

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

February 24-25, 1967

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

THE UNIVERSITY OF WYOMING
 Minutes of
 BOARD OF TRUSTEES
 February 24-25, 1967

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APRIL 21-22, 1967

A regular meeting of the Board of Trustees of The University of Wyoming was held on February 24-25, 1967 in the Board Room of Old Main. Vice President Jones called the meeting to order at 10:35 a. m. The following members answered the roll call: Brodrick, Hines, Hollon, Johnson, L. W. Jones, W. R. Jones, McBride, Millett, Sullivan, True, Watt and ex officio members King and Roberts. Mr. Quealy and ex officio member Governor Hathaway were absent.

Mr. Jones welcomed the new members present at the meeting: Paul O. Hines, Eph U. Johnson, and William R. Jones. President King read a letter from Mr. Patrick Quealy explaining his absence from the meeting because of a prior commitment and expressing his pleasure at appointment to the Board.

Mr. Jones declared the meeting open for the election of officers to fill existing vacancies and called for nominations for president. L. W. Jones and Joe H. Watt were nominated. No other nominations being made, Mr. McBride moved that nominations be closed; seconded by Mr. Millett and carried. By written ballot Mr. Watt was elected as president and upon motion of Mr. Johnson, seconded by Mr. Millett, the secretary was instructed to cast a unanimous ballot for Mr. Watt.

Mr. Watt then took the chair and called for nominations for Treasurer. Mr. Millett was nominated. No other nominations being made, Mr. McBride moved that nominations be closed and that the president cast a unanimous ballot for Mr. Millett; seconded by Mr. Sullivan and carried.

ELECTION OF
OFFICERS

For Secretary, Mr. Sullivan was nominated. No other nominations being made, Mr. True moved that nominations be closed and that a unanimous ballot be cast for Mr. Sullivan; seconded by Mr. Millett and carried.

The Chair declared the following to be the duly elected officers of the Board to serve until the annual meeting in June:

President - Joe H. Watt
Vice President - L. W. "Jack" Jones
Secretary - Joseph B. Sullivan
Treasurer - George J. Millett

President King stated that the retiring Board president, Mr. John Reed, had named Mr. Watt to serve on this committee in place of Mr. McCracken who was not reappointed to the Board. In view of his election to the Board presidency, Mr. Watt declined to serve and appointed Mr. McBride. It was announced that a meeting of the Committee had been called for 12:30 p. m. in the President's office.

Upon motion of Mr. Millett, seconded by Mr. Brodrick and carried, the minutes of the meetings of December 9-10, 1966, January 6-7, and February 3, 1967 were approved.

President King reported no actions taken by the 1967 Legislature which affected the University. He presented a statement commenting upon the legislative program in three parts: 1) operating budget request; 2) retirement program improvements; and 3) capital improvements and long-term debt financing.

HONORARY
DEGREE
COMMITTEE

APPROVAL OF
MINUTES

LEGISLATIVE
ACTIONS

He discussed the State Appropriation Act as it related to the University stating that he would have recommendations to present to the Board later in the meeting concerning the allocation of funds.

He also discussed the failure of the University's retirement program which would have permitted limited participation by the employees of the University and community colleges in the Teachers Insurance and Annuity Association and College Retirement Equities Fund (TIAA/CREF). He pointed out the significant improvements in the Wyoming State Retirement Plan which had been approved, and stated that he was not discouraged about University participation in TIAA/CREF since he felt that this might be approved at some future time.

He then discussed the refunding and revenue bond act and the capital improvement act as passed by the Legislature, particularly calling attention to the restriction concerning construction of a Student Union building and stated that he does not propose a private subscription or special effort by the students.

The Capital improvement Act authorized the following projects in a total principal amount of not exceeding \$8,957,000:

Completion of the Science Center

A Pharmacy Building

Fine Arts Center

Campus Greenhouse

Student Activities Building, with the bonds to be issued therefor to not exceed the sum of \$2,907,000; and with no funds to be spent from any source other than voluntary contributions until the University had received \$1,000,000 in voluntary contributions for this purpose.

Facing with stone of the education building addition
Expansion and betterment of the university
electrical system

He informed the Board that Mr. Bruce Newman of Boettcher and Company was scheduled to meet with the Board later in the meeting to discuss the bond issue.

President King also called attention to the newly enacted bill setting up the Wyoming Recreation Commission, pointing out a provision whereby the commission was empowered to appoint a state archaeologist from the University's Department of Anthropology with a salary appropriation therefor of \$3,000 a year.

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

Mr. Sullivan moved, Mr. Johnson seconded, and it was carried that the following appointments be approved under the conditions and for the periods indicated:

1. Ivan I. Kaiser as Assistant Professor of Biochemistry for the fiscal year 1967-68 at an annual salary of \$9,996 on an 11-month basis, effective June 1, 1967; this appointment to be contingent upon Mr. Kaiser's completing the requirements for his Ph.D. by June 1, 1967.

2. Velma M. McGaugh as State Extension Leader in Home Economics, with the rank of Assistant Professor, for the fiscal year 1967-68 at an annual salary of \$13,380 on an 11-month basis, effective May 1, 1967.

3. Duane Eugene Cooperrider as Assistant County Agent in

APPOINTMENTS

Kaiser

McGaugh

Cooperrider

Lincoln County for the fiscal year 1967-68 at an annual salary of \$6,852 on an 11-month basis, effective March 1, 1967.

4. Robert S. Murdock as Assistant County Agent in Park County for the fiscal year 1967-68 at an annual salary of \$8,400 on an 11-month basis, effective April 1, 1967.

Murdock

5. Geraldine Kaye Howe as Assistant Professor of English for the academic year 1967-68 at an annual salary of \$9,000 on a 9-month basis, effective September 1, 1967; this appointment to be contingent upon Miss Howe's completing the requirements for the Ph.D. by September 1, 1967. Should she fail to do so, her appointment to be as an Instructor at an annual salary rate of \$8,400.

Howe

6. John Dale Smith as Assistant Professor of English for the academic year 1967-68 at an annual salary of \$9,000 on a 9-month basis, effective September 1, 1967; this appointment to be contingent upon Mr. Smith's completing the requirements for the Ph.D. by September 1, 1967. Should he fail to do so, his appointment to be as an Instructor at an annual salary rate of \$8,400.

Smith

7. Oliver Perry Luther, Jr. as Assistant Professor of Spanish for the academic year 1967-68 at an annual salary of \$9,000 on a 9-month basis, effective September 1, 1967; this appointment to be contingent upon Mr. Luther's completing the requirements for the Ph.D. by September 1, 1967. Should he fail to do so, his appointment to be as an Instructor at an annual salary rate of \$8,400.

Luther

8. Warren S. Allen as Associate Professor of Music for the academic year 1967-68 on a 9-month basis, effective September 1,

Allen

1967, with salary to be established within the 1967-68 operating budget. Mr. Allen has served as Visiting Associate Professor of Music during the academic year 1966-67 at a salary of \$11,004 on a 9-month basis.

9. John W. Hanks as Assistant Professor of Sociology for the academic year 1967-68 at an annual salary of \$11,508 on a 9-month basis, effective September 1, 1967.

Hanks

10. Sami George Hajjar as Instructor in Political Science for the academic year 1967-68 on a 9-month basis, effective September 1, 1967 with salary to be established within the 1967-68 operating budget. Mr. Hajjar has served as Supply Instructor in Political Science during the academic year 1966-67 at a salary of \$7,500 on a 9-month basis.

Hajjar

11. Darwin J. Casler as Associate Professor of Accounting for the academic year 1967-68 at an annual salary of \$12,800 on a 9-month basis, effective September 1, 1967.

Casler

12. Mrs. Judith Johnson Lambrecht as Supply Instructor in Office Administration and Secretarial Science for the academic year 1967-68 at an annual salary of \$6,984 on a 9-month basis, effective September 1, 1967.

Lambrecht

13. Dennis James Knowlton as Research Engineer in the Natural Resources Research Institute, with the rank of Temporary Instructor, at an annual salary of \$10,200 on an 11-month basis, effective July 1, 1967. No faculty tenure rights attach to this position; salary to be paid from N.R.R.I. research contract funds.

Knowlton

14. Clara Raab Toppan as Temporary Instructor in Accounting in the AFIT-Minuteman Program at Warren Air Base at a salary

Toppan

rate of \$2,550 for one twelve-week teaching quarter from April 1 to June 30, 1967. Salary to be paid through U.S. Air Force educational contract with The University of Wyoming; no University faculty tenure rights to attach to this appointment.

Mr. Johnson moved, Mr. Sullivan seconded, and it was carried that the following reappointments be approved under the conditions and for the periods indicated:

1. Dale LeRoy Taylor as Supply Instructor in Zoology and Physiology for the academic year 1967-68 on a 9-month basis, effective September 1, 1967.

2. Gaylord D. Stumm as Supply Instructor in Business Administration for the academic year 1967-68 on a 9-month basis, effective September 1, 1967.

3. Terrence E. Williamson as Supply Instructor in Business Administration for the academic year 1967-68 on a 9-month basis, effective September 1, 1967.

Mr. W. R. Jones moved, Mr. Sullivan seconded, and it was carried that Bernard J. Kolp, Professor of Plant Breeding in the College of Agriculture, be reassigned to the International Programs--Somali Contract as Director of Research, effective April 1, 1967, for a two-year period. This change to be contingent upon normal security and country clearance being received.

Mr. McBride moved, Mr. Johnson seconded, and it was carried that the following first-year instructors be continued on

REAPPOINTMENTS

Taylor

Stumm

Williamson

CHANGE IN
ASSIGNMENT
Bernard J. Kolp

PROBATIONARY
TENURE

probationary tenure for the year 1967-68.

COLLEGE OF AGRICULTURE

<u>Name</u>	<u>Department</u>	<u>Title</u>
Brenner, Anna M.	Home Economics	Asst. Prof.
Kunsman, Joseph E., Jr.	Animal Science	Asst. Prof.
Radloff, Harold D.	Animal Science	Asst. Prof.

COLLEGE OF ARTS AND SCIENCES

Buschman, Robert G.	Mathematics	Professor
Day, George W.	Mathematics	Asst. Prof.
Dow, James R.	Languages	Asst. Prof.
Eldridge, H. B. "Jack"	Physics	Asst. Prof.
Gastl, George C.	Mathematics	Asst. Prof.
Harper, Richard I.	History	Asst. Prof.
Heck, Francis S.	Languages	Asst. Prof.
Hofmann, David J.	Physics	Asst. Prof.
Jenkins, Robert A.	Zoology	Asst. Prof.
Jenkins, Terry L.	Mathematics	Asst. Prof.
Knight, Dennis H.	Botany	Asst. Prof.
Krch, Louis P.	Music	Assoc. Prof.
LaGrange, Robert H.	Mathematics	Asst. Prof.
Laskowsky, Henry	English	Asst. Prof.
Pauley, Bruce F.	History	Asst. Prof.
Rose, Werner G.	Music	Asst. Prof.
Rowland, John H.	Mathematics	Asst. Prof.
Terango, Larry	Speech	Assoc. Prof.
Terry, Colin	Physics	Asst. Prof.

COLLEGE OF COMMERCE AND INDUSTRY

<u>Name</u>	<u>Department</u>	<u>Title</u>
Anderson, Donald A.	Statistics	Asst. Prof.
Brown, Stanley K.	Computer Center	Asst. Prof.
Cramer, Curtis A.	*Business and Economic Research	Asst. Prof.
Dittman, Nancy A.	Office Admin. and Sec. Science	Asst. Prof.
Garff, Mark R.	*Business and Economic Research	Asst. Prof.
Hertel, Frank M.	Business Admin.	Asst. Prof.
Phillips, Clynn	*Business Admin.	Asst. Prof.

COLLEGE OF EDUCATION

Beck, James R.	Educ. Foundations	Asso. Prof.
Breeding, Barbara Ann	Physical Educ.	Asst. Prof.
Engman, Bill D.	Curriculum and Instruction	Asst. Prof.
Forrest, Donald V.	Guid. and Counseling	Asst. Prof.
Jordan, William L.	Physical Educ.	Assoc. Prof.
Milstead, Agnes M.	Adult Educ. and Instruct. Service	Asst. Prof.
Wood, Prescott H.	Univ. School	Asst. Prof.

COLLEGE OF ENGINEERING

Batton, William D.	Mechanical Engr.	Asst. Prof.
Fangmeier, Delmar D.	Civil Engr.	Asst. Prof.
Lorson, Howard, Sr.	N.R.R.I.	Asst. Prof.

* Joint appointments with Department of Economics

Mr. True moved, Mr. Sullivan seconded, and it was carried that the recommendations of the Department Head, Dean, and President be accepted and that the following faculty members in their first year of probationary tenure not be reappointed for 1967-68.

<u>Name</u>	<u>Department</u>	<u>Academic Rank</u>
Sheets, William B.	Plant Science	Instructor
Allen, Jimmie L.	N.R.R.I.	Instructor

RELEASE

Mr. Johnson moved, Mr. Sullivan seconded, and it was carried that the following resignations be accepted to be effective on the dates indicated:

RESIGNATIONS

1. Miss Joye E. Brown, as Extension Home Economist in Laramie County, effective February 17, 1967.

Brown

2. Dr. Albert K. Dobrenz, Assistant Professor of Crops in the Division of Plant Science, effective April 1, 1967.

Dobrenz

3. Dr. Benjamin R. Tilghman, Associate Professor of Philosophy and Head of the Department, effective June 30, 1967.

Tilghman

4. Dr. Ray Frantz, Director of Libraries and Professor in the University Library, effective August 31, 1967.

Frantz

Mr. Sullivan moved, Mr. Brodrick seconded, and it was carried that the following leaves of absence be granted under the conditions and for the periods specified:

LEAVES OF
ABSENCE

1. Dr. Gene M. Gressley, Assistant Director, Library, Division of Rare Books and Special Collections; Research Professor in American Studies; and Professor in the Library, a leave without

Gressley

pay for the period July 1, 1967, through January 31, 1968, to permit him to take advantage of a fellowship granted him by the National Foundation on the Arts and Humanities.

2. Mr. Charles N. Rhodine, Associate Professor of Electrical Engineering, a leave without pay for the 1967-68 academic year to accept an NSF Faculty Fellowship for doctoral study, at Purdue University.

Rhodine

3. Dr. Robert H. LaGrange, Assistant Professor of Mathematics, a leave without pay for the 1967-68 academic year to accept a post-doctoral fellowship at the University of Alberta.

LaGrange

4. Miss Catherine L. Morgan, Instructor in Italian, a leave without pay for the 1967-68 academic year to continue graduate study toward the doctoral degree at Columbia University.

Morgan

The Board reviewed the list of retirements recommended and asked that additional information be presented concerning the individual's wishes in the matter. President King stated that he would finish additional information later in the meeting.

RETIREMENTS

Mr. W. R. Jones moved, Mr. Brodrick seconded and it was carried that the Board approve the recommendation of the appropriate officials for the retention of the following persons over age 65 for the 1967-68 academic year in the positions indicated:

RETENTION
OVER AGE 65

Baillie, John M: - Plumber, B & G

Cinnamon, Carl A. - Professor, Physics

Coon, Mayo E., Sr. - Plumber, B & G

- Cowan, Mildred K. - Librarian
- Fultz, Mary - Cashier, Wyoming Union
- Gietz, Bessie M. - Director, Ross Hall
- Griffin, George S. - Superintendent, Livestock Farm
- Lawson, Reta M. - Chief Voucher Clerk
- McWhinnie, R. E. - Consultant in Archives
- Meiller, Frances E. - Director, Knight Hall
- Morrison, Esther A. - Faculty Lounge Attendant, Wyo. Union
- Michnick, Mike - Carpenter, B & G
- O'Day, David W. - Professor of Pharmacy
- Riedesel, Oliver L. - Carpenter Shop Foreman
- Smith, S. Roscoe - Prof. Math, AFIT Program
- Verner, Gus E. - Custodian, B & G
- Warfield, Robert L. - Carpenter Foreman

Mr. Sullivan moved, Mr. Johnson seconded, and it was carried that the following budget changes be approved:

BUDGET CHANGES

1. Agricultural Substations. An appropriation of \$800 for the Clarke-McNary tree distribution account for the State of Wyoming to be allocated as follows: Non-operating expenditures \$600; Supplies \$100; Contractual \$100.

Agricultural Substations

2. Department of Geography. An appropriation of \$75 for supplies.

Department of Geography

3. Library. An appropriation of \$600 for the travel budget in the archival program.

Library

4. University School. An appropriation of \$2,000 for supplies.

University School

Mr. Johnson moved, Mr. Hollon seconded, and it was carried that the following grants be accepted with the conditions and for the purposes specified:

GRANTS

<u>Amount</u>	<u>Grantor and Purpose</u>
\$ 1,800	<u>American Philosophical Society</u> , for defraying the costs of travel and photographic reproduction of documents in the West Indies and in England by William Steckel of the History Department. The grant was awarded directly to Dr. Steckel to be used by September 1, 1967.
15,000	<u>Bureau of Reclamation</u> , Municipal and Industrial Development, for a study of municipal and industrial development, population trends, and water use in the State of Wyoming. Principal investigators are Dwight Blood of the Division of Business and Economic Research and Paul Rechar of the WRRI. Expiration date is June 30, 1968.
2,500	<u>Bureau of Reclamation</u> , for soils research under the direction of L. I. Painter and Robert Lang, both of the Division of Plant Science. This is a continuation grant to expire June 30, 1968.
3,000	<u>Great Western Sugar Company</u> , for continuation of research begun several years ago. Clarence Becker and Harold Alley both of the Division of Plant Science will be in charge. Expiration date is June 30, 1968.
3,000	<u>Holly Sugar Company</u> , for continuation of research for the company, conducted by Clarence Becker and Harold Alley both of the Division of Plant Science. Expiration date is June 30, 1968.
33,000	<u>Office of Education</u> , for senior traineeships and fellowship teacher training program in the area of mental retardation, under the direction of Helen Hadden of the College of Education, with an expiration date of June, 1968.
15,000	<u>Office of Education</u> , for preparation of professional personnel in the education of handicapped children in the single category of speech-and-hearing impaired. Larry Terango of the Speech Department will be director.

<u>Amount</u>	<u>Grantor and Purpose</u>
	Expiration date is June 1, 1968.
\$ 4,986	<u>Smith, Kline and French Foundation for Pharmacy</u> , for purchase of undergraduate teaching equipment, under the direction of Jack N. Bone of the College of Pharmacy, with expiration date of August 31, 1967.
\$19,620.75	<u>State of Wyoming</u> , Division of Vocational Rehabilitation, for establishment of a year-round speech and hearing clinic at the University of Wyoming under the direction of Larry Terango of the Division of Speech Pathology and Audiology.
15,000	<u>U. S. Department of Commerce</u> , for a planning grant under the State Technical Services Act of 1965, under the direction of Robert D. Shriner of the Division of Business and Economic Research, to expire July 1, 1967.
73,605	<u>U. S. Department of the Interior</u> , for an interdisciplinary graduate training program in water pollution control, under the direction of Eric Davis of the College of Engineering, to expire June 30, 1968. Two year additional support tentative.
15,082	<u>Wyoming Highway Department</u> , for a study of the production of bituminous cementitious materials for use in highway construction by hydrogenation of Wyoming's coals. To be under the direction of Howard F. Silver of the College of Engineering, with an expiration date of September 30, 1967.

Alumni Development Fund:

Total donations to the University of Wyoming Development Fund, July 1 through December 31, 1966, of \$2,249.35.

Donations to the George W. Gunn Memorial Fund of \$829.

Miscellaneous:

Knight, Samuel Howell, Geology Scholarship Fund.

\$84.00 was deposited in this account (various gifts), making a total in the fund of \$10,854.99, including interest.

Leino, John V., Memorial Nursing Scholarship Fund.

\$310 was added to this account by Dean Leino and \$70 by Miss Helen Huebert, making a total in the fund of \$6,828.01, including interest.

Miscellaneous (continued)

Range Management Graduate Scholarship Fund. \$148.68 was added to this account (various gifts), making a total of \$5,236.93 in the fund, including interest.

Range Management Undergraduate Scholarship Fund. A new fund set up with a deposit of \$50.40 (various gifts).

Smith, Laurence L., Memorial. \$500 (various gifts) has been added to this fund, making a total of \$5,251.78, including interest.

Home Economics Division Scholarship Fund. \$13 has been added to this fund, making a total of \$1,729.18, including interest.

Vass, A. F., Memorial. \$15.00 has been added to this fund, making a total of \$3,808.99, including interest.

Wyoming Easter Seal Society for Crippled Children & Adults, Inc. has contributed \$500.00 to help defray the expenses of a two week short course in Language Disturbance which is to be conducted from July 19 to August 2, 1967, some of it to be used to pay for a brochure in connection with this clinic program.

The Board then went into Executive Session at 11:30 a.m. to consider a letter submitted by the University deans concerning the administration of President John E. King. A copy follows for the permanent minutes of this meeting.

February 24, 1967

The Board of Trustees
The University of Wyoming
Laramie, Wyoming

Gentlemen:

The undersigned administrative officers of the University of Wyoming declare:

1) their complete lack of confidence in the academic philosophy and administrative ability of Dr. John E. King, Jr.,

EXECUTIVE
SESSION

2) their great interest in the future of the University and willingness to serve in any capacity other than that of President, and

3) their desire to meet as a group with the Board of Trustees on Friday afternoon or evening, February 24, 1967, in the Hoyt Hall meeting room.

Respectfully submitted,

s/ N. W. Hilston
College of Agriculture

s/ Amelia Leino
College of Nursing

s/ E. Gerald Meyer
College of Arts and Sciences

s/ Jack N. Bone
College of Pharmacy

s/ M. C. Mundell
College of Commerce and Industry

s/ Robert H. Bruce
Graduate School

s/ L. A. Walker
College of Education

s/ Jim Ranz
Academic Affairs

s/ A. J. McGaw
College of Engineering

s/ Edwin M. Gaines
Student Affairs

s/ Frank J. Trelease
College of Law

The meeting recessed for lunch at 12:45 p.m., and thereafter continued in Executive Session until 4:00 p.m. when Mr. Elliott Hays, Deputy Executive Assistant for Business and Plant Affairs, was invited into the meeting.

Mr. Hays distributed to the Board an analysis of the 1967-69 legislative budget request as approved by the 39th Legislature. The University appropriation request of \$24,949,413 was reduced by \$4,920,807, for a total State appropriation of \$20,028,606. He pointed out that the major reduction, \$4,462,245, was in "General University" funds; there was an \$88,462 reduction in the Agricultural Extension Service and \$370,100 in retirement costs.

BIENNIAL
BUDGET

Mr. Hays stated that he had consulted with Mr. Geraud, Legal Advisor to the Board, and it was Mr. Geraud's opinion that it would be possible to reallocate University revenue funds within the areas of the budget to meet existing needs providing that authorization was first obtained from the Chief Budget Officer. To prepare the 1967-69 budget on the basis of funds available, the analysis began by doubling the 1966-67 base for all items, exclusive of equipment. To this was added a suggested schedule of other items considered to be necessary in the 1967-69 budget for the basic needs of the University, again exclusive of equipment, as follows:

<u>1. General University</u>	<u>Estimated Cost</u>
Three Year Master's Program	\$ 13,500
Law Library Book Acquisition	28,271
Additional Summer School Costs	221,437
Sabbatical Leaves	90,000
12 New Faculty Positions, 6 Each Year	108,000
Livestock Purchase for Research	65,638
Additional Costs of Nursing Programs at Casper and Sheridan	36,566
Main Library Book Acquisitions	560,000
Custodians for Science Center (11)	51,667
Additional Utilities Costs	132,168
CENTREX Operations	17,000
Trustees' Reserve	200,000
Additional Matching Funds for Work-Study Program	161,460
University Catalogues	31,018
Additional Costs for Insurance, Fee Refunds, and Other Miscellaneous Items	30,630
Adjustment on Capital Outlay and Debt Service to Bring to Requested Total	<u>608,225</u>
Total - General University	\$2,355,580
 <u>2. Agricultural Extension Service</u>	
Trustees' Reserve	\$ 2,000

3. Retirement Costs

Adjustment to Bring to Total \$ 27,978

4. State Scholarship Program5. Student Loan Program

Adjustment to Bring to Total 69,200

GRAND TOTAL \$2,454,785

This projection left a balance of \$1,076,002 available in "General University" funds for additional items and \$59,590 in the Agricultural Extension Service for a grand total of \$1,135,592.

President King explained that the original budget request submitted to the Legislature provided for salary increases of 7% each year of the biennium for faculty and increases ranging from 2% to 5% each year for all other employees. The total cost of these proposals would have been \$1,639,963. Recognizing that salary increases in the next two years will be important in the retention of personnel and in view of the reduced budget, the following proposal was made for salary increases during the biennium: (It was emphasized that the proposed percentage increases represented an average only, and that all recommended increases would be based on merit).

<u>General University</u>	Average Percentage of Increase	
	<u>1967-68</u>	<u>1968-69</u>
Faculty	4.5	3
All other employees	2.5	2
 <u>Agricultural Extension Service</u>		
Faculty	4.5	3
County Agents and Home Economists	4.5	3
All other employees	2.5	2

This increase would total an estimated \$838,165 for general University and \$93,112 for the Agricultural Extension Service, leaving an estimated balance of \$237,837 for equipment acquisitions in the General University budget. Although it would result in an overdraft of \$-33,522 in the Agricultural Extension Service, it was estimated that this overdraft could be covered by unobligated Federal Funds that may be carried forward from the 1966-67 budget and from increased Federal Income above the estimate used in the Legislative Budget request.

Mr. Hays pointed out that the recommended average percentage salary increases for the second year of the biennium would be restudied prior to the submission of the 1968-69 operating budget, but were presented at this time as a projection of needs.

After considerable discussion, Mr. Hollon moved that the recommendations of President King and Mr. Hays be accepted as the basis for the preparation of the 1967-68 operating budget, with any significant categorical adjustments to be cleared with the Executive Committee and with the operating budget to be presented to the Board for approval at the regularly scheduled meeting of April 21-22, 1967.

Mr. Johnson then moved that an expression of appreciation be tendered to Elliott Hays for his work and particularly for his assistance to new members of the Board; seconded by Mr. W. Jones and carried.

The meeting was then recessed at 6:00 p.m. to reconvene at 9:00 a.m. on February 25.

The meeting was reconvened at 9:30 a.m. on February 25,

with the same members present.

President King presented additional information concerning recommended retirements. He explained that when Mr. Seibert went to Somalia in 1965, it was with the understanding that he would be retired upon his return. Mr. Vestal had requested continuation, but it was the recommendation of his Dean and of Mr. Gates, Director of Adult Education and Community Service that this extension not be granted since he had not been recommended for tenure and under University regulations should be released. The remaining three, Nichols, Stevens, and Wade had all requested retirement. Mr. True then moved, Mr. Millett seconded, and it was carried that the following retirements be approved to be effective on July 1, 1967.

Seibert, Boyd N. - Asst. Prof. of Vocational Education

Vestal, Harold H. - Field Coordinator in Powell; Asst.
Prof. Adult Educ.

Nichols, Dean G. - Professor of Speech

Stevens, Wilmer E. - Assistant Professor of Speech

Wade, Ralph M. - Professor of Political Science

Mr. Johnson moved, Mr. Sullivan seconded, and it was carried that the following be designated as curators of the collections named:

Mundy I. Peale as Curator of the Aeronautical Collection

Paul Sarnoff as Curator of Economic History

RETIREMENTS

CURATORS IN THE
UNIVERSITY
LIBRARY

In accordance with the recommendation of President King,
the following fee remission scholarships were approved:

FEE REMISSION
SCHOLARSHIPS

1. Summer Staff Scholarships for the Music Camp program.

Mr. Johnson moved, Mr. Millett seconded, and it was carried that four additional tuition scholarships be granted for staff appointments in the Music Camp, for a total of 16, effective with the 1967 summer term; such scholarships to cover the regular summer tuition for one Summer School session, exclusive of activity and health fees.

2. Undergraduate fee remission scholarships in Physics.

Mr. Hines moved, Mr. True seconded, and it was carried that this program be designated as the American Association of Physics Teachers Scholarships, to be instituted in accordance with the following regulations:

American Association of Physics Teachers Scholarships

Regulations

1. Selection of recipients shall be made by the University of Wyoming Physics Department and shall be based upon the American Association of Physics Teachers' annual competitive Physics Test to High School Seniors and Juniors.
2. The number of awards eventually shall total four, one for each undergraduate class at the University of Wyoming. Recipients may be either Wyoming residents or residents of the State of California. The first award shall be to a freshman student entering the University of Wyoming in the fall semester of 1967. The second, third, and fourth awards shall be, respectively, for entering freshmen for the fall semesters of 1968, 1969, and 1970.
3. Each award shall be for the eight semesters of normal undergraduate study at the University except that a scholarship will be terminated upon recipient's earlier graduation or withdrawal from the University. Additionally, any scholarship may be canceled by the Physics Department at its discretion should the recipient discontinue his study in the field of Physics or should his academic standing prove unsatisfactory.

Canceled scholarships may be reawarded to a student whose undergraduate class is the same as that of the original recipient.

4. Fees remitted each semester or summer term shall be the established registration fees for the pertinent semester or term minus that portion of the fees designated as student activity fees or health service fees. Use of the scholarship during a five-week summer term will be counted as use for one-half semester.
5. Financial need shall not necessarily be a consideration in awarding these scholarships. Applicants needing financial assistance in excess of that provided by the scholarship may compete for other types of financial aid offered by the University by timely filing of the standard application for financial aids available from the Division of Student Financial Aids. In instances where the additional aid sought is awarded on the basis of financial need, customary documentation of need will be required.
6. No holder may concurrently hold another fee remission scholarship.
7. Authorization for these scholarships may be terminated at the pleasure of the Board of Trustees, except that prior commitments made to current holders of scholarships shall be honored.
8. These regulations may be amended only by the Board of Trustees.

Mr. True moved, Mr. Hollon seconded, and it was carried that authorization be granted for the conduct of a Field Summer School in Lahore, Pakistan during the summer of 1967, and that the following faculty members be authorized to serve in supervisory and instructional capacities:

Dr. George E. Hollister, Professor of Elementary
Education
Dr. William B. Lieurance, Assistant Professor of
Education Foundation
Mrs. Dorothy L. Jones, Instructor in Elementary Education

Such assignment to be at no expense to the University.

Mr. Hollon moved, Mr. Sullivan seconded, and it was carried that authorization be granted for the University to enter into an

UNIVERSITY OF
WYOMING FIELD
SUMMER SCHOOL
IN LAHORE,
PAKISTAN

RIVERTON SOILS
LABORATORY

agreement with the Bureau of Reclamation for the acquisition of the soil laboratory equipment and building at Riverton providing for its removal from its present location no later than April 30, 1967, and to enter into an agreement with the County Commissioners of Fremont County and the Board of Trustees of the Fremont County Fair Association to transfer ownership of the building to the County, with the County to be responsible for removal of the building at its expense in consideration of the County's constructing an addition to the Westwood Building on the Fremont County Fair Grounds at Riverton to be rented to the University for a ten year period at a rental of \$750.00 per year, with the County maintaining the building and providing water, gas and electric utility service.

Mr. Johnson moved, Mr. True seconded, and it was carried that authorization be granted for the University to enter into a cooperative agreement with the Wyoming Natural Resource Board to permit the testing of an automated sprinkler system on the Seedska Dee project in accordance with the terms set forth therein.

The Board reviewed a comparative financial statement submitted by the Supervisor of Service and Auxiliary Enterprises covering the five months ended November 30 for the years 1966 and 1965. Several questions were raised concerning comparative figures, and Mr. Hays stated that he would resolve these questions and report back to the Board.

SEEDSKADEE
IRRIGATION
PROJECT

UNIVERSITY
CONCESSIONS
FINANCIAL
STATEMENT

Without comment, the following change orders were

CHANGE ORDERS

accepted:

1. Improvements to Power Plant Facilities, Phase II, Spiegelberg Lumber and Building Company, Laramie, Wyoming.

Change Order No. 4

Item 1. Reduce the length of new columns to fit existing conditions, due to variations between original building plans and actual conditions.	Add	\$ 246.40
Item 2. Revise grate platform to be installed for servicing the boiler. Unused portion of original grating shall remain property of the Owner.	Add	263.93
Item 3. Provide one (1) shop coat of asphalt base paint on all floor grating in lieu of the oil base paint specified.	Deduct	100.00
Item 4. Relocate the water regulating valve and by-pass assembly on water feed to new deaerator to adjacent to east edge of grate platform.	Add	161.00
Item 5. Delete removal of existing vertical fuel oil tank. Existing heat exchanger, circulating pumps, tank heater and all associated piping and controls shall remain in place.	Deduct	550.00
Item 6. Delete electrical duct bank from its western limit to the east side of the existing north-south steam tunnel. Delete all curb and gutter that was to be installed above this duct bank. Delete all excavation and backfill associated with the work described above.	Deduct	1,094.00
		<u>Net Deduct \$1,072.67</u>

(This Change Order extends the completion date of the contract by 98 days, due to the delay in delivery of Phase I equipment. An offsetting purchase order is to be issued for Items 5 and 6.)

STATEMENT OF CONTRACT AMOUNT:

Original Contract	\$435,790.00
Total of previous Change Orders No. 1-3	- 1,577.93
Subtotal	<u>434,212.07</u>
Total of Change Order No. 4 Net Deduct	1,072.67
Total Contract price including changes	<u>\$433,139.40</u>

2. Residence Hall and Food Service Complex, 1965,
F. R. Orr Construction Company, Inc., Denver, Colorado

Change Order No. 16

In the 8-Story Dormitory:

Item 1. Caisson adjustment, in accordance with
Unit Prices stipulated in the Contract Documents. Deduct \$ 801.63

In the 1st 12-Story Dormitory:

Item 1. Caisson adjustment, in accordance with
Unit Prices stipulated in the Contract Documents. Deduct 1,337.56

In the Food Service Building:

Item 1. Caisson adjustment, in accordance with
Unit Prices stipulated in the Contract Documents. Deduct 6,317.66

Item 2. For providing standby Emergency Pump
for Refrigeration cooler. Add 871.93

Net Deduct \$7,584.92

Change Order No. 17

In the 2nd 12-Story Dormitory:

Item 1. Caisson adjustment, in accordance with
Unit Prices stipulated in the Contract Documents. Add \$ 163.53

Item 2. Revise Brick Allowance indicated in
Specifications from \$115.00M to \$109.00M -
374,965 bricks @ \$6.00M Deduct 2,249.79

Net Deduct \$2,086.26

Change Order No. 18

In the 2nd 12-Story Dormitory:

Provide spray-on plaster on walls from the steam
tunnel to double door in 12-Story Dormitory, and plaster
the ceiling in the same area. Plaster the concrete wall
in the enclosed passageway to the Food Service Building;
delete painting on this surfact. Add \$1,223.20

STATEMENT OF CONTRACT AMOUNT:

Original Contract	\$6,544,900.00
Total of previous Change Orders No.1-15	- 6,221.88
Subtotal	<u>\$6,538,678.12</u>

Total of Change Orders No. 16, 17, and 18
 (- \$7,584.92 - \$2,086.26 + \$1,223.20)
 Net Deduct \$ 8,447.98
 Total Contract price including changes \$6,530,230.14

3. Physical Sciences Building, Science Center, Mead & Mount Construction Company, Denver, Colorado.

Change Order No. 1

Revise detail of 1st Floor slab in the area outside exterior walls. Separation of topping from structural slab will allow independent thermal expansion so that there will be less chance of water leakage through the slabs.

No Change

STATEMENT OF CONTRACT AMOUNT:

Original Contract	\$3,735,432.50
Total of Change Order No. 1	<u>No Change</u>
Total Contract price including changes	<u>\$3,735,432.50</u>

4. Vocational Teacher Education and Agricultural Engineering Building Addition to the Education Building, Charles Groathouse, Laramie, Wyoming.

Change Order No. 8

The contract Substantial Completion Date is changed from August 15, 1966 to August 20, 1966, an extension of 5 days.

No Change

STATEMENT OF CONTRACT AMOUNT:

Original Contract	\$359,812.50
Total of previous Change Orders No. 1-7	<u>758.11</u>
Subtotal	<u>\$360,570.61</u>
Total of Change Order No. 8	<u>No Change</u>
Total Contract price including changes	<u>\$360,570.61</u>

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

Mr. Millett moved, Mr. Sullivan seconded, and it was carried that the following additional appointments be approved for the periods and under the conditions indicated:

1. Charles Albert McLaughlin as Associate Professor of

APPOINTMENTS

McLaughlin

Zoology and Curator of Mammals for the academic year 1967-68 at an annual salary of \$10,500, on a 9-month basis, effective September 1, 1967.

2. Jerry L. Sullivan as Assistant Professor of English Education for the academic year 1967-68 at an annual salary of \$9,000 on a 9-month basis, effective September 1, 1967; this appointment to be contingent upon Mr. Sullivan's completing the requirements for the Ed.D. by September 1, 1967. Should he fail to do so appointment to be as an Instructor at an annual salary rate of \$8,640.

Sullivan

3. Donna Rae Marburger as Associate Professor of Health, Physical Education, and Recreation for the academic year 1967-68 at an annual salary of \$9,600 on a 9-month basis, effective September 1, 1967. (President King explained that this recommended appointment had been cleared subsequent to the preparation of the addendum to his report but a decision was required to permit Miss Marburger to give notice. A resume of her experience was read to the Board.)

Marburger

Mr. Johnson moved, Mr. Brodrick seconded, and it was carried that Gordon Lee Cook be reappointed as Supply Instructor in Zoology and Physiology for the academic year 1967-68 on a 9-month basis, effective September 1, 1967.

REAPPOINTMENT

Cook

Mr. Brodrick moved, Mr. Hollon seconded, and it was carried that the resignation of John T. Thompson, Associate Professor of Political Science, be accepted effective June 30, 1967.

RESIGNATION

Thompson

President King discussed his recommendation for the establishment of the position of Admissions Counselor in the Division of Admissions and Records and for the appointment of Mr. James D. Meyer to this position at a salary rate of \$7,500 per annum, effective March 1, 1967. He explained that this was not a long-term commitment but that Mr. Meyer was here as a candidate for a doctoral degree and would be available to assist in the recruitment of students. Mr. Hollon moved that approval be granted for the establishment of this position and for the appointment of Mr. Meyer at the salary indicated, with an appropriation of \$2,500 authorized for the remainder of the 1966-67 fiscal year; seconded by Mr. Johnson and carried.

President King reported three additional grants which had been received subsequent to his report to the Board, plus a bequest to the University under the will of Frank S. Merrill of "oil and mineral rights and lands" owned by the legator in Weston County, Wyoming, with a provision that "this gift shall be used by the trustees of the University of Wyoming for the purpose of assisting needy and deserving students who are pursuing their studies in the Department of Mines and Geology at the University." The bequest also provided that if the University does not wish to accept the gift on the terms stated, the property goes to the residuary legatee. In connection with this bequest, President King presented a memorandum from Mr. J. R. Geraud, Legal Advisor to the Board, which advised that a cursory check indicated that the decedent owned only the mineral rights in the described land (320 acres) with an estimated value of \$5.00 an acre.

NEW POSITIONMeyerGRANTS

He also pointed out that the executor of the estate stated that the residuary beneficiary expended some \$17,000 in contesting the admission of a later will to probate and had paid \$14,000 to settle an appeal of the contest, and that an effort might be made to claim from the University a proportionate share of this expense, although Mr. Geraud expressed the opinion that he did not believe the University would be under such obligation. He also pointed out that the will would have to be probated in a Wyoming court to establish the title of the University to the gift of an interest in land. He further explained that the Will clearly indicated that the University would take the property as a trustee to provide grants in aid to students with the hope that such students would some day reimburse the fund so that it would be maintained as a revolving fund. To accomplish this, it would be necessary to either sell the mineral rights and use the proceeds or to hold title in the hope that some income might be realized from mineral development. In the latter case, holding title as a speculation might cause the residuary beneficiary to bring action to recover the mineral rights on the theory that the University failed to fulfill trust intent.

Following considerable discussion, during which Mr. True expressed the opinion that he believed the estimated value of \$5.00 an acre to be less than the actual value, Mr. Sullivan moved, Mr. Johnson seconded, and it was carried that the following grants be accepted with the understanding that the bequest to the University under the will of Frank S. Merrill should be accepted provided it were free and clear of liens and encumbrances but with the understanding that the University

would accept whatever costs were required for probate within the State.

Amount

Grantor and Purpose

\$32,508 U. S. Department of the Interior, for support of "Supplementary Aeration of Lagoons in Rigorous Climate Areas," under the direction of Eric Davis, Department of Civil Engineering. The grant terminates January 31, 1968.

15,000 National Science Foundation, for purchase of Infrared Spectrophotometer under the direction of Vernon Bulgrin, Department of Chemistry.

Six two-year Prospective Teacher Fellowships under Title V(C) of the Higher Education Act of 1965. These fellowships are restricted to students planning a career in elementary or secondary education and enrolled in a full-time graduate program below the doctoral level. Programs approved for fellowships are elementary education and Physics. Fellowships are in the amount of \$2,000 for the first academic year and \$2,200 for the second year, plus allowances of \$400 for each eligible dependent. (The University will receive \$2,500 for each fellowship to help pay the cost of education and to implement institutional improvement plans.)

Oil and mineral rights & lands in Weston County Bequest by Frank S. Merrill. "To be used by the Trustees of the University for the purpose of assisting needy and deserving students who are pursuing their studies in the Department of Mines and Geology at the University."

For the information of the Board, President King reported that on behalf of the University he had expressed a strong interest in the expanded Oil Shale Resource Development Program recently announced by Senator Clifford Hansen. A statement of interest and ability in terms of experienced personnel and facilities has been prepared by an ad hoc committee for transmittal to appropriate Washington officials, and copies were distributed to Board members.

OIL SHALE PROGRAM

Mr. True reported for the Trustee-Faculty committee on honorary degrees with the recommendation that the following individuals

HONORARY DEGREES

be awarded honorary degrees at the June 1967 Commencement exercises:

Mr. Edd H. Bailey
Mr. Floyd Dominy
Mr. Donald Sabin

Mr. Millett moved that the committee's recommendations be accepted; seconded by Mr. Johnson and carried.

Mr. Millett called attention of the Board to the action in the January 6-7, 1967 meeting which provided that bids should be received on March 17, 1967. He moved that the President and Deputy Executive Assistant for Business and Plant Affairs be authorized to accept the low bid upon the approval of the Executive Committee. The motion was seconded by Mr. Jack Jones and carried.

The Board then went into Executive Session, recessing for lunch at 12:30 p.m., reconvening at 1:30 p.m. and continuing in Executive Session until 3:00 p.m. when Mr. Bruce Newman of Boettcher and Company, and Mr. Elliott Hays were invited into the meeting.

Mr. Newman thanked the Board for this opportunity to appear before it and discussed in detail the Legislative action authorizing the refunding and revenue bond issue in the amount of approximately 27 million dollars. He called particular attention to named members of the Legislature who had assisted in its passage and expressed appreciation for their efforts.

He stated that he planned to proceed at the earliest possible time with the bond issue; that a resolution would be prepared for action by the Board at the April meeting and that he anticipated

INSURANCE
COVERAGE

REFUNDING AND
REVENUE BOND
ISSUE

advertising the issue for sale as early as May 1967.

He particularly called Board attention to the necessity for a redefinition of the policy concerning dormitory living at as early a date as possible to insure maximum occupancy for the 1967-68 academic year.

Following his presentation, Mr. Newman and Mr. Hays withdrew from the meeting and the Board again went into Executive Session until 5:25 p.m. when Mr. Arnold, Director of Physical Plant and Mr. Hays were invited into the meeting for a consideration of the report of the Physical Plant and Equipment Committee.

NRRI Hangar Building. Mr. Hollon moved, Mr. Brodrick seconded, and it was carried that the committee recommendation be approved and that authorization be granted for the execution of the proposed lease and for approval of the drawings and specifications, the building to be of desert tan with yellow doors; with the project to be advertised on March 3, 10, and 17, 1967, with bids to be opened on March 22 and the contract awarded by the Committee at its March 28, meeting. Alternate bids to be taken in accordance with the Committee's specifications.

Science Center. Mr. Hollon moved, Mr. Johnson seconded, and it was carried that the Committee recommendation be approved authorizing the architects to increase the scope of the basic contract, adding items agreed to by University officials, with these items to be included as deductive alternates together with the deductive alternates suggested by the architects rearranged according to desirable priorities,

PHYSICAL PLANT
AND EQUIPMENT
COMMITTEE

NRRI Hangar
Building

Science Center

so that a construction contract within the available estimated funds of \$4,172,000 may be let.

Liquidated Damages - Washakie Center and McIntyre Hall.

Mr. Jack Jones reviewed the findings of the special committee appointed to study time extensions requested by the Orr Construction Company. Mr. Brodrick moved, Mr. W. Jones seconded and it was carried that the Special Committee's recommendation as approved by the Physical Plant and Equipment Committee be accepted as follows:

The completion date on the first 12-story dormitory to be set at August 23, 1966, relieving the Contractor of any liquidated damages on that building.

The completion date on the Food Service Complex to be set at September 14, 1966, and liquidated damages to be assessed at the rate of \$300 per day, for a total of \$2,100 for the seven days delay.

The extra charge by the carpet installer, in the amount of \$2,589.04 to be borne by the Orr Construction Company.

Details of payment and acceptance of the settlement to be as specified in the Committee report.

Student Union. Mr. Jack Jones reviewed planning for the

Student Union in terms of the Legislative action requiring an accumulation of \$1 million from private donors prior to construction and Mr. Johnson moved, Mr. W. Jones seconded, and it was carried that the Committee recommendation be accepted authorizing the President to initiate the solicitation of funds, not to exceed \$40,000 for the purpose of completing schematic plans and paying other necessary preliminary costs.

Old Main Remodeling. Mr. Hollon moved, Mr. Johnson

Liquidated Damages
Washakie Center
and McIntyre Hall

Student Union

Old Main Remodeling

seconded, and it was carried that the Committee recommendation be approved for the appropriation of the required amount, not to exceed \$2,500, for remodeling in the basement of Old Main to establish an office for an admissions counselor.

Lyman Substation. Mr. McBride moved, Mr. Johnson seconded, and it was carried that the Committee recommendation be approved and permission granted for the demolition of an old house at the Lyman Substation as requested by the College of Agriculture.

White Hall--Bids for Furniture and Equipment. Mr. Johnson moved, Mr. Jones seconded, and it was carried that the Committee action be confirmed in the acceptance of bids on furniture and equipment for the second 12-story dormitory.

Atomic Reactor Complex. Mr. McBride moved, Mr. Johnson seconded, and it was carried that the Committee recommendation be approved and that an appropriation of \$600 be authorized to cover the cost and installation of filters on the reactor equipment as required by the Atomic Energy Commission.

Campus Police. Mr. W. Jones moved, Mr. Hines seconded, and it was carried that an appropriation of \$5,315.34 be authorized-- \$3,765.34 for the payment of two additional personnel for the remainder of 1966-67 required by the establishment of a 24-hour a day Centrex operation; and \$1,550.00 to cover the purchase of a 40-Watt Mobile Radio plus air freight charges.

Fallout Shelter. Mr. Hollon moved, Mr. Brodrick seconded, and it was carried that the Committee recommendation be

Lyman Substation

White Hall--Bids
for Furniture and
Equipment

Atomic Reactor
Complex

Campus Police

Fallout Shelter

accepted and that the Board renew old licenses and sign new ones as requested on campus fallout shelters, with the stipulation that the storing of materials and supplies in these shelters be deferred pending further study on available storage space.

Alta Vista - 2nd Addition. After reviewing the Committee report, it was determined that action on this matter be deferred to the March meeting of the Committee.

Meeting Date. Mr. Jack Jones announced that committee would meet again at 9:00 a.m. on March 28, 1967.

The Board then went into a brief Executive Session and the following statements were drafted for oral delivery by President Watt to the persons concerned:

Statement of the University Board of Trustees to Dr. King.
That Dr. King be told that we are extremely concerned and disturbed; That we feel he should have an opportunity to iron out his differences which have arisen as the result of his alienations of the Deans, Faculty and Staff, and that we will give him every possible support and assistance in solving the problems, and that we have confidence in his ability to do so.

Statement to the Deans.
That the Deans be advised that the Board has taken no official action on their letter; that the Board urges and expects the deans to make every effort to co-operate with the President in resolving their differences and that they attempt to obtain the co-operation of their Faculty and Staff, all in the best interest of the University.

Alta Vista - 2nd
Addition

Meeting Date.

EXECUTIVE
SESSION

Upon call of the President if a meeting is required prior to the regularly scheduled meeting on April 21 and 22, 1967.

Upon motion duly made and seconded, the meeting was adjourned at 6:15 p.m.

Subsequent to the meeting, President Watt was given three letters from Mr. John A. Reed, which Mr. Reed had written prior to his retirement from the Board with the request that they be made a part of the minutes of the meeting. President Watt directed that this be done. They follow herewith and are incorporated into the official minutes of the meeting.

February 20, 1967

Dr. John E. King, President
The University of Wyoming
Laramie, Wyoming 82071

Re: Wm. R. Coe Trust.

Dear Dr. King:

I feel it my responsibility on retiring from the Board of Trustees after many years (during which time the captioned Trust came into existence) to make a few recommendations in the hope that they may be helpful in continuing to benefit the University and the people of the State through the kindness of Mr. Coe:

- (1) I think one should always bear in mind that there are some qualifying conditions in Mr. Coe's Will which must be strictly adhered to lest the Foundation recall the Corpus, including the accrued value.
 - (a) In the operation of the fund care must be taken that we adhere strictly to the principles of American Heritage.
 - (b) The funds be invested in equities, capital debentures and convertible bonds.

NEXT MEETING

ADJOURNMENT

LETTERS FROM
MR. JOHN A.
REED

- (2) A few years ago it was my thought that in order to protect the funds in perpetuity under the provisions set forth, they should be placed in a trust with an institution sufficiently large to have dependable continuity in trust management; I think there is a motion of the Board to this effect and that a bank with assets of not less than \$100 million dollars should be selected.

In our attempt to implement a Trust of the kind, attorneys for The Chase Manhattan Bank, Holland and Hart in Denver, The University of Wyoming and Smith, Barney and Company of New York came to an agreement that the Funds were strictly a responsibility vested in the Trustees of the University of Wyoming and their responsibility could not be delegated to a trust of the kind. At that time the sole responsibility for investment of these funds on behalf of the Board was placed upon my shoulders; subsequently however and at my suggestion, two other members of the Board were named and the three of us constitute a Committee to act for the Board. As an additional safety we engaged the counselling services of Standard & Poor's on a very minimum fee, which minimum fee basis was extended to me as they said, "because of John Reed's years of association with them in such matters". I think the counselling service should be continued with Standard & Poor's as they are not interested in buying and selling securities.

- (a) I am most hopeful that some means may be found whereby the Board of Trustees can retain its responsibility and yet depend upon the counsel of a reputable trust organization in perpetuity. I recommend that the Board employ a director to supervise the account at a fixed salary of not less than \$20,000.00 a year in order to get a reasonably competent man with investment knowledge and of the type of administrative leadership that will be needed to insure the success of this Trust. He can much more than make his way.
- (3) Generally, I would recommend that the President of the University at once be made a member of the Coe Committee -- that on the expiration of Dr. Humphrey's contract on June 30, 1968, the dual positions of Administrator and Director be eliminated; that the Director of the program be directly responsible to the Trustees through the President of the University.
- (4) The tax exempt status and the Trustees' sole responsibility must always be kept foremost in mind when any use of the funds are made; care should always be exercised that the

funds are not used to back up normal operating and salary costs of the departments of History, English and Sociology which should be definitely established and identified as such.

- (5) I think it would be well to consider reducing the number of fellowships and the stipends increased to an amount that will attract top quality students.

As of February 1, 1967, the market value of the Trust was (including approximately \$148,000.00 set aside in reserves to take care of one year's expenses in case of necessity because of economic conditions. I think this fund should be increased from time to time to cover expense of operation for at least two years and possibly three.)	\$3,095,831.88
--	----------------

The amount of the original Endowment was -----	<u>\$1,476,142.00</u>
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Net Gain -----	\$1,619,689.88
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To this gain of \$1,619,689.88 must be added expenses which have been taken care of amounting to -----	<u>875,831.85</u>
--	-------------------

Leaving a net over-all gain of -----	<u><u>\$2,495,521.73</u></u>
--------------------------------------	------------------------------

- (6) In the handling of the affairs of this Foundation care should be taken that the investments do not become a trading stock, that is, an "in-and-out" proposition reaching for capital gains lest you find yourself in a whipsawed situation.

I would appreciate this letter being made a part of the minutes of the forthcoming meeting to be held February 24th and 25th, 1967, with the assurance that it has been a pleasure to have served on the Board of Trustees; also for the years in which I have had the honor of serving and for the fine association with those gentlemen and ladies who have been on the Board through the past eighteen years -- I shall always hold the University of Wyoming dear to my heart.

To you Dr. King, I wish to especially express my sincere gratitude for your kindness and cooperation. I know that the University of Wyoming will continue to progress under your leadership and guidance.

Sincerely,

s/ John A. Reed, President
 BOARD OF TRUSTEES
 THE UNIVERSITY OF
 WYOMING

February 20, 1967

Dr. John E. King
President
The University of Wyoming
Laramie, Wyoming 82071

Re: University of Wyoming
Foundation

Dear Dr. King:

Upon my retirement from the Board of Trustees there are a few notes I would like to set forth in regard to the above subject:

- (1) The University of Wyoming Foundation was copied somewhat after the University of Wisconsin Foundation for the purpose of receiving contributions to be used as directed by the donors and not to become a part of the University General Foundation.
- (2) Generally, I would recommend that the President of the University always be a member of the University of Wyoming Foundation.
- (3) There are two classes of directors provided, Class A and Class B. I feel quite certain that there is no legal requirement for these two categories. Apparently these two categories were created as a matter of policy in order to place non-trustees in the Class A category and to provide both continuity and a broadened scope of participation in the Foundation in the hope of increasing the incentive to large outside donors to make contributions to the University. As it now stands the Class B directors are disqualified upon the expiration of their terms as Trustees and it may be you might wish to eliminate this provision if at all possible without foregoing the tax exempt status of the Foundation.
- (4) As of now, this Foundation has been cleared as a tax exempt organization and currently I would not suggest any major revision in the Certificate of Incorporation necessitating reapplying for an Internal Revenue ruling to insure that donors be entitled to receive appropriate tax reductions for gifts to the Foundation.

I think Mr. Geraud is making a study of the Certificate of Incorporation and By-laws and I am hopeful that he will determine that the objective of the Board can be accomplished through a revision of the By-laws.

- (5) In the handling of the affairs of this Foundation care should be taken that the investments do not become a trading stock, that is, an "in-and-out" proposition reaching for capital gains lest you find yourself in a whipsawed situation.
- (6) A personal friend of mine has been Chairman of the University of Wisconsin Foundation for forty years, during which time it has grown into a \$100 million dollar Foundation and I would be hopeful that the University of Wyoming Foundation might set such a goal as its objective.

It would be my suggestion and wish that this letter become a part of the minutes of the forthcoming meeting.

Sincerely,

s/ John A. Reed, President
BOARD OF TRUSTEES
THE UNIVERSITY OF WYOMING

February 20, 1967

Dr. John E. King
President
The University of Wyoming
Laramie, Wyoming 82071

Re: Union Pacific Railroad Lands.

Dear Dr. King:

In turning over my office as President of The Board of Trustees of the University of Wyoming, I would like to offer a few recommendations concerning the captioned matter:

Through my good friend Edd Bailey, President of the Union Pacific Railroad Company, along with the approval of the Executive Committee of the Union Pacific Railroad Company, I was successful in obtaining a gift from the Union Pacific Railroad Company to the University of Wyoming of approximately 320 acres of land adjoining the campus upon which an independent appraised valuation of \$395,925.00 was placed. This land is invaluable to the University of Wyoming for future expansion. There are no conditions attached to the gift aside from the suggestion that the nine hole golf course thereon be permanently retained for use of the general public. The golf course was originally instituted and operated in the 1930's by the Union Pacific Athletic Club. Employees of the Union Pacific Railroad were instrumental in building the present

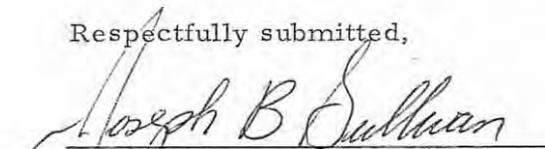
course and naturally it was clearly indicated by Mr. Bailey that if possible the golf course be available to not only Union Pacific employees but the general public. Suitable study has been made with Laramie City officials to carry out this intent and I am hopeful that it may be satisfactorily concluded. It is my belief that you have been sufficiently briefed on the subject to be helpful to the Board in this connection.

I would appreciate this letter becoming a matter of record in the minutes of your forthcoming meeting.

Sincerely,

s/ John A. Reed
John A. Reed, President
BOARD OF TRUSTEES
THE UNIVERSITY OF WYOMING

Respectfully submitted,


Joseph B. Sullivan
Secretary