THE UNIVERSITY OF WYOMING
MINUTES OF THE TRUSTEES

May 18, 1985

For the confidential information
of the Board of Trustee
THE UNIVERSITY OF WYOMING

Minutes of the Trustees
May 18, 1985

TABLE OF CONTENTS

ROLL CALL----------------------------------------------- 1
ANNOUNCEMENTS------------------------------------------- 1
APPROVAL OF MINUTES------------------------------------- 2
APPROVAL OF DEGREES------------------------------------ 2
ELECTION OF OFFICERS----------------------------------- 2
EXECUTIVE COMMITTEE------------------------------------ 4
ELECTION OF MEMBERS TO SERVE AS RESEARCH
CORPORATION DIRECTORS---------------------------------- 4
ACADEMIC ISSUES COMMITTEE----------------------------- 5
ARTHROPOD-BORNE ANIMAL DISEASE RESEARCH LABORATORY,
AGREEMENTS WITH U.S. DEPARTMENT OF AGRICULTURE-------- 5
FOUR-YEAR ACADEMIC CALENDAR----------------------------- 5
MASTER LIST OF DEGREES--------------------------------- 8
BUDGET COMMITTEE--------------------------------------- 8
AUTHORIZATION FOR STOCK TRANSFERS---------------------- 9
FY 1986 BUDGET ALLOCATIONS----------------------------- 9
INTERNAL AUDIT PLAN FOR THE YEAR
ENDING JUNE 30, 1986---------------------------------- 10
ACCEPTANCE OF CONTRACTS, GRANTS, GIFTS AND SCHOLARSHIPS---11
FY 1986 COAL CONTRACT, CENTRAL ENERGY PLANT------------- 11
PERSONNEL COMMITTEE------------------------------------ 12
APPOINTMENTS------------------------------------------- 12
ADJUNCT APPOINTMENT--Donald L. DeWitt------------------ 13
ADMINISTRATIVE APPOINTMENTS
1. H. John Baldwin------------------------------------- 13
2. Keith Burdick--------------------------------------- 14
3. Elizabeth Nichols----------------------------------- 14

ADMINISTRATIVE REAPPOINTMENTS
1. Mark Siegel----------------------------------------- 14
2. Robert A. Jenkins----------------------------------- 14

REAPPOINTMENT--Marlene E. Heinemann------------------------ 14
REAPPOINTMENTS--Intercollegiate Athletics------------------ 14
EXTENSION OF CONTRACT FOR HEAD BASKETBALL COACH------------ 16
CONTINUATION OF PROBATIONARY APPOINTMENTS------------------ 16
PROMOTIONS------------------------------------------------- 19
TENURE----------------------------------------------------- 22
CHANGE IN ASSIGNMENT--Allan C. Pier------------------------ 23
POSTPONEMENT OF RETURN FROM SABBATICAL LEAVE--
Stanley A. Martin----------------------------------------- 24

LEAVES OF ABSENCE
1. Alfred Arth----------------------------------------- 24
2. Susan Dickman--------------------------------------- 24
3. Thomas Smucker-------------------------------------- 24

RETIREMENTS------------------------------------------------ 25
CORRECTION IN RETIREMENT DATE--Robert F. Noble------------- 25
RESIGNATION--William Cooke--------------------------------- 25

SECTION IV, TRANSFER OF UW FOUNDATION TO UW
OFFICE OF DEVELOPMENT-------------------------------------- 25
PART-TIME APPOINTMENTS------------------------------------- 26
SUMMER SCHOOL FACULTY APPOINTMENTS------------------------- 26
ATHLETIC COMMITTEE----------------------------------------- 26
REPORT ON FOOTBALL AND BASKETBALL BROADCASTING----------- 26
REPORT ON WESTERN ATHLETIC CONFERENCE SPRING
MEETING AND PRESIDENTS' COUNCIL MEETING-------------------- 27
PHYSICAL PLANT AND EQUIPMENT COMMITTEE--------------------- 28
BIDS FOR CONSTRUCTION, ANIMAL SCIENCE/
BIOCHEMISTRY BUILDING-------------------------------------- 28
| PROGRESS REPORTS | 29 |
| RESTORATION OF TERRITORIAL PRISON, UW STOCK FARM | 29 |
| LOCATION OF PROPOSED AMERICAN HERITAGE CENTER BUILDING | 30 |
| DEVELOPMENT COMMITTEE | 30 |
| FEASIBILITY PHASE OF FUND RAISING STUDY | 31 |
| COMMITTEE OF THE WHOLE | 32 |
| SCHEDULE OF TRUSTEES' MEETINGS FOR 1985-86 | 32 |
| 1985-86 ADMINISTRATIVE CALENDAR | 33 |
| FACULTY SENATE REPORT | 33 |
| MEASLES IMMUNIZATION | 35 |
| UNFINISHED BUSINESS | 36 |
| APPRECIATION EXTENDED TO EVONNE ROGERS | 36 |
| ADJOURNMENT AND DATE OF NEXT MEETING | 36 |
THE UNIVERSITY OF WYOMING

Minutes of the Trustees
May 18, 1985

The business meeting of the Trustees of the University of Wyoming was called to order by President Chapin at 9:04 a.m. on May 18, 1985, in the Board Room of Old Main.

ROLL CALL

The following Trustees were in attendance: Bussart, Chapin, Gillaspie, Hinckley, McCue, Mickelson, Miracle, Rochelle, Sawyer, Schuster, Smith, and ex officio members Simons, Veal, and Kerr. Trustee member Updike, and ex officio member Herschler were absent.

ANNOUNCEMENTS

President Veal reported on the following events for the 1985 Commencement.

Saturday, May 18

3:00 p.m. to 5:30 p.m. School of Nursing Pinning Ceremony at the Wyoming Union Ballroom

Reception following at the Wyoming Union Lounge

4:00 p.m. to 6:00 p.m. President's Reception for Graduates, Visitors, Faculty and Friends

Crane-Hill Dining Room

Sunday, May 19

10:00 a.m. Army and Air Force R.O.T.C. Commissioning Ceremony at the Wyoming Union, East Ballroom
10:30 a.m. to 12:30 p.m. Commencement Brunch for Graduates, Visitors, Faculty and Friends
Washakie Center

2:00 p.m. Commencement Exercise
Arena-Auditorium

APPROVAL OF MINUTES

President Chapin asked if there were any corrections or additions to the minutes of the meeting of April 12, 1985. There were no corrections or additions and Mr. Gillaspie moved that the minutes of April 12, 1985, be approved as circulated. The motion was seconded by Mr. Hinckley, and it carried.

APPROVAL OF DEGREES

President Chapin announced that it would be necessary to act on the approval of degrees before the election of officers. Mr. McCue moved that the award of degrees be approved to those individuals recommended by the faculty and deans, with a record of such degree awards to be maintained by the Registrar's office after authentication by the President of the University pursuant to this action. The motion was seconded by Mr. Mickelson, and it carried.

ELECTION OF OFFICERS

President Chapin called for election of officers of the Board of Trustees for 1985-86.

Upon a motion by Mr. McCue, seconded by Mr. Smith, Donald E. Chapin was nominated for President. Mr. Mickelson moved that the nominations cease and that Donald E. Chapin be elected as President.
Discussion followed as to whether it was traditional that the President of the Board be of the same party affiliation as the Governor. Historically, the President of the Board has not always been of the Governor’s political affiliation, and it was the consensus that the best qualified candidate, regardless of party affiliation, should be chosen to lead the Board.

Mr. Gillaspie seconded the motion that nominations cease and that Donald E. Chapin be elected as President. The motion carried.

Upon a motion by Mr. Miracle, seconded by Mr. Sawyer, W. R. Gillaspie was nominated as Vice President. Mr. Hinckley moved that nominations cease and that a unanimous ballot be cast for Mr. Gillaspie as Vice President. The motion was seconded by Mr. Rochelle, and it carried.

Mr. Bussart nominated Brian Miracle for Secretary. The motion was seconded by Mr. Schuster. Mr. Bussart moved that nominations cease and that Mr. Miracle be elected as Secretary. The motion was seconded by Mr. McCue, and it carried.

Mr. Miracle nominated Thomas A. Sawyer for Treasurer. The motion was seconded by Mr. Bussart. Mr. McCue moved that nominations cease and that Mr. Sawyer be elected as Treasurer. Mr. Schuster seconded the motion, and it carried.

The following were then declared the duly elected officers of the Trustees of the University of Wyoming to hold office for 1985-86, or until their successors are elected and qualified:

President--------------------------Donald E. Chapin
Vice President-----------------------W. R. Gillaspie
Secretary---------------------------Brian Miracle
Treasurer--------------------------Thomas A. Sawyer

-3-
EXECUTIVE COMMITTEE

According to Trustee Bylaws, the Executive Committee shall consist of five members of the Trustees one of whom shall be the President of the Trustees, one of whom shall be the immediate past President of the Trustees, one of whom shall be the Vice President of the Trustees, and two of whom shall be elected by the Trustees for a term of one year. Since past President Coulter is no longer a member of the Board, three Trustees will be elected to serve on the Executive Committee for 1985-86. Then President Chapin called for nominations for three members to serve on the Executive Committee.

Upon a motion by Mr. Rochelle, seconded by Mr. Sawyer, Trustee Hinckley was nominated. Upon a motion by Mr. Miracle, seconded by Mr. Schuster, Trustee Bussart was nominated. Upon a motion by Mr. Gillaspie, seconded by Mr. Miracle, Trustee McCue was nominated.

Mr. Sawyer moved that nominations cease, and that a unanimous ballot be cast for Trustees Hinckley, Bussart, and McCue to serve on the Executive Committee. Mr. Schuster seconded the motion, and it carried.

The Executive Committee will be composed of:

Donald E. Chapin, President
W. R. Gillaspie, Vice President
John T. Hinckley
Ford T. Bussart
Leo P. McCue, Jr.

ELECTION OF MEMBERS TO SERVE AS RESEARCH CORPORATION DIRECTORS

Mr. Gillaspie moved that Gordon Mickelson, Robert A. Jenkins, and H.A. "Dave" True, all be reappointed for three-year terms as directors of the Research Corporation, and further, that
Ford Bussart be elected as the director to complete Trustee Chapin's one-year term. The motion was seconded by Mr. Miracle, and it carried.

ACADEMIC ISSUES COMMITTEE

President Chapin called on Chairman Hinckley for a report of the Academic Issues Committee meeting held on May 17, 1985. Committee members Hinckley, Rochelle, Sawyer, and ex officio member Veal attended the committee meeting, along with other Trustees and University staff. Committee members Miracle, Simons, and ex officio member Chapin were absent. Based on discussions and recommendations from the Academic Issues Committee, the following actions were taken by the full Board.

ARThROPOD-BORNE ANIMAL DISEASE RESEARCH LABORATORY, AGREEMENTS WITH U.S. DEPARTMENT OF AGRICULTURE

The Academic Issues Committee discussed the proposed agreements between the University of Wyoming and the United States Department of Agriculture. Dr. Todd noted that as of this date, no agreement has been reached on a document for consideration by the Academic Issues Committee. President Veal indicated that the agreements will be brought before the Executive Committee for discussion and action.

FOUR-YEAR ACADEMIC CALENDAR

Upon a motion by Mr. Rochelle, seconded by Mr. Sawyer, it carried to adopt the following four-year academic calendar.
### 1986 Fall Semester

<table>
<thead>
<tr>
<th>Event</th>
<th>Dates</th>
</tr>
</thead>
<tbody>
<tr>
<td>Advising/Registration</td>
<td>August 28-29</td>
</tr>
<tr>
<td>Labor Day</td>
<td>September 1</td>
</tr>
<tr>
<td>Classes Start</td>
<td>September 2</td>
</tr>
<tr>
<td>Mid-semester</td>
<td>October 17</td>
</tr>
<tr>
<td>Thanksgiving</td>
<td>November 26-30</td>
</tr>
<tr>
<td>Study Day</td>
<td>December 13</td>
</tr>
<tr>
<td>Finals Week</td>
<td>December 15-20</td>
</tr>
</tbody>
</table>

71 days (Blocked classes: 1st half 34 days)  
( 2nd half 37 days)  

### 1987 Spring Semester

<table>
<thead>
<tr>
<th>Event</th>
<th>Dates</th>
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<tbody>
<tr>
<td>Advising/Registration</td>
<td>January 12</td>
</tr>
<tr>
<td>Classes Start</td>
<td>January 13</td>
</tr>
<tr>
<td>Mid-semester</td>
<td>February 27</td>
</tr>
<tr>
<td>Spring Break</td>
<td>February 28-March 8</td>
</tr>
<tr>
<td>Easter Break</td>
<td>April 17-20</td>
</tr>
<tr>
<td>Study Day</td>
<td>May 2</td>
</tr>
<tr>
<td>Finals Week</td>
<td>May 4-9</td>
</tr>
<tr>
<td>Commencement</td>
<td>May 10</td>
</tr>
</tbody>
</table>

72 days (Blocked classes: 1st half 34 days)  
( 2nd half 38 days)  

TOTAL DAYS FOR YEAR: 143

### 1987 Fall Semester

<table>
<thead>
<tr>
<th>Event</th>
<th>Dates</th>
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</thead>
<tbody>
<tr>
<td>Advising/Registration</td>
<td>August 27-28</td>
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<tr>
<td>Classes Start</td>
<td>August 31</td>
</tr>
<tr>
<td>Labor Day</td>
<td>September 7</td>
</tr>
<tr>
<td>Mid-semester</td>
<td>October 16</td>
</tr>
<tr>
<td>Thanksgiving</td>
<td>November 25-29</td>
</tr>
<tr>
<td>Study Day</td>
<td>December 12</td>
</tr>
<tr>
<td>Finals Week</td>
<td>December 14-19</td>
</tr>
</tbody>
</table>

71 days (Blocked classes: 1st half 34 days)  
( 2nd half 37 days)
1988 Spring Semester

<table>
<thead>
<tr>
<th>Event</th>
<th>Date</th>
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</thead>
<tbody>
<tr>
<td>Advising/Registration</td>
<td>January 11</td>
</tr>
<tr>
<td>Classes Start</td>
<td>January 12</td>
</tr>
<tr>
<td>Mid-semester</td>
<td>February 26</td>
</tr>
<tr>
<td>Spring Break</td>
<td>February 27-March 6</td>
</tr>
<tr>
<td>Easter Break</td>
<td>April 1-4</td>
</tr>
<tr>
<td>Study Day</td>
<td>April 30</td>
</tr>
<tr>
<td>Finals Week</td>
<td>May 2-7</td>
</tr>
<tr>
<td>Commencement</td>
<td>May 8</td>
</tr>
</tbody>
</table>

72 days (Blocked classes: 1st half 34 days)  
(                                      2nd half 38 days)

TOTAL DAYS FOR YEAR: 143

1988 Fall Semester

<table>
<thead>
<tr>
<th>Event</th>
<th>Date</th>
</tr>
</thead>
<tbody>
<tr>
<td>Advising/Registration</td>
<td>August 25-26</td>
</tr>
<tr>
<td>Classes Start</td>
<td>August 29</td>
</tr>
<tr>
<td>Labor Day</td>
<td>September 5</td>
</tr>
<tr>
<td>Mid-term</td>
<td>October 14</td>
</tr>
<tr>
<td>Thanksgiving</td>
<td>November 23-27</td>
</tr>
<tr>
<td>Study Day</td>
<td>December 10</td>
</tr>
<tr>
<td>Finals Week</td>
<td>December 12-17</td>
</tr>
</tbody>
</table>

71 days (Blocked classes: 1st half 34 days)  
(                                      2nd half 37 days)

1989 Spring Semester

<table>
<thead>
<tr>
<th>Event</th>
<th>Date</th>
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</thead>
<tbody>
<tr>
<td>Advising/Registration</td>
<td>January 9</td>
</tr>
<tr>
<td>Classes Start</td>
<td>January 10</td>
</tr>
<tr>
<td>Mid-semester</td>
<td>February 24</td>
</tr>
<tr>
<td>Spring Break</td>
<td>February 25-March 5</td>
</tr>
<tr>
<td>Easter Break</td>
<td>March 24-27</td>
</tr>
<tr>
<td>Study Day</td>
<td>April 29</td>
</tr>
<tr>
<td>Finals Week</td>
<td>May 1-6</td>
</tr>
<tr>
<td>Commencement</td>
<td>May 7</td>
</tr>
</tbody>
</table>

72 days (Blocked classes: 1st half 34 days)  
(                                      2nd half 38 days)

TOTAL DAYS FOR YEAR: 143
### 1989 Fall Semester

<table>
<thead>
<tr>
<th>Event</th>
<th>Dates</th>
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</thead>
<tbody>
<tr>
<td>Advising/Registration</td>
<td>August 24-25</td>
</tr>
<tr>
<td>Classes Start</td>
<td>August 28</td>
</tr>
<tr>
<td>Labor Day</td>
<td>September 4</td>
</tr>
<tr>
<td>Mid-semester</td>
<td>October 13</td>
</tr>
<tr>
<td>Thanksgiving</td>
<td>November 22-26</td>
</tr>
<tr>
<td>Study Day</td>
<td>December 9</td>
</tr>
<tr>
<td>Finals Week</td>
<td>December 11-16</td>
</tr>
</tbody>
</table>

71 days (Blocked classes: 1st half 34 days)  
( 2nd half 37 days)

### 1990 Spring Semester

<table>
<thead>
<tr>
<th>Event</th>
<th>Dates</th>
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</thead>
<tbody>
<tr>
<td>Advising/Registration</td>
<td>January 8</td>
</tr>
<tr>
<td>Classes Start</td>
<td>January 9</td>
</tr>
<tr>
<td>Mid-semester</td>
<td>February 23</td>
</tr>
<tr>
<td>Spring Break</td>
<td>February 24-March 4</td>
</tr>
<tr>
<td>Easter Break</td>
<td>April 13-16</td>
</tr>
<tr>
<td>Study Day</td>
<td>April 28</td>
</tr>
<tr>
<td>Finals Week</td>
<td>April 30-May 5</td>
</tr>
<tr>
<td>Commencement</td>
<td>May 6</td>
</tr>
</tbody>
</table>

72 days (Blocked classes: 1st half 34 days)  
( 2nd half 38 days)

TOTAL DAYS FOR YEAR: 143

MASTER LIST OF DEGREES

As a matter of information only, the Trustees were provided a Master List of Degrees offered at the University of Wyoming. This List is attached as Enclosure 1 Salmon.

This concluded the report and recommendations from the Academic Issues Committee.

BUDGET COMMITTEE

President Chapin called on Trustee McCue for a report of the Budget Committee meeting held on May 17, 1985. Committee members McCue, Mickelson, Rochelle, and ex officio members Hinckley and Veal attended the committee meeting, along with other Trustees.
and University staff. Committee members Chapin and Miracle were absent. Based on discussions and recommendations from the Budget Committee, the following actions were taken by the full Board.

AUTHORIZATION FOR STOCK TRANSFERS

Brokerage firms are requesting certification of resolutions carrying a date within six months of the transaction. Upon a motion by Mr. McCue, seconded by Mr. Mickelson, it carried to adopt the following resolution:

RESOLVED that the Treasurer of the Board of Trustees and the President of the University of Wyoming, representing the Trustees of the University of Wyoming, a body corporate, are hereby authorized to sell, assign and transfer stocks, bonds, evidences of interest, evidences of indebtedness and/or other obligation, and all other securities, corporate or otherwise, now or hereafter held by this corporation in its own right or in any fiduciary capacity, and to execute any and all instruments necessary, proper or desirable for the purpose; further that any past action in accordance herewith is hereby ratified and confirmed; and further, that any officer of this corporation is hereby authorized to certify this Resolution to whom it may concern.

FY 1986 BUDGET ALLOCATIONS

The Trustees approved the FY 1986 budgets of the University, excluding salary improvement adjustments, on April 12, 1985. Trustee approval recognized that the budgets would be adjusted to incorporate the salary improvement allocations and that the adjusted budgets would be presented for Trustee consideration at the May 1985 Trustee meeting.

The FY 1986 budgets approved by the Trustees on April 12, 1985 also do not reflect the impact of the elimination of six mandatory student fees (Public Exercises, Special Services, Theatre, Chemistry Breakage, Pharmacy Breakage, and Zoology
Breakage) and the transfer of the income from the six fees to the tuition income account. Again, these changes provide improved budget planning and control, and did not change the total tuition and mandatory fees paid by full-time academic year students. However, because of the change, the income must be transferred from Section II (self-sustaining budgets) to Section I, Instruction and Research.

Based on the Budget Committee's recommendation, Mr. McCue moved approval of the fiscal year 1986 budgets, attached as Enclosure 2 (green) which incorporates 1) the salary improvement appropriation of $2,947,581 to Sections I and III, 2) the salary improvement allocation of $27,143 to Section IV, and 3) the transfer of $116,567 from Section II to Section I in order to implement the April 12, 1985 Trustee action on tuition and mandatory fees. The motion was seconded by Mr. Gillaspie, and it carried.

As a matter of information only, the administrative guidelines issued on April 16, 1985, implementing the Salary Administration Policy for Fiscal Year 1986 adopted by the Trustees on April 12, 1985, were distributed to the Trustees. A copy is attached to the minutes as Enclosure 3 white.

INTERNAL AUDIT PLAN FOR THE YEAR ENDING JUNE 30, 1986

It was moved by Mr. McCue, seconded by Mr. Rochelle, and carried to adopt the following internal audit plan for the year ending June 30, 1986.

a. Review or participate in the implementation of systems within the new administrative computer system.
b. Continue audit of Revolving Funds and Auxiliary Enterprise Funds.

c. Arena Ticket Office audit limited to a verification of the number of unsold athletic and concert tickets prior to their disposal.

d. Provide accounting assistance and prepare financial statements for KUWR for the year ending June 30, 1985. These statements are required by the Corporation for Public Broadcasting.

e. Perform a financial audit of all ASUW components for the period ending June 30, 1985.

f. Audit services for affiliated organizations:

   1) University of Wyoming Alumni Association, Inc. for the year ending June 30, 1985. Services include auditing and financial statement preparation.

   2) Wyoming State 4-H Foundation for the year ending September 30, 1985. Perform a limited examination for the year.


ACCEPTANCE OF CONTRACTS, GRANTS, GIFTS, AND SCHOLARSHIPS

Mr. McCue moved acceptance of contracts and grants in the amount of $797,832.00 for the period March 23 through April 26, 1985; and gifts and scholarships in the amount of $174,000.46 for the period March 8 through April 18, 1985. The motion was seconded by Mr. Mickelson, and it carried.

FY 1986 COAL CONTRACT, CENTRAL ENERGY PLANT

As a matter of information only, Vice President Todd reported to the Budget Committee that the contract with Rosebud Coal Sales Company of Hanna, Wyoming, for supplying and delivering coal, and ash haulage for the Central Energy Plant had been
extended for the period from July 1, 1985 through June 30, 1986, under the terms of the current agreement, at a cost of $42.00 per ton.

This concluded the report and recommendations from the Budget Committee.

PERSONNEL COMMITTEE

President Chapin called on Chairman Miracle for a report of the Personnel Committee meeting held on May 17, 1985. Committee members Miracle, Gillaspie, Hinckley, Smith, and ex officio member Veal attended the committee meeting, along with other Trustees and University staff. Dr. Werner Rose, Chairman of the University Tenure and Promotion Committee, was also present. Committee members Updike and Chapin were absent. Based on discussions and recommendations from the Personnel Committee, Mr. Miracle moved approval of the following appointments, adjunct appointment, administrative appointments, administrative reappointments, reappointment, reappointments in Intercollegiate Athletics, extension of contract for Head Basketball Coach, continuation of probationary appointments, promotions, tenure appointments, change in assignment, postponement of return from sabbatical leave, leaves of absence, retirements, correction of retirement date, resignation, and Section IV transfer of the University of Wyoming Foundation budget. The motion was seconded by Mr. McCue, and it carried.

APPOINTMENTS

The following appointments were approved under the conditions cited.
In the College of Agriculture

1. Glen Whipple as Associate Professor of Agricultural Economics for the period May 1, 1985 through June 30, 1985 and for the 1985-86 fiscal year effective July 1, 1985, at an annual (11-month) salary. This is a tenure track appointment.

In the College of Arts and Sciences

2. Gregory K. Brown as Assistant Professor of Botany for the 1985-86 academic year effective August 29, 1985 at an annual (9-month) salary. This is a tenure track appointment.

In the College of Commerce and Industry

3. Dennis R. Schmidt as Assistant Professor of Accounting for the 1985-86 academic year effective August 29, 1985 at an annual (9-month) salary. This is a tenure track appointment.

ADJUNCT APPOINTMENT

An adjunct appointment carries no tenure rights or salary. The following adjunct appointment was approved under the conditions cited.

In the College of Arts and Sciences

1. Donald L. DeWitt as Adjunct Professor of History for the period July 1, 1985 through June 30, 1988.

ADMINISTRATIVE APPOINTMENTS

The following administrative appointments were approved.

1. H. John Baldwin as Associate Dean of the College of Health Sciences for the School of Pharmacy for the 1985-86 fiscal year effective July 1, 1985, at an annual (11-month) salary. This is a tenure track appointment.
2. Keith Burdick as Chair of the Department of Accounting in the College of Commerce and Industry for a three-year period effective August 29, 1985.

3. Elizabeth Nichols as Associate Dean of the College of Health Sciences for the School of Nursing and Professor of Nursing for the 1985-86 fiscal year effective July 1, 1985, at an annual (11-month) salary. This is a tenure track appointment.

ADMINISTRATIVE REAPPOINTMENTS

The following administrative reappointments were approved under the conditions cited.

1. Mark Siegel, presently Associate Professor of English and Acting Head of the Department of English, be reappointed as Acting Head of the Department of English for the period May 20, 1985 through August 2, 1985.

2. Robert A. Jenkins, presently Vice President for Research through June 30, 1985, be reappointed as Vice President for Research through August 31, 1985, with the understanding that if a successor has not been appointed and assumed his duties on campus by that time, Dr. Jenkins will continue to serve in this capacity until the end of the 1985 Fall semester.

REAPPOINTMENT--
Marlene E. Heinemann

Marlene E. Heinemann was reappointed as Supply Assistant Professor of Modern and Classical Languages in the College of Arts and Sciences for the 1985-86 academic year.

REAPPOINTMENTS--
Intercollegiate Athletics

The policy governing personnel awarded academic
rank in Intercollegiate Athletics states that recommendations for reappointment with faculty rank in the Division of Intercollegiate Athletics shall be initiated by the Director of Athletics and submitted to the President for recommendation to the Trustees no later than thirty days prior to the end of the employee's employment year. Based on the Personnel Committee's recommendations, the following reappointments for the 1985-86 fiscal year, or as otherwise noted, were approved.

<table>
<thead>
<tr>
<th>Name</th>
<th>Title and Rank</th>
</tr>
</thead>
<tbody>
<tr>
<td>Ameel, Timothy Allen</td>
<td>Head Ski Coach and Lecturer in Intercollegiate Athletics</td>
</tr>
<tr>
<td>Bell, Charles</td>
<td>Assistant Athletic Director and Lecturer in Intercollegiate Athletics</td>
</tr>
<tr>
<td>Cloninger, Mary Ellen</td>
<td>Assistant Athletic Director and Lecturer in Intercollegiate Athletics</td>
</tr>
<tr>
<td>Doane, Michael</td>
<td>Men's Swim Coach and Lecturer in Intercollegiate Athletics</td>
</tr>
<tr>
<td>Dowler, Joseph R.</td>
<td>Wrestling Coach and Lecturer in Intercollegiate Athletics</td>
</tr>
<tr>
<td>Graham, Alan</td>
<td>Executive Director of the Cowboy Joe Club and Lecturer in Intercollegiate Athletics</td>
</tr>
<tr>
<td>Gregory, Gerald</td>
<td>Women's Volleyball Coach and Lecturer in Intercollegiate Athletics</td>
</tr>
<tr>
<td>Jones, James C.</td>
<td>Baseball Coach and Lecturer in Intercollegiate Athletics (1985-86 academic year -- half-time Athletics and half-time Physical Education)</td>
</tr>
<tr>
<td>Jones, Sally N.</td>
<td>Athletics Counselor and Lecturer in Intercollegiate Athletics</td>
</tr>
<tr>
<td>Lyons, William</td>
<td>Head Athletic Trainer and Lecturer in Intercollegiate Athletics</td>
</tr>
</tbody>
</table>
McDonald, Mary  
Assistant Women's Basketball Coach and Lecturer in Intercollegiate Athletics

Richards, Dan  
Women's Basketball Coach and Lecturer in Intercollegiate Athletics

Schopp, Duane  
Head Track Coach and Lecturer in Intercollegiate Athletics

Towlerton, Kent  
Women's Ski Coach and Lecturer in Intercollegiate Athletics

Vicchy, Anna Mae  
Women's Swim Coach and Lecturer in Intercollegiate Athletics

EXTENSION OF CONTRACT FOR  
HEAD BASKETBALL COACH  

Jimmy R. Brandenburg, Head Basketball Coach and Lecturer in Intercollegiate Athletics, was granted an extension of his contract for one year, or until March 31, 1988.

CONTINUATION OF PROBATIONARY APPOINTMENTS  
The following faculty members in their third and fourth years of service were reappointed for the 1986-87 year.

<table>
<thead>
<tr>
<th>Name</th>
<th>Department</th>
<th>Academic Rank</th>
</tr>
</thead>
<tbody>
<tr>
<td>Hixon, Douglas L.</td>
<td>Animal Science</td>
<td>Asst Professor</td>
</tr>
<tr>
<td>Gholson, Larry C.</td>
<td>Plant Science</td>
<td>Asst Professor</td>
</tr>
<tr>
<td>Munn, Larry C.</td>
<td>Plant Science</td>
<td>Asst Professor</td>
</tr>
<tr>
<td>Nel, Johannes E.</td>
<td>Animal Science</td>
<td>Assoc Professor</td>
</tr>
<tr>
<td>Stobart, Robert H.</td>
<td>Animal Science</td>
<td>Asst Professor</td>
</tr>
<tr>
<td>Taylor, David T.</td>
<td>Agricultural Extension</td>
<td>Instructor</td>
</tr>
<tr>
<td>Williams, Elizabeth</td>
<td>Microbiology and Veterinary Medicine</td>
<td>Asst Professor</td>
</tr>
</tbody>
</table>
COLLEGE OF ARTS AND SCIENCES

Allen III, Myron B.  Mathematics  Asst Professor
Davis, Charles E.  Political Science  Assoc Professor
Dovichi, Norman J.  Chemistry  Asst Professor
Fountain, David M.  Geology/Geophysics  Assoc Professor
Frost, Carol D.  Geology/Geophysics  Asst Professor
Hagan, Joe D.  Political Science  Asst Professor
Harlow, Henry J.  Zoology and Physiology  Asst Professor
Heller, Paul L.  Geology/Geophysics  Asst Professor
Johnson, Paul E.  Physics and Astronomy  Asst Professor
Linstedt, Stan L.  Zoology and Physiology  Asst Professor
Miner, Madonne  English  Asst Professor
Myers, James D.  Geology/Geophysics  Asst Professor
Nye, Eric W.  English  Asst Professor
Smith, Mary J.  Communication  Assoc Professor
Steger, Ronald L.  Theatre and Dance  Asst Professor
Tate, Patricia S.  Theatre and Dance  Asst Professor
Thronson, Harley A.  Physics and Astronomy  Asst Professor

COLLEGE OF COMMERCE AND INDUSTRY

Bluher, Stephanie C.  Business Administration  Asst Professor
Coursey, Don  Economics  Asst Professor
Deckro, Richard F.  Business Administration  Asst Professor
Mageria, Frank  AFIT Minuteman Program  Temporary Asst Professor
Mason, Charles F.  Economics  Asst Professor
Sterbenz, Fredrick  Economics  Asst Professor
Stevenson, Francis  Accounting  Instructor
COLLEGE OF EDUCATION

Braun, Joseph A. Curriculum and Instruction Asst Professor
Chatton, Barbara A. Educational Foundations and Instructional Technology Asst Professor
Cowles, Mary J. University School Asst Professor
Day, Michael J. Educational Administration Asst Professor
Green, Kathy E. Educational Foundations and Instructional Technology Asst Professor
Stepans, Joseph I. Curriculum and Instruction Asst Professor

Azari, Mehdi Petroleum Engineering Asst Professor
Cupal, Jerry J. Electrical Engineering Asst Professor
Edgar, Thomas V. Civil Engineering Asst Professor
Karfakis, Mario G. Civil Engineering Asst Professor
Miller, Ronald L. Chemical Engineering Asst Professor
Puckett, Jay A. Civil Engineering Asst Professor
Rodi, Alfred R. Atmospheric Science Asst Professor
Rose, James O. Civil Engineering Asst Professor
Sand, Wayne R. Atmospheric Science Asst Professor
Sharma, Mrityunjai Petroleum Engineering Asst Professor
Ula, A. H. M. S. Electrical Engineering Assoc Professor
Whitman, David L. Petroleum Engineering Asst Professor

COLLEGE OF ENGINEERING

Bigbee, Jeri L. Nursing Asst Professor
Culver, Bruce W. Pharmacy Assoc Professor
Eriksen, Lillian R. Nursing Asst Professor
Finch-Williams, Amy Speech Pathology and Audiology Asst Professor
PROMOTIONS

Based on the Personnel Committee's recommendations, the following promotions were approved by the Trustees, to be effective July 1, 1985. These promotions were reviewed by the appropriate faculty bodies, deans, vice presidents, and president.

<table>
<thead>
<tr>
<th>Name</th>
<th>Title</th>
<th>Promoted to</th>
</tr>
</thead>
<tbody>
<tr>
<td>Abernethy, Rollin H.</td>
<td>Asst Professor of Plant Science</td>
<td>Assoc Professor</td>
</tr>
<tr>
<td>Hill, Oliver C.</td>
<td>Asst Professor of Agricultural Extension</td>
<td>Assoc Professor</td>
</tr>
<tr>
<td>Powell, Judith A.</td>
<td>Assoc Professor of Home Economics</td>
<td>Professor</td>
</tr>
<tr>
<td>Atherton, Robert W.</td>
<td>Assoc Professor of Zoology &amp; Physiology</td>
<td>Professor</td>
</tr>
<tr>
<td>Name</td>
<td>Title</td>
<td>Department</td>
</tr>
<tr>
<td>-----------------------</td>
<td>--------------------------------------------</td>
<td>-----------------------------------</td>
</tr>
<tr>
<td>Bagby, Lewis F.</td>
<td>Assoc Professor of Modern &amp; Classical Languages</td>
<td>Professor</td>
</tr>
<tr>
<td>Bieber, Stephen L.</td>
<td>Asst Professor of Psychology/Statistics</td>
<td>Assoc Professor</td>
</tr>
<tr>
<td>Blau, George L.</td>
<td>Asst Professor of Psychology/Casper</td>
<td>Assoc Professor</td>
</tr>
<tr>
<td>Brito, Silvester J.</td>
<td>Asst Professor of English</td>
<td>Assoc Professor</td>
</tr>
<tr>
<td>Buchanan, Thomas</td>
<td>Asst Professor of Geography &amp; Recreation</td>
<td>Assoc Professor</td>
</tr>
<tr>
<td>Clennan, Edward L.</td>
<td>Asst Professor of Chemistry</td>
<td>Assoc Professor</td>
</tr>
<tr>
<td>Durer, Christopher</td>
<td>Assoc Professor of English</td>
<td>Professor</td>
</tr>
<tr>
<td>Duvall, David</td>
<td>Asst Professor of Zoology &amp; Physiology</td>
<td>Assoc Professor</td>
</tr>
<tr>
<td>Feinman, Saul</td>
<td>Assoc Professor of Sociology</td>
<td>Professor</td>
</tr>
<tr>
<td>Gienapp, William</td>
<td>Asst Professor of History</td>
<td>Assoc Professor</td>
</tr>
<tr>
<td>Gill, George</td>
<td>Assoc Professor of Anthropology</td>
<td>Professor</td>
</tr>
<tr>
<td>Glascock, Anthony</td>
<td>Assoc Professor of Anthropology</td>
<td>Professor</td>
</tr>
<tr>
<td>Heyman, Steven R.</td>
<td>Asst Professor of Psychology</td>
<td>Assoc Professor</td>
</tr>
<tr>
<td>Inguva, Ramarao</td>
<td>Asst Professor of Physics &amp; Astronomy</td>
<td>Assoc Professor</td>
</tr>
<tr>
<td>Irwin, Larry L.</td>
<td>Asst Professor of Zoology &amp; Physiology</td>
<td>Assoc Professor</td>
</tr>
<tr>
<td>Jensen, Katherine R.</td>
<td>Asst Professor of Sociology</td>
<td>Assoc Professor</td>
</tr>
<tr>
<td>Magee, Michael</td>
<td>Assoc Professor of Computer Science</td>
<td>Professor</td>
</tr>
<tr>
<td>Name</td>
<td>Position</td>
<td></td>
</tr>
<tr>
<td>--------------------</td>
<td>-----------------------------------------------</td>
<td></td>
</tr>
<tr>
<td>Mayer, Sigrid</td>
<td>Assoc Professor of Modern &amp; Classical Languages</td>
<td></td>
</tr>
<tr>
<td>Nicholas, Karen B.</td>
<td>Asst Professor of Psychology</td>
<td></td>
</tr>
<tr>
<td>Olson, Melfried</td>
<td>Assoc Professor of Mathematics</td>
<td></td>
</tr>
<tr>
<td>Reher, Charles A.</td>
<td>Asst Professor of Anthropology</td>
<td></td>
</tr>
<tr>
<td>Sandeen, Eric J.</td>
<td>Asst Professor of American Studies</td>
<td></td>
</tr>
<tr>
<td>Atkinson, Scott E.</td>
<td>Assoc Professor of Economics</td>
<td></td>
</tr>
<tr>
<td>Brookshire, David</td>
<td>Assoc Professor of Economics</td>
<td></td>
</tr>
<tr>
<td>Tschirhart, John</td>
<td>Assoc Professor of Economics</td>
<td></td>
</tr>
<tr>
<td>Jacobs, James A.</td>
<td>Assoc Professor of Curriculum &amp; Instruction</td>
<td></td>
</tr>
<tr>
<td>Render, Gary F.</td>
<td>Assoc Professor of Educational Foundations &amp; Instructional Technology</td>
<td></td>
</tr>
<tr>
<td>Egolf, David P.</td>
<td>Asst Professor of Electrical Engineering</td>
<td></td>
</tr>
<tr>
<td>Parish, Thomas</td>
<td>Asst Professor of Atmospheric Science</td>
<td></td>
</tr>
<tr>
<td>Smith, Donald</td>
<td>Assoc Professor of Mechanical Engineering</td>
<td></td>
</tr>
<tr>
<td>Miller, Keith A.</td>
<td>Assoc Professor of Social Work</td>
<td></td>
</tr>
</tbody>
</table>
The following faculty members were placed on tenure, effective August 29, 1985.

<table>
<thead>
<tr>
<th>Name</th>
<th>Department</th>
<th>Academic Rank</th>
</tr>
</thead>
<tbody>
<tr>
<td>Abernethy, Rollin</td>
<td>Plant Science</td>
<td>Assoc Professor</td>
</tr>
<tr>
<td>DePuit, Edward J</td>
<td>Range Management</td>
<td>Asst Professor</td>
</tr>
<tr>
<td>Dodd, Jerrold L.</td>
<td>Range Management</td>
<td>Assoc Professor</td>
</tr>
<tr>
<td>Powell, Jeff</td>
<td>Range Management</td>
<td>Professor</td>
</tr>
<tr>
<td>Powell, Judith A.</td>
<td>Home Economics</td>
<td>Professor</td>
</tr>
<tr>
<td>Bieber, Stephen L.</td>
<td>Psychology/Statistics</td>
<td>Assoc Professor</td>
</tr>
<tr>
<td>Blau, George L.</td>
<td>Psychology</td>
<td>Assoc Professor</td>
</tr>
<tr>
<td>Brito, Silvester</td>
<td>English</td>
<td>Assoc Professor</td>
</tr>
<tr>
<td>Buchanan, Thomas</td>
<td>Geography and Recreation</td>
<td>Assoc Professor</td>
</tr>
<tr>
<td>Name</td>
<td>Department</td>
<td>Title</td>
</tr>
<tr>
<td>--------------------</td>
<td>-------------------------------------</td>
<td>---------------------</td>
</tr>
<tr>
<td>Clennan, Edward L.</td>
<td>Chemistry</td>
<td>Assoc Professor</td>
</tr>
<tr>
<td>Duvall, David</td>
<td>Zoology and Physiology</td>
<td>Assoc Professor</td>
</tr>
<tr>
<td>Gienapp, William</td>
<td>History</td>
<td>Assoc Professor</td>
</tr>
<tr>
<td>Heyman, Steven R.</td>
<td>Psychology</td>
<td>Assoc Professor</td>
</tr>
<tr>
<td>Inguva, Ramarao</td>
<td>Physics and Astronomy</td>
<td>Assoc Professor</td>
</tr>
<tr>
<td>Jensen, Katherine</td>
<td>Sociology</td>
<td>Assoc Professor</td>
</tr>
<tr>
<td>Nicholas, Karen B.</td>
<td>Psychology</td>
<td>Assoc Professor</td>
</tr>
<tr>
<td>Reher, Charles A.</td>
<td>Anthropology</td>
<td>Assoc Professor</td>
</tr>
<tr>
<td>Sandeen, Eric J.</td>
<td>American Studies</td>
<td>Assoc Professor</td>
</tr>
<tr>
<td>Garsombke, H. P.</td>
<td>Accounting</td>
<td>Assoc Professor</td>
</tr>
<tr>
<td>Egolf, David P.</td>
<td>Electrical Engineering</td>
<td>Assoc Professor</td>
</tr>
<tr>
<td>Haynes Jr., Henry W.</td>
<td>Chemical Engineering</td>
<td>Professor</td>
</tr>
<tr>
<td>Parish, Thomas</td>
<td>Atmospheric Science</td>
<td>Assoc Professor</td>
</tr>
<tr>
<td>Whelan, Michael L.</td>
<td>Civil Engineering</td>
<td>Assoc Professor</td>
</tr>
<tr>
<td>Humenick, Sharron S.</td>
<td>Nursing</td>
<td>Assoc Professor</td>
</tr>
<tr>
<td>Johnson, Raymond B.</td>
<td>Human Medicine</td>
<td>Asst Professor</td>
</tr>
<tr>
<td>Braunstein, Michael</td>
<td>Law.</td>
<td>Professor</td>
</tr>
<tr>
<td>Collier, Carol A.</td>
<td>University Libraries</td>
<td>Assoc Professor</td>
</tr>
<tr>
<td>Keiter, Linda S.</td>
<td>University Libraries</td>
<td>Assoc Professor</td>
</tr>
</tbody>
</table>

**COLLEGE OF COMMERCE AND INDUSTRY**

**COLLEGE OF ENGINEERING**

**COLLEGE OF HEALTH SCIENCES**

**COLLEGE OF LAW**

**UNIVERSITY LIBRARIES**

**CHANGE IN ASSIGNMENT**

Allan C. Pier, Professor of Microbiology and Veterinary Medicine and Head of the Department of Microbiology and Veterinary Medicine
Medicine and Director of the Wyoming State Veterinary Laboratory, was reassigned as Professor of Microbiology and Veterinary Medicine effective July 1, 1985.

POSTPONEMENT OF RETURN FROM SABBATICAL LEAVE

Regulations of the Trustees require that a faculty member who is granted a sabbatical leave must return to the University for at least one academic year "immediately following" such leave or be obligated to repay the amount of compensation received from the University during the period of such leave.

Trustees approved a sabbatical leave for Stanley A. Martin, Associate Professor of Business Administration, for the 1985-86 academic year. Dr. Martin requested a leave of absence without pay for the 1986-87 academic year with the understanding that he would return to the University for the 1987-88 academic year. His request was approved.

LEAVES OF ABSENCE

The following leaves of absence without pay were approved for the periods and under the conditions cited.

1. Alfred Arth, Professor of Curriculum and Instruction, for the 1986 Spring semester, to conduct research.

2. Susan Dickman, Assistant Professor of English, for the 1985 Fall semester, to conduct research.

3. Thomas Smucker, Associate Professor of Curriculum and Instruction, for the 1985 Fall semester, to conduct research.
RETIREMENTS

The individuals listed below were granted retirement on the dates and under the conditions cited.

<table>
<thead>
<tr>
<th>Name</th>
<th>Position</th>
<th>Date of Retirement</th>
</tr>
</thead>
<tbody>
<tr>
<td>Lueras, Annetta</td>
<td>Accounting Clerk II Bookstore</td>
<td>6/3/85 with designation as Retired</td>
</tr>
<tr>
<td>Roberts, A. Lester</td>
<td>Professor of Curriculum and Instruction</td>
<td>5/19/85 with designation as Emeritus</td>
</tr>
</tbody>
</table>

CORRECTION IN RETIREMENT DATE

At the April 12, 1985 Trustee meeting, retirement was approved for Robert F. Noble, Professor of Educational Foundations and Instructional Technology, effective August 28, 1985. The Trustees corrected the retirement date to May 18, 1986.

RESIGNATION

Trustee Regulations state that a faculty member on sabbatical leave must return to the University for one academic year before he can submit his resignation. William Cooke, Professor of Statistics, who was on sabbatical leave, has submitted his resignation effective August 2, 1985. The Trustees approved a waiver to the Trustee Regulation for Dr. Cooke and accepted Dr. Cooke's resignation.

SECTION IV, TRANSFER OF UW FOUNDATION TO UW OFFICE OF DEVELOPMENT

In conjunction with legislative action transferring the University of Wyoming Foundation operating budget to the University of Wyoming Office of Development to be
administered in Section IV of the budgets, Mr. Miracle moved authorization of the title of Vice President for Development for Dr. Peter K. Simpson, effective July 1, 1985, at an annual salary of $60,000. All other positions within the Office of Development have been classified in accordance with the University staff compensation and classification plan. The motion was seconded by Mr. McCue, and it carried.

PART-TIME APPOINTMENTS

As a matter of information only, the part-time appointments were reported to the Trustees.

SUMMER SCHOOL FACULTY APPOINTMENTS

As a matter of information only, the Summer School faculty appointments were reported to the Trustees for their information.

This concluded the report from the Personnel Committee.

ATHLETIC COMMITTEE

President Chapin called on Chairman Smith for a report on the Athletic Committee meeting held on May 17, 1985. Committee members Smith, McCue, Mickelson, Rochelle, and ex officio members Hinckley and Veal attended the committee meeting, along with other Trustees and University staff. Committee member Updike was absent. Based on discussions of the Athletic Committee, the following report was given to the full Board.

REPORT ON FOOTBALL AND BASKETBALL BROADCASTING

Dr. Cunningham reported to the Athletic Committee that two meetings have been held with Gowdy Sports Network, regarding the serious concerns which have been expressed by the
Trustees in recent months concerning broadcast coverage of football and basketball events. Additional meetings with Gowdy Network personnel are scheduled, and a report will be made to the Trustees when conclusions have been reached.

REPORT ON WESTERN ATHLETIC CONFERENCE SPRING MEETING
AND PRESIDENTS'COUNCIL MEETING

Dr. Cunningham presented a report to the Committee on the Western Athletic Conference Spring meeting, held April 28-30, 1985, in Denver. He first reported on plans for future Holiday Bowl games. Under a renegotiated contract with the Holiday Bowl Committee, the WAC is entitled to two Bowl appearances during the period from 1990 to 1996. Certain other Bowl contests will be open to invitation outside of the WAC. Dr. Cunningham reported further on various football and basketball rule changes, and on the WAC Post Season Basketball Tournament format which will be approved at the summer WAC meeting. With respect to the broadcasting of athletic events, WAC will not have a football television program, therefore each institution can make their own arrangements for such programs. However, the Council is trying to formulate a basketball television package, and they are in the process of contacting possible vendors.

Further, Dr. Cunningham reported on items passed by the Presidents' Council on May 5-6, 1985. He noted that the Presidents' Council confirmed the Conference Council's appointment of seven football officials, and confirmed the Kickoff Classic sharing formula. 1985-86 revenue projections for the University from this Classic are anticipated to be $16,250.
This concluded the report from the Athletic Committee.

PHYSICAL PLANT AND EQUIPMENT COMMITTEE

President Chapin called on Chairman Rochelle for a report on the Physical Plant and Equipment Committee meeting held on May 17, 1985. Committee members Rochelle, Gillaspie, Mickelson, Sawyer, Smith, and ex officio members Hinckley and Veal attended the committee meeting, along with other Trustees and University staff. Committee member Updike was absent. Based on Physical Plant and Equipment Committee recommendations, the following actions were taken by the full Board.

BIDS FOR CONSTRUCTION, ANIMAL SCIENCE/BIOCHEMISTRY BUILDING

Bids were received May 15 for the construction of the first phase of the Animal Science/Biochemistry Building, which was authorized by the 1984 Legislature, with the funding to be provided by the Series B 1984 Bond Issue, as follows:

<table>
<thead>
<tr>
<th>Bids:</th>
<th>Kloefkorn/ Ballard</th>
<th>Lower &amp; Company</th>
<th>Morgen &amp; Mills</th>
<th>Spiegelberg</th>
<th>Weststates</th>
<th>Laramie</th>
<th>Sheridan</th>
</tr>
</thead>
<tbody>
<tr>
<td>Base Bid</td>
<td>$7,673,000</td>
<td>$7,740,000</td>
<td>$8,268,000</td>
<td>$7,841,000</td>
<td>$8,236,000</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Add Alternatives</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Alt. 1-</td>
<td>42,000</td>
<td>115,000</td>
<td>51,300</td>
<td>52,000</td>
<td>53,200</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Alt. 2- Prefaced CMU in Abattoir</td>
<td>25,000</td>
<td>25,000</td>
<td>25,200</td>
<td>25,000</td>
<td>26,000</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Alt. 3- Lab Equipment</td>
<td>155,000</td>
<td>200,000</td>
<td>207,300</td>
<td>196,500</td>
<td>152,500</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Alt. 4- Wall Cabinets</td>
<td>285,000</td>
<td>285,000</td>
<td>315,000</td>
<td>300,000</td>
<td>299,900</td>
<td></td>
<td></td>
</tr>
</tbody>
</table>
All five firms bid as Wyoming residents and all five provided the required bid security. Based on Physical Plant and Equipment Committee's recommendation, Mr. Rochelle moved approval of the authorization of an award of a contract to Kloefkorn/Ballard Construction Development, Inc., Casper, Wyoming, in the amount of $9,052,000, including the base bid and alternates 1 through 7, for the construction of the first phase of the Animal Science/Biochemistry Building. The motion was seconded by Mr. Hinckley, and it carried.

PROGRESS REPORTS
As a matter of information only, Dr. Todd reviewed the progress reports and change orders on the various construction projects.

RESTORATION OF TERRITORIAL PRISON, UW STOCK FARM
On November 10, 1984, the Trustees designated Dr. Lee Bulla, Dean of the College of Agriculture, as the University representative in discussions with the Laramie Area Chamber of Commerce, City of Laramie, and the Wyoming Recreation Commission on preliminary planning on the restoration of the Territorial Prison located on the University of Wyoming Stock Farm.
Committee for the Preservation of the Territorial Penitentiary, which is a standing committee of the Laramie Area Chamber of Commerce, received a $2,000 grant from the Wyoming Recreation Commission for the purpose of a structural analysis of the building and for the preparation of descriptive materials on the activities of the Committee. Dean Bulla presented a report to the Committee, and advised the Trustees that he had made it clear to the committee that no decision on the transfer of all or part of the University of Wyoming Stock Farm would be considered by the Trustees until such time as the College of Agriculture completed a comprehensive review of its instructional, extension, research, and public service programs, including an evaluation and analysis of all University and State lands devoted to such programs. The review by the College of Agriculture is scheduled for completion next month.

LOCATION OF PROPOSED AMERICAN HERITAGE CENTER BUILDING

Upon a motion by Mr. Rochelle, seconded by Mr. McCue, it carried that the Trustees direct the Administration of the University to make a study of the available sites, including the Cooper property, for the proposed American Heritage Center Building, both as an integrated building with the Library and as a separate building.

This concluded the report and recommendations from the Physical Plant and Equipment Committee.

DEVELOPMENT COMMITTEE

President Chapin called on Chairman Hinckley for a report on the Development Committee meeting held on May 17, 1985.
Committee members Hinckley, Sawyer, Miracle, and ex officio members Chapin and Veal attended the committee meeting, along with other Trustees and University staff. Committee member Updike was absent. Based on discussions of the Development Committee, the following report was given to the full Board.

FEASIBILITY PHASE OF FUND RAISING STUDY

Chairman Hinckley reported that the University has completed the second phase of an extensive study of fund-raising authorized by the Trustees at the May 1984 meeting. This second phase is the feasibility phase of the study focused on the potential for support for a major fund-raising campaign celebrating the University's one hundredth anniversary beginning in spring 1986.

The study has been conducted by John Grenzebach and Associates of Chicago. Interviews with opinion leaders, prospective major donors and public figures have been conducted over the last three months to determine 1) the overall feasibility of a major campaign, and 2) a realistic target amount of funds to be raised.

John Glier, Vice President and Senior Consultant for Grenzebach and Associates presented a verbal report of the feasibility study for the Trustees' consideration prior to development of an action item on the Centennial Campaign for the agenda of the July 1985 meeting of the Trustees. It was noted that members of the Board of Trustees and the Foundation Board will receive a written copy of the final report within the next week.
This concluded the report from the Development Committee.

COMMITTEE OF THE WHOLE

President Chapin reported on the meeting of the Committee of the Whole held on May 17. Trustees Chapin, Bussart, Gillaspie, Hinckley, McCue, Mickelson, Miracle, Rochelle, Sawyer, Schuster, Smith, and ex officio members Simons, Veal, and Kerr were in attendance. Trustee Updike was absent.

SCHEDULE OF TRUSTEES' MEETINGS FOR 1985-86

Upon a motion by Trustee Bussart, seconded by Trustee Gillaspie, it carried to adopt the following schedule for 1985-86 Trustees' meetings.

<table>
<thead>
<tr>
<th>1985-86 TRUSTEES' MEETINGS</th>
</tr>
</thead>
<tbody>
<tr>
<td>July 19 (Fri.) Committee Meetings and Business Session</td>
</tr>
<tr>
<td>September 13 (Fri.) Visitation and Committee Meetings</td>
</tr>
<tr>
<td>14 (Sat.) Committee Meetings and Business Session (followed by Wyoming/Air Force Academy Football Game)</td>
</tr>
<tr>
<td>November 8 (Fri.) Visitation and Committee Meetings</td>
</tr>
<tr>
<td>9 (Sat.) Committee Meetings and Business Session (followed by Wyoming/San Diego State Football Game)</td>
</tr>
<tr>
<td>December 12 (Thurs.) Committee Meetings</td>
</tr>
<tr>
<td>13 (Fri.) Business Session</td>
</tr>
<tr>
<td>February 13 (Thurs.) Visitation and Committee Meetings (followed by Wyoming/San Diego State Basketball Game)</td>
</tr>
<tr>
<td>14 (Fri.) Committee Meetings and Business Session</td>
</tr>
<tr>
<td>April 10 (Thurs.) Visitation and Committee Meetings</td>
</tr>
<tr>
<td>11 (Fri.) Committee Meetings and Business Session</td>
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</table>
May 16 (Fri.) Committee Meetings
17 (Sat.) Business Session
18 (Sun.) Commencement

1985-86 ADMINISTRATIVE CALENDAR

Upon a motion by Mr. Bussart, seconded by Mr. Rochelle, it carried to adopt the following 1985-86 administrative calendar.

Thursday
July 4, 1985 Independence Day

Monday
September 2, 1985 Labor Day

Thursday and Friday
November 28-29, 1985 Thanksgiving Holiday

Tuesday and Wednesday
December 24-25, 1985 Christmas Holiday

Tuesday and Wednesday
December 31, 1985 and January 1, 1986 New Year's Holiday

Friday
March 28, 1986 Good Friday

Monday
May 26, 1986 Memorial Day

FACULTY SENATE REPORT

Faculty Senate Chairperson

Donald Smith reported to the Trustees on the activities of the Faculty Senate during the academic year 1984-85. The text of Dr. Smith's remarks is as follows:

Our business at the University is education and education could be interpreted as preparing people for life. We at the University can educate the youth of Wyoming but our mission must go way beyond our students. We need to educate the citizens of Wyoming and the legislators about the mission of the University. This institution holds the key for training the future leaders of the state. We can do our part at the University, but we need your help educating the parents of the students and the legislators. It may even be
time to go out on a limb and ask the legislature what it wants from its University.

We're presently hearing that the University doesn't sufficiently meet its requirements throughout the state. The complaint seems somewhat vague and general and I believe it is out of line considering the expansion of our outreach programs over the past few years. The complaint may be the initial stages of another move for a second four year institution in the state. If so, it seems odd that the most vocal complainer is an individual who has demonstrated that any increase in financial support for the University will indeed be hard to come by. If the existing institution can't be adequately supported, on what basis could the state initiate another institution of higher education? I don't know, I don't have to know. But the challenge will be upon you as leaders and shapers of policy in higher education for the State of Wyoming.

There are problems at the University. I'm not sure we're unique in that respect. Vice President Wadlow passed on to me comments regarding morale at one of the universities in the Dakotas, and except for the name of the institution it could have been the University of Wyoming. The faculty Senate has efforts underway to attempt to separate symptoms from identifiable problems. We hope to be able to present some positive suggestions for improving morale on campus and resolving the real problems. Let us work from within. Your assistance would be most appreciated in efforts to foster a recognition by the people of the state that the University must be supported. We need your help.

If I had to summarize my perspective on the year I'd have to say it was a marvelous learning experience. I've appreciated the opportunity to work within the University system, hopefully establishing some better communication between the faculty and the administration. There is a very real need for still improved communication between these groups. I particularly appreciate the openness which greeted requests for information or explanation on items of concern to the faculty; Drs. Veal, Todd, Spitz and Wadlow have been most straightforward with us. Their willingness to consider perspectives which may not have been aligned with their own indicates to me that we can work together to develop a spirit of cooperation, to try and join forces to move this University forward.

The Chairman of the Faculty Senate for the next academic year is Professor Gene Murdock, and it gives me great pleasure to introduce Gene to you now.
MEASLES IMMUNIZATION

Dr. James Hurst, Associate Vice President for Academic Affairs, and Dr. Dale Brentlinger, Director of Student Health Service, reported to the Committee of the Whole on the Measles Immunization Program, in which students, faculty, and staff would be covered by a program starting this summer to ensure the University community a high degree of immunity from measles and rubella.

Earlier this year, measles and rubella epidemics swept a number of campuses, resulting in some deaths.

The Wyoming Department of Health and the U.S. Public Health Service Center for Disease Control have urged the University to implement an immunization program to prevent similar outbreaks. The program will have two phases:

--All new students and employees must show evidence of immunity by the beginning of fall semester and thereafter or be immunized at that time, unless an exemption is granted.

--Returning students and all other employees must present evidence of immunity by the beginning of the 1986 spring semester, be immunized at that time, or be granted an exemption.

Special innoculation opportunities will be provided for students during the summer and fall semesters. Prospective students attending summer orientation will be encouraged to become immunized at that time. A special day of innoculations will be established for each of the residence halls and for the fraternities and sororities. Innoculations will be available to students on certain Wednesdays during the 1985 fall semester in connection with the Wyoming Union "Wellness Wednesday" programs.

Provisions have been made to apply for exemptions on grounds
such as religion.

Following discussion, Mr. Miracle moved approval of the policy for the measles immunization program, as outlined by Drs. Hurst and Brentlinger. The motion was seconded by Mr. Hinckley. The motion carried. Mr. Smith is recorded as voting nay.

UNFINISHED BUSINESS

Dr. Veal addressed the issue of the University's extended studies and outreach programs. He informed the Trustees that he was providing material to the Senator concerned about the extended studies and outreach programs.

APPRECIATION EXTENDED TO EVONNE ROGERS

President Chapin extended appreciation to Evonne Rogers for her efforts as Staff Council Chairperson for the past year. The new Chairman is Robert Neeb, Associate Director of Housing.

ADJOURNMENT AND DATE OF NEXT MEETING

There being no further business to come before the Trustees, Mr. Mickelson moved that the meeting be adjourned at 9:59 a.m. The motion was seconded by Mr. Rochelle, and it carried. The next meeting of the Trustees is scheduled for July 19, 1985.

Respectfully submitted,

Karleen B. Anderson
Deputy Secretary
### IV. PERSONNEL COMMITTEE

#### A. Items for Action Recommended by the President

1. **RETIEMENTS**

   The individuals listed below have requested retirement on the dates and under the conditions cited. It is recommended that the Personnel Committee recommend to the Trustees of the University of Wyoming that the retirements be approved.

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<tr>
<th>Name</th>
<th>Position</th>
<th>Birth Date</th>
<th>Employment Date</th>
<th>Date of Retirement</th>
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<td>Costel, Gerald L.</td>
<td>Superintendent Research and Extension Center Sheridan</td>
<td>8/15/23</td>
<td>1/01/54</td>
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<td>Jones, Morris C.</td>
<td>University Architect</td>
<td>7/14/31</td>
<td>8/01/65</td>
<td>6/30/86 with designation as Retired</td>
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<td>McNamee, Mike</td>
<td>Professor of Agricultural Engineering</td>
<td>5/9/29</td>
<td>6/1/56</td>
<td>6/30/86 with designation as Emeritus</td>
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<td>Miller, Glenn</td>
<td>Professor of Animal Science</td>
<td>6/28/25</td>
<td>2/1/56</td>
<td>6/30/86 with designation as Emeritus</td>
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<td>Murdock, Edith M.</td>
<td>Administrative Secretary, Dean's Office, Agriculture</td>
<td>2/21/29</td>
<td>1/01/66</td>
<td>6/30/86 with designation as Retired</td>
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<td>Pasley, Christopher</td>
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<td>Peters, Oliver</td>
<td>Associate Professor of English</td>
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<td>9/1/64</td>
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<td>Warfield, Donald L.</td>
<td>Electrician Physical Plant</td>
<td>12/07/15</td>
<td>7/01/48</td>
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</table>
I. Addendum to Personnel Committee Agenda

A. Items for Action Recommended by the President

3. ADMINISTRATIVE APPOINTMENTS

COLLEGE OF ARTS AND SCIENCES

g. David Reif, Professor of Art, as Head of the Department of Art for the period May 17, 1986 through May 8, 1989.

Mr. Reif joined the faculty of the University in 1970 as an Assistant Professor, was granted tenure in 1974, was promoted to Associate Professor in 1975, and was promoted to Professor in 1981.

8. CHANGES IN ASSIGNMENT

b. It is recommended that Joseph Deaderick, Professor of Art and Acting Head of the Department of Art be reassigned as Professor of Art effective May 17, 1986.

B. Items for Information

2. RESIGNATIONS

g. Edmund Quincy, Professor of Electrical Engineering, May 18, 1986.
A. **Items for Action Recommended by the President**

1. **ADDITION TO DELTA DELTA DELTA HOUSE**

   The Delta Delta Delta House Corporation is completing plans for an addition to the dining room of the Delta Delta Delta house. The original warranty deed conveying title to the Delta Delta Delta premises from the Trustees to the House Corporation contains a covenant requiring advance approval by Trustees of all plans, specifications, and location of any building construction on the site.

   Representatives of the House Corporation will be present at the meeting to explain the plans and to supply whatever information may be required regarding the proposed construction.

   It is recommended that the Physical Plant and Equipment Committee recommend to the Trustees of the University of Wyoming approval of the remodeling of the Delta Delta Delta House, subject to standard city and state concurrence.
MASTER LIST OF DEGREES OFFERED
AT
THE UNIVERSITY OF WYOMING

UPDATED
May 1985
For Academic Year 1985-1986
COLLEGE OF AGRICULTURE

Bachelor of Science

Agricultural Business
Agricultural Communications
Animal Science
Biochemistry
Crop Science
Farm and Ranch Management
Food Science
General Agriculture
International Agriculture
Microbiology
Professional Agricultural Economics
Range Management
Soil Science
Vocational Agriculture

Bachelor of Science in Home Economics

Home Economics

Graduate School

Master of Science

Agricultural Economics
Agricultural Extension
Agronomy
Animal Science
Biochemistry
Entomology
Food Science
Food Science and Human Nutrition
Home Economics
Microbiology
Parasitology
Plant Pathology
Range Management

Doctor of Philosophy

Agronomy
Animal Science
Biochemistry
Entomology
Plant Pathology
Range Management
Bachelor of Arts

Administration of Justice
American Studies
Anthropology
Art
Astronomy/Astrophysics
Biology
Botany
Broadcasting
Chemistry
Communication
Computer Science
Computer Science/Statistics
Economics
Economics/Mathematics
English
English/Theatre
French
Geography
Geology
Geophysics
German
History
Humanities/Fine Arts
International Studies
Journalism
Latin
Linguistics
Management Information Systems
Mathematics
Mathematics/Statistics
Music
Natural Science/Mathematics
Philosophy
Physics
Political Economy
Political Science
Psychology
Russian
Social Science
Sociology
Spanish
Statistics
Theatre and Dance
Zoology and Physiology
Bachelor of Science

Administration of Justice
Applied Mathematics
Art
Astronomy/Astrophysics
Biology
Botany
Broadcasting
Chemistry
Chemistry (ACS approved)
Communication
Computer Science
Computer Science/Statistics
Economics
Economics/Mathematics
Geography
Geology
Geology (Professional)
Geophysics
History
Journalism
Management Information Systems (Accounting Option)
Management Information Systems (Business Option)
Management Information Systems (Computer Science Option)
Mathematics
Mathematics/Statistics
Music
Natural Science/Mathematics
Physics
Physics (Professional)
Political Economy
Political Science
Psychology
Recreation and Park Administration (Professional)
Social Science
Sociology
Statistics
Theatre and Dance
Wildlife Conservation and Management (Professional)
Zoology and Physiology

Bachelor of Fine Arts

Art
Bachelor of Music

Music Education
Music Performance
Music Theory and Composition

Bachelor of Theatre and Dance

Theatre and Dance (Professional)

Graduate School

Master of Arts

American Studies
Anthropology
Art
Botany
Classical Languages
Communication
English
French
Geography
Geology
German
History
International Studies
Journalism
Mathematics
Music
Philosophy
Political Science
Psychology
Sociology
Spanish
Zoology and Physiology
College of Arts and Sciences
Page Four

Master of Science
Botany
Chemistry
Computer Science
Geology
Geophysics
Mathematics
Natural Science
Physics
Psychology
Recreation and Park Administration
Zoology and Physiology

Master of Arts in Teaching
Art
History
Mathematics

Master of Science in Teaching
Chemistry
Geography
Mathematics
Natural Science
Physics

Master of Fine Arts
Art

Master of Music
Music

Master of Planning
Planning (Community and Regional)

Master of Public Administration
Public Administration
Doctor of Philosophy

Botany
Chemistry
Geology
Geophysics
History
Mathematics
Mathematics and Computer Science
Physics
Psychology
Zoology and Physiology
COLLEGE OF COMMERCE AND INDUSTRY

Bachelor of Science

Accounting
Economics
Finance
General Business Management
Industrial Management
Management Information Systems (Accounting Option)
Management Information Systems (Business Management Option)
Marketing
Personnel Administration and Industrial Relations
Small Business Management
Statistics
Statistics/Computer Science
Statistics/Mathematics

Graduate School

Master of Science

Accounting
Economics
Finance
Industrial Management
Marketing
Statistics

Master of Arts

Economics

Master of Business Administration

Accounting
Business Administration

Doctor of Philosophy

Economics
Statistics
COLLEGE OF EDUCATION

Bachelor of Arts

Elementary Education
Elementary and Special Education
Secondary Education
Special Education

Bachelor of Science

Business Education
Distributive Education
Industrial Arts Education
Industrial Technology (non-teaching)
Office Administration (non-teaching)
Trades and Industrial Education
Vocational Agriculture
Vocational Homemaking
Vocational Studies (non-teaching)
Graduate School

Master of Arts

Adult Education
Counselor Education
Curriculum and Instruction
Educational Administration
Educational Foundations
Elementary Education
Secondary Education
Special Education

Master of Science

Agricultural Education
Business Education
Counselor Education
Curriculum and Instruction
Distributive Education
Home Economics Education
Instructional Technology
Vocational Education

Master of Education

Adult Education
Agricultural Education
Business Education
Counselor Education
Curriculum and Instruction
Distributive Education
Educational Administration
Educational Foundations
Elementary Education
Home Economics Education
Secondary Education
Special Education
Trades and Industrial Education
Vocational Education
College of Education
Page Three

Educational Specialist

Adult Education
Counselor Education
Curriculum and Instruction
Educational Administration
Elementary Education
Secondary Education
Special Education
Vocational Education

Doctor of Education

Counselor Education
Curriculum and Instruction
Educational Administration
Education

Doctor of Philosophy

Counselor Education
Curriculum and Instruction
Educational Administration
Education
COLLEGE OF ENGINEERING

Bachelor of Science in Agricultural Engineering
Bachelor of Science in Chemical Engineering
Bachelor of Science in Civil Engineering (Civil Engineering Option)
Bachelor of Science in Civil Engineering (Architectural Engineering Option)
Bachelor of Science in Civil Engineering (Construction Engineering Option)
Bachelor of Science in Civil Engineering (Mining Engineering Option)
Bachelor of Science in Electrical Engineering
Bachelor of Science in Electrical Engineering (Bioengineering Option)
Bachelor of Science in Electrical Engineering (Computer Engineering Option)
Bachelor of Science in Mechanical Engineering
Bachelor of Science in Petroleum Engineering

Graduate School

Master of Science
  Agricultural Engineering
  Atmospheric Science
  Bioengineering
  Chemical Engineering
  Civil Engineering
  Electrical Engineering
  Mechanical Engineering
  Mineral Engineering
  Petroleum Engineering
  Water Resources

Doctor of Philosophy
  Atmospheric Science
  Bioengineering
  Chemical Engineering
  Civil Engineering
  Electrical Engineering
  Mechanical Engineering
  Petroleum Engineering

-11-
COLLEGE OF HEALTH SCIENCES

Bachelor of Science
  Health Education
  Medical Technology
  Physical Education
  Physical Education (non-teaching)
  Speech, Language, and Hearing Sciences

Bachelor of Science in Dental Hygiene
  Dental Hygiene

Bachelor of Science in Nursing
  Nursing

Bachelor of Science in Pharmacy
  Pharmacy

Bachelor of Social Work
  Social Work

Graduate School

Master of Science
  Audiology
  Nursing
  Physical Education
  Speech-Language Pathology
COLLEGE OF LAW

Juris Doctor

SCHOOL OF EXTENDED STUDIES AND PUBLIC SERVICE

Bachelor of Science

    General Business Management

Graduate School

Master of Business Administration

    Business Administration
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<th>Part-Time 1200</th>
<th>Employer Paid 1900</th>
<th>Total Personal 2000</th>
<th>Support Budgets 2000</th>
<th>Travel 3000</th>
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<th>Grants and Aid Payments 6000</th>
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<td>Non-Operating Expenditures 9500</td>
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<td>Agricultural College Land Income</td>
<td>University Land Income</td>
<td>University Royalties</td>
<td>University Income Fund</td>
<td>Sales and Services Fund</td>
<td>Morrill Fund</td>
<td>Federal Funds for Agricultural Research</td>
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INSTRUCTION AND RESEARCH  
FY 1986 Allocation
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<th>Equipment 4000</th>
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<th>Grants and Aid Payments 6000</th>
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  - Part-Time: 273,498
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  - Support: 68,000
  - Travel: 42,001
  - Equipment: 13,333
  - Grants: 0
  - Special: 0
  - Non-Operating Expenditures: 0
  - Total: 1,152,215

- Agricultural Extension:
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  - Part-Time: 18,724
  - Total: 3,536,369
  - Support: 237,363
  - Travel: 164,000
  - Equipment: 6,667
  - Grants: 1,750
  - Special: 5,599
  - Non-Operating Expenditures: 0
  - Total: 3,951,748

- Extension and Public Service-Reserve:
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  - Part-Time: -0-
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  - Non-Operating Expenditures: -0-
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- Employer Paid Benefits:
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  - Part-Time: -0-
  - Total: 1,036,897
  - Support: -0-
  - Travel: -0-
  - Equipment: -0-
  - Grants: -0-
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  - Total: 1,036,897

- Total Extension and Public Service:
  - Full-Time: 4,299,545
  - Part-Time: 292,222
  - Total: 5,628,664
  - Support: 305,363
  - Travel: 206,001
  - Equipment: 20,000
  - Grants: 1,750
  - Special: 5,599
  - Non-Operating Expenditures: 0
  - Total: 6,167,377
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## COLLEGE OF HUMAN MEDICINE
### FY 1986 Allocations

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<th>Grants and Aid Payments 6000</th>
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TO:

FROM: Joan K. Woodrow, Vice President for Academic Affairs
       James E. Todd, Vice President for Finance
       Robert A. Jenkins, Vice President for Research

The purpose of this memorandum is to provide deans, directors and other unit administrators with information on salary improvement funds for full-time and part-time faculty and staff for the fiscal year beginning July 1, 1985. This information is consistent with the "Salary Increase Policy for Fiscal Year 1986" adopted by the Trustees of the University of Wyoming on April 12, 1985.

SECTION I
FULL-TIME FACULTY AND UNIVERSITY OFFICERS WITH FACULTY RANK

Each academic college or administrative unit with full-time faculty or University officers with faculty rank is allocated four "pools." The purpose of each of the "pools" and the manner in which each is to be administered are as follows:

Uniform Increase Pool. The uniform increase pool is calculated on 2.0% of the March 15, 1985 salaries of full-time faculty and University officers with faculty rank who are continuing for fiscal year 1986. Each full-time continuing faculty member or University officer with faculty rank on either an academic year or fiscal year appointment performing at least satisfactory service will receive a uniform 2.0% salary increase effective July 1, 1985. The uniform salary increase is awarded regardless of length of service provided the individual is providing satisfactory performance or better. The uniform salary adjustment has been calculated mechanically and is included on the accompanying list of employees for each unit. Each dean, director or unit administrator should notify Roland Barden, Associate Vice President for Academic Affairs (6476), of the names of any faculty member or University officer with faculty rank with less than satisfactory performance.

Merit Pool. The merit pool is calculated on 2.0% of the March 15, 1985 salaries of full-time faculty and University officers with
faculty rank who are continuing for fiscal year 1986. Salary increases based on meritorious service and/or performances are to be limited to full-time faculty and University officers who have been employed continuously at the University from a date on or before January 1, 1985. The salary increases for meritorious service and/or performance shall be based on work done at the University for the past three years, if applicable. There are no minimum or maximum salary increases, except that the total "merit pool" allocation to each administrative unit shall not be exceeded. The dean, director or senior administrative officer is responsible for authorizing merit increases. The merit increases to be awarded are to be identified on the attached list of employees.

Supplemental Merit/Market Pool. The supplemental merit/market pool for each academic college is calculated on 4.0% of the FY 1985 salary base of unfilled faculty or University officer positions as of March 15, 1985. This pool is available to each dean to address additional merit or market problems for continuing faculty. The dean is responsible for authorizing increases from the supplemental merit/market pool. The increases from the supplemental merit/market pool are to be identified on the attached list of employees.

Merit/Market Pool. The merit/market pool is calculated on 1.0% of the fiscal year 1985 salary base for faculty and University officers with faculty rank plus residuals, and is allocated to academic colleges on the basis of demonstrable need. Academic colleges receiving an allocation from the merit/market pool are to provide the Vice President for Academic Affairs with a recommended prioritized listing of individual faculty members or vacant faculty positions to receive increases from the merit/market funds allocated to the college. The recommended adjustments for merit/market are to be submitted on the attached form and are not to be entered on the accompanying list of employees until approved by the Vice President for Academic Affairs.

Deans, directors and unit administrators with faculty or University officers with faculty rank are required to inform faculty or University officers with faculty rank of recommended salary increases effective July 1, 1985 from the uniform increase pool, the merit pool and the supplemental merit/market pool. This notification is to occur prior to May 1, 1985. In addition, deans, directors and unit administrators with faculty receiving an increase from the merit/market pool are required to inform faculty receiving an increase effective July 1, 1985 from the merit/market pool after the increase has been approved by the Vice President for Academic Affairs.
SECTION I
FULL-TIME PROFESSIONAL AND GENERAL STAFF EMPLOYEES

Each full-time continuing professional and general staff employee, including University officers without faculty rank, will receive a 5.0% uniform salary increase effective July 1, 1985, provided the employee has not received a "less than satisfactory" or "unacceptable" rating for the last performance appraisal period and has not had disciplinary penalties imposed during the period from January 1, 1985 through June 30, 1985. The uniform salary increase is awarded regardless of the length of service. Each eligible staff employee, including University officers without faculty rank, employed on June 30, 1985 and continuing for fiscal year 1986 is awarded a 5.0% uniform salary increase effective July 1, 1985. The uniform salary increase for staff employees is included for each eligible staff employee on the attached list of employees.

In addition, a market pool calculated on 0.5% (one half of one percent) of the fiscal year 1985 salaries for professional and general staff, including University officers without faculty rank, is provided for selected market impacted areas. The attached list, "Allocation of Staff Market Pool," identifies all units receiving allocations from the staff market pool. All recommended awards of funds from the staff market pool are to be submitted on the attached form to the Vice President for Finance, and are not to be entered on the accompanying list of employees until approved by the Vice President for Finance.

Units receiving staff market allocations must recommend market adjustments for classifications which are identified as market impacted. Funds from one market impacted area may not be moved to another staff classification. Staff market funds in the unit may, however, be retained in a salary reserve and released upon the authorization of the Vice President for Finance when the position is filled or refilled.

Each unit administrator with professional or general staff employees, including University officers without faculty rank, is required to advise each staff employee of any change in individual salary rates effective July 1, 1985. The notification shall occur prior to May 1, 1985, and the notification shall include increases from the uniform staff pool and from the staff market pool provided the prior approval of the Vice President for Finance has been received. NOTE: The formal salary notification letter issued by the Vice President for Finance in June 1985 will be issued only to staff employees whose 1984 performance appraisal has been received in the Office of Personnel Administration or whose employment began on or after January 1, 1985. Staff employees on whom a 1984 performance appraisal was required but was not submitted will be advised that their July 1, 1985 salary increase is deferred until the performance appraisal has been completed.
SECTION I
PART-TIME SALARY FUNDS

Each administrative unit with part-time salary funds is allocated two salary improvement pools. One pool is for the increase in the graduate assistant base from $5,535 to $5,670. The second pool is for the salary increases for the remainder of the employees paid from part-time funds.

Full-time faculty paid from part-time funds, and benefitted professional and general staff employees paid from part-time funds are to receive salary increases consistent with similar groups of employees paid from full-time funds, except that full-time faculty paid from part-time funds are not eligible for salary increases similar to those from the supplemental merit/market and merit/market pools for full-time faculty.

The notification requirements for full-time employees in Section I also applies to eligible employees paid from part-time funds.

SECTION II

ALL SALARY INCREASES IN SECTION II MUST BE FUNDED BY RESOURCES IN SECTION II AND THE UNIT ADMINISTRATOR IS RESPONSIBLE FOR ASSURING THAT FUNDS ARE AVAILABLE FROM UNIT RESOURCES TO FUND THE INCREASES.

Employees paid from funds in Section II of the University's budget are to be treated as though they were paid from Section I, except that no state funds are available for the supplemental faculty merit/market and the faculty merit/market pools. Salary increases for faculty paid from Section II may not normally exceed 4.0% (2.0% for uniform increases and 2.0% for merit). Salary increases for staff paid from Section II may not normally exceed 5.0% of the total filled and eligible staff positions; unit administrators may recommend market adjustments for computer applications, engineering/technical and research associate classifications consistent with the staff market procedures in Section I. All other requirements applicable to Section I employees are applied to employees paid from funds in Section II.

Unit administrators may recommend adjustments for employees paid from Section II for market provided the proposed increases are consistent with the principles in Section I and provided the unit administrators identify the source of funds to cover the proposed increases. No increases for faculty market are allowed without the prior approval of the Vice President for Academic Affairs, and no increases for staff market are allowed without the prior approval of the Vice President for Finance.
SUMMARY - SALARY INCREASE POOLS

The salary increase pools for employees in your unit are as follows:

SECTION I

Faculty and University Officers with Faculty Rank

Uniform Salary Increase Pool $ 
Merit Increase Pool 
Supplemental Merit/Market Pool 
Merit/Market Pool

Professional and General Staff, Including University Officers Without Faculty Rank

Uniform Salary Increase Pool $ 
Market Pool

Part-Time Salary Improvement

Graduate Assistants $ 
All Employees Paid from Part-Time

NOTE: Salary increase funds may not be moved from one group (i.e., faculty and University officers with faculty rank) to another group (i.e., professional and general staff, including University officers without faculty rank).

The schedule for completing the process is as follows:

April 16, 1985 Salary increase materials and forms distributed to colleges and departments

April 16-30, 1985 Deans, directors and unit administrators are required to inform employees of recommended salary increases. Increases from the merit/market pools must have Vice Presidential approval prior to any notification of same.
Salary increase recommendations submitted to the cognizant vice president, including approval of merit/market allotments.

FY 1986 salary letters mailed to employees.

The schedule is extremely tight, and, as a consequence, it is imperative that unit recommendations are submitted to the cognizant vice president's office no later than May 1, 1985.

In submitting the recommended salary increases for faculty and for staff employees, the attached forms must be used. The following information must be provided on the forms:

1. For faculty, please do the following to the "Projected Salary Work Sheet - Faculty":
   a. Unless errors are found in the calculation of the uniform salary increase (e.g., such as the amount shown not divisible by 12), no additional calculation is necessary. (Note: please advise Dr. Barden of any faculty member or University officer receiving less than a satisfactory performance rating.) Please enter corrections in red next to the printed amounts.
   b. Salary increases for merit and for supplemental merit/market are to be entered in the columns headed "FY 86 Merit Sal" and "Sup M/M," respectively.
   c. After the approval for individual merit/market increases from the "Merit/Market Pool" (not to be confused with the colleges' supplemental merit/market pool) have been approved by the Vice President for Academic Affairs, the merit/market increase is to be entered in the column headed "M/M."
   d. The sum of the FY 85 salary base and all salary increases (uniform, merit, supplemental merit/market and merit/market) is entered in the column headed by "FY 86 SAL."

2. For staff, please do the following to the "Projected Salary Work Sheet - Staff":
   a. Unless errors are found in the calculation of the uniform salary increase (e.g., such as the amount shown not divisible by 12), no additional calculation is necessary. Please enter corrections in red next to the printed amounts.
b. After the approval for individual staff market increases has been obtained from the Vice President for Finance, the approved amount will be entered by the Budget Office. Unit administrators are not required to enter the staff market increase on the "Projected Salary Work Sheet."

3. On the staff performance appraisal/salary increase form, enter the following:
   a. In the upper right hand corner, enter the account number of the department.
   b. If you have inadvertently received forms for employees not in your department - or have not received forms for employees in your department - please call Daryl Raymond in the Personnel Administration office (2215).

4. For faculty recommended by the dean to receive merit/market increases in addition to a "Supplemental Merit/Market" increase, the dean is to submit the "MERIT/MARKET ADJUSTMENTS, Full-Time Faculty" to the Vice President for Academic Affairs. The dean's recommendations for merit/market increases in addition to increases from the dean's supplemental merit/market pool are to be placed in priority order and a brief narrative justification (including justification of meritorious service and/or performance referring to teaching performance, research, advising and other factors) must be attached.

5. For staff recommended to receive market increases, unit administrators are to submit the "MARKET ADJUSTMENTS, Full-Time Professional and General Staff" form to the Vice President for Finance. The recommendation from the unit administrator must prioritize the proposed market adjustment by each individual or position and must include a brief narrative justification for the market adjustment. The narrative justification for a market increase for a current employee must include a statement on the employee's last performance appraisal.

The computations of the allotments of all salary increase funds have been attached for your information.

Should you have any questions regarding this memorandum, please do not hesitate to call one of us, or the Budget Office (4656).
The 1985 Legislature appropriated $3,655,000 from the general fund to the University of Wyoming for FY 1986 salary improvement for faculty and staff. The appropriation included:

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The general funds appropriated to the University for salary improvement purposes provide the necessary resources for salary increases of full-time and part-time personnel in Section I of the University's budget, including the Wyoming Higher Education Computer Network.

The legislative appropriation to the University for salary improvement purposes provided that "(effective July 1, 1985, employees of the University shall receive salary increases in accordance with policies established by the University of Wyoming board of trustees."

The following salary increase policy for fiscal year 1986 was adopted by the Trustees on April 12, 1985:

**FULL TIME FACULTY**

**A. Uniform Salary Increase for Satisfactory Performance.**

The FY 1985 salary rate of each full-time continuing faculty member or University officer with faculty rank on an academic year or fiscal year appointment judged to be giving satisfactory performance or better will be increased effective July 1, 1985 by two percent (2.0%). Satisfactory performance for full-time faculty members shall mean that the individual a) is making satisfactory progress through reappointment, tenure and promotional reviews; b) is satisfactorily fulfilling duties of teaching, research or other creative endeavors; and c) is satisfactorily performing service as appropriate to the individual's designated function and responsibility. Satisfactory performance for full-time University officers with faculty rank shall mean that the individual a) is satisfactorily fulfilling assigned functions or duties, and b) is satisfactorily performing service as appropriate to the individual's designated function and responsibility.

**B. Salary Increase for Meritorious Service and/or Performance**

Funds equal to two percent (2.0%) of the 1985 full-time salary base of continuing faculty and University officer (with faculty rank) positions in each college or major administrative unit will be allocated to the deans of individual colleges or senior administrative officers of major administrative units for salary
increases for meritorious service and/or performance, excluding promotions. Salary increases based on meritorious service and/or performance shall be limited to full-time faculty and University officers with faculty rank who have been employed continuously at the University from a date on or before January 1, 1985. Meritorious service and/or performance shall be based on work done at the University for the past three years, if applicable. No minimum or maximum salary increases for meritorious service and/or performance will be applied, but all merit increases must be accommodated within the merit funds, excluding funds for promotions, allocated for salary increases for meritorious service and/or performance for full-time faculty and University officers with faculty rank to the deans of the individual colleges or to senior administrative officers of major administrative units. Deans and senior administrative officers are expected to justify, when requested, all salary increases for meritorious service and/or performance.

C. Salary Increases for Market/Merit Adjustments

Funds equal to at least one percent (1.0%) of the FY 1985 salary base for full-time faculty and University officers with faculty rank shall be retained in a Market/Merit Pool for allocation to the deans of the individual colleges or to senior administrative officers of major administrative units to address gross discrepancies between University salaries and salaries of comparable universities which a) prevent hiring of qualified candidates, and b) cause highly marketable, top quality personnel to leave the University. Allocations from the Market/Merit Pool shall be based upon evidence of individual market problems, by position, documented by deans and senior administrative officers. Allocations from the Market/Merit Pool for current University faculty on continuing appointments will be made only when the deans or senior administrative officers document a bona fide market issue and meritorious service and/or performance.

Funds available from uniform salary increases on vacant and unfilled positions and related sources may be retained in the Market/Merit Pool for addressing the market issues described in this section.

D. Salary Increases for Promotion

Salary increases for promotions awarded to faculty members pursuant to Section 5 of Chapter V of the Regulations of the Trustees of the University of Wyoming will be granted in addition to the salary increases authorized for uniform salary increases, and for meritorious service and/or performance, and market adjustments.
FULL-TIME STAFF

A. Uniform Salary Increases for Satisfactory Performance

The FY 1985 salary rate of each full-time continuing general and professional staff employee, including University officers without faculty rank, will be increased effective July 1, 1985 by five percent (5.0%), provided the employee shall not have received a "less than satisfactory" or "unacceptable" rating for the last performance appraisal period and shall not have had disciplinary penalties imposed during the preceding six month period.

B. Salary Increases for Market Adjustments and/or Reclassifications

Funds equal to one-half of one percent (0.5%) of the FY 1985 salary base for full-time staff, including University officers without faculty rank, shall be retained in a Staff Market Pool for allocation to the senior administrative officers of major administrative units to address market problems among general staff and professional employees. Allocations from the Staff Market Pool will be made upon the submission of documented evidence by the senior administrative officers that existing salary ranges or salary rates are seriously below the competitive market and are thereby impairing the University's ability to attract and retain qualified personnel in individual positions or job classifications. Initially, fifty percent (50%) of the Market Pool available for addressing market impact problems within the staff will be allocated for computer applications positions, twenty-five percent (25%) for engineering/technical positions, and fifteen percent (15%) for research associates positions. The balance will be available to address other documentable market impact problems in the staff.

Funds available from uniform salary increases on vacant and unfilled staff positions, and related sources may be retained in the Staff Market Pool for addressing the market issue described in this section.

PART-TIME FACULTY AND STAFF

The salary improvement funds appropriated for the support of the part-time expenditure classification will be allocated as follows:

1. Pursuant to the March 5, 1985 action of the Trustees, the base University graduate assistant stipend rate of $5,535 shall be increased to $5,670;

2. The remaining FY 1986 salary improvement funds, after the initial allocations for graduate assistant stipends, will be distributed to the individual academic and/or administrative units on a basis proportional to the FY 1985 part-time salary base, excluding graduate assistant stipends. From this allocation, the deans and appropriate administrative officers
shall provide salary adjustments for employees paid from the part-time salary expenditure classifications. The deans or administrative officers may allocate the funds at their discretion, provided that benefited continuing faculty and staff, when applicable, are to receive salary increases commensurate with provisions of this policy pertaining to similar employee groups. Moreover, part-time benefited continuing staff employees paid from the part-time expenditure classification shall receive a salary increase effective July 1, 1985 of five percent (5.0%), provided the employee shall not have received a "less than satisfactory" or "unacceptable" rating for the last performance appraisal period or shall have not had disciplinary actions imposed during the preceding six-month period.

ADMINISTRATIVE GUIDELINES

This policy shall be implemented according to administrative guidelines established by the President or his designee to accomplish its spirit and intent.