and he was now suggesting that a long-term authorization be granted to conduct the school each summer so long as the costs are underwritten by the Wyoming Oil Industry Committee under the same arrangements as in previous years. He explained that the program is designed for secondary school teachers and consists of one five-semester hour Field Studies Course offered through the College of Education at Casper College. Mr. Jack Jones moved, Mr. Sullivan seconded, and it was granted that authorization be granted for the University to offer a Field Summer School in Casper on an annual basis in cooperation with the Wyoming Oil Industry Committee, with costs to be underwritten by the Wyoming Oil Industry Committee as in previous years.

The following change orders were noted without comment:

1. NRRI Hangar & Laboratory Building - Brees Field, Rock River Lumber Co., Rock River, Wyoming.

FIELD SUMMER
SCHOOL IN
CASPER

CHANGE ORDERS

Change Order No. 1

Item 1. Change branch circuits to special purpose outlets in Lab area.	Add	\$ 60.00
Item 2. Change wiring switching of fluorescent fixtures to have no more than 6 fixtures per 20A breaker.	Add	<u>60.00</u>
	Total Add	<u>\$120.00</u>

Change Order No. 2

Lower top of cut off wall to El. 7266.00, realign horizontal Rebar, and raise top of footing to El. 7262.00.		<u>No Change</u>
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STATEMENT OF CONTRACT AMOUNT:

Original Contract	\$53,162.21
Total of Change Orders No. 1 and 2	+ 120.00
Total Contract price including changes	<u>\$53,282.21</u>

2. Classroom Building, Science Center Complex, Mead & Mount Construction Co., Denver, Colorado.

Change Order No. 4

Item 1. Revise 2 entrance doors; manufacturer offered to provide power operated doors at 2 entrances as a demonstration to the Owner of their advantages both to handle heavy traffic as well as handicapped persons.		No Change
Item 2. Extra charge to hook up power operated doors.	Add	<u>\$ 80.86</u>
	Total Add	<u>\$ 80.86</u>

Change Order No. 5

Item 1. Add 16 Flashing Pans at base of precast concrete pilasters, exterior, first floor walls, to protect walls against intrusion of moisture at base of present pilasters, and to add a sheet metal drip above one exterior door to reduce future painting problems.	Add	\$ 87.40
Item 2. Add insulation in area over one stair landing which is exposed to weather - to reduce heat loss and attendant problems.	Add	\$121.90

Item 3. Credit for using black safety nosings in lieu of colored on interior precast steps.	Deduct	\$ 95.00
	Net Add	<u>\$114.30</u>

STATEMENT OF CONTRACT AMOUNT:

Original Contract	\$1,624,075.00
Total of previous Change Orders No. 1-3	<u>2,116.30</u>
Subtotal	\$1,626,191.30
Total of Change Orders No. 4 and 5 (+\$80.86 +\$114.30)	<u>195.16</u>
Total Contract price including changes	<u>\$1,626,386.46</u>

At the June 1967 meeting of the Board when the Refunding and Improvement Revenue Bond Sale Resolution was adopted, it was with the stipulated requirement that Boettcher and Co., Financial Consultant, submit a report "to include the full disclosure of the transaction in connection with Boettcher and Company's acquisition of the bonds from the State Treasurer and University payment of a refunding cost of approximately \$58,000 to Boettcher and Company" with such report to be incorporated into the minutes of that meeting. Mr. Person called attention to the report of Boettcher and Company circulated to the Board with his report and stated that if it were acceptable to the Board it would be made a part of the permanent minutes of the meeting of the Board of Trustees on June 3-5-6, 1967. The report was accepted as presented.

The Board then turned to a consideration of the addendum to the President's report:

Mr. McBride moved, Mr. Hollon seconded, and it was carried that the following additional appointments be approved:

REPORT FROM
BOETTCHER AND
COMPANY

APPOINTMENTS

1. Ross E. Baker as Assistant County Agent in Fremont County for the fiscal year 1967-68 at an annual salary of \$7,800 on an 11-month basis, effective February 1, 1968.

Baker

2. Ray A. Marquardt as Assistant Professor of Business Administration for the academic year 1968-69 at an annual salary of \$12,504 on a 9-month basis, effective September 1, 1968, to replace Dr. E. A. Jochumsen, who will be recommended for assignment to the graduate program in business administration at Warren Air Force Base under the contract which is being negotiated between the University and the U.S. Air Force for continuation of the Minuteman program.

Marquardt

3. James M. Dente as Visiting Assistant Professor of Law for the period February 1, 1968, to June 4, 1968, at a salary of \$5,000 for the period.

Dente

4. Captain Donald J. Bartelt as Assistant Professor of Aerospace Studies, effective spring of 1968 as replacement for either Lt. Col. Neil O. Fouts or Lt. Col. Wayne Musgrove, both of whom are scheduled for reassignment during the spring of 1968.

Bartelt

Mr. Hines moved, Mr. Millett seconded, and it was carried that the resignation of Lawrence C. Patterson, County Agricultural Agent in Albany County, be accepted effective February 16, 1968.

RESIGNATION

Patterson

Mr. Millett moved, Mr. McBride seconded, and it was carried that Mr. Herbert D. Pownall, Head of Photo Service in the Division of Communications Services, be granted a leave of absence for the period from February 1 through August 31, 1968 with partial

LEAVE OF
ABSENCE
Pownall

salary support at the rate of \$333.00 per month during the period of his leave, to establish photographic recording procedures on Easter Island under the direction of Dr. William Mulloy, Professor of Anthropology.

Mr. Hollon moved, Mr. Johnson seconded, and it was carried that the following gift be accepted and used for the purpose stated:

<u>Amount</u>	<u>Grantor and Purpose</u>
\$25,000	from an anonymous donor: to be used for the purchase of out of print Western Americana under the direction of Gene Gressley, Assistant Director, Library.

1. Publications Service. Mr. Johnson moved, Mr. Quealy seconded, and it was carried that an appropriation of \$275.00 be authorized to permit an increase of 1,000 copies of the Graduate Bulletin for 1968-70.

2. ASUW - Wyo Days Tour. Mr. Person called attention to a request which he had received for a special appropriation of \$2,000 to support the Wyo Days tour. He stated that in the past this had been supported by the ASUW as an annual public relations and recruitment tour of the State, but this year had been deleted from the ASUW budget and University support requested. Mr. Person stated that he had been advised by his staff that this tour, at least in recent years, had not been a particularly effective public relations function of the University and he would not recommend an appropriation for this purpose, but that he wished the Trustees to know of the request. No further action was taken.

GRANTS AND GIFTS

BUDGET CHANGES

Publications
Service

ASUW - Wyo Days
Tour

Mr. Person presented proposed new regulations which would abandon the idea of attempting to distinguish between residence and extension courses, but would retain the distinction between off-campus offerings. He stated that the Cheyenne School Board had for some time been requesting a relaxation in the regulations restricting the amount of credit that could be earned through extension courses and it was generally felt that technological innovations in television and other forms of tele-communications are largely eroding the distinctions which once could be drawn between resident and extension credit, although a distinction between off-campus and on-campus offerings still appeared valid since physical residence on a college campus is a vital and significant part of any college experience. He explained that extension offerings must, of course, still be conditioned upon the demand for the course, the availability of a qualified instructor, and laboratory and/or library facilities. He further stated that the proposed regulations had been discussed with the faculties of the various colleges, had been approved by the Council of Academic Deans and were recommended for approval by the Board. Mr. Sullivan moved, Mr. Hines seconded, and it was carried that the following regulations be adopted:

For the bachelor's degree, a minimum of thirty hours of credit must be earned on the Laramie campus. A maximum of 24 semester credit hours may be earned by correspondence in the baccalaureate program.

For the master's degree, a minimum of twenty-two hours of credit must be earned on the Laramie campus. No

RESIDENCE,
EXTENSION, AND
CORRESPONDENCE
CREDIT

credit may be earned by correspondence. Work taken at another institution may be transferred but does not affect the residence requirement.

For the doctor's degree at least four semesters must be spent on the Laramie campus. Upon approval of the student's major advisor and the Dean of The Graduate School, exceptions may be granted to this regulation. No credit may be earned by correspondence.

The meeting then recessed at 5:15 p.m. to reconvene at 10:00 a.m. on December 9, 1967.

President Watt called the meeting to order at 10:00 a.m. on December 9, 1967, with the same members present as on the previous day.

Chairman Jack Jones reported for the committee with the following recommendations:

O'Bryan Stone Monument. Mr. Jones reported that this monument was located on the site of the new Biological Sciences Building and it would be necessary to move it. The Committee had determined that it should be relocated in the area in front of the northwest corner of the Wyoming Union between the Union and the Half-acre Gym. No objection was voiced.

Chiller Plant Expansion. It was pointed out that additional chilling capacity is needed to adequately serve the Biological Sciences and Pharmacy buildings and to complete the refrigerated air conditioning system for all five new buildings. Funds for this purpose are

PHYSICAL PLANT
AND EQUIPMENT
COMMITTEE
REPORT

O'Bryan Stone
Monument

Chiller Plant
Expansion

available from construction funds obligated for the Biological Sciences and Pharmacy buildings. Mr. Jack Jones moved that the Committee recommendation be accepted and that Swanson and Rink be retained to do the engineering design as an extension of the existing Owner-Engineer Agreement, and that they be authorized to prepare a call for competitive bids; seconded by Mr. Johnson and carried.

Biological Sciences Building. Mr. Jones reported that they hoped to go for bids within the next ten days. Mr. Hays pointed out that it was now anticipated that Title I funds under the Higher Education Facilities Act would be reduced by approximately \$184,000 from that previously anticipated, and it was projected that there would be a funding deficit of approximately \$416,000. However, he reviewed the discussion with the Board at the August meeting wherein it was stated that there would be approximately \$500,000 surplus in the 1965 Dormitory and Dining Service Bond funds which would be applied for this purpose if required. If construction bids exceed the estimate, there was the alternative of going back to the Legislature and asking for additional bonding obligations or to temporarily utilize bond proceeds from the 1967 bonds projected for the Fine Arts Center and to replace them when the 1971 bond refunding is accomplished when a surplus would be available. Mr. Jack Jones then moved that the Committee's recommendation be accepted, that bids be called on the Biological Sciences Building as soon as authorization is received from the Department of Health, Education, and Welfare and that University officials be authorized to call for bids on the movable furniture and

Biological Sciences Building

fixtures for all three Science Center buildings (provided the specifications are first submitted to the Committee) the dates to be coordinated with the call for bids for the building but to include an alternate providing for delivery of the furniture and fixtures for the Biological Sciences Building a year later than those for the other two buildings; seconded by Mr. Hines and carried.

Plaques. It was pointed out that the Committee had agreed that in the future the cost of plaques should be omitted from the construction contracts and handled by a line item in the construction contingency. Mr. Jack Jones then moved that the same format for plaques for White Hall and for the Science Center should be used as was used for other dormitories in the new complex, except that the dates of tenure for the Presidents involved should be used instead of showing their degrees and also that the words "during planning" be used instead of "during construction and planning."

Vocational Education - Sawdust Collection System. It was pointed out that this had originally been included in the plans and specifications as an alternate bid but had been rejected due to lack of funds. It was now estimated that the cost would be from \$12,000 to \$15,000, but it was considered essential that it be done. Mr. Jack Jones moved that authorization be granted for University officials to advertise for bids for a sawdust collection system in the wood-working shop on the the third floor of the Education Building Addition, and to retain Mr. Toohey to make the drawings and specifications, negotiating with him for a fixed fee not to exceed \$700; seconded by Mr.

Plaques

Vocational
Education - Sawdust
Collection System

Johnson and carried.

Campus Parking and Traffic Committee. 1.) Ivinson Avenue Entrance to Commerce and Industry parking lot. In accordance with the recommendation of the City of Laramie's Consulting Traffic Engineer and the Campus Planning Committee, Mr. Jack Jones moved that the Committee's recommendation be approved and that authorization be granted for the Buildings and Grounds Department to construct a temporary exit-entrance to the Commerce and Industry parking lot on a trial basis, with a "no left turn" sign on the exit; seconded by Mr. McBride and carried.

2.) King Avenue. Mr. Jack Jones moved that the Committee recommendation be accepted for a change in the name of King Avenue to Ivinson Avenue to continue the city street; seconded by Mr. Brodrick and carried.

Washakie Center and New Dormitories. Mr. Jack Jones moved, Mr. Sullivan seconded and it was carried that the Committee's recommendation be accepted to accept the proposal of the architects, J. T. Banner and Associates, Inc., as to a fair allocation of costs with regard to the dishwashing room ventilation, soundproofing, and office enclosures in Washakie Center and the new dormitories and the following appropriations be authorized: An appropriation of \$990 for the cost of materials for an exhaust fan and ductwork in the dishwashing room (the cost of labor to be borne by the architects); and an appropriation of \$225 for soundproofing the piano lounge (the balance of labor and materials to be borne by the architects.)

Campus Parking
and Traffic
Committee

Washakie Center
and New
Dormitories

Library. Mr. Jack Jones moved, Mr. Brodrick seconded, and it was carried that the Committee recommendation be approved and that an appropriation of not to exceed \$3,000 be authorized for the installation of supplemental thermostatically controlled electric heating elements in the existing ductwork in two critical areas of the Library with a study of the re-balancing of the system to be continued by the Division of Physical Plant.

Library

President's Residence. Mr. Jack Jones moved, Mr. Johnson seconded, and it was carried that an appropriation of not to exceed \$1,000 be authorized for renovation of the swimming pool at the President's residence since it had never been properly completed. Mr. Johnson commended the Division of Physical Plant for keeping it in good condition.

President's
Residence

Laramie Community Golf Course. Mr. Person reviewed the history of this proposal. When the University received the gift of land north of 30th street from the Union Pacific, the golf course was being operated for the City of Laramie through the Laramie Community Golf Association, and the Union Pacific gift had included an understanding that the University would permit the continued operation of this course. The Association had under consideration a plan to expand the present 9-hole course to 16 holes through a Federal grant and requested a long-term lease from the University for this purpose. When the University had offered less than the 50-year lease requested, the City and Association had proposed that the University take over the course. Under the proposal, the Association would turn over all assets to the University

Laramie Community
Golf Course

and the City would provide all of the water needs of the course free so long as the University operates it as a public golf course. Mr. Jack Jones reported that a committee composed of Messrs. Person, Millett, Jacoby, and Geraud had studied the proposal and recommended its acceptance under conditions drafted by Mr. Geraud with the course to be placed under the Athletic Department for operation and that the Physical Plant and Equipment Committee supported its recommendation.

The proposed conditions to be as follows:

1. The Laramie Community Golf Association will transfer to the University all of its assets pertaining to the nine hole Laramie Community Golf Course, including equipment, fixtures, interests in realty, and liquid assets, all free and clear of any debts, claims or encumbrances.
2. The University will use and apply all transferred assets for the continued operation or improvement of the existing nine hole golf course.
3. The golf course will be made available to the use of the public upon payment of reasonable fees to be established by the University, and the University may establish special fees or conditions of use applicable only to its students.
4. The University shall maintain and operate the course for a minimum period of twenty-five years, provided that the University may re-locate any or all of the existing course during such period of time.
5. The City shall agree to provide all of the water needs of the golf course free so long as the University operates it as a public golf course.
6. The level of operations and improvements of the golf course shall be determined by the University and shall be commensurate with income derived from operations of the course.

Mr. W. R. Jones pointed out the expense of operating a golf course and requested assurance that the University would not be making a commitment to what could amount to a future University

expense. He suggested that a committee be appointed to investigate it further. Dr. Carlson pointed out that the Course would be a definite asset to the University and that Mr. Jacoby had assured the Committee that he felt it could be operated efficiently without cost to the University, and expanded to eighteen holes if the Federal grant presently under consideration is approved.

Mr. Jack Jones then moved that the Physical Plant and Equipment Committee recommendation be approved and that the Board of Trustees accept the proposal made by the Laramie Community Golf Association with the conditions specified; seconded by Mr. Johnson. In the discussion that followed Mr. W. R. Jones again suggested that further study be given to projected operating costs prior to entering into an agreement to take over the operation of the Course, and it was agreed that this would be beneficial. Mr. Jack Jones then withdrew his previous motion and moved that a Committee of four be appointed to make a study of projected operating costs for the Golf Course to report back to the Board; Mr. Sullivan seconded the motion and it carried. Mr. Watt named the following to the committee: H. T. Person, Chairman; Millett, Carlson, and W. R. Jones.

Prior to inviting the representatives of this corporation into the meeting, Mr. Quealy stated that he wished to call to the attention of the Board that he owns an interest in a community cable television system.

Messrs. Don Tannehill and Charles Crowell then entered the meeting. They thanked the Board for the opportunity to present their

EDUCATIONAL
CABLE
TELEVISION, INC.
PROPOSAL

proposal which had been formulated on behalf of Educational Cable Television, Inc., a Wyoming corporation not organized for profit. Speaking for the corporation, Mr. Crowell stated that this proposal had been developed in connection with the policy statement adopted by the Board on September 29, 1967, relative to the dissemination of educational television in Wyoming. According to Mr. Crowell, the proposal would make available television programs originating at the University to 74% of the grade and high school students in Wyoming, 100% of the students in the community colleges, and 100% of the students enrolled in parochial schools. The proposal provides that the Corporation which is composed of the members of the Wyoming Cable Television Association would assume until July 1, 1969, the entire cost of construction of the necessary microwave links, and of maintaining and operating the closed circuit cable television operation to bring programs originating at the University to those communities in the State served by the members of the Corporation. After July 1, 1969, if the University felt the program to have sufficient merit, funds for its continued operation would be included in the biennial budget request beginning July 1, 1969-- at the rate of approximately \$60,000 a year or \$120,000 for the biennium. If by July 1, 1969 the University determined that it did not wish to continue the program, there would be no obligation. Following some further discussion and explanation, Messrs. Tannehill and Crowell withdrew from the meeting.

The meeting was then recessed for lunch at 12:00 noon and reconvened at 1:00 p.m. with the same persons present.

In further reference to the proposal by the cable television people, Mr. Roberts pointed out that while the percentages on the number of students who could be reached through the cable television method might well be correct, the important consideration was how many schools would be reached since it was the small more remote schools that had the real need for television programming. He stated that he did not feel that the proposal met the need since it would cover relatively few of these schools. No action was taken pending a recommendation from the President after further study of the proposal by University personnel.

The Board then resumed its consideration of the report of this committee.

Atmospheric Science Research Facility. Mr. Jack Jones described the grant application prepared by the Physics Department to be submitted to the National Science Foundation to permit construction of a building at a cost of approximately \$35,000 to be used in conjunction with balloon research. Since land would be required if the proposal is accepted, Trustee approval was requested prior to submission of the application. Mr. Jack Jones stated that no particular location had to be specified in the application, but the Committee felt that land could be made available either in the area of the agronomy farm or on the former Union Pacific land north of 30th Street. Mr. Jack Jones then moved that the Committee recommendation be accepted and that the submission of an application to the National Science Foundation for a grant of \$35,000 for construction of a building to be used in conjunction with balloon

PHYSICAL PLANT
AND EQUIPMENT
COMMITTEE
REPORT

Atmospheric Science
Research Facility

research by the Physics Department be approved; that the grant be accepted if offered, and the land be allocated for construction purposes; seconded by Mr. Hines and carried.

Projected Planning, 1969-71 Legislative Budget. Mr. Jack Jones stated that projected planning with regard to capital needs in the next biennium would be given further consideration at a meeting of the Physical Plant and Equipment Committee prior to the meeting with the Joint Ways and Means Committee and he invited all members of the Board to sit in on this meeting.

Kappa Delta Sorority Addition. Mr. McBride moved that the committee recommendation be accepted for approval of the proposed addition to the Kappa Delta Sorority house; seconded by Mr. Quealy and carried.

Architect for Fine Arts Building. Mr. Jack Jones stated that every architect in the State had been given due consideration for this project, and the Committee now wished to recommend the firms of Corbett and Dehnert of Lander and Jackson and J. T. Banner and Associates of Laramie for the Fine Arts Project and he moved that this recommendation be accepted. The motion was seconded by Mr. Hines and carried. Mr. Hollon then moved that the Board notify all architects in the State either by phone or wire, of this selection and thank them for coming for interview; seconded by Mr. W. R. Jones and carried.

President Person circulated copies of a faculty salary study for schools included in the University of Idaho Salary Study and also three plans of salary increases for 1968-69 showing the cost of each--

Projected Planning,
1969-71 Legislative
Budget

Kappa Delta
Sorority Addition

Architect for Fine
Arts Building

1968-69 OPERATING
BUDGET

at 8%; 7% and 6% for faculty. He pointed out that when the 1967-68 biennial budget request was prepared it was on the basis of a 7% faculty salary increase for each year, but that the actual increase for 1967-68 was only 4-1/2% because of the cut in funds. Because of increased income during the first year of the biennium, President Person stated that funds were available to provide a 7% increase for faculty and still leave an estimated uncommitted balance of \$114,137 to meet other budgeting contingencies.

Mr. Hays then presented an analysis of carry over obligations for the next biennium, and after some further discussion, during which President-elect Carlson indicated his strong support for a 7% faculty increase, Mr. Sullivan moved that the proposed Plan II be adopted--

	Average Salary Increase-%
Faculty	7
County Agents and Home Economists	7
Deans, Administrative Heads and Professional Personnel	7
All other	2

Mr. Quealy seconded the motion and it carried.

In connection with the earlier action of the Board eliminating restrictions on extension credit although retaining an on-campus credit requirement, Mr. Person called the Board's attention to previous requests from Mr. Crane, Superintendent of Cheyenne schools, concerning an increase in extension credit. He stated that the Board's current action should more than satisfy Mr. Crane at the undergraduate level but did not meet his request at the graduate, and that he would report this action to Mr. Crane.

EXTENSION CREDIT

Mr. Person called attention to one member of the faculty for whom no recommendation had been made--Dr. Edwin Gaines, Executive Assistant for Student Affairs. As Professor of History, the academic title to which he was named at the time of his appointment, he normally would be granted tenure on July 1, 1968, after two and one-half (2-1/2) years. Mr. Person stated that the Department of History did not recommend him for tenure since he had not been active in the Department. Mr. Person stated that he would like to recommend Dr. Gaines for retention for next year as Executive Assistant for Student Affairs with retention of his title as Professor of History but that he not be eligible for tenure in the Department of History. Mr. W. R. Jones moved acceptance of the President's recommendation; seconded by Mr. McBride and carried.

EXECUTIVE
ASSISTANT FOR
STUDENT AFFAIRS

Mr. Person told the members of the Board how much he had enjoyed serving with them and thanked them for their cooperation during his term of office. He was given a standing ovation by the Board.

PRESIDENT
PERSON

Mr. Millett moved that the Board extend a vote of thanks to the faculty and staff committee who worked on the Bylaws and Regulations; Mr. True seconded the motion and it carried.

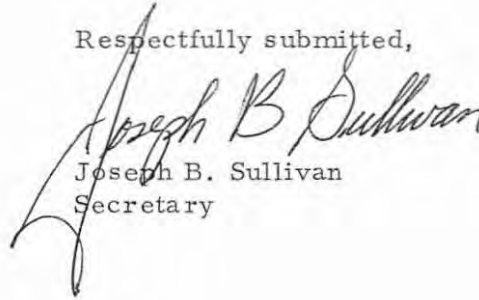
REGULATIONS AND
BYLAWS
COMMITTEE

Mr. Watt stated that he was calling a Special Meeting of the Board for January 9-and 10, 1968, the latter date for a meeting with the legislative Joint Ways and Means Committee.

NEXT MEETING

There being no further business, the meeting was adjourned
at 4:15 p.m.

Respectfully submitted,



Joseph B. Sullivan
Secretary

ADJOURNMENT

**Bylaws of the
University of
Wyoming (Addition to
book)**

BYLAWS
OF
THE TRUSTEES OF THE UNIVERSITY OF WYOMING

December 8, 1967

BYLAWS
OF
THE TRUSTEES OF THE UNIVERSITY OF WYOMING

December 8, 1967

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BYLAWS
OF
THE TRUSTEES OF THE UNIVERSITY OF WYOMING

Article I. STATUTORY CREATION AND AUTHORITY

Section 1-1. APPOINTMENT, TERM AND AUTHORITY

In accordance with the laws of the State of Wyoming (Wyo. Stat. 1957, secs. 21-350, 351, 352) the government of the University of Wyoming is vested in a board of twelve (12) trustees appointed by the governor, with the advice and consent of the senate, for a six year term, with terms to be staggered. Such Board constitutes a body corporate by the name of "The Trustees of the University of Wyoming" and is granted all the powers necessary or convenient to accomplish the objects and perform the duties prescribed by law.

Section 1-2. EX OFFICIO MEMBERS

The Governor of the State of Wyoming, the President of the University of Wyoming, and the State Superintendent of Public Instruction are ex officio members of the Board, as such having the right to speak, but not to vote.

Section 1-3. VACANCIES

Any vacancy in the membership of the Board shall be filled in accordance with laws pertaining thereto.

Article II. MEETINGS OF THE BOARD

Section 2-1. REGULAR MEETINGS

The annual meeting of the Board shall be held at the time of the regular Spring Commencement each year. At the annual meeting, the Board may set its schedule of regular meetings for the ensuing year. Written notice of all regular meetings shall be given by the President of the University to each member of the Board at least five days in advance of the meeting.

Section 2-2. SPECIAL MEETINGS.

Special meetings of the Board may be called by the President of the Board, or by any three members thereof, at such time and place as they may deem expedient, and a majority of said Board shall constitute a quorum for the transaction of business; but a smaller

number may adjourn from time to time. Notice of special meetings shall be given to each member of the Board at least 24 hours in advance of such meeting.

Section 2-3. ACTION IN REGULAR AND SPECIAL MEETINGS

At all regular and special meetings, it shall be valid to act on any subject within the power of the corporation except as provided elsewhere in these Bylaws.

Section 2-4. PLACE OF MEETINGS

All meetings of the Board shall be held at the University of Wyoming, unless otherwise ordered by the Board.

Section 2-5. ACTION WITHOUT A MEETING

The Board of Trustees or the Executive Committee may take action without a meeting by written consents setting forth the action so taken and signed by all the members of the Board or the Executive Committee as the case may be.

Section 2-6. ACT OF THE BOARD

The act of the majority of the Trustees present at a meeting at which a quorum is present shall be the act of the Board.

Article III. PROCEDURE AT MEETINGS

Section 3-1. QUORUM

A majority of the duly appointed and qualified members of the Board shall constitute a quorum for the transaction of business. Any number less than a quorum present at a meeting duly called may adjourn from time to time until a quorum shall be in attendance.

Section 3-2. ORDER OF BUSINESS

The business at each regular or special meeting shall be conducted in the following manner, unless otherwise authorized by appropriate Board action.

Roll call of members.

Approval of minutes of last meeting.

Approval of minutes of prior executive committee meetings.

Election of officers.

Reports and recommendations of the President.

Reports and recommendations of the Treasurer.

Reports of Committees:

Permanent committees.

Special committees.

Communications, petitions, and memorials.

Unfinished business.

New business.

Section 3-3. RULES OF PROCEDURE

Board meetings shall be conducted according to Robert's rules of parliamentary procedure except as modified by the Board. Each member of the Board who is present shall vote on every question, unless excused from voting by the Board. The ayes and noes shall be called and entered upon the request of any member of the Board.

Section 3-4. MINUTES OF PROCEEDINGS

Minutes of proceedings of the Board and of its Committees shall be kept by the secretary, or by a person designated by him. Action of the Board which utilizes material presented by reports or other documents shall be presented in the minutes in such form as to include when not impractical the full text of the action so that reference to other reports and documents is not necessary in order to determine the exact meaning of the action taken.

Article IV. OFFICERS OF THE BOARD

Section 4-1. NUMBER

The officers of the Board shall be a President, Vice-President, a Secretary, and a Treasurer, who shall be members of the Board.

Section 4-2. ELECTION AND TERM OF OFFICE

The officers of the Board shall be elected annually at the Annual Meeting. Each officer shall hold office for one year or until his successor is elected and qualified. No member of the Board

shall be eligible for re-election as president immediately after having served two successive regular terms in that office.

Section 4-3. VACANCIES

In the event of a vacancy in any office of the Board, an election shall be held for the unexpired term at the next regular or special meeting of the Board.

Article V. DUTIES OF OFFICERS

Section 5-1. DETERMINATION OF DUTIES

The officers of the Board shall perform the duties expressly enjoined upon them by the laws of this state and by the Bylaws of this Board, and such other incidental duties as pertain to their respective offices, or as may be assigned from time to time by the Board or its President.

Section 5-2. PRESIDENT

The President of the Board shall preside over all meetings of the Board; he shall call the Board or Executive Committee in regular or special session at such times as he may deem advisable or necessary or at any time upon the petition of three or more members of the Board; and he shall have authority to decide any disputes as to the application or meaning of these rules and Bylaws, but this decision shall be referred to the next regular or special meeting of the Board for final decision and adjudication by the Board. The President of the Board shall have power to make temporary appointments to fill vacancies in the officers or appointees of the Board during the interval between Board meetings. He shall be ex officio a member of all permanent committees of the Board. He may sign, with the secretary or any other proper officer of the Board thereunto authorized by the Board, any deeds, mortgages, bonds, contracts, or other instruments which the Board has authorized to be executed, except in cases where the signing and execution thereof shall be expressly delegated by the Board by resolution, by Regulations of the Board, or by these Bylaws to some other officer or agent of the Board, or shall be required by law to be otherwise signed or executed.

Section 5-3. VICE-PRESIDENT

In the absence of the President of the Board or in the event that the office becomes vacant, or of the President's inability or refusal to act, the Vice-President shall perform the duties of the President.

Section 5-4. SECRETARY

The Secretary shall be sworn to the performance of his duties as provided by statute. He shall be responsible for the minutes of meetings of the Board; he shall be custodian of the Board records and of the seal of the Board and see that the seal of the Board is affixed to all documents, the execution of which on behalf of the Board under its seal, is duly authorized. The Secretary shall sign with the President such instruments as the latter may execute. He shall be responsible for the supervision of duties delegated or assigned to the deputy secretary appointed by the Board.

Section 5-5. TREASURER

The Treasurer shall cause an annual report to be prepared by the officers and employees of the University of Wyoming which shall show all receipts and disbursements; he shall receive any monies, through the Deputy Treasurer, required by law to be paid to the Treasurer of the Board; and shall maintain general cognizance of fiscal and accounting procedures utilized by officers of the University of Wyoming designated by the Board to receive and disburse all monies.

Article VI. DEPUTY OFFICERS

Section 6-1. DEPUTY SECRETARY

The Deputy Secretary shall be appointed by the Board, and he shall perform such duties as are delegated by the Secretary of the Board.

Section 6-2. DEPUTY TREASURER

The Deputy Treasurer shall be nominated by the President of the University for appointment by the Board, and he shall be an officer of the University of Wyoming whose duties include responsibility for the receipt, custody, and expenditure of all funds of the University of Wyoming not held by the State Treasurer, and he shall exercise the same responsibility with respect to any funds or monies of The Trustees of the University of Wyoming.

Section 6-3. OTHER DEPUTY OFFICERS AND DUTIES

Other deputy officers may be appointed by the Board as may be deemed necessary. The duties of all deputy officers of the Board shall be set forth in writing at the time of appointment or in appropriate regulations of the Board.

Article VII. COMMITTEES OF THE BOARD

Section 7-1. EXECUTIVE COMMITTEE

The Executive Committee shall consist of three members of the Board one of whom shall be the President of the Board who shall serve as Chairman, and two of whom shall be elected by the Board for a term of one year at the annual meeting of the Board. The Executive Committee shall have authority to transact such routine business as may be brought up during the recess of the Board, to act for the Board in all matters wherein immediate decisions and actions are deemed necessary for the present welfare of the University. All such actions of the Executive Committee shall be reported to the Board at its next regular or special meeting for approval and ratification, and shall be entered in full upon the minutes of such meeting of said Board.

Section 7-2. W. R. COE TRUST FUND COMMITTEE

The W. R. Coe Trust Fund Committee shall consist of three members of the Board experienced in business and financial affairs and the management of investments who shall be elected by the Board for a term of one year at the annual meeting of the Board. The Committee shall manage the William Robertson Coe Memorial Funds subject to the following conditions:

a. No securities shall be bought or sold without approval of at least two members of the Committee.

b. The administrative officer of the William Robertson Coe Memorial Funds shall be appointed by the Board upon recommendation of the President of the University and he shall be the Administrator of the School of American Studies. The income produced from the management of said funds shall be disbursed under his direction upon approval of the Committee.

c. The day-to-day operations of said administrative officer shall be submitted to the Committee for consideration, and further, from time to time the overall management of the William Robertson Coe Memorial Funds may be ratified by the Board of Trustees at its regular meeting upon submission by the Committee.

d. The Committee may employ the services of an investment adviser, and may give due consideration to such advice.

e. The Committee shall place the securities of said Fund in custody of a proper bank and the custodian bank shall have the right and privilege of holding the securities in a street name or in a name of such nominee as it may choose.

f. Each year the said Administrator of the School of American Studies shall prepare and submit a budget for expenditure of the said funds to the Committee for approval and submission to the Board of Trustees for adoption.

Section 7-3. COMMITTEE ON PHYSICAL PLANT AND EQUIPMENT

The President of the Board shall at the annual meeting appoint five members of the Board who shall constitute the Committee on Physical Plant and Equipment. This Committee shall consider all matters affecting the maintenance and development of the physical plant and equipment of the University, and recommend to the Board of Trustees such actions pertaining thereto as may be needed or advisable.

Article VIII. AMENDMENT OF BYLAWS

These Bylaws may be changed or amended and additional Bylaws may be adopted at any regular meeting of the Board by a vote of two-thirds of all the members, provided that notice of the intention to change, amend, or add to the Bylaws, in whole or part, shall have been given in the notice of the meeting or shall have been given at a preceding meeting of the Board. Such notice shall be in writing and shall include the exact wording of the legislation proposed. The Bylaws or any of them may be suspended at any Board meeting by an affirmative vote of two-thirds of all the members of the Board, and not otherwise.

Article IX. REGULATIONS OF THE BOARD

Rules for the government of the University and all its branches shall be designated as "Regulations of the Board," which may be adopted, changed or amended at any regular or special meeting of the Board without prior formal notice. Such regulations, changes or amendments shall be upon formal motion indicating that adoption, change in, amendment of, or addition to the Regulations of the Board is intended and action of the Board which fails to embody such indication shall not have the status of a standing regulation.

Article X. PRESIDENT OF THE UNIVERSITY OF WYOMING

Section 10-1. APPOINTMENT

The President of the University of Wyoming shall be appointed by the Board, but no such appointment shall be made without nine affirmative votes of the Board. His initial term of office shall be for not less than one year, and he shall thereafter continue in such office at the will of the majority of the Board, who, from time to time, shall fix his salary. It will be the policy of the Board to confer with an advisory committee from the University faculty and non-academic staff prior to the selection of a new President.

Section 10-2. DUTIES AND POWERS

The President of the University shall perform the duties expressly enjoined upon him by the laws of this state, by these Bylaws, and such other incidental duties as pertain to his office or as may be assigned from time to time by the Board. As the executive head of the University of Wyoming, in behalf of the Board he shall be responsible for the custody of the books, records, buildings and all other property of the University, and for the administration of the academic and business activities of the University in accordance with the directives, Bylaws and Regulations of the Board; and he shall be clothed with all authority requisite to these ends. He shall inform and advise the Board with respect to the operations of the University and its relationships, and shall serve as an ex officio member of all permanent Board committees.

Article XI. THE UNIVERSITY OF WYOMING

Pursuant to state law establishing the University as an institution of learning under the name and style "The University of Wyoming," all authorized functions and business matters carried on by the officers, faculty and employees of the University in accordance with regulations and financial budgets of the Board shall be in the name of "The University of Wyoming."

Article XII. SEAL

The corporate seal of The Trustees of the University of Wyoming shall consist of a circular design on which is inscribed the words "The University of Wyoming - Laramie -" and in the center the word "Equality." It shall be affixed to all papers which may require it as authorized by the Secretary, the President of the University of Wyoming, or regulation or direction of the Board.

THE UNIVERSITY OF WYOMING
REGULATIONS
OF
THE BOARD OF TRUSTEES

December 8, 1967

REGULATIONS
12/8/67

THE UNIVERSITY OF WYOMING
REGULATIONS OF THE BOARD OF TRUSTEES

December 8, 1967

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REGULATIONS OF THE BOARD OF TRUSTEES

Part I. OFFICERS OF THE UNIVERSITY

Section 1. DESIGNATION

Officers of the University are: the President; Administrative Officers, to include the principal administrative officers of the University and the heads of their administrative subunits as set forth in Part II; and Academic Officers, to include Deans, Directors, Associate and Assistant Deans and Department and Division Heads of the organized educational units specified in Part III.

Section 2. APPOINTMENT

The President of the University shall be appointed by the Board as provided in the Bylaws of the Trustees of The University of Wyoming. Nine affirmative votes of the Board of Trustees shall be required for appointment.

All other officers shall be appointed by the Board of Trustees upon the recommendation of the President following consultation with the appropriate University Officers and faculty.

All appointments under this section shall be on such terms with respect to salary, terms of employment and like matters as the Board may determine.

Section 3. REMOVAL

Any person appointed to an office or position pursuant to this Part may be removed by the Board of Trustees whenever in its judgment the best interests of the University will be served thereby, but such removal shall be without prejudice to the contract rights, if any, of the person so removed. Likewise such removal shall be without prejudice to the rights, if any, of such person as a tenured member of the faculty.

Part II. THE ADMINISTRATIVE ORGANIZATION OF THE UNIVERSITY

Section 1. THE PRESIDENT OF THE UNIVERSITY

The President shall be the chief executive officer of the University and shall be responsible for the University subject to the control of the Board of Trustees. It shall be his duty to enforce these regulations and other University regulations adopted pursuant to Part IV hereof, and he is hereby clothed with all authority requisite to these ends. Any authority or responsibility of the President may be delegated by him to any other member of the faculty or staff of the University, but delegation of major areas of authority or responsibility shall have the prior consent of the Board of Trustees.

In the event of the resignation, death or incapacity of the President, the Board of Trustees may appoint an acting president who shall perform the duties and have the powers of the President during such time as the Board may direct. If no acting president has been appointed by the Board, the duties of the president shall be performed by the Dean of Academic Affairs.

The President shall serve as the ordinary channel of communication between the Board and the faculty and between the Board and all subordinate administrative officers and staff of the internal organization. This regulation shall not be interpreted to limit the right of communication between the faculty or other officers of the University and the Board or to limit the manner in which the Board may gain information as to the work and operation of the University.

The President shall have as principal administrative officers a Dean of Academic Affairs, an Executive Assistant for Business and Plant Affairs, an Executive Assistant for Student Affairs, an Assistant to the President for Alumni Relations, Development, and Information, and a Director of Intercollegiate Athletics.

Section 2. THE DEAN OF ACADEMIC AFFAIRS

The Dean of Academic Affairs shall be the principal academic officer of the University administration and shall, under direction of the President, exercise general administrative functions over, and coordinating functions between, the various academic units of the University, as described in Part III. He shall consult with and advise the President with respect to the recommendations of the administrative heads of the various academic units concerning organization, development of programs, faculty appointments, promotions, leaves of absence, and salaries, and shall conduct

such special studies relating to curriculum, instruction, faculty, and other matters as may be determined by the President.

Section 3. THE EXECUTIVE ASSISTANT FOR BUSINESS AND PLANT AFFAIRS

The Executive Assistant for Business and Plant Affairs shall be responsible to the President, and through him to the Board of Trustees, for the administration of all the business and financial affairs and the physical plant of the University. As the principal financial officer of the University he shall perform such duties as are required by statute or by University administrative regulations.

He shall have administrative supervision over the following divisions: Finance and Budget, Physical Plant, Service and Auxiliary Enterprises, Internal Auditing, Campus Police, Personnel Administration, the Land Office, and, in conjunction with the Dean of Academic Affairs, the Computer Center. The Director of Finance and Budget shall serve as his immediate deputy and shall be empowered to act for him in all matters in his absence or at his direction.

In accordance with the Bylaws, he shall serve as the Deputy Treasurer of the Trustees of the University of Wyoming, and shall exercise all duties and responsibilities incident to this position, to include the receipt, custody, and recording of all monies or funds payable to the Trustees, the Treasurer, the University, or any of its colleges, divisions, or departments; and the disbursement or investment of such funds and monies as authorized by the Board, such disbursements to be upon vouchers authorized and approved by him, by the Director of Finance and Budget, or by the Assistant Director of Finance and Budget when authorized in writing by the Director.

He shall execute such agreements, leases and other instruments, excepting deeds or other instruments relating to the transfer of real property, as may be appropriate to the management, control, acquisition or disposition of property of the University of Wyoming in accordance with programs and functions of the University authorized by regulations or other directions of the Board.

Section 4. THE EXECUTIVE ASSISTANT FOR STUDENT AFFAIRS

The Executive Assistant for Student Affairs shall be responsible to the President, and through him to the Board of Trustees, for fostering the general welfare of all students of the University. He shall promote coordination among the various agencies of the University

which are concerned with the manifold aspects of student life and interests, and shall have administrative supervision over the Division of Admissions and Records, Division of Student Financial Aids, Division of Student Counseling and Testing, the Dean of Men, the Dean of Women, and the Student Health Service. He shall perform his duties with due regard for the functions of the University faculty and its committees.

Section 5. THE ASSISTANT TO THE PRESIDENT FOR ALUMNI RELATIONS, DEVELOPMENT, AND INFORMATION

The Assistant to the President for Alumni Relations, Development, and Information shall be responsible to the President, and through him to the Board of Trustees, for the University's relations with the alumni and the public at large. He shall have administrative supervision over the Division of Alumni Relations and Development and the Division of Communications Services.

Section 6. THE DIRECTOR OF INTERCOLLEGIATE ATHLETICS

The Director of Intercollegiate Athletics shall be responsible to the President, and through him to the Board of Trustees, for the conduct of the University's intercollegiate athletic program, to include the staging of all athletic contests and for the enforcement of the rules and regulations of the Western Athletic Conference. For the formulation of broad policy he shall be assisted by, and shall seek counsel from, a University Athletic Committee which shall consist of the following members: the President of the University as chairman; the Director of Intercollegiate Athletics as secretary; three faculty members appointed by the President of the University in consultation with the President's Advisory Committee for terms of three years with one retiring annually; two Trustee members selected by the Board; one representative of the Alumni Association chosen annually by the Association; and one member of the student body chosen annually by the Associated Students of the University of Wyoming. All members shall assume office upon July 1, following their election or appointment. Members may be elected or appointed to succeed themselves.

The three faculty members shall be designated as a Subcommittee on Eligibility and one of the members of this subcommittee shall be appointed by the President as the University's Western Athletic Conference representative.

Part III. THE ACADEMIC ORGANIZATION OF THE UNIVERSITY

Section 1. THE UNIVERSITY FACULTY

The University Faculty shall consist of all persons having the faculty rank of Professor, Associate Professor, Assistant Professor, or Instructor. Faculty Emeriti, Visiting Professors, Lecturers and all individuals holding temporary, supply, or part-time faculty appointments are ex officio members of the faculty without vote. The President of the University shall be the presiding officer at meetings of the University Faculty and shall, with the advice of the President's Advisory Committee, appoint a faculty member annually as Secretary of the University Faculty.

The University Faculty, subject to approval by the President and the Board of Trustees, shall establish bylaws for its organization pursuant to which it may adopt regulations in accordance with the authority and review procedures established in Part IV.

There shall be a President's Advisory Committee to serve as an advisory body to the President on matters affecting the faculty and the educational policies of the University. The Committee shall consist of one representative from each college other than the College of Arts and Sciences which shall have two, and one representative from the combined faculties of the Library, Division of Student Affairs and Division of Adult Education and Community Services. Representatives shall be elected by the faculties of the respective colleges and by the combined faculties of the other organized educational units cited above for terms of three years, with terms to be staggered. All full time resident members of a college faculty shall be eligible for election. No member shall succeed himself. The Committee shall elect a chairman annually from among its membership.

It shall be the function of this Committee to initiate recommendations to the President on matters within the areas of faculty concern and to advise him on such matters as he may refer to it. It shall make recommendations to the Faculty for membership on Faculty committees and advise the President concerning the composition of administrative committees; and it shall make investigations and recommendations to the President with respect to the promotion, tenure, and dismissal of faculty members. On matters of promotion, tenure, and dismissal the following shall sit with the committee as ex officio members without vote: the Dean of Academic Affairs; the Dean of the Graduate School; and the Dean or Director of the College or Division.

Section 2. COLLEGES

The University shall be organized into the following Colleges: Agriculture, Arts and Sciences, Commerce and Industry, Education, Engineering, Law, Nursing, and Pharmacy.

Each College shall be headed by a Dean who shall be responsible for all matters relating to the educational and administrative affairs of the College. He shall preside at meetings of the college faculty, recommend the college budget in consultation with the department or division heads of the college, transmit and recommend appointments and promotions with respect to the faculty and staff of the college and exercise general administrative supervision over the educational programs and operations of the college.

The faculty of a college shall consist of the President of the University and the Dean of Academic Affairs, *ex officio* without vote, the Dean, and all members of the University faculty serving in the College.

The college faculty shall, subject to the authority of the President and the Board, have jurisdiction in all academic matters within the scope of the college, including the determination of curricula, the standards for admission to, continuation in, and graduation from the college, except as authority is otherwise limited by maintenance of general University educational policy and correct academic and administrative relations with other units of the University. Questions of autonomy and jurisdiction as between a college faculty and the University faculty or between two college faculties shall be adjudicated by the President of the University, subject to appeal to the Board of Trustees. The College faculty, through the Dean of the college, shall recommend candidates for diplomas and degrees in course to the President and the Board of Trustees.

Each College may be organized into departments or divisions, subject to the approval of the Board of Trustees, under the general direction of an Academic Officer.

Section 3. THE GRADUATE SCHOOL

The Graduate School shall be headed by a Dean who shall be responsible for the recommendation of the Graduate School budget and for the administration of the programs and functions of the school.

The Graduate Faculty shall consist of the President, the Dean of Academic Affairs, the Deans of the colleges, the heads

of departments and divisions in which work for graduate credit is authorized, the Director of the University Library, and all professors and associate professors who are members of the regular teaching staff. In addition, assistant professors who are members of the regular teaching staff may be members of the Graduate Faculty on the basis of special qualifications or special need for their services, as established by criteria approved by the Graduate Faculty, and with the approval of the Dean of the Graduate School. Non-teaching staff of all ranks who may have occasion to direct graduate research may be members of the Graduate Faculty upon the recommendation of the Graduate Dean and approval of the Graduate Faculty. The Graduate Faculty may, at its discretion, delegate its powers to a duly constituted and representative group.

The Graduate Faculty shall review proposals for new graduate programs and make recommendations through the Dean of the Graduate School and the Dean of Academic Affairs to the President and the Board of Trustees.

Candidates for advanced degrees and diplomas shall be recommended to the President and the Board of Trustees by the Graduate Faculty through the Dean of the Graduate School.

Section 4. THE SCHOOL OF AMERICAN STUDIES

The School of American Studies shall be headed by a Director who shall consult with the appropriate Deans and department heads in formulating an interdisciplinary program in American studies.

Section 5. THE UNIVERSITY SUMMER SCHOOL

The University Summer School shall be headed by a Director who shall be responsible for planning, coordinating, and promoting the courses offered by the colleges during the summer terms, and for recommending the Summer School budget.

The faculty of the Summer School shall be appointed annually by the President of the University upon the recommendation of the appropriate deans and department or division heads to the Director of the Summer School.

Section 6. THE DIVISION OF ADULT EDUCATION AND COMMUNITY SERVICE

The Division of Adult Education and Community Service shall be headed by a Director who shall be charged with the

responsibility of extending instruction and other University services to communities throughout the State. He shall be responsible for the coordination of conferences and non-credit workshops and for recommending the Division budget.

Section 7. THE UNIVERSITY LIBRARY

The University Library shall be headed by a Director who shall be responsible for the provision of library service, and for the recommendation of the Library budget.

Section 8. THE COMPUTER CENTER

The Computer Center shall be headed by a Director who shall be responsible for the provision of computer services for the academic programs and administrative services of the University and for the recommendation of the Computer Center budget. The Director shall report jointly to the Dean of Academic Affairs and the Executive Assistant for Business and Plant Affairs.

Section 9. THE OFFICE OF RESEARCH DEVELOPMENT

The Office of Research Development shall be headed by a Director who shall be responsible for working with individual members of the faculty and recognized research units in developing appropriate fields of research effort and in coordinating the entire University research program.

Section 10. UNIVERSITY STATISTICS

University Statistics shall be headed by a University Statistician who shall collect data relevant to the current operation of the University and make such studies as may be required for planning the future growth and development of the University. He shall also serve as University classroom scheduling officer.

Section 11. OFFICE OF INTERNATIONAL PROGRAMS

The Office of International Programs shall be headed by a Director who shall be responsible for the conduct of the University's programs overseas.

Section 12. DIVISIONS OF MILITARY SCIENCE AND AEROSPACE STUDIES

The Divisions of Military Science and Aerospace Studies shall offer such programs in the Reserve Officer Training Corps as may be authorized by the Congress of the United States and

the Department of Defense through the Secretaries of the Army and Air Force respectively and as approved by the Board of Trustees. The Divisions shall be headed by a Professor of Military Science and a Professor of Aerospace Studies respectively who shall be nominated by the appropriate Armed Force and appointed by the Board of Trustees upon recommendation of the President of the University.

Part IV. REGULATIONS OF THE PRINCIPAL ADMINISTRATIVE AND
ACADEMIC UNITS OF THE UNIVERSITY

Section 1. REGULATIONS OF ADMINISTRATIVE UNITS

The President and the principal administrative officers of the University shall establish such regulations as are necessary for the discharge of their responsibilities and to provide for the organization and operation of the various divisions under their supervision as defined in Part II.

Section 2. REGULATIONS OF ACADEMIC UNITS

In accordance with its bylaws, the University Faculty may adopt regulations to establish educational and academic policies for the University as a whole; to promote the general welfare of the University, the students, and the faculty; to establish policies regarding student conduct and all phases of student life, activities, and student organizations; and to establish faculty committees.

The faculties of the various colleges and of the Graduate School shall propose regulations to establish the organization of their respective units, including functions, programs and procedures. Other academic units specified in Part III, after consultation with the Dean of Academic Affairs, may propose such regulations as are required for the discharge of their responsibilities.

Section 3. REVIEW AND APPROVAL OF PROPOSED REGULATIONS

All proposed regulations shall be reviewed by the President of the University. Incident to such review, he shall consider the need for such regulations, the duties and authority of the officer or academic unit proposing the regulation, possible conflicts with other existing regulations, and such other matters as he may deem relevant to the best interests of the University. He may cause the proposed regulations to be reviewed by any affected units of the University, and any officers or committees concerned with the substance of the proposal in order to elicit their recommendations. In his discretion, the President may return the proposed regulation for consideration of matters requested by him.

No regulations authorized under this Part shall become effective unless and until approved by the President. In his discretion, he may approve regulations which are ministerial in nature or which are in furtherance of and necessary to implementation of functions and responsibilities established by Regulations of the Board, or he may refer them to the Board of Trustees for consideration with his recommendations before he

takes action thereon. Proposed regulations which involve substantial changes to the functions, programs and procedures of academic units or the organization and operation of the offices of the principal administrative officers, or which involve significant matters of University wide concern and policy shall be referred to the Board of Trustees for consideration before the President takes action thereon.

Section 4. PUBLICATION AND EFFECT OF REGULATIONS

All regulations approved under this Part shall be identified as to their source and shall be published and distributed in such uniform manner as is directed by the President. All such regulations shall be deemed to be issued by the authority of the Trustees of the University of Wyoming. It shall be the duty of all employees to conduct themselves in accordance with the provisions thereof, as well as Regulations of the Trustees of the University of Wyoming, as a condition of their employment. Students applying for admission or enrolled in the University of Wyoming shall comply with all such regulations pertaining to academic procedures and requirements, student conduct, use of facilities and such other matters specifically applicable to students, as a condition of enrollment in the University of Wyoming.

Section 5. REPEAL OR CHANGE OF REGULATIONS

All regulations approved and published in accordance with this Part shall remain effective until repealed or changed in the same manner as provided for the establishment of such regulations. Any administrative regulation or regulation of an academic unit of the University may be reviewed, modified, or annulled by the Board of Trustees at any regular or special meeting of the Board. When the President has referred a regulation to the Board for review prior to its approval, the date of such review shall be noted in the published regulation.

Part V. FACULTY

Section 1. ACADEMIC FREEDOM

The faculty is the educational body of the University and in recognition of the fact that true education may flourish only when the faculty is both free and responsible, the Board of Trustees subscribes to the following statement on academic freedom and the responsibilities of faculty members as adopted in 1940 by the American Association of University Professors:

"Academic freedom. . . . applies to both teaching and research. Freedom in research is fundamental to the advancement of truth. Academic freedom in its teaching aspect is fundamental for the protection of the rights of the teacher in teaching and of the students to freedom in learning. It carries with it duties correlative with rights.

"The teacher is entitled to full freedom in research and in the publication of the results, subject to the adequate performance of his other academic duties; but research for pecuniary return should be based upon an understanding with the authorities of the institution.

"The teacher is entitled to freedom in the classroom in discussing his subject, but he should be careful not to introduce into his teaching controversial matter which has no relation to his subject. ***

"The college or university teacher is a citizen, a member of a learned profession, and an officer of an educational institution. When he speaks or writes as a citizen, he should be free from institutional censorship or discipline, but his special position in the community imposes special obligations. As a man of learning and an educational officer, he should remember that the public may judge his profession and his institution by his utterances. Hence he should at all times be accurate should exercise appropriate restraint, should show respect for the opinions of others, and should make every effort to indicate that he is not an institutional spokesman."

Section 2. DESIGNATION

Faculty status shall be granted at the appropriate rank to those individuals engaged in teaching or research in the colleges of the University and to such other groups or individuals as the Board of Trustees may designate. The general qualifications for the various faculty ranks shall be as follows:

a. Instructors normally shall have a master's degree or its equivalent and preferably at least one year of additional study or of professional experience in the field in which the instructorship is granted.

b. Assistant Professors shall normally have the doctor's degree in course or the professional degree or license, and shall have demonstrated ability, through appropriate experience, to perform the functions of the positions they are to hold.

c. Associate Professors shall have, when relevant, the doctor's degree in course, or the professional degree or license, at least five years' experience relevant to the position, and shall have established a reputation in scholarship, teaching, artistic creation, or other productive activity in the field in which they are to serve.

d. Professors in addition to having the qualifications of Associate Professors, shall have demonstrated superior capacity for direction of graduate work and research; shall have attained wide recognition in their professional fields for scholarship or other creative work; and shall have gained recognition as teachers and as consistent contributors to the fields in which they are to render University service.

e. Lecturer shall be the title granted to individuals temporarily employed on the staff for such special teaching assignments as would make other academic titles inappropriate.

The general qualifications may be waived or modified at the discretion of the President and the Board.

Section 3. APPOINTMENT

a. Full time members of the faculty shall be appointed by the Board of Trustees. Recommendations for such appointments shall be initiated by the Department Head after consultation with departmental faculty and

shall be forwarded through the Dean, who shall add his recommendation, to the President of the University for recommendation to the Board. Appointments shall be for a specified period at the appropriate rank as described in Section 2 of this Part, to be classified as follows:

(1) Probationary appointments to fill a budgeted vacancy. Such appointments normally will be for one academic or calendar year. Individuals so appointed will be considered for reappointment annually for the term of the probationary period specified in Section 4 of this Part. If reappointed at the termination of such period, they normally will be granted tenure.

(2) Supply appointments to serve for a specified period during the absence of the budgeted incumbent. Such appointments shall normally terminate upon the expiration of the contract period. However, in the event of appointment to a budgeted vacancy, service in a supply capacity may be considered in meeting probationary requirements.

(3) Temporary appointments to fill a position budgeted for a temporary period in order to meet a special need. This shall include positions budgeted under special grants, the continuation of which is dependent upon the availability of funds. Individuals appointed to a temporary position may be reappointed annually for such period as the position exists but reappointment to such positions shall in no event entitle the individual to tenure privileges. However, in the event of appointment to a regularly budgeted vacancy, service in a temporary capacity may be considered in meeting probationary requirements.

(4) Visiting appointments to bring to campus faculty members from other institutions or professional persons in various fields to offer a special program.

b. Emeriti appointments may be awarded by the Board of Trustees to those faculty members who are retired after long and distinguished service to the University.

c. Part-time appointments and appointments in the Summer School will be made by the President of the

University upon the recommendation of the appropriate University officers.

Section 4. REAPPOINTMENT AND TENURE

To hold a position with tenure means that the appointment is considered permanent and is not subject to termination or substantial reduction in status without adequate justification as outlined in Section 7 of this Part. Faculty members employed on a temporary, supply, or part-time basis, members of the athletic staff whose duties are predominately coaching, and officers in the Divisions of Military Science and Aerospace Studies shall not be eligible for tenure. Administrative and academic officers do not have tenure in their administrative positions. If they hold concurrent faculty appointment, they may be granted tenure in the faculty position at the discretion of the Board. However, no one shall forfeit tenure by reason of appointment to an administrative position.

Other members of the faculty shall be eligible for tenure upon completion of the period of probationary employment set forth below:

- a. Instructors may be reappointed annually for a period of four years; at the end of such period if tenure has not been achieved, they normally shall not be eligible for reappointment. An exception may be made for an individual who is making satisfactory progress toward a doctoral degree, in which case he may be reappointed annually for an additional period not to exceed a total of seven years as an instructor.
- b. Assistant Professors may be reappointed annually for a period of four years; at the end of such time if reappointed they are awarded tenure.
- c. Associate Professors and Professors may be reappointed annually for a period of three years; at the end of such time if reappointed they are awarded tenure. In exceptional cases, an associate professor or professor may be granted tenure at the time of appointment. If a faculty member is promoted to associate professor before achieving tenure, his period of probationary employment in all ranks usually shall be four years.

Under normal circumstances, an individual who is not awarded tenure at the end of his probationary period shall not be retained. However, in exceptional cases, upon the recommendation of the department head and dean and with the consent of the person concerned,

the grant of tenure may be deferred but a person ordinarily will not be continued on a non-tenured status for more than two years beyond the minimum time for eligibility, except for those instructors described in subparagraph a, above, who may be retained for three additional years.

Recommendations concerning reappointment, non-retention, and tenure shall be initiated annually by the department or division head or by the dean of the college where appropriate, i. e., in colleges not departmentalized, for heads of departments or divisions, and in the case of tenure when the department or division head himself does not hold tenure. The recommendation shall be contained in a written report evaluating the teaching ability, productive scholarship, and other relevant qualifications and characteristics of the faculty member under consideration. When the recommendation is prepared by a department or division head it shall be forwarded to the Dean who shall add his recommendation and forward all reports to the President.

In all tenure decisions, the President shall consult with the President's Advisory Committee before making his recommendation to the Board of Trustees. The Committee shall be notified in writing at least two weeks prior to the meeting at which tenure recommendations are to be considered, and committee members shall have access in advance of the meeting to all reports made on the individuals. The Committee's recommendations shall be based on the majority vote of the members present, exclusive of ex officio members. When the Committee's recommendation is at variance with the Dean's, the Dean shall be advised prior to the President's recommendation to the Board. If the President does not concur in the recommendation of the Committee, he shall bring to the Board the Committee's recommendation together with his own.

When an individual on probationary appointment is not recommended for reappointment, the President shall advise him in writing of this decision at least three months in advance of the end of the contract year if he is in his first year of service or at least six months in advance of the end of the contract year if he has served more than one year at the University.

Section 5. PROMOTIONS

Recommendations for promotion shall be initiated during the first semester of each academic year by the Department or Division Head, or by the Director or the Dean of a College not departmentalized. The qualifications for the various academic ranks are as set forth in Section 2 of this Part.

A written evaluation shall be prepared on all individuals recommended for promotion and on all individuals below the rank of professor who have been in rank for a period of 5 or more years whether or not promotion is recommended. The criteria to be considered in making this evaluation shall include: teaching effectiveness, helpfulness with students, continuing scholarship and research, professional publication, participation in professional meetings, advanced study and evidence of constructive participation in the life of the University and the community. Possession of the highest earned degree attainable in the faculty member's academic area weighs heavily in decisions concerning promotion.

When the recommendation is prepared by a department or division head, it shall be forwarded to the Dean who shall add his recommendation and forward all reports to the President. After consultation with the President's Advisory Committee in accordance with the procedure outlined in Section 5, above, the President shall make his recommendation to the Board of Trustees. If he does not concur in the recommendation of the Committee, he shall bring to the Board the Committee's recommendation together with his own.

Section 6. LEAVES OF ABSENCE

a. Emergency or Short-term Leave with pay. When a faculty member finds it necessary to be absent from regular duties at the University for a period not exceeding two weeks, he shall secure approval from his immediate superior for his absence. A temporary leave for more than two weeks but less than four may be granted, for good cause, upon written recommendation of the appropriate administrative superior and with the approval of the President. An individual making application for such leave should submit a statement suggesting a plan for carrying on his work during his absence. Any leave in excess of four weeks, except for illness, shall require approval by the Board of Trustees.

b. Leave Without Pay. Upon recommendation of the appropriate Dean and with the approval of the President of the University, leaves of absence without pay may be granted to faculty members by the Board of Trustees for a period normally not in excess of one contract year.

c. Sabbatical Leave. Sabbatical leave may be granted to any tenured member of the University faculty for the purpose of increasing the recipient's professional competence and usefulness to the University. Sabbatical leave time may be used for research, writing, and/or study at a place of the recipient's choosing. Under normal circumstances, University

personnel holding academic rank whose duties are primarily administrative in nature shall not be eligible for sabbatical leave nor shall it ordinarily be available for the purpose of seeking an advanced degree. A minimum of six years of academic service at the University must precede each period of sabbatical leave although no right accrues automatically through lapse of time. The granting of such leave is, in each case, within the discretion of the Board upon the recommendation of the President.

A request for sabbatical leave should be initiated by the individual during the first semester of the year preceding the year for which leave is requested. The request, which shall contain a statement concerning the purpose for which the leave is requested, shall be forwarded to the President of the University through the Department or Division Head and Dean, with a recommendation from each attached. The President shall consult with the President's Advisory Committee in making his recommendation to the Board.

Sabbatical leaves will normally be granted for either a full or half contract year. Leave for a full contract year shall be compensated at a rate equal to fifty per cent of the faculty member's annual salary; leave for a half-contract year, shall be compensated at the annual rate.

While on sabbatical leave, grants and other forms of outside compensation may be accepted. The University shall not, however, be obligated to pay the individual more than that amount of sabbatical compensation which, when added to the outside sources of compensation, will equal his full regular salary for the period of leave. If allowances for travel and other expenses directly related to the leave are included in the outside grant, the amount of these allowances may be disregarded in computing the contribution to be made by the University.

A faculty member who fails to return to the University for at least one academic year immediately following sabbatical leave shall be obligated to repay the amount of compensation received from the University during the period of his leave.

Section 7. DISMISSAL FOR CAUSE

"Cause" is defined to include physical incapacity, incompetency, neglect of duty, dishonesty, immorality, conviction of a felony, or other conduct detrimental to the best interests of the University.

Faculty members on tenure may be dismissed only for cause or because of bona fide financial exigencies of the University. A recommendation for the dismissal for cause of a faculty member with tenure shall be made in writing by the Dean or appropriate administrative officer to the President of the University and shall be accompanied by a written statement of all factual data supporting the recommendation and setting forth the source of relevant information including the identity of witnesses. The President may cause such investigation to be made as he determines necessary whenever apprised of facts warranting investigation. If he finds substantial basis for dismissal for cause, he shall so advise the faculty member in a written statement setting forth the grounds upon which his dismissal is sought and advising him that, if he so requests, a hearing will be held by the President's Advisory Committee at a specified time and place. Such statement shall be submitted at least twenty days prior to the date set for the hearing, and a copy shall be forwarded to the Chairman of the President's Advisory Committee. The faculty member should state in reply whether he wishes a hearing and, if so, should answer in writing, not less than one week before the date set for the hearing, the statements in the President's letter.

This statement shall be forwarded to the President's Advisory Committee, together with such written directions respecting the conduct of the hearing as the President deems to be appropriate in the particular circumstance and not inconsistent with these Regulations.

The Committee shall thereafter hold a hearing at the specified time and is authorized to require the production of relevant University documents and records and to call University personnel as witnesses. The faculty member shall be entitled to be present at the hearing, to be represented by counsel of his choice, to present evidence, and to cross-examine witnesses. A full record of the hearing shall be made. Upon completion of the hearing the Committee shall file with the President a written report including a summary of evidence, conclusions, and the Committee's recommendation. A minority report may be filed. The President shall transmit such report or reports, together with his own recommendation, to the Board of Trustees for final action.

During the probationary period, the President of the University may dismiss a faculty member for cause prior to the expiration of the contract period after consultation with the Dean of the appropriate college and Department Head. The President, prior to acting may, if he determines it to be necessary or desirable, cause an investigation to be made and may order a hearing by the President's Advisory Committee in the manner set forth above.

Part VI. STAFF OF THE UNIVERSITY

Section 1. DESIGNATION

All employees of the University other than those designated as Officers (Part I) or Faculty (Part V) shall be classified as staff, further designated as follows:

a. Regular employees. Persons employed either full or part-time where payment is on the basis of a regularly budgeted annual salary.

b. Temporary employees. Persons employed in positions of short duration, intermittent in nature, or in positions where it is clearly impractical to employ on a regular budgeted annual salary basis for one-half time or more. Temporary employees include the following categories:

- (1) Graduate assistants
- (2) Staff hourly employees
- (3) Student hourly employees

Section 2. APPOINTMENT

Appointments to the staff shall be made as set forth below and shall be reviewed by the Director of Personnel to ensure conformity with approved uniform salary and wage scales. When appropriate, a stated period of probation, not to exceed six months, may be required as a condition of employment.

a. Key administrative and supervisory employees who report directly to University officers and professional employees who do not hold faculty rank, to include Research Assistants, shall be appointed by the President of the University upon the recommendation of the appropriate University officer.

b. All other staff, exclusive of students, shall be appointed by the appropriate University officer after consultation with the Director of Personnel.

c. Graduate assistants shall be appointed by the Dean of the Graduate School upon the recommendation of the Department Head and approval by the cognate Dean.

d. All student hourly employees shall be appointed

by the appropriate University officer after consultation with the Director of Student Financial Aids.

Section 3. DISCHARGE

Employees appointed under the provisions of this Part may be discharged by the appointing officer. Normally, thirty calendar days notice is required; however, during a probationary period a minimum of fourteen calendar days notice must be given. An employee may, if he believes he was wrongfully discharged, appeal through the Director of Personnel to the President of the University in accordance with established procedures.

Part VII. EMPLOYMENT PROVISIONS APPLICABLE TO ALL PERSONNEL

Section 1. NEPOTISM

For purposes of this Section the term, "relative" is defined to mean father, husband, son, brother, grandfather, grandson, uncle, nephew, first cousin, the corresponding feminine relationships, and the corresponding in-law relationships. Retired employees of the University shall not be considered as employed, and the recall of a retired employee to active duty shall be treated as an original appointment.

Relatives may not be employed within the same college or major administrative unit unless it is departmentalized, in which event employment can only be in different departments unless specifically authorized by the Board of Trustees. This regulation is not retroactive and does not apply to students or other part-time employees, except that they may not be employed in the same department in which a relative is employed on a full-time basis.

No relative of a member of the Board of Trustees shall be initially appointed as a member of the faculty or as an officer of the University, but such relatives in the employment of the University at the time of the appointment of the Board member are eligible for reappointment.

In the event of the marriage of University employees holding positions such as to make the continued employment of both contrary to the purposes of this Section, only one of these individuals may continue beyond the end of the fiscal year in which the marriage occurred.

No provision of this Section shall be interpreted or applied so as to prevent the award of a scholarship, fellowship, or graduate assistantship to a student who is a relative of any employee of the University or of the Board of Trustees.

Section 2. COMPENSATION

a. Salary Payment. The base salary for members of the faculty normally is for the academic year, nine months, beginning September 1. The base salary for certain members of the faculty performing administrative duties, for members of the faculty in the College of Agriculture, except in the Division of Home Economics, and for most other salaried employees is for the full year, twelve months, beginning July 1. Base salaries, both for academic-year and full-year employees, are paid monthly in twelve installments. Required deductions

are taken from salary payments for federal withholding taxes, Social Security, Retirement, and for such additional purposes as may be authorized by the individual, or as required by law.

b. Supplementary Compensation.

(1) From University Sources. No full-time employee during his regular term of service shall have his salary supplemented from University grants, contracts, or other University sources except for:

- (a) Employment in extension classes and similar activities scheduled through adult education programs.
- (b) Occasional employment at University-sponsored events such as ticket selling at athletic events, or similar duties.
- (c) Overtime payments when required by the contract of the employee or by applicable State and Federal law.

When approved by the President, members of the faculty on academic-year appointments may earn up to 1/3 of their base salary for services rendered during the summer months. For less than full-time service, pro rata amounts may be earned. In unusual circumstances, with the approval of the University President, compensation may be granted for additional services.

(2) From State Agency Sources. The University recognizes a particular obligation to make its resources available to the various agencies of State government; however, the costs of consulting services normally are not included within the University budget and must, accordingly, be covered by funds from the agencies or from other non-University sources. The performance of professional and consulting work by a University employee for any Wyoming State agency shall, in general, be covered by the regulations that cover work for other outside agencies as set forth below, i. e., approval of the appropriate University officers and the President must be obtained and one day a week is the maximum period for which additional compensation may be accepted. When an individual's services are required for a longer period, the University will make every effort to release the individual to the State agency

for the time required with appropriate salary adjustment to be made between the agency and the University.

(3) From Other Outside Sources. During the period of his University service, a member of the faculty may, with the approval of the appropriate University officers and the President, perform professional and consulting work for an outside agency not to exceed one day a week. Such work must not interfere with his normal University duties, including those extra responsibilities expected of all faculty members, and must be in addition to rather than a part of his normal full-time University duties. Such work must also be related to the faculty member's regular campus duties and must contribute to the effectiveness of his regular academic work. Outside consulting work shall not be solicited by the faculty member nor may it be performed at less than the prevailing rate.

This policy shall also apply to University officers.

When a member of the faculty does work in a private capacity, he must make it clear to those who employ him that such work is unofficial and the name and authority of the University of Wyoming are not in any way, by publicity, advertising, or otherwise, to be connected with the service rendered or the results obtained.

The facilities of the University may not be used for outside work without the approval of the Executive Assistant for Business and Plant Affairs who shall establish the compensatory schedule for facilities used.

Section 3. SICK LEAVE

For absences from duties due to illness or injury a regular full-time employee of the University shall be entitled up to thirty calendar days sick leave at full pay in each anniversary year and to as many additional months at 40% of his monthly rate as he has additional years of service with the University. For purposes of this provision, the monthly salary is considered to be one-twelfth of the annual salary for persons employed on both an academic and calendar year basis. Employees become eligible for sick leave after performance of duties for six months. Sick leave with full pay will not be granted beyond that earned at the rate of two and one-half days per month during the first year of employment. Eligibility for sick leave benefits shall be determined on an individual basis by the Director of Personnel.

Section 4. VACATION

After they have been in regular full-time employment at the University for eleven months, all full-time University employees employed on a twelve-month basis are entitled to two calendar weeks of vacation annually, not to exceed ten working days except where other specific contractual arrangements exist.

University officers and key administrative, supervisory and professional employees (Section 2a, Part VI) shall be entitled to four calendar weeks of vacation annually, not to exceed twenty working days.

At the end of the third year of continuous service, all other regular full-time University employees employed on a twelve-month basis shall be entitled to three calendar weeks of vacation annually, not to exceed fifteen working days. At the end of the seventh year of continuous service, these employees shall be eligible for four calendar weeks of vacation annually, not to exceed twenty working days.

Vacations must be taken in the year in which earned or in the following year. Dates for vacation shall be approved by the appropriate administrative superior. No additional compensation shall be paid to persons not taking the vacations to which they are entitled.

Section 5. MILITARY LEAVE

Regular full-time employees are eligible for a leave of absence from the University to serve in the armed forces during a period of national emergency or for training.

a. Extended Active Duty. Employees who leave the University to go on active duty with the armed forces, voluntarily or involuntarily, during a state of war or declared national emergency, will be given a leave of absence without pay. Application for such leave must be made to the individual's immediate supervisor and transmitted through regular channels to the President for approval by the Board of Trustees. The time spent in national service shall count toward University retirement.

b. Active Duty for Training. Employees eligible for vacation privileges, may have an additional fifteen calendar days leave per year for active duty for training. The University will supplement military pay, including allowances, up to the full amount of the individual's University salary.

The individual, if he prefers, will be given the privilege of taking military leave concurrently with his vacation and receiving his University salary in addition to his military pay.

Section 6. RETIREMENT

The normal retirement age for University employees is 65, but at the option of the Board, and with the concurrence of the individual, employment in a non-administrative capacity may be continued on an annual basis until age 70. Employees who have completed thirty years of service with the University have the option of retiring before age 65 with the approval of the Board.

Each year the President of the University shall report to the Board of Trustees the names and positions of all University employees who will have reached the age of 65 or over by July 1 of that year. This report shall carry a specific recommendation from the President concerning further appointment. In making his recommendation, consideration shall be given to the needs of the University for the continued services of the individual and his physical health. The recommendation shall be accompanied by a written statement of a medical doctor concerning the individual's physical ability to perform the duties of the position. Such recommendations shall be required for each successive one year appointment.

With their consent and at the request of appropriate University officers, employees officially retired from the University may be recalled annually by the Board of Trustees but such recall shall not exceed a half-time basis. Limited service rights will not be affected by recall.

Section 7. POLITICAL ACTIVITIES

The political rights and privileges of all employees of the University are the same as those of any other citizen of the State, but University funds, time, services and facilities may not be used for political purposes.

Any University employee seeking election to the office of President or Vice-President of the United States, United States Senator or Congressman, Governor, Secretary of State, State Treasurer, State Auditor, or State Superintendent of Public Instruction of the State of Wyoming shall apply for and be granted leave of absence without pay beginning before or at the time of his filing for office. Such leave shall continue through the fall semester at the option of the Board. In the event that such person is elected to office, he shall resign from the University at the end

of the leave or before assuming office, whichever is earlier.

Section 8. PATENTS AND COPYRIGHTS

Any employee of the University who shall develop an invention as the result of institutionally sponsored research, or who is employed to engage in research and development of a specific nature, supported in whole or in part by or through the University, shall report such invention to the Director of Research Development. All inventions of such employees shall be the property of the University, except as may be otherwise provided by prior agreement of the University. In each case the President of the University shall recommend to the Board whether the University should seek a patent on such invention or release its rights thereto. The employee concerned may participate in the royalties or other income resulting from a patent procured by the University on such terms as the Board shall determine, with due regard given to the interest of the University and of the employee.

Other employees of the University who develop an invention incident to their employment and use of University facilities shall accord the University a non-exclusive shopright to practice the invention. Any employee may request University assistance in obtaining a patent, which may be rendered upon the employee agreeing to such terms as may be specified by the Board.

Creative writings, results of research, and other scholarly works by faculty members may be published and copyrighted in such manner as the individual author shall determine, except that copyrights secured in connection with the publication of the results of research sponsored and financed by research funds of the University from any source, and royalties or other income derived therefrom, shall be owned in each instance as determined by the Board with due regard given to the interest of the University and of the employee.

Publications financed by funds of the University may be copyrighted in the name of the "University of Wyoming" whenever a copyright is deemed appropriate by the University officer concerned, and any royalties or other income derived therefrom shall be used in support of such publication or otherwise as the Board may direct.

Part VIII. STUDENTS

Section 1. ADMISSIONS

Requirements for admission to the University shall be established by regulations of the University faculty. No student shall be admitted to the University as a candidate for a degree unless he is admitted to a college concurrently therewith. The Director of the Division of Admissions and Records, under the supervision of the Executive Assistant for Student Affairs, shall have administrative responsibility for the admission of students in accordance with such regulations.

Section 2. FEES

All student fees, charges and deposits shall be fixed by resolution of the Board of Trustees and shall be published in the appropriate University publications. All fees are payable in advance, and no student shall be admitted to classes until such fees have been paid, except upon specific authorization of the President of the University.

Fees, other than late registration fees and deposits, will be refunded to students who formally withdraw from the University after registration and the payment of fees, in accordance with schedules promulgated by the Director of the Division of Admissions and Records, with the approval of the President of the University.

Section 3. SCHOLARSHIPS AND FEE REMISSIONS

Scholarships involving the remission of fees may be established only by the Board of Trustees or by Statute, and a listing of such scholarships shall be published in administrative regulations.

Section 4. DISMISSAL

Dismissal of students for academic reasons shall be governed by the regulations of the University faculty and the regulations of the various colleges and the Graduate School. Individual cases shall be determined, in accordance with the criteria established by such regulations, by the Dean and faculty of the particular college or the Graduate School in the manner set forth in such regulations.

Dismissal from the University for misconduct shall be effected by order of the Executive Assistant for Student Affairs with the prior approval of the President of the University. Before recommending the dismissal of a student for such reasons, the student shall be

advised of the proposed action. If the student so requests, a hearing shall be held at which time the student shall be afforded the opportunity to hear the evidence in support of the proposed action, to cross-examine witnesses, and to present evidence in his own behalf. The student may be represented in such hearing by counsel of his choice. A summary of the evidence presented at such hearing shall accompany the recommendation for dismissal. The Executive Assistant for Student Affairs shall adopt regulations further defining the causes for dismissal and specifying the procedure to be followed in the conduct of the hearings provided for herein.

Section 5. STUDENT ORGANIZATIONS

The organization known as the Associated Students of the University of Wyoming (ASUW) is hereby recognized as a part of the University. The constitution of such body in effect on the effective date of these regulations is hereby approved and ratified. No revisions of, or amendments to, such constitution shall become effective until they have been submitted to and approved by the Board of Trustees.

It shall be the duty of the Executive Assistant for Student Affairs to work with the ASUW in the development of a program to promote the general welfare of all students at the University.

All other campus student organizations annually must apply for official University recognition in accordance with the policies and procedures outlined in administrative regulations. Only recognized student organizations shall be eligible to use University facilities and services.

Section 6. STUDENT PUBLICATIONS

Student publications may be sponsored by the Associated Students of the University of Wyoming. No other publications shall be identified as the work of or representative of University of Wyoming students unless they are sponsored by a student organization officially recognized by the Executive Assistant for Student Affairs.

Section 7. THE WYOMING UNION

The business and financial affairs of the Wyoming Union shall be administered by the Director of the Wyoming Union in consultation with the Director of the Division of Service and Auxiliary Enterprises. The Director of the Union shall consult with and be responsible to the Wyoming Union Committee, established by the ASUW Constitution, with respect to finances, programs, services, scheduling of facilities, and similar matters involving the use and operation of the Union.

Part IX. DEGREES AND DIPLOMAS

Section 1. DEGREES AND DIPLOMAS IN COURSE

All academic programs leading to the bachelor's, master's, or doctorate degrees, or to a professional diploma, must be authorized by the Board of Trustees. Curricula and other requirements for the various degrees shall be established by regulations of the various colleges and the Graduate School. Degrees and diplomas shall be awarded by the Board upon recommendation of the appropriate school or college faculty, transmitted to the Board by the President of the University. The following degrees are authorized:

Graduate School: Master of Science; Master of Arts; Master of Education; the Professional Diploma in Education; Doctor of Education; Doctor of Philosophy.

College of Arts and Sciences: Bachelor of Arts, Bachelor of Science, Bachelor of Music.

College of Agriculture: Bachelor of Science, Bachelor of Science in Home Economics.

College of Engineering: Bachelor of Science in Agricultural, Architectural, Chemical, Civil, Electrical, General, Mechanical, and Petroleum Engineering.

College of Education: Bachelor of Arts, Bachelor of Science.

College of Law: Juris Doctor, Bachelor of Science.

College of Commerce and Industry: Bachelor of Science.

College of Pharmacy: Bachelor of Science in Pharmacy.

College of Nursing: Bachelor of Science.

Section 2. HONORARY DEGREES

Nominees for honorary degrees may be submitted by members or former members of the Board, members of the faculty, and alumni. All recommendations shall be submitted in writing to the President of the University no later than January 1 of each year. The President shall refer all nominations to a Joint Committee consisting of not more than three members of the Board of Trustees appointed annually by the President of the Board, and three members of the President's

Advisory Committee chosen annually by that Committee. The President of the University shall preside as chairman without vote.

The Committee shall canvass fully the achievements and qualifications of persons nominated in accordance with the following criteria:

- a. Notable contribution to the health, education, or general welfare of the people of the state.
- b. Outstanding accomplishment on either a state or national level by alumni of the University.
- c. Accomplishment so outstanding as to have won recognition on a national or international level.

All deliberations and votes of the committee shall be secret except for official records where required. Any candidate who receives an affirmative vote of two-thirds of the Committee shall be recommended to the Board. The Board will award an honorary degree only upon recommendation of the Committee, but reserves full discretion in respect to approval or disapproval of Committee recommendations.

The only honorary degree authorized is the Doctor of Laws and it normally shall be awarded only during the Spring Commencement.

Part X. PHYSICAL PLANT

Section 1. BUILDINGS

The selection and employment of architects for all buildings of the University, the adoption of plans, specifications, and details for such buildings, and the receiving of bids and awarding of contracts shall be a function of the Board of Trustees upon recommendation of its Committee on Physical Plant and Equipment. Through this Committee, the Board shall maintain general supervision over the construction and equipping of all University buildings.

Names of buildings shall be selected by the Board. No building shall be named after any person actively connected with the University at the time.

Section 2. MOTOR VEHICLES

The unauthorized use by any officer or employee of any motor vehicle belonging to the State of Wyoming or the use of any such vehicle except on official business is prohibited by state statute. The prohibitions contained therein apply to motor vehicles owned by the University.

Section 3. PURCHASES

In addition to statutory preferences pertaining to State contracts and purchases, preference shall be given to bona fide Wyoming residents in making purchases of supplies, materials and provisions not manufactured, produced or grown in Wyoming, when such purchases would not be detrimental to the University. For articles of equal quality offered by competitors outside of the State, a two and one-half percent (2 1/2%) differential shall be applied to prices proposed by bona fide Wyoming residents.

For purposes of purchases described in the above paragraph a bona fide Wyoming resident shall be construed to mean an individual or business organization that has been active for the preceding year in the conduct of activities normally associated with the making of sales of the type of articles being purchased by the University, and that maintains a permanent place of business within the State of Wyoming at which one or more persons devote full time to the activities of the business. The Executive Assistant for Business and Plant Affairs, through his designated representative, shall determine resident classification for purposes of this paragraph and may require persons asserting a right to the preference to submit such information as he may deem necessary.

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