

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

**February 25, 1977**

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

THE UNIVERSITY OF WYOMING  
Minutes of  
THE TRUSTEES  
February 25, 1977

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THE UNIVERSITY OF WYOMING  
Minutes of  
THE TRUSTEES  
February 25, 1977

A regular meeting of the Trustees of The University of Wyoming was called to order by President Quealy at 3:30 p.m. on February 25, 1977, in the Board Room of Old Main

ROLL CALL

The following Trustees answered roll call: Brodrick, Bunning, Gillaspie, Hines, McCue, McEwan, Quealy, Smith, Sullivan, Thorpe, True, Wilson, and ex officio members Carlson and Lawton. Ex officio members Governor Herschler and Dr. Schrader were absent. Also, Dr. Clarence Bahs, Chairperson for the Faculty Senate, and Dr. E. B. Jakubauskas, Vice President for Academic Affairs were in attendance.

APPROVAL OF MINUTES

President Quealy asked if there were any corrections or additions to the minutes of the meeting of January 20, 1977. There were no corrections or additions to the minutes of the meeting of January 20, 1977, and President Quealy declared the minutes to be approved as circulated.

PRESENTATION OF STATUE

President Quealy called on Dr. Carlson for announcements. President Carlson introduced Dr. Myron W. Johns, Director of Alumni Relations, and Linda Budge, local artist. Dr. Johns presented the statue "Steamboat" to the University. Dr. Carlson accepted the statue on behalf of the University and thanked the Alumni Association for the fine gift. Further, he congratulated Mrs. Budge on her fine work.

Dr. Johns and Mrs. Budge left the meeting.

RESOLUTION RE FACULTY VOTE  
OF CONFIDENCE

Mr. True noted that there was confusion, dissension and misunderstanding in and around the University and the State. The Trustees have heard from the media and other sources that two occurrences more or less triggered the confidence vote by the faculty regarding the administration. The two issues were the Villemez situation and the granting of extra compensation to the football coaches and the athletic director. Mr. True said that first he would like to explain that both situations were brought about by direct Board vote. Mr. True moved, Mr. Hines seconded, and it unanimously carried to adopt the following resolution:

BE IT RESOLVED THAT. . .

The Trustees of The University of Wyoming are charged in the constitution of the State of Wyoming with establishment of University policies and with the appointment of a President to carry out such policies. There can be no dilution of this constitutional authority.

For some years there has generally been a harmonious relationship among those involved with University governance. The Trustees, the President and other University officers, and the Faculty Senate and Staff Council (the only official voices of the respective groups) have worked toward the goals of improving facilities, bettering compensation and working conditions, increasing capabilities, and maximizing educational research and service opportunities for our students and the people of Wyoming. The Trustees are dedicated to the continuation and improvement of communication among all facets of the University.

Recently, however, a series of disruptive events have damaged the internal harmony and the external image of the University. While certain decisions of the administration and of the Trustees can be questioned and may on occasion prove to have been wrong, no group has the right to take actions which plunge the campus into harmful disunity. The ill-timed and ill-conceived faculty vote concerning the President has been such a disruptive act. This action not only abrogated a year of work by a joint faculty-staff-administration committee which was establishing procedures for review of administrators, but it used an evaluative technique which the faculty itself eschewed.

The Trustees representing the people of Wyoming wish to clearly express their role as the governing authority of The University of Wyoming. Further, they wish to reaffirm their sole responsibility to appoint or remove the President and on his recommendation other University officers and faculty. Unless the Board should decide to remove any President, the Trustees shall support that President.

The Trustees urge that the University community be re-dedicated to the purposes for which the institution was created: to educate the citizens of the State, to do research related to teaching and to State and national needs, and to serve the many endeavors which make the State prosper.

DIVISION OF BIOCHEMISTRY  
TRANSFERRED TO THE COLLEGE OF  
HUMAN MEDICINE

Mr. Brodrick moved that the Division of Biochemistry, presently under the College of Agriculture, be transferred to the College of Human Medicine, effective immediately; and further that the Dean of the College of Human Medicine serve as the acting head of the Division of Biochemistry until such time as an acting head is appointed. The motion was seconded by Mr. Hines, and it carried.

RESOLUTION RE VILLEMEZ  
HEARING COMMITTEE

It was moved by Mr. Bunning, seconded by Mr. Gillaspie, and carried to adopt the following resolution regarding the Villemez Hearing Committee:

WHEREAS, by resolution of the Trustees adopted on July 30, 1976, a committee of Trustees was designated and charged with specified duties and functions pertaining to the conduct of hearing procedures upon certain allegations made by C. L. Villemez, Jr., and,

WHEREAS, the designated committee has not completed all of its duties and functions, but has completed several days of hearings at which the testimony of many witnesses was heard, and,

WHEREAS, it appears that the current term of office as a Trustee of two of the committee's members will expire before submission of the committee's report to the full Board of Trustees,

NOW THEREFORE, BE IT RESOLVED THAT:

1. The Trustees do hereby confirm the designation of Mr. Joseph Sullivan and Mr. Gordon Brodrick as members of the said committee and do authorize them to continue as designated agents of the Trustees to complete the original duties and functions assigned the committee, although their terms of office as members of the Board of Trustees may expire.



2. In consideration of their continued participation in the matter, they shall be paid for such expenses and allowances as normally provided Trustees.

President Quealy called for consideration of items of business included in the President's Report and, on the basis of discussions which took place during the executive session, the following actions were taken.

APPOINTMENTS

It was moved by Mr. McCue, seconded by Dr. Thorpe, and carried, that in accordance with the recommendations of President Carlson, the following appointments be approved effective on the dates indicated and under the conditions cited.

1. Peter R. Davis as Supply Assistant Professor of Geography for the 1977 Spring semester.
2. James Grady as Temporary Instructor in Anthropology for the 1977 Spring semester.
3. Richard M. Peters as Assistant Professor of Accounting for the 1977-78 academic year.
4. Martin Delbert Singkofer as Temporary Instructor in Career Education for the period January 17, 1977 through September 30, 1977.
5. Patricia Ann Molholt as Assistant Professor in the University Library and Science/Technology Librarian for the period of February 7, 1977 through June 30, 1978.
6. Barbara Underwood as Assistant Professor in the University Library and Circulation Librarian for the period February 7, 1977 through June 30, 1978.
7. Michael A. Schneider as University Extension Agent, Goshen County, for the 1976-77 fiscal year, effective March 1, 1977.

8. David Emil Knaus, Jr. as Assistant Football Coach and Instructor in Intercollegiate Athletics for the period February 1, 1977 through January 31, 1978.

APPOINTMENT OF  
PART-TIME FACULTY

President Carlson announced that as a matter of information, part-time

faculty appointments are as follows:

<u>Name</u>	<u>Department</u>	<u>Academic Rank</u>
<u>COLLEGE OF AGRICULTURE</u>		
Dennis, Donald S. (1977-78 fiscal year)	Plant Science	Lecturer
Schuman, Gerald E. (1977-78 fiscal year)	Plant Science	Lecturer
Stoner, Adair (1977-78 fiscal year)	Plant Science	Lecturer
<u>COLLEGE OF ARTS AND SCIENCES</u>		
Constantinides, Janet (1977-78 academic year)	English	Lecturer
Dunwell, Janice Varenhorst (1977 Spring semester)	Anthropology/WHSP	Lecturer
Huntoon, Victoria (1977 Spring semester)	Art	Instructor
Kjome, Linda C. (1977 Spring semester)	Music	Instructor
Williams, Robert Gary (1977 Spring semester)	Sociology	Lecturer
<u>COLLEGE OF HEALTH SCIENCES</u>		
Jodais, Janet (1977 Spring semester)	Nursing	Instructor
<u>COLLEGE OF LAW</u>		
Kite, Marilyn Ann (1977 Spring semester)		Lecturer

REAPPOINTMENTS

It was moved by Mr. Sullivan, seconded by Dr. Thorpe, and carried that the following reappointments be approved as recommended by President Carlson for 1977-78, or as otherwise indicated.

<u>Name</u>	<u>Department</u>	<u>Academic Rank</u>
<u>COLLEGE OF AGRICULTURE</u>		
Hart, Richard H. (9/1/77-8/31/78 )	Animal Science	Lecturer
<u>COLLEGE OF ARTS AND SCIENCES</u>		
Boyce, Mark S.	Zool & Physiol	Supply Asst Prof
Crawford, John E.	Communication & Broadcasting	Supply Asst Prof
Duncombe, Patricia W.	Social Work	Temp Asst Prof
Hall, Christian	English	Lecturer
Hayes, Harriet	Social Work	Temp Asst Prof
Jirovec, Ronald L.	Social Work	*Supply Instr
Kleinberg, Pearl	Social Work	Temp Asst Prof
Lawson, David	English	Lecturer
Leonard, Thomas M.	English	Lecturer
Mathison, Margaret	English	Lecturer
Roberts, David	English	Lecturer
Salstad, Mary Louise	Languages	Asst Prof
Shakespeare, Tom (4/1/77-5/15/77)	Dean's Office	Lecturer
Sullivan, Patricia	English	Lecturer
VanBuskirk, Richard L.	Psychology	Temp Asst Prof
Weeks, Rupert (4/1/77-5/15/77)	Dean's Office	Lecturer

\* With contingency for promotion to Assistant Professor upon completion of doctoral degree. Effective date determined by contingency requirement.

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

Campbell, Robert A.	University School	Supply Asst Prof
Goldman, Stephen J.	University School	Asst Prof
McCreery, Janan K.	University School	Instr

REAPPOINTMENTS--  
 Intercollegiate Athletics

It was moved by Mr. Bunning, seconded  
 by Mr. Gillaspie, and carried that the  
 following reappointments in Intercollegiate Athletics be approved as recommended by the President for 1977-78.

1. Jack B. Aggers as Head Athletic Trainer and Instructor in Intercollegiate Athletics on a fiscal (11-month) year basis.
2. Thomas Asbury as Assistant Basketball Coach and Instructor in Intercollegiate Athletics on a fiscal (11-month) year basis.
3. Mary Ellen Cloninger as Director of Women's Intercollegiate Athletics and Instructor in Intercollegiate Athletics on a fiscal (11-month) year basis.
4. Joseph Dowler as Wrestling Coach and Instructor in Intercollegiate Athletics on a fiscal (11-month) year basis.
5. James C. Jones as Baseball Coach and Instructor in Intercollegiate Athletics on an academic (9-month) year basis.
6. Sally Jones as Academic Counselor and Instructor in Intercollegiate Athletics on a fiscal (11-month) year basis.
7. Mildred D. Lindsey as Coach and Instructor in Women's Intercollegiate Athletics on a fiscal (11-month) year basis.
8. Gary Marriott as Assistant Basketball Coach and Instructor in Intercollegiate Athletics on a fiscal (11-month) year basis.
9. Ronald Richardson as Head Track Coach and Instructor in Intercollegiate Athletics on an ~~academic~~ <sup>fiscal</sup> (11-month) ~~(9-month)~~ year basis. corrected 4-15-77

10. Quentin Skinner as Skiing Coach and Instructor in Intercollegiate Athletics on an academic (9-month) year basis. This appointment would be in addition to his present position as Temporary Assistant Professor in the Water Resources Research Institute.

11. Frank J. Vicchy as Swimming Coach and Instructor in Intercollegiate Athletics on an academic (9-month) year basis.

12. William J. Young as Assistant Athletic Director and Instructor in Intercollegiate Athletics on a fiscal (11-month) year basis.

HONORIFIC APPOINTMENTS

It was moved by Mr. McCue, seconded by Mrs. McEwan, and carried to approve the following honorific appointments without tenure rights and with no salaries provided as recommended by President Carlson, to be effective as indicated.

1. William Millar Futrell, Jr. as Visiting Lecturer in the Science and Mathematics Teaching Center for the period March 1, 1977 through March 1, 1978.

2. David Leroy Amstutz as Visiting Assistant Professor of Mineral Engineering for the periods June 1977 through August 1977, and June 1978 through August 1978.

3. Michael J. Hiza, Jr. as Adjunct Professor of Chemical Engineering for the period March 1, 1977 through February 28, 1978.

CONTINUATION ON  
PROBATIONARY APPOINTMENTS

It was moved by Mrs. McEwan, seconded by Mr. Brodrick, and carried that the following reappointments be approved as recommended by President Carlson for 1977-78.

<u>Name</u>	<u>Department</u>	<u>Academic Rank</u>
<u>COLLEGE OF AGRICULTURE</u>		
Ahern, Deborah A.	Home Economics	Instr
Humburg, Neil E.	Plant Science	Asst Prof

<u>Name</u>	<u>Department</u>	<u>Academic Rank</u>
<u>COLLEGE OF AGRICULTURE (Continued)</u>		
Williams, Janet C.	Home Economics	Instr
<u>COLLEGE OF ARTS AND SCIENCES</u>		
Boyer, Patricia A.	Social Work	Asst Prof (half-time)
Collier, Katherine A.	Music	Asst Prof
Fahs, Michael L.	Comm & Broadcasting	Asst Prof
Gersten, Frederick	Music	Assoc Prof
Iverson, Peter J.	History	Asst Prof
Landeira, Richard L.	Languages	Assoc Prof
Lillegraven, Jason A.	Geology	Assoc Prof
Loewe, Maria E.	Theatre	Asst Prof
McKenna, Patrick J.	Mathematics	Asst Prof
Picherit, Jean-Louis	Languages	Asst Prof
Robson, David W.	History	Asst Prof
Rose, James D.	Psychology	Assoc Prof
*Sindt, Vincent G.	Sci & Math Teach Ctr/ Curric & Instr	Asst Prof
Snedden, Christopher A.	Phys & Astron	Asst Prof
VanAlstine, John	Art	Asst Prof
Wood, James R.	Geology	Asst Prof
<u>COLLEGE OF COMMERCE AND INDUSTRY</u>		
Allen, Robert E.	Business Admin	Asst Prof
Hendon, Donald W.	Business Admin	Assoc Prof
Linenberger, Patricia C.	Business Admin	Asst Prof
Martin, Stanley A.	Business Admin	Asst Prof

\* Holds joint appointment in the College of Arts and Sciences and College of Education.

<u>Name</u>	<u>Department</u>	<u>Academic Rank</u>
<u>COLLEGE OF COMMERCE AND INDUSTRY (Continued)</u>		
Sandler, Todd M.	Economics	Assoc Prof
Siemens, Nicolai	Business Admin	Prof
Spahr, Ronald W.	Business Admin	Asst Prof
<u>COLLEGE OF EDUCATION</u>		
Balch, Ruth E.	University School	Asst Prof
Bayless, Mary Ann	Physical Educ	Asst Prof
James, Clyde H.	Vocational Educ	Asst Prof
Keefauver, Linda W.	Educ Foundations	Asst Prof
Moon, Charles E.	Educ Foundations	Asst Prof
Noble, Bruce J.	Physical Educ	Prof
Reynolds, Carl L.	Vocational Educ	Asst Prof
*Sindt, Vincent G.	Curric & Instr/ Sci & Math Teach Ctr	Asst Prof
Sturm, Dieter W.	Vocational Educ	Asst Prof
**Tollakson, John A.	Dean's Office/Adult Educ & Comm Serv	Asst Prof
Voegel, Paul Glen	Physical Educ	Asst Prof
<u>COLLEGE OF ENGINEERING</u>		
Bierman, Richard L.	Mech Engr	Asst Prof
Hutchinson, Harold L.	Mineral Engr	Assoc Prof
Noble, Richard D.	Mineral Engr	Asst Prof
<u>COLLEGE OF HEALTH SCIENCES</u>		
Abood, Richard R.	Pharmacy	Asst Prof
Armour, Genevieve C.	Nursing	Asst Prof
Dowell, Mary Susan	Nursing	Asst Prof

\* Joint appointment in College of Education and College of Arts and Sciences

\*\* Joint appointment in College of Education and University Extension

<u>Name</u>	<u>Department</u>	<u>Academic Rank</u>
<u>COLLEGE OF HEALTH SCIENCES (Continued)</u>		
Larson, Vernon D.	Speech Path & Audiol	Assoc Prof
McDonald, Mary M.	Pharmacy	Asst Prof
Watterson, Thomas L.	Speech Path & Audiol	Asst Prof
<u>COLLEGE OF HUMAN MEDICINE</u>		
Huff, Charles W.	Family Practice	Prof
<u>UNIVERSITY EXTENSION</u>		
Tollakson, John A.*	Adult Educ & Comm Serv/Dean's Office	Asst Prof
<u>UNIVERSITY LIBRARY</u>		
Patterson, Robert H.		Prof
Whittaker, Martha A.		Instr

\*Joint appointment with University Extension and College of Education.

APPOINTMENT OF SUMMER  
SCHOOL FACULTY

President Carlson called attention to a list of faculty appointments for the 1977 Summer Session. In accordance with a policy adopted by the Trustees at their meeting on August 2, 1974, no action was taken other than to acknowledge the report.

PROMOTION

Mr. Hines moved that Philip Emmert III, presently Associate Professor of Communication and Broadcasting, be promoted to Professor of Communication and Broadcasting, effective July 1, 1977. The motion was seconded by Mr. Brodrick, and it carried.

RESIGNATIONS

It was moved by Mr. McCue, seconded by Mr. Bunning, and carried that the following resignations be accepted, to be effective on the dates indicated.

1. Linda W. Hackwell, Instructor in Housing and Related Art, effective May 15, 1977.



2. John J. Galbreath, Assistant Professor of Theatre, effective May 15, 1977.
3. Maureen Steiner, Supply Assistant Professor of Geology, effective May 1, 1977.
4. Wildon Clegg, Instructor in Special Education in University School, effective May 15, 1977.
5. Ralph Kirshner, Library Services Coordinator and Instructor in the Casper College Library, effective May 20, 1977.
6. Jane Bayless, University Extension Agent, Carbon County, effective February 15, 1977.
7. Thomas F. Harper, Assistant Football Coach and Instructor in Inter-collegiate Athletics, effective January 6, 1977.

RETENTION OVER AGE 65

Dr. Thorpe moved that, in accordance with the Regulations of the Trustees permitting annual reappointment of individuals in non-administrative capacities beyond age 65, employment of the following individuals be continued during 1977-78 as recommended by President Carlson. The motion was seconded by Mrs. McEwan, and it carried.

<u>Name</u>	<u>Position</u>
Cameron, Mildred H.	Chief Clerk, Ag Substations
Gaskell, Percy	Light Equipment Operator, Physical Plant
Gregory, Noble	Caretaker, Part-time, Biological Research Station
Lawson, James O.	Custodian III, Housing
Mortensen, Irvin	Equipment Manager, Athletics
Tanner, Clotilde M.	Cook, Food Service
Vogt, Hans H.	Construction Supervisor, Physical Plant

RETIREMENTS

Mr. Wilson moved that the following persons be granted retirement on the dates and under the conditions cited. The motion was seconded by Mr. Hines, and it carried.

<u>Name</u>	<u>Position</u>	<u>Effective Date of Retirement</u>
Miller, Helen G.	Associate Professor, Extension Specialist	6/30/77 With designation as <u>Emeritus</u>
Stevens, Delwin M.	Professor, Agricultural Economics	6/30/77 with designation as <u>Emeritus</u>
Chang, Yet Oy <sup>1/</sup>	Professor of Nutrition	7/1/77 with designation as <u>Emeritus</u>
Ellis, Klein Boyd <sup>1/</sup>	Assistant Professor of Agricultural Extension, Rural Development Specialist	7/1/77 with designation as <u>Emeritus</u>

<sup>1/</sup> Approved for retirement as exceptions to the Regulations of the Trustees since they are not 65 years of age and do not have 30 years of University service. Approval does not entail any additional financial consequences to the University in view of current provisions of the Wyoming Retirement Act.

RECALL OF RETIRED FACULTY                      Mr. Bunning moved that authorization be granted for the recall on a half-time basis during the 1977-78 academic year of the following faculty in the College of Arts and Sciences who have officially retired. The motion was seconded by Mr. Gillaspie, and it carried.

<u>Name</u>	<u>Title</u>	<u>Recall Period</u>
Boyle, James M.	Prof <u>Emeritus</u> of Art	Fall
Cor, Lawrence W.	Prof <u>Emeritus</u> of Modern & Classical Languages	Year
Willman, Allan A.	Prof <u>Emeritus</u> Music	Fall

CHANGES IN DESIGNATION                      It was moved by Mr. Gillaspie, seconded by Dr. Thorpe, and carried to approve changes in designation as recommended by the President.

1. Thomas R. Preston, presently Professor of English and Head of the Department of English, be designated only as Professor of English effective July 1, 1978, with a \$300 decrease in his 1978-79 annual (9-month) salary rate.

2. William A. Cooper, presently Temporary Assistant Professor of Atmospheric Science, be designated as Assistant Professor of Atmospheric Science, effective January 1, 1977, with no adjustment in his present salary rate.

LEAVE OF ABSENCE

It was moved by Mr. McCue, seconded by Mr. Smith, and carried that the following leaves of absence be granted for the period and under the conditions cited, as recommended by the President.

1. Gregory J. Jurkovic, Assistant Professor of Psychology, a leave of absence without pay for the 1977-78 academic year to gain further valuable research and clinical experience through the Judge Baker Guidance Center and Children's Hospital Medical Center, affiliate hospitals of the Harvard Medical School.

2. Scott B. Smithson, Professor of Geology, a leave of absence without pay for the 1977 Fall semester to supplement the sabbatical leave authorized by the Trustees for the 1978 Spring semester to conduct research at Cornell University.

3. James Wood, Assistant Professor of Geology, a leave of absence without pay for the period March 1 through May 15, 1977 to permit him to participate in a National Academy of Sciences exchange visit with the U.S.S.R.

4. Paul B. Cors, Professor in the Library, a leave of absence without pay for the period August 1 through August 31, 1977 to permit him to spend some time visiting selected major academic libraries in the United Kingdom and France.

5. Martha Whittaker, Instructor in the Library, a leave of absence without pay for the period May 13 through August 12, 1977 to permit her to use the resources of the University of California Library to initiate independent study and research.

SALARY ADJUSTMENT

Mr. Hines moved that Robert E. Gatling, Assistant Football Coach and Instructor in Intercollegiate Athletics, be granted an increase in his annual (11-month) salary rate as recommended by President Carlson, effective February 1, 1977. This change is recommended because of the additional duties as offensive coordinator. The motion was seconded by Mr. Bunning, and it carried.

President Quealy advised that the Trustees were able to proceed rapidly with action on items of business, since they had been reviewed and discussed in executive session.

CHANGE TO REGULATIONS OF  
THE TRUSTEES (Revised  
7 August 1972), PART V.,  
SECTION 3

In order to more clearly define policies regarding persons in pursuance of an academic degree, and consideration of service in supply capacity for meeting probationary requirements, Mr. Sullivan moved that Part V., Section 3., of the Regulations of the Trustees of The University of Wyoming be changed to read as follows:

PART V. FACULTY

• • •

Section 3. APPOINTMENT

• • •

(1) Probationary appointments to fill a budgeted vacancy. Such appointments normally will be for one academic 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. Persons in pursuance of an academic degree normally will not receive a probationary appointment.

(2) Supply appointments to serve for a specified period during the absence of the budgeted incumbent or in lieu of a fully qualified 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, on the basis of mutual agreement between the candidate and the appropriate University Officers, be considered in meeting probationary requirements.

(3) Temporary appointments to fill a position .....

The motion was seconded by Mr. Hines, and it carried.

LIMITED SERVICE BENEFIT

Mr. Sullivan moved that Dorothy G.

Porter, former Administrative Secre-

tary to the Dean of the Graduate School, be granted a Limited Service retirement benefit of \$162.30 per month, effective February 25, 1977.

The motion was seconded by Mr. Smith, and it carried.

EMPLOYMENT OF GRADUATE ASSISTANTS

Mr. McCue moved that authorization be

granted for the appointment of graduate

assistants at the current stipend of \$3,600 up to the number available for inclusion in the 1977-78 operating budget. The motion was seconded by Mr. Bunning, and it carried.

FIESTA BOWL

Mr. Smith moved that unrestricted funds

be transferred from The University of

Wyoming Foundation to provide for (1) the cost of sending the University band to the Fiesta Bowl (\$30,379); and (2) to augment receipts from the Fiesta Bowl to the extent that they are insufficient to cover expenditures. The motion was seconded by Mr. Bunning, and it carried. The unrestricted funds being transferred from the University of Wyoming Foundation have been generated from the operation of the Spanish Walk Apartments. These funds were not designated for any purpose by the donor and had not been budgeted for any purpose.

EXECUTIVE COMMITTEE ACTION

Bids for construction of the beer dispensing area were opened on February 3,

1977. Spiegelberg Lumber and Building Company and Delta Construction Company, both of Laramie, submitted bids as follows:

	<u>Spiegelberg</u>	<u>Delta</u>
Base Bid	\$ 18,200	\$19,997
Alternate #1		
fence to delineate the beer serving area	2,999	4,552
Alternate #2		
60 day completion time	2,000	2,497

Spiegelberg's bid for the Base Bid is within the limits of funds available for construction. The bid for the fence not only raises the contract amount above the limit of the funds available for construction but is also considered to be too high for the product. The University can obtain an acceptable product for less money by separate action. Alternate #2 is too costly and cannot assure an early completion date; material delivery delays based on nonavailability are beyond the contractor's control and, therefore, extend the completion date without penalty.

In the interest of starting construction as soon as possible to permit completion before the end of the current semester, the Executive Committee on February 14, 1977 accepted the low base bid of Spiegelberg Lumber and Building Company, Laramie, Wyoming, in the amount of \$18,200. Additive alternate #1 (movable fence) and #2 (60-day completion time) were rejected. Mr. Hines moved that the above action of the Executive Committee be ratified. Mr. Sullivan seconded the motion, and it carried.

BUDGET CHANGE

Mr. Gillaspie moved to authorize an appropriation from the Trustees'

Reserve in the amount of \$2,500 to supplement the Contractual budget of the President's office. The motion was seconded by Mr. Bunning, and it carried.

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 meeting of the Physical Plant and Equipment Committee is attached as Enclosure 1.

1. Addition to Coe Library. Mr. L. M. Olson of Rawlins, Wyoming was the low bidder on the addition to the library. However, after Mr. Olson was notified that his firm was the low bidder, he reported to Mr. Jackson that there was a sizeable error in his firm's bid. The error occurred through omission of the electrical subcontract. A bid bond of \$128,750 had been received from the firm of L. M. Olson, Inc. Mr. Olson requested in writing that he be allowed to withdraw his bid. Mr. Sullivan advised that the Committee felt that the firm of L. M. Olson, Inc., did not intend to submit a bid that did not include costs of the electrical work and that there was not a true responsive bid to the specifications which would support a mutual contract. It was also noted that there could be no negotiation with L. M. Olson, Inc., as to the amount of his bid and that the next low bidder should be considered as having submitted the lowest bid as a valid bid. Mr. Sullivan moved that L. M. Olson, Inc., be permitted to withdraw its bid without penalty; and that the next low bidder (considering the 5% preference to Wyoming bidders), Spiegelberg Lumber and Building Company of Laramie, be awarded the bid for a total of \$2,708,800 for the base bid and alternates. The motion was seconded by Mr. Wilson and it carried.

2. Expansion of Hangar Facilities at Brees Airport. The Department of Atmospheric Sciences is acquiring a new airplane through a five-year research contract with the U. S. Bureau of Reclamation. Additional hangar facilities are required to house this airplane and to facilitate the research project. Electrical and other modifications will be needed for adding onto the hangar and it is the responsibility of the University to provide hangar space for the plane. The facilities are needed at the earliest possible date. Funds will be provided from indirect cost reimbursement through the research contract. Mr. Sullivan moved, Mr. McCue seconded,

and it carried that (1) bids be authorized for construction of the hangar addition; and (2) the firm of Gertsch-Baker, Inc. of Laramie be employed on a consulting basis to assist in developing the bid specifications, with the estimated costs of \$46,000 for the hangar addition and \$4,600 for the consultant's fee coming from the indirect cost reimbursement through the research contract.

Mr. Sullivan also advised that the Committee directed that a letter be written to Governor Herschler for President Quealy's signature. This letter should give a broad outline of the nature of the U. S. Bureau of Reclamation grant.

3. Insulation Study on One-Story Married Students' Apartments. The need to minimize the cost of heating for the occupants of the one-story apartments and for the conservation of energy was discussed by the Committee. Mr. Hays explained to the Committee how the cost of the study can be provided from the Facilities Capital Improvement and Replacement Fund, and how the requirements of the bond resolution provides for the accumulation of funds for expenditures such as this. It has been estimated that this study will cost no more than \$3,500. Mr. Sullivan moved, Mr. Hines seconded, and it carried that the firm of McFall and Konkel, consulting engineers with offices in Cheyenne and Denver, be retained to make heat-loss calculations and insulation recommendations for the one-story married students' apartments, and that this firm make an estimate of the cost of the insulation.

MERGING THE UNIVERSITY OF WYOMING  
STUDENT HEALTH SERVICE INTO THE  
COLLEGE OF HUMAN MEDICINE

President Carlson spoke on his recommendation that the administrative supervision of the Student Health Service be transferred from the Vice President for Student Affairs to the Dean of the College of Human Medicine.



This change at this time is for the purpose of facilitating planning for the College of Human Medicine and development of opportunities for medical education as well as increasing services to students by utilization of physicians serving on the College's faculty, as well as other educational programs and facilities that would supplement health care opportunities for students.

For purposes of planning, the Student Health Service would remain as a distinct administrative and budgeted unit which has as its major objective the provision of quality health service to all full fee paying students who seek these services. It is doubtful that any significant changes in operations or services can be accomplished, or are desirable, during the next year. However, planning for the future would be greatly facilitated and provide the Dean of the College of Human Medicine the basis for initiating necessary reviews of service costs, personnel functions, physical plant requirements, etc.

To provide on-going student input to the Dean, the current Student Health Service Committee would be continued and expanded to include additional persons representing areas having concerns with regard to services provided by the Student Health Service.

Mr. Gillaspie moved that the administrative supervision of the Student Health Service be transferred from the Vice President for Student Affairs to the Dean of the College of Human Medicine, effective immediately, as outlined above. The motion was seconded by Dr. Thorpe, and it carried.

CONTRACTS, GRANTS, GIFTS  
AND SCHOLARSHIPS

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

contracts, grants, gifts, and scholarships in the total amount of \$5,275,275.63 in the following individual amounts: (1) Contracts and Grants for the period December 2, 1976 through February 7, 1977,

\$4,983,856.00; (2) Scholarships for the period November 24, 1976 through January 31, 1977, \$213,147.97; and (3) Gifts for the period November 24, 1976 through January 31, 1977, \$78,271.66.

HONORARY DEGREE COMMITTEE                      President Carlson reported that the Honorary Degree Committee met on February 24, 1977, and as a result of that meeting wished to recommend the awarding of two honorary degrees at the Spring commencement exercise and two at the Summer commencement exercise. It was moved by Dr. Thorpe, seconded by Mr. Gillaspie, and carried to accept the Committee's report and recommendations with degrees and recipients to be recorded when degrees are approved for the 1977 Spring semester and 1977 Summer session.

ATHLETIC COMMITTEE                                  Chairman Sullivan noted that the Athletic Committee had no report.

BUDGET COMMITTEE                                      Mr. Bunning said that the Internal Auditor is presently contacting colleges and departments to offer his services in assisting them in setting up accounting or bookkeeping procedures.

MEDICAL EDUCATION COMMITTEE                      Dr. Thorpe stated that the Medical Education Committee had already reported to the Trustees.

DEVELOPMENT COMMITTEE                              Mr. Brodrick noted that the Committee wished to commend C. E. Hollon, Assistant to the President for Development, for his diligent work. A more detailed report will be made at the next meeting of the Trustees.

COE COMMITTEE    Chairman True advised that the investment portfolio pointed out a projected annual income of \$187,863 representing 6.172% yield based on cost and 5.881% yield based on market value. He pointed out that this level of

income will be insufficient to cover the inflationary part of the budget. The Committee discussed the actions of the Funds Advisory Company's Counselors and Mr. Hays was instructed to advise them that trading activity should be reduced until a detailed performance analysis of the portfolio could be made. Mr. Hays will ask the investment counselors to provide the analysis, and the Committee will then review the situation in depth.

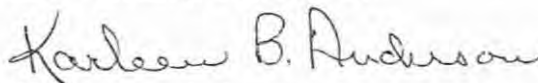
UNFINISHED BUSINESS

President Quealy called for unfinished business. Mr. True, whose term on the Board is expiring, said that he had enjoyed his twelve very eventful years as a Trustee. He felt that it was a rewarding experience and that he had certainly learned to appreciate the University, its faculty, staff, and administration. He noted that he had respect and admiration for other Board members and that it had been a real pleasure to serve on the Board. Mr. Sullivan and Mr. Brodrick both concurred in Mr. True's expressions, and advised that they had thoroughly enjoyed this association. President Quealy expressed appreciation to all of the Trustees who may be leaving since their terms are expiring.

ADJOURNMENT AND DATE  
OF NEXT MEETING

There being no further business,  
President Quealy declared the meeting  
adjourned at 4:45 p.m. The next meeting of the Trustees will be March 17,  
1977.

Respectfully submitted,



Karleen B. Anderson  
Deputy Secretary

MINUTES OF THE  
PHYSICAL PLANT AND EQUIPMENT COMMITTEE  
February 24, 1977

ENCL  
1

The meeting was called to order at 2:00 P.M. by Chairman Sullivan.

ROLL  
CALL

Those present, in addition to Mr. Sullivan, were Mrs. McEwan; Messrs. Wilson, Gillaspie, Brodrick, Quealy, Bunning, Hines, McCue, Smith, Thorpe, Carlson, Lawton, Hays, Geraud, Jones, Jackson, and Arnold.

ADDITION TO  
LIBRARY

Mr. Jackson distributed the bid tabulations along with a statement of funds available for the construction. He explained that L. M. Olson of Rawlins, Wyoming had been notified that his firm was the low bidder. Mr. Olson then reported to Mr. Jackson by telephone that his firm had made a sizeable error in its bid. Mr. Jackson said Messrs. Olson, Kellogg and he had met this morning. Mr. Jackson explained to the Committee that the error occurred through omission of the electrical subcontract. A bid bond of \$128,750 had been received from the Olson firm.

The options which Olson, Inc. would have were discussed informally and it was the consensus that Mr. Olson and Mr. Fred Kellogg, the architect, would be asked to join the meeting. This they did at 2:15 P.M. Mr. Olson asked that he be allowed to withdraw his firm's bid, and he and Mr. Kellogg left the meeting. Mr. Olson then had delivered to Mr. Quealy his letter requesting that the University allow him to withdraw his bid.

The Committee voted to recommend to the Trustees that L. M. Olson, Inc. be permitted to withdraw its bid without penalty; and that the next low bidder (considering the 5% preference to Wyoming bidders), Spiegelberg Lumber and Building Company of Laramie, be awarded the bid for a total of \$2,708,800 for the base bid and alternates. The recommendation is based upon the conclusion that Olson, Inc. did not intend to submit a bid that did not include costs of the electrical work and that there was not a true responsive bid to the specifications which would support a mutual contract. It was also noted that there could be no negotiation with Olson, Inc. as to the amount of

his bid and that the next low bidder should be considered as having submitted the lowest valid bid.

EXPANSION OF  
HANGAR  
FACILITIES AT  
BREES AIRPORT

Mr. Hays reported that the Department of Atmospheric Sciences, headed by Don Veal, has a five-year research contract with the U. S. Bureau of Reclamation and one provision of it is the acquiring of a research airplane which will need hangaring. It is the responsibility of the University to provide hangar space for the plane. Electrical and other modifications will be needed for adding onto the hangar, and the hangar facilities are needed at a very early date. Mr. Hays explained how funds from indirect cost reimbursements could be used.

The Committee directed that a letter be written to Governor Herschler for Mr. Quealy's signature. This letter should give a broad outline of the nature of the U. S. Bureau of Reclamation grant.

The Committee voted to recommend to the Trustees that (1) bids be authorized for construction of the hangar addition and (2) the firm of Gertsch-Baker, Inc. of Laramie be employed on a consulting basis to assist in developing the bid specifications, with the estimated costs of \$46,000 for the hangar addition and \$4,600 for the consultant's fee coming from indirect cost reimbursement through the research contract.

Mr. Hines left the meeting at 2:55 P.M.

INSULATION STUDY  
ONE-STORY MARRIED  
STUDENTS' APARTMENTS

The need to minimize the cost of heating for the occupants of the one-story apartments and for the conservation of energy was discussed by the Committee.

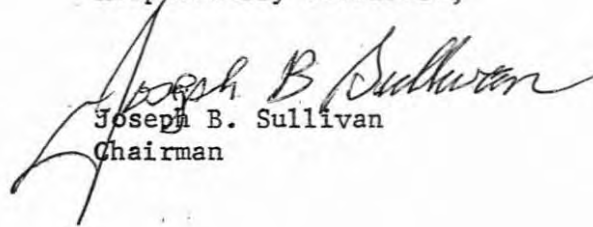
Mr. Hays explained how the cost of the study can be provided from the Facilities Capital Improvement and Replacement Fund, and how the requirements of the bond resolution provide for the accumulation of funds for expenditures such as this.

Messrs. McCue and Bunning left the meeting at 3:05 P.M.

The Committee voted to recommend that the firm of McFall and Konkel, consulting mechanical engineers with offices in Cheyenne and Denver, be retained to make heat-loss calculations and insulation recommendations for the apartments mentioned; also that this firm make an estimate of the cost of the insulation. It has been estimated that the study will cost no more than \$3,500.

ADJOURNMENT      The meeting was adjourned at 3:10 P.M.

Respectfully submitted,

  
Joseph B. Sullivan  
Chairman