

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

September 12, 1975

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

THE UNIVERSITY OF WYOMING
Minutes of
THE TRUSTEES
September 12, 1975

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THE UNIVERSITY OF WYOMING
Minutes of
THE TRUSTEES
September 12, 1975

The regular meeting of the Trustees of The University of Wyoming was called to order by President Quealy at 1:30 p.m. on September 12, 1975, in the Board Room of Old Main Building.

ROLL CALL

The following Trustees answered roll call:

Brodrick, Bunning, Gillaspie, Hines, McCue, McEwan, Quealy, Smith, Sullivan, Thorpe, True, and ex officio members Schrader, Carlson, and Coles. Trustee Wilson and ex officio member Governor Herschler were absent. Dr. Kendall L. Baker was in attendance representing the Faculty Senate. Other visitors were also present.

APPROVAL OF MINUTES

Mr. Quealy asked if there were any corrections or additions to the minutes of the meeting of August 1-2, 1975. Mr. Hines moved approval of the minutes of August 1-2, 1975, as circulated. Mr. Sullivan seconded the motion, and it carried.

ANNOUNCEMENTS

President Quealy announced that the meeting of the Association of Governing Boards would be held in Minneapolis, Minnesota, on October 6, 1975. He encouraged all the Trustees to attend if possible.

APPOINTMENTS

Mr. McCue moved confirmation of the following appointments approved by President Carlson in accordance with authorization granted to him by the Trustees. The motion was seconded by Dr. Thorpe, and it carried.

1. James J. Jacobs as Associate Professor of Agricultural Economics for the 1975-76 fiscal year, effective October 29, 1975.

2. James W. Waggoner, Jr. as Supply Instructor in Animal Nutrition for the 1975-76 fiscal year, effective November 1, 1975 (rank of Assistant Professor and salary increase contingent upon completion of doctoral degree requirements).
3. Jerry Lush as Temporary Instructor in Agricultural Engineering and as Extension Safety Specialist for the 1975-76 fiscal year, effective November 1, 1975 (appointment contingent upon completion of master's degree requirements).
4. Marino Bosinelli as Visiting Professor of Psychology for the period January 1, 1976, to June 30, 1976.
5. Rosa Maria Bosinelli as Visiting Associate Professor of English for the period January 1, 1976, to June 30, 1976.
6. Christopher Alan Sneden as Supply Assistant Professor of Physics for the 1975-76 academic year.
7. Terry L. T. Terrell as Supply Instructor in Botany for the 1975-76 academic year (rank of Supply Assistant Professor and salary increase contingent upon completion of doctoral degree requirements).
8. A. G. Phatak as Visiting Associate Professor of Statistics for the period September 4, 1975, to May 16, 1976.
9. Thomas M. Smucker as Associate Professor of Art Education for the 1975-76 academic year.
10. Gordon O. Hendrickson as Supply Assistant Professor of History (half-time) for the 1975-76 academic year.
11. Margie L. Marcy as Instructor in the University School for the 1975-76 academic year.
12. Ann L. Van Sickle as Instructor (half-time) in the University School for the 1975-76 academic year.

13. Laurin W. Wilhelm as Instructor in the University School for the 1975-76 academic year.

14. George S. Czapskie as Temporary Instructor in Industrial Education for the 1975-76 academic year.

15. Suzanne B. Anderson as Supply Instructor in Speech Pathology for the period August 25, 1975, to October 24, 1975.

16. Mary Ann Schroeder as Temporary Instructor in Nursing for the 1975-76 fiscal year, effective September 1, 1975.

17. Captain David P. Burcher as Assistant Professor of Military Science, effective August 1975.

18. Kathleen J. McEldowney as University Extension Agent, Weston County, for the 1975-76 fiscal year, effective September 15, 1975.

HONORIFIC APPOINTMENTS

It was moved by Mrs. McEwan, seconded by Mr. True, and carried to approve

the following honorific appointments as recommended by President Carlson.

1. Andrew W. Decora as Adjunct Professor of Chemistry and Chemical Engineering for a three-year period, effective September 1, 1975.

2. Herrick J. Aldrich, M. D. as Adjunct Professor of Medical Education for a three-year period, effective September 1, 1975.

APPOINTMENT OF
PART-TIME FACULTY

President Carlson advised that as a matter of information he had included

a listing of the part-time faculty appointments in the President's Report.

REAPPOINTMENT

It was moved by Mr. Bunning, seconded by Dr. Thorpe, and carried that

Clark E. Homoly be reappointed as Assistant Professor of Vocational Education for the 1975-76 academic year, effective August 25, 1975.

RESIGNATION

Dr. Thorpe moved, Mrs. McEwan seconded, and it carried to accept the resignation of Ronald B. Parker, Professor of Geology, effective May 16, 1976.

CHANGE IN STARTING
DATE DESIGNATION

It was moved by Mr. Sullivan, seconded by Dr. Thorpe, and carried that the effective date of appointment of Thomas L. Watterson as Assistant Professor of Speech Pathology be deferred until October 27, 1975.

ACCREDITATION REPORT

Dr. Carlson advised that the Committee on Accreditation of the American Psychological Association had voted to continue the full accreditation of the doctoral training program in clinical psychology at The University of Wyoming.

PHYSICAL PLANT

President Quealy called on Mr. Sullivan for a report from the Physical Plant and Equipment Committee. A copy of the minutes of the September 12, 1975 meeting is attached as Enclosure 1.

1. Lewis Street Site Improvements. Mr. Sullivan advised that Spiegelberg was the only bidder on the Lewis Street Site Improvements project and the bid amount was substantially in excess of the funds available for construction. Therefore, the project has been redesigned to reduce estimated costs but to retain site beautification: the retaining wall on Lewis Street is eliminated in favor of sodded slopes with plantings; the entrance to the parking lot from Lewis Street at 14th Street is eliminated and the entrance between Wyoming and Graduate Halls is improved. Mr. Sullivan moved, Mr. McCue seconded, and it carried that this revised concept of the Lewis Street Site Improvements be accepted and that the project be bid in three parts, namely: (1) Demolition of the existing greenhouse, (2) Call for bids on plantings now for completion of this phase by next summer, and (3) General construction work.

2. Bookstore Remodeling Project. Mr. Sullivan explained that bids for the Bookstore Remodeling Project had been received from (1) Spiegelberg Lumber and Building Company for a total bid of \$112,300 which included Additive Alternates 1 and 2, and Contractors' Deductive Alternate; and (2) Charles Groathouse, Contractor, for a total bid of \$158,900, which included Additive Alternates 1 and 2, and Contractors' Deductive Alternate. Mr. Sullivan advised that since the opening of the bids, Mr. Frank Spiegelberg had advised that their bid may contain a clerical error and they may be unable to proceed with the bid amount. Mr. Hines questioned if the bid by Spiegelberg Lumber and Building Company could be changed since their bid was considerably lower. Mr. Sullivan advised that it would not be possible to change the bid at this time. It was then moved by Mr. Sullivan to offer Spiegelberg Lumber and Building Company the Bookstore Remodeling contract as follows:

Base Bid	\$98,300
Additive Alternate #1	8,000
Additive Alternate #2	12,000
Deductive Alternate of Contractor (6,000) (Subject to concurrence of Robert Arnold)	
Total	<u>\$112,300</u>

and that if Spiegelberg Lumber and Building Company refused this offer, that the award of the contract be offered to the other bidder, Charles Groathouse, Contractor, at his bid amount of \$158,900 with the deductive alternate subject to the concurrence of Robert Arnold. The motion was seconded by Mr. Brodrick and it carried.

that the following policy be adopted by the Trustees:

"Incident to the consideration of alcoholic beverages on the campus, it appears that the University has been governed for many years pursuant to a policy that prohibits possession or consumption of alcoholic beverages on campus. Such a policy reflects a long standing view of the Trustees that alcoholic beverages are not appropriate to the functions of an educational institution. However, incident to consideration of the matter, the Trustees have noted various changes in law and changing life-styles with regard to young adults. It is no longer considered appropriate that the Trustees maintain a policy that extends in its coverage to the conduct of lawful activities within individual rooms assigned to students as their living quarters on the campus, when such conduct is not clearly and necessarily destructive of the University's educational purposes. Accordingly, the use and possession of alcoholic beverages by individuals within the specific room assigned for living is excluded from existing policies concerning alcoholic beverages. The President of the University is authorized to promulgate such regulations as may be necessary to maintain adherence to this exception as well as the peaceful and quiet enjoyment by residents of their living quarters. Misconduct by students which is attributable to the use of alcoholic beverages may be subject to more severe disciplinary sanctions than normally imposed. The President shall cause a record to be maintained of all misconduct occurring on the campus which is related to the use of alcoholic beverages, and he shall take such measures as may assist in evaluating the effect of this action upon student living conditions in the residence halls."

The motion was seconded by Mr. Sullivan and it carried. Trustee Hines voted no on the motion.

ASUW BUDGET

Mr. Coles, ASUW President, advised that the ASUW budget had been prepared on an estimate of 6,700 full fee paying students, and that because of increased enrollment extra monies would be realized by ASUW but the monies would be placed in a reserve account and would not be available for ASUW use. He further noted that the ASUW did not have sufficient funds available for their clubs and organizations and they would like to expend the extra funds realized by increased enrollment for their on-going and new programs. President Quealy advised Mr. Coles that the ASUW may plan a proposed expenditure of such fund and submit a budget showing the purposes for which the expenditures would be made. When this information is available to the Trustees, they will then consider taking action.

Mr. J. R. Geraud left the meeting at 2:20 p.m.

WYOMING HIGHER
EDUCATION COUNCIL

Dr. Carlson stated that the Wyoming Higher
Education Council had presented a proposal

for consideration by the Trustees wherein a Council management consulting team would conduct a management audit of the University. It was moved by Mr. Hines and seconded by Mr. Sullivan that the University decline the proposal for a management audit of the University. After discussion, it was moved by Mr. Smith and seconded by Mr. McCue that action on this item be tabled for one month. President Quealy advised that the motion to table action on the proposal for a management audit of the University had precedence. Upon the call for vote, the motion to table action carried with Trustees True, Gillaspie, Hines, and Sullivan voting no.

CONTRACTS, GRANTS, GIFTS,
AND SCHOLARSHIPS

It was moved by Mr. Sullivan, seconded,
and carried to accept contracts, grants,

gifts, and scholarships in the total amount of \$1,898,914 for the period July 1, 1975, through August 27, 1975, in the following individual amounts:

(1) Contracts and Grants, \$1,803,590; (2) Gifts, \$6,995; and (3) Scholarships, \$88,329.

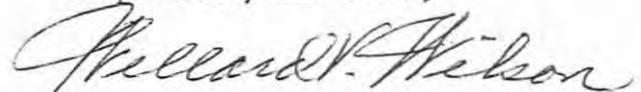
Trustee Wilson joined the meeting at 2:40 p.m.

ADJOURNMENT

There being no other business to come
before the Trustees, President Quealy

declared the meeting adjourned at 2:45 p.m. The next regular meeting of the Trustees is scheduled for October 17-18, 1975.

Respectfully submitted,



Willard V. Wilson
Secretary

MINUTES OF THE
PHYSICAL PLANT AND EQUIPMENT COMMITTEE
September 12, 1975

The meeting was called to order at 9:00 A.M. by Chairman Sullivan.

ROLL CALL Others present were Gillaspie, McEwan, Brodrick, Quealy, Bunning, McCue, Coles, Hines, Schrader, Carlson, Geraud, Jones, Jackson, Arnold, and Raitt.

LEWIS STREET SITE IMPROVEMENTS Mr. Jackson reported the project has been redesigned to reduce estimated costs but to retain site beautification. The Committee voted to recommend to the Trustees that they approve the revised concept and that the project be bid in three parts, namely: (1) Demolition of the existing greenhouse, (2) Call for bids on plantings now for completion of this phase by next summer, (3) General construction work.

BOOKSTORE REMODELING PROJECT Mr. Jackson reported bids had been opened September 9, 1975 and distributed bid tabulations showing:

<u>Items</u>	<u>Charles Groathouse, Contractor Laramie, Wyo.</u>	<u>Spiegelberg Lumber and Building Co., Laramie, Wyo.</u>
Bid Bond	5%	5%
Addendum #1	Received	Received
Base Bid	\$136,000	\$ 98,300
Additive Alternates:		
#1 - Ceiling System	14,900	8,000
#2 - Cooling System	14,000	12,000
Contractor's Deductive Alternate:		
Substitute Howzerman Moveable Partitions	(6,000)	(6,000)
<hr/> Total - Base Bid and Additive Alternates 1 & 2	<hr/> 164,900	<hr/> 118,300
<hr/> Total - Base Bid, Additive Alternates 1 & 2, and Contractor's Deductive Alternate	<hr/> 158,900	<hr/> 112,300

The funds available for the construction total \$152,570.

Mr. Jackson reported Frank Spiegelberg, President of Spiegelberg Lumber and Building Company, had called him saying they had found where they

had made a clerical error of \$10,500, and that they would not accept an offer of the contract unless the \$10,500 is added to their bid. The bid bond of 5% of \$118,300 would be \$5,915.

The Committee voted to recommend to the Trustees that they offer Spiegelberg Lumber and Building Company the contract as follows:

Base Bid	\$ 98,300
Additive Alternate #1	8,000
Additive Alternate #2	12,000
Deductive Alternate of Contractor (Subject to the concurrence of Robert Arnold)	<u>(6,000)</u>
	<u>\$112,300</u>

and that if Spiegelbergs refuse the offer, that the award of the contract be offered to the other bidder, Charles Groathouse, Contractor, at their bid amount of \$158,900, with the deductive alternate subject to the concurrence of Robert Arnold.

INFRARED
TELESCOPE
COMPONENTS

Bids for a telescope mirror blank were opened on
September 9, 1975. The tabulation of these follows:

** Corning Glass Works <u>Corning, New York</u>	Owens-Illinois <u>Toledo, Ohio</u>
--	---------------------------------------

Item #1

90" Blank	\$201,700	\$94,343
-----------	-----------	----------

Alternate #1

80" Blank	171,779	Range \$65,000 to \$89,000
-----------	---------	-------------------------------

Bid Bond

No	Yes
----	-----

Addendum I	Not acknowledged	Acknowledged
Addendum II	Not acknowledged	Acknowledged
Addendum III	Not acknowledge	Acknowledged

Handwritten notes:
e
H. m.
S. C.
re
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**Comments on Corning Glass Works' bid:

1. F.O.B. Shipping Point.
2. Differing payment schedule.
3. Above prices do not include shipping or insurance charges.
4. Bid was not in proper form.
5. The bid was not a firm offer because the order is subject to their acceptance.

It was stressed at the meeting that the bids on the telescope mirror blank were for delivery at the optician's dock, and that the blank would be moved three or four times before it would reach the site. It was reported also that the cost of insurance to cover any damage that might come to the mirror in shipping it would be approximately the same amount as the cost of the mirror, and probably the University physicists and astronomers are the best able to see to it that the mirror is most carefully handled from the time it leaves the optician's dock until it is on site.

*Minutes
Sec 7nd
recommen-
tion*

The Committee voted to recommend to the Trustees that the bid of \$94,343 submitted by Owens-Illinois for the 90" Blank be accepted.

SCIENCE CENTER The tabulation of the bids received August 19, 1975 for this
 OLD MAIN
 ARTS AND SCIENCES project are shown below:
 BUILDINGS SITE
 IMPROVEMENTS

<u>Items</u>	<u>H Bar V Laramie</u>	<u>Sterling Sand and Gravel Co. Greeley, Colo.</u>	<u>Yeoman Construction Company Laramie, Wyoming</u>
Base Bid:			
4" Concrete	\$12.00/SY	\$12.10/SY	\$ 9.10/SY
6" Concrete	16.50/SY	17.00/SY	11.00/SY
Sod	.19/SF	.20/SF	.15/SF
Stone Paving	20.00/SF	20.25/SF	20.00/SF
Stone Walls	\$ 10,500	\$ 11,000.00	\$ 13,471
Irrigation Pipe and Boxes	7,000	7,200.00	5,585
Curb and Gutter	\$5.00/LF	\$ 4.75/LF	\$ 5.00/LF
Miscellaneous Work	<u>\$ 28,800</u>	<u>\$ 28,500.00</u>	<u>\$23,475.75</u>
Total Base Bid	<u>\$146,540</u>	<u>\$148,966.50</u>	<u>\$120,040.75</u>

<u>Items</u>	<u>H Bar V Laramie</u>	<u>Sterling Sand and Gravel Co. Greeley, Colo.</u>	<u>Yeoman Construction Company, Laramie, Wyo.</u>
Bids (continued)			
Additive Alternates:			
#1 Concrete walk north of Pharmacy Building	\$ 1,872.00	\$ 1,887.60	\$ 1,419.60
#2 Plaza, east entrance to Arts and Sciences Building	23,130.00	23,371.00	18,343.75
#2A Ramp planter and stairs, Arts and Science Plaza	10,000.00	10,500.00	14,225.00
#2B Stone benches, Arts and Sciences Plaza	13,000.00	13,500.00	9,850.00
#3 Concrete walks, irrigation ditch, west side, Old Main	2,780.00	2,889.00	2,396.50
#4 Exterior lighting	<u>16,500.00</u>	<u>17,000.00</u>	<u>16,715.00</u>
Total Bid	<u>\$213,822.00</u>	<u>\$218,114.10</u>	<u>\$182,990.60</u>

Funds available for the project -- \$129,071

The Committee voted to recommend to the Trustees that they accept the bid of Yeoman Construction Company for the amount of \$123,301.10, as shown below:

Base bid substituting concrete for stone paving at unit prices stated in response to bid requirements	\$102,770.00
Alternate #1	1,419.60
Alternate #3	2,396.50
Alternate #4	<u>16,715.00</u>
	<u>\$123,301.10</u>

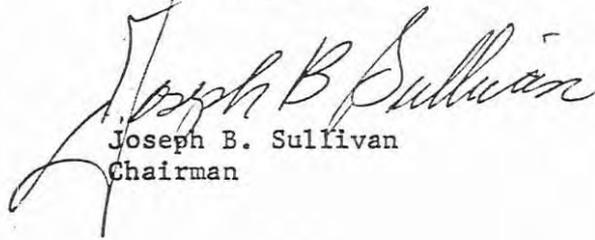
PHYSICAL PLANT
DEPARTMENT PROCEDURES
AND POLICY

Gary Coles asked for clarification regarding procedures for getting certain work done on campus. He reported he had had a number of complaints referred to him by various departments on campus and by the ASUW. He has agreed that he will discuss these with Mr. Jackson and others and plans to see that clarification of policy and procedures is made.

ADJOURNMENT

The meeting was adjourned at 10:00 A.M.

Respectfully submitted,


Joseph B. Sullivan
Chairman

MINUTES OF THE DEVELOPMENT COMMITTEE MEETING

September 12, 1975

A luncheon meeting of the Development Committee of the Trustees was held in the President's Office on September 12, 1975 at 12:45 p.m.

Committee members present were Chairman Brodrick, Mrs. McEwan, Mr. McCue and Dr. Thorpe. Also present were Mr. Quealy, President Carlson, Mr. Hall, Mr. Hollon and Mr. James Walker, Alumni Director.

The meeting was opened with the reading of the minutes of the last meeting. The minutes were approved as read.

Old Business:

Mr. Hollon stated that he had met with Jack Taylor, Director of the Cowboy Joe Club. Mr. Taylor was very receptive to the Informal Organization Chart of the Development Office and assured Mr. Hollon that the Cowboy Joe Club would be most cooperative.

The Project Committee, composed of all the college Deans and appropriate faculty and staff, has not yet met. Mr. Hollon reported that he has obtained a list of priorities from all of Deans except one. When that list is received, a meeting will then be scheduled to discuss the priorities.

The Western Heritage Research Center has been held in abeyance the last few days as other matters of pressing importance have arisen.

Mr. Hollon would still like to have a list of prospective donors from each of the Trustee members. The Development Office needs new names and the information updated on current contributors. Mr. Hollon asked Chairman Brodrick to again bring this to the attention of the Board of Trustees.

New Business:

The Foundation Reporter, similar to the Trustee Reporter, has been mailed each week to University of Wyoming Foundation members who are not members of the Board of Trustees. The Foundation Reporter contains information taken from the Trustee Reporter, but does not contain information of a confidential nature. It is hoped that in the near future a similar reporter will be sent to "Has-Been Trustees", a group of former trustees who are interested in the activities of the University and who can be a tremendous help in obtaining funds for the University.

Mr. Hall, Mr. Walker and Mr. Hollon reported on the current donor prospects:

1) A capital campaign to obtain financing for energy research studies. A brochure is being printed and details worked out. The \$1 million financing is planned to come from approximately 20 individuals interested in energy.

2) The consolidated annual alumni drive and development annual appeal will be mailed to the alumni in October. Through the combined efforts of the Alumni Office and the Development Office a 12-page booklet will be sent to each alumnus. Each member of the Committee will receive a copy as soon as it is off the press. In addition to the booklet the drive will consist of approximately 125 volunteers working throughout Wyoming, and 12 out-of-state parties, i.e., in Denver a black-tie dinner and in San Diego a \$100 plate Wyoming dinner. The goal for this year is \$200,000 compared to \$28,000 raised last year.

3) The legal documents are now being prepared for a \$10,000 scholarship gift to the University.

4) Details are being worked out regarding a gift of some registered black angus cattle to the University.

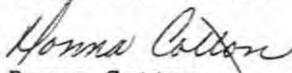
5) Mr. Hollon passed out a suggested format for a Deferred Gifts Program, a copy of which is attached hereto and made a part hereof. He went on to discuss a recent proposal made to the University to give some property under a pooled income sharing plan. Mr. Hall explained that the University and the Foundation are not authorized and do not have such a pooled income plan. The Committee agreed that Mr. Hall should draft a proposal to be presented to the Legislature for approval to have such a plan, and that approval also be obtained from the Internal Revenue Service. A general discussion ensued regarding the property and the types of problems the University is faced with to consummate the gift.

Mr. Walker, Mr. Hall and Mr. Hollon are planning to visit the University of Oklahoma Development Office in the near future. Oklahoma has one of the finest development programs in the United States. Their program also includes the pooled income sharing plan.

Chairman Brodrick felt that more time should be allotted for the Development Committee to meet in October in order that some of these proposals can be discussed in more detail.

There being no further business, the meeting was adjourned at 1:25 p.m.

Respectfully submitted,


Donna Cotton
Secretary

DEFERRED GIFTS PROGRAM

a/o 9/8/75 with Don Hall

If the University of Wyoming undertakes a "deferred gifts" program, which it must, a general plan of procedure must be worked out. Deferred gifts will have problems arising that should be considered very carefully and in detail for the donor as well as the University. The following steps should be taken to work out each individual gift:

- A) Information from donor
- B) Conference with Development Office, donor, his accountant and attorney; and others if required;
- C) Study made by University on donor's proposal
 - 1) Accounting firm's recommendations
 - 2) Development Office
 - 3) Other University parties concerned;
- D) Presentation of proposal to University;
- E) Work out details with donor and University;
- F) Final approval of proposal by University;
- G) Completion of Deferred Gift
 - 1) Receipt of gift
 - 2) Acceptance of gift;