

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

**September 21, 1990**

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

**THE UNIVERSITY OF WYOMING**

**Minutes of the Trustees**

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**THE UNIVERSITY OF WYOMING**

**Minutes of the Trustees**

**September 21, 1990**

A regular meeting of the Trustees of the University was held on September 21, 1990. It was called to order by President Sharratt at 2:35 p.m. in the Board Room of Old Main. Trustees held committee meetings prior to the meeting, and met informally with Staff Council members earlier in the day.

**ROLL CALL**

The following Trustees were in attendance: Bryan E. Sharratt, President; John D. (Dave) Bonner, F. Richard Brown, Ford T. Bussart, W. Perry Dray, Deborah Healy Hammons, Peter M. Jorgensen, Geraldine Kirk, Gordon Mickelson, Brian Miracle, and David W. Updike. Ex officio Trustees Terry P. Roark, Lynn Simons and David Miller were also in attendance. Trustee Mike Schutte participated in committee meetings earlier in the day; however he and ex officio member Governor Mike Sullivan were unable to attend the business meeting.



**APPROVAL OF MINUTES**

President Sharratt asked if there were any corrections or additions to the minutes of the meeting of July 14, 1990. There being none, Mr. Sharratt indicated that they would stand approved as circulated.

**RATIFICATION OF EXECUTIVE COMMITTEE MINUTES OF MAY 18, 1990**

Trustee Brian Miracle reported on the Executive Committee telephone conference meeting of May 18, 1990. The purpose of the call was to approve the purchase of property located at 1203 Lewis Street at a price of \$38,000 plus closing costs. It was moved by Trustee Dray and seconded by Trustee Jorgensen that the Executive Committee action of May 18, 1990 be ratified. The motion carried. The minutes of the telephone conference meeting are included as Enclosure 1, blue.

**ACADEMIC ISSUES COMMITTEE**

President Sharratt called upon Chairman Dray for a report from the Academic Issues Committee meeting of September 21, 1990. Committee members Dray, Hammons, Jorgensen, Miracle, Schutte, Simons and Updike attended the committee meeting, along with other Trustees and University staff. Based on the committee meeting, the following report and recommendations were presented to the full Board:

**Academic Calendars for 1991-92 and 1992-93**

President Roark reported to Trustees that in order to retain calendar consistency, it was being recommended that the academic year calendars resemble the current year (1990-91) calendar. Also, to avoid frequent changes, it was recommended that the Board of Trustees approve academic year calendars no more than two years in advance. Dr. Roark explained that it was a policy to start school after Labor Day whenever possible. However, school will have to begin before the holiday when Labor Day occurs later in September.

David Miller said that some students arrived this fall to register before residence halls were open, and asked that the halls be open before registration in the future. Mr. Baccari said that the problem had been recognized and would be resolved so that students could move into the residence halls earlier next fall.

Trustee Dray moved that the academic calendars as presented in the Trustee report be approved. Dr. Miracle seconded the motion, and it carried with Mr. Jorgensen opposed. The academic calendars for 1991-92 and 1992-93 are included as Enclosure 2, canary.

**BUDGET COMMITTEE**

President Sharratt called on Chairman Bussart for a report from the Budget Committee meeting held earlier in the day.

Committee members Bussart, Bonner, Brown, Dray, Hammons, Mickelson, and Schutte and ex officio members Sharratt and Roark attended the committee meeting, along with other Trustees and University staff. Based on the committee meeting, the following recommendations and reports were presented to the full Board.

**Approval of 1991 Supplemental Operating Budget Request**

President Roark presented to the Budget Committee the following Supplemental Operating Budget requests:

<u>ITEM</u>	<u>REQUESTED FUNDING</u>
Replacement Equipment	\$ 879,184
Graduate Stipends	245,700
Rabies Testing Lab Support	<u>26,300</u>
Total	\$1,151,184

He noted that funding recommendations for salary adjustments would be addressed by the Personnel Committee, and capital construction recommendations would be considered by the Physical Plant and Equipment Committee.

Additional funding for equipment replacement is an emergency request that the University feels cannot be postponed until the 1992 legislative session. Last session the institution requested \$2,436,517 for replacement equipment, the same level of funding the legislature authorized for the 1989-90 biennium. Budget recommendations, prepared by DAFC Budget Division, allowed the University only \$1,557,333 for replacement equipment, or a reduction of \$879,184.

Without restoration of this absolute minimal equipment funding, the University of Wyoming cannot maintain the quality of teaching, research, and outreach efforts that are essential to the mission of the institution.

Adequate funding for graduate stipends continues to be critical for the institution. Recruitment and retention of graduate students, especially within the scientific and engineering disciplines, requires the appropriate mix of excellent academic facilities and programs as well as competitive student financial incentives.

As an augment to the internal funding that has been recommended by the Academic Reallocation Committee for graduate stipends, President Roark recommended that the University seek funding of \$245,700 for establishment of a summer stipend program for doctoral students. Increasingly, universities are offering annual financial aid packages to graduate assistants instead of the more traditional nine-month assistantship.

Several years ago the Wyoming State Veterinary laboratory assumed responsibility for rabies diagnostic services involving incidents of animal-human contact. This public health function should be performed by the Department of Health and Social Services, but the department's current laboratory facilities are not adequate to provide the service.

The Department of Health and Social Services has been unable to secure the facilities and funding necessary to provide this service, and as a consequence, the University has had to

subsidize this activity from within existing resources. For the 1991-92 biennium, the Department of Health and Social Services is unable to provide any funding support for this activity and the University needs supplemental funding of \$26,300 to continue the service.

Based on a recommendation from the Budget Committee, Mr. Bussart moved approval of the 1991 supplemental operating budget request in the amount of \$1,151,184, excluding salary adjustments. The motion was seconded by Mr. Mickelson, and it carried.

**Report and Recommendations for use of Private/Chartered Aircraft by University Employees and the Transportation of Passengers**

The Trustees requested that the University review its policies with regard to the use of private aircraft by University employees flying on official University business. The following amendments to Section 11.d. of University Regulation 177, which addresses University travel and travel reimbursement, have been developed:

d. When approved in advance by the President, or designee, travel by privately owned, rented, TRADE-OUT, or ~~operated~~ LOANED aircraft may be authorized, subject to the following requirements:

(Delete sections 1) and 2) and replace with a new section 1) as follows:)

1) WHEN A UNIVERSITY EMPLOYEE WISHES TO UTILIZE A PRIVATELY OWNED, RENTED, TRADE-OUT, OR LOANED AIRCRAFT FOR OFFICIAL UNIVERSITY TRAVEL (EITHER WITH OR WITHOUT PASSENGERS), THE PILOT MUST, AS A MINIMUM REQUIREMENT:

A. POSSESS A CURRENT PRIVATE PILOT LICENSE ISSUED IN ACCORDANCE WITH FEDERAL AVIATION ADMINISTRATION REGULATIONS (FAR'S), APPROPRIATE TO THE CRAFT TO

BE FLOWN, AND MUST BE IN COMPLIANCE WITH THE CURRENCY REQUIREMENTS OF SAID FAR'S WITH RESPECT TO FLIGHT TIME, BIENNIAL FLIGHT REVIEW, AND OTHER REQUIREMENTS AS APPROPRIATE TO THE RATINGS HELD;

B. HAVE LOGGED A MINIMUM OF 500 HOURS OF TOTAL FLIGHT TIME;

C. HAVE AN INSTRUMENT RATING, ISSUED IN ACCORDANCE WITH THE FAR'S, AND MUST BE CURRENT FOR FLIGHT IN INSTRUMENT CONDITIONS, AS DEFINED BY THE FAR'S;

D. FOR NIGHT OR ACTUAL INSTRUMENT CONDITIONS, HAVE LOGGED A MINIMUM OF 100 HOURS OF INSTRUMENT TIME, EITHER ACTUAL OR SIMULATED; AND

E. NOT WITHSTANDING THE REQUIREMENTS IN PARA. D, NO AUTHORIZATION WILL BE GRANTED FOR SINGLE ENGINE AIRCRAFT NIGHT OR ACTUAL INSTRUMENT CONDITIONS.

32) Whenever travel ~~by private aircraft (owned or leased)~~ is approved UNDER THIS POLICY, the employee shall verify to the approving University official that the pilot ~~in command~~ possesses a current medical certificate, ~~in addition to the pilot's ratings and certificates required under paragraphs 1) and 2) above.~~ ISSUED BY A FAA DESIGNATED MEDICAL EXAMINER AND A BIENNIAL FLIGHT REVIEW WITHIN THE PRECEDING 2 YEARS. THE PILOT WILL SHOW PROOF OF INSTRUMENT CURRENCY, AS DEFINED BY CURRENT FAR'S (SEE, FOR EXAMPLE, FAR 61.57).

43) Employees wishing to use personally owned aircraft for travel on official business must obtain liability insurance coverage in the AN amount NOT LESS THAN of \$1,000,000 per occurrence, and must include the University of Wyoming as an "Additional Insured" on such policy. A copy of an endorsement to the employee's policy reflecting the above coverage, and a certificate of insurance issued to the University shall be ~~attached to the~~ FILED WITH THE UNIVERSITY'S INSURANCE OFFICE (FISCAL OPERATIONS) AND, BY REFERENCE, INCLUDED ON ALL purchase orderS. (Note: agent binder letters are not acceptable).

54) Employees wishing to use leased, rented, borrowed, TRADE-OUT or other non-owned aircraft for official University travel must obtain liability insurance coverage as described in paragraph 43) above, must name the University as an "Additional Insured" on such policy, must obtain adequate hull damage insurance to cover any possible loss of the aircraft, and must



provide documentation of such coverage as required above.

Based on a recommendation from the Budget Committee, Mr. Bussart moved approval of the amendments to University Regulation 177, Section II.d concerning the use of aircraft as described above. The motion was seconded by Mr. Bonner, and it carried.

#### **Approval of Contracts and Grants, Gifts and Scholarships**

Based on a recommendation from the Budget Committee, it was moved by Mr. Bussart, seconded by Mr. Mickelson, and carried, that the Trustees of the University of Wyoming accept contracts and grants in the amount of \$3,813,946 for the period July 1, 1990, through August 31, 1990, and gifts and scholarships in the amount of \$154,148.15 for the period June 20, 1990, through August 20, 1990.

#### **Quarterly Report, University Investments**

A quarterly report on the status of the University investments, excluding the W. R. Coe and Charles Chacey Kuehn Estate funds, as of June 30, 1990, was provided to the Budget Committee for information only.

#### **Quarterly Report, University Endowments**

A quarterly report prepared by Mr. John Vann, Investment Adviser for the University endowment portfolio, on the status of the University endowment portfolio, excluding the W. R. Coe and

Charles Chacey Kuehn Estate funds, for the quarter ended June 30, 1990, was provided to the Budget Committee for information only.

**PERSONNEL COMMITTEE**

President Sharratt asked Chairman Gordon Mickelson for a report from the Personnel Committee. Committee members Gordon Mickelson, Peter Jorgensen, Geraldine Kirk, and David W. Updike attended the committee meeting, along with other Trustees and University staff. Based on the committee meeting of September 21, 1990, the following report and recommendations were presented to the full board.

During the committee meeting held earlier in the day, Vice President for Finance Dan Baccari explained the proposed salary request. He said that the \$6.3 million request included \$4,000,000 for faculty, \$1,400,000 for staff, and \$875,000 for employee-paid benefits. This would translate to a 9.77 percent raise for faculty and 5.22 percent (composite) for staff.

Trustee Hammons said that UW should be raising money from other sources in order to compete with other institutions that have large endowments. Trustee Miracle questioned whether faculty salaries were the University's first priority.

Trustee Schutte asked that in the future all budget items be presented to Trustees under the Budget Committee.

It was moved by Trustee Mickelson and seconded by Trustee Bussart that items one through 11 of the Trustee report, which included appointments, adjunct appointments, adjunct



reappointments, administrative appointments, administrative reappointments, reappointments, changes in assignment, leaves of absence without pay, sabbatical leave, changes in sabbatical leave, and salary request for FY 1992, be approved. Dr. Miracle made a motion to strike the last paragraph of the salary request until after reallocation decisions were made in December. It appeared to him that the University was not in a position to determine what its contribution to the requested salary increase would be. The motion was seconded by Trustee Bussart for discussion purposes. On a show of hands, the motion was defeated with four Trustees voting in favor and seven voting against the motion. Trustee Hammons asked for an amendment to the original motion, requesting that the vote on the salary request for FY 1992 be separate.

Trustee Mickelson moved that the first 10 items be approved. Trustee Bussart seconded the motion, and it carried.

Chairman Mickelson moved that item 11 (salary request for FY 1992) be approved. Mr. Bussart seconded the motion. Dr. Miracle again moved to strike the last paragraph, but received no second to the motion. The motion to approve the salary request as presented in the Trustee Report carried, with members Bussart, Hammons, and Miracle voting against the motion.

By their votes, Trustees approved the following items as indicated:

**Appointments**

**COLLEGE OF AGRICULTURE**

- a. **Kenneth S. Broughton** as Assistant Professor of Home Economics, effective August 27, 1990 at an annual (9-month) salary rate of \$38,004. This is a tenure track appointment.
- b. **Rhoda M. Schantz** as Assistant Professor of Home Economics, effective August 1, 1990 at an annual (11-month) salary rate of \$32,508. This is a tenure track appointment.

**COLLEGE OF ARTS AND SCIENCES**

- c. **Tyler G. Anbinder** as Assistant Professor of History, effective August 27, 1990 at an annual (9-month) salary rate of \$29,508. This is a tenure track appointment.
- d. **Richard Anderson-Sprecher** as Assistant Professor of Statistics, effective August 27, 1990 at an annual (9-month) salary rate of \$37,500. This is a tenure track appointment.
- e. **Stephen L. Barnhart** as Assistant Professor of Music, effective August 27, 1990 at an annual (9-month) salary rate of \$27,000. This is a tenure track appointment.

f. Peggy Bieber-Roberts as Assistant Professor of Communication and Mass Media, effective August 27, 1990 at an annual (9-month) salary rate of \$28,008. This is a tenure track appointment.

g. Ronald W. Canterna as Associate Professor of Physics and Astronomy, effective August 27, 1990 at an annual (9-month) salary rate of \$40,008. This is a tenure track appointment.

h. Colleen J. Denney as Assistant Professor of Art, effective August 27, 1990 at an annual (9-month) salary rate of \$27,504. This is a tenure track appointment.

i. Kent G. Drummond as Assistant Professor of Communication and Mass Media, effective August 27, 1990 at an annual (9-month) salary rate of \$28,008. This is a tenure track appointment.

j. Burke D. Grandjean as Professor of Statistics and Sociology, with tenure, effective August 27, 1990 at an annual (9-month) salary rate of \$50,004.

k. Katherine R. Guerin as Assistant Professor of Art, effective August 27, 1990 at an annual (9-month) salary rate of \$35,004. This is a tenure track appointment.

l. Masahide Honda as Visiting Professor of Modern and Classical Languages, effective August 27, 1990 at an annual (9-month) salary rate of \$35,400. This is a non-tenure track appointment.

- m. Richard B. Pace as Assistant Professor of Anthropology, effective August 27, 1990 at an annual (9-month) salary rate of \$30,000. This is a tenure track appointment.
- n. David B. Resnik as Assistant Professor of Philosophy, effective August 27, 1990 at an annual (9-month) salary rate of \$30,000. This is a tenure track appointment.
- o. Philip J. Roberts as Assistant Professor of History, effective August 27, 1990 at an annual (9-month) salary rate of \$29,208. This is a tenure track appointment.
- p. Jonathon R. Schiffer as Associate Professor of Political Science, effective August 27, 1990 at an annual (9-month) salary rate of \$37,008. This is a tenure track appointment.
- q. B. Patrick Sullivan as Associate Professor of Chemistry, effective August 27, 1990 at an annual (9-month) salary rate of \$45,000. This is a tenure track appointment.

COLLEGE OF COMMERCE AND INDUSTRY

- r. Paul L. Gronewoller as Assistant Professor of Business Administration, effective August 27, 1990 at an annual (9-month) salary rate of \$55,008. This is a tenure track appointment.
- s. Grant L. Lindstrom as Assistant Professor of

an annual (9-month) salary rate of \$48,000. This is a tenure track appointment.

t. Margaret A. Lucero as Instructor of Business Administration, effective August 27, 1990 at an annual (9-month) salary rate of \$43,500. This is a tenure track appointment. Upon completion of the requirements for the Ph.D. (anticipated December 1990) the rank will be that of Assistant Professor.

u. Lih-Jau Wang as Assistant Professor of Economics, effective August 27, 1990 at an annual (9-month) salary rate of \$41,004. This is a tenure track appointment.

#### COLLEGE OF EDUCATION

v. William G. Berube as Assistant Professor of Leadership, Educational Studies, and Human Development effective August 27, 1990 at an annual (9-month) salary rate of \$34,008. This is a tenure track appointment.

#### COLLEGE OF ENGINEERING

w. Bashar S. AbdulNour as Assistant Professor of Mechanical Engineering, effective August 27, 1990 at an annual (9-month) salary rate of \$42,300. This is a tenure track appointment.

x. Khaled Ksaibati as Assistant Professor of Civil Engineering, effective August 27, 1990 at an annual (9-month) salary rate of \$43,008. This is a tenure track

month) salary rate of \$43,008. This is a tenure track appointment.

y. Thomas G. Michel as Instructor of Agricultural Engineering, effective August 27, 1990 at an annual (9-month) salary rate of \$32,400. This is a non-tenure track appointment.

COLLEGE OF HEALTH SCIENCES

z. Anita C. All as a Supply Instructor of Nursing, effective August 27, 1990 at an annual (9-month) salary rate of \$29,508. This is a non-tenure track appointment.

aa. Mark T. Byra as Assistant Professor of Physical and Health Education, effective August 27, 1990 at an annual (9-month) salary rate of \$ 29,652. This is a tenure track appointment.

bb. Somesh Choudhury as Assistant Professor of Pharmacy, effective August 27, 1990 at an annual (9-month) salary rate of \$35,004. This is a tenure track appointment.

cc. Stephen C. Coulon as Assistant Professor of Physical and Health Education, effective August 27, 1990 at an annual (9-month) salary rate of \$30,000. This is a tenure track appointment.

dd. Larry L. Fahlberg as Assistant Professor of Physical and Health Education, effective August 27, 1990 at an annual (9-month) salary rate of \$29,004.

ee. Bette A. Ide as Assistant Professor of Nursing, effective August 27, 1990 at an annual (9-month) salary rate of \$36,120. This is a tenure track appointment.

ff. Helen Southwood as Assistant Professor of Speech Pathology and Audiology, effective August 27, 1990 at an annual (9-month) salary rate of \$28,800. This is a tenure track appointment.

gg. Deborah F. Wilson as Supply Instructor of Nursing, effective August 27, 1990 at an annual (9-month) salary rate of \$28,008. This is a non-tenure track appointment.

hh. Carolyn Eide as Assistant Women's Volleyball Coach and Lecturer, effective August 1, 1990 at an annual (9-month) salary of \$16,008. This is a non-tenure track appointment.

ii. Bjorn Olav Norbye as Assistant Ski Coach and Lecturer, effective August 1, 1990 at an annual (9-month) salary of \$17,544. This is a non-tenure track appointment.

### Adjunct Appointments

#### COLLEGE OF ARTS AND SCIENCES

a. Julie Francis as Adjunct Assistant Professor of Anthropology for the period July 1, 1990 through June 30, 1993.

b. Eric E. Ingbar as Adjunct Instructor of

Anthropology for the period July 1, 1990 through June 30, 1992.

c. Marcel Kornfeld as Adjunct Instructor of Anthropology for the period July 1, 1990 through June 30, 1992.

d. Mary Lou Larson as Adjunct Instructor of Anthropology for the period July 1, 1990 through June 30, 1992.

e. Mark E. Miller as Adjunct Assistant Professor for the period July 1, 1990 through June 30, 1993.

f. Danny N. Walker as Adjunct Assistant Professor of Anthropology for the period July 1, 1990 through June 30, 1993.

Adjunct Reappointments

COLLEGE OF AGRICULTURE

a. James O. Mecham as Adjunct Professor of Molecular Biology for the period July 1, 1990 through June 30, 1993.

COLLEGE OF COMMERCE AND INDUSTRY

b. J. Brooks Mitchell as Adjunct Assistant Professor of Business Administration for the 1990-91 academic year at an annual (9-month) salary rate of \$38,004.

COLLEGE OF ENGINEERING

c. Milton J. Trlica, Jr. as Adjunct Professor of Agricultural Engineering for the period September 1,



1990 through August 31, 1992.

COLLEGE OF HEALTH SCIENCES

d. Gary N. Meling as Adjunct Assistant Professor of Dental Hygiene for the period July 1, 1990 through June 30, 1991.

e. Janine L. Sasse-Englert as Adjunct Assistant Professor of Dental Hygiene for the period July 1, 1990 through June 30, 1991.

f. Michelle M. Singley as Adjunct Assistant Professor of Dental Hygiene for the period October 22, 1990 through June 30, 1991.

Administrative Appointments

COLLEGE OF AGRICULTURE

a. Donna B. Downer as Head of the Department of Home Economics and Temporary Professor of Home Economics for the period August 20, 1990 through June 30, 1991. The annual (11-month) salary rate is \$65,004.

b. Robert D. Heil as Dean of the College of Agriculture and Director of the Agricultural Experiment Station, effective July 1, 1990 while the College of Agriculture undergoes restructuring this fall. The annual (11-month) salary rate is \$86,028.

COLLEGE OF ARTS AND SCIENCES

c. Michael J. Horan as Head of the Department of Political Science and Professor of Political Science

for a three-year period, effective August 27, 1990 at an annual (11-month) salary rate of \$45,096.

d. David A. Jaeger as Acting Head of the Department of Chemistry and Professor of Chemistry, effective July 1, 1990 at an annual (11-month) salary rate of \$58,596, while Derek Hodgson serves as Vice President for Research.

e. Frank E. Millar as Head of the Department of Communication and Mass Media and Professor of Communication and Mass Media for a three-year period, effective July 17, 1990 at an annual (11-month) salary rate of \$41,232.

f. Richard G. Reider as Acting Chair of the Department of Geography and Recreation and Professor of Geography and Recreation for a one-year period, effective August 27, 1990 at an annual (11-month) salary rate of \$44,436.

g. Patricia A. Taylor as Director of Women's Studies and Professor of Women's Studies with tenure, effective August 27, 1990 at an annual (9-month) salary rate of \$50,004.

#### COLLEGE OF HEALTH SCIENCES

h. Marcia L. Dale as Acting Associate Dean for the School of Nursing and Professor of Nursing for a one-year period,, effective July 1, 1990 at an annual (11-month) salary rate of \$60,156.



Extension Service and Associate Director of the Agricultural Experiment Station and Associate Dean of the College of Agriculture, effective July 1, 1990.

OFFICE OF RESEARCH

b. Roger Wilmot, Assistant Vice President for Research, be reassigned as Associate Vice President for Research, effective July 1, 1990.

Leaves of Absence Without Pay

COLLEGE OF ARTS AND SCIENCES

a. Gordon Childs, Professor of Music, for the 1993 spring semester, to be a Visiting Professor at Sun Yat-Sen University in Taiwan.

b. David Duvall, Associate Professor of Zoology and Physiology, for the 1990-91 academic year, to allow his wife to explore career opportunities not offered at the University of Wyoming or in the Laramie area.

c. Richard Fleck, Professor of English, for the period September 1, 1990 through August 31, 1991 for personal reasons.

d. Ramarao Inguva, Professor of Physics and Astronomy, for the 1990-91 academic year to continue a research project at Redstone Arsenal in Huntsville, Alabama.

COLLEGE OF EDUCATION

e. Lowell Barr, Associate Professor of Lifelong

Learning and Instruction for the 1990-91 academic year, to teach courses in business education at Southwest Minnesota State University.

f. Mary Gatzke, Assistant Professor of Lifelong Learning and Instruction for the 1990-91 academic year for personal reasons.

### Sabbatical Leave

a. Dr. Patricia Tate-Canterna, Associate Professor of Theatre and Dance, for the 1990-91 academic year. Dr. Tate-Canterna, a member of the faculty since 1981, has had no previous sabbatical leaves.

### Changes in Sabbatical Leave

#### COLLEGE OF ARTS AND SCIENCES

a. At the December 8-9, 1989 meeting of the Trustees, Fred Gersten, Professor of Music, was granted a sabbatical leave for the 1990 fall semester. Professor Gersten's request that this sabbatical leave be changed to the 1991 fall semester was approved.

b. At the December 8-9, 1989 meeting of the Trustees, Paul Heller, Associate Professor of Geology and Geophysics, was granted a sabbatical leave for the 1990-91 academic year. Professor Heller's request that this sabbatical leave be changed to the 1990 fall semester was approved.

COLLEGE OF ENGINEERING

c. At the December 8-9, 1989 meeting of the Trustees, Sadrul Ula, Associate Professor of Electrical Engineering, was granted a sabbatical leave for the 1990-91 academic year. Professor Ula's request that this sabbatical leave be changed to the 1990 fall semester was approved.

Salary Request, FY 1992

Competitive salaries for both faculty and staff continue to head the University's list of critical needs. The average salary for the University's faculty has been in a steady state of competitive decline since FY 1984, and now ranks in the bottom quintile for all public, doctoral-level institutions. The competitive level of UW staff salaries also has declined steadily, particularly with respect to those individuals in professional categories that typically are recruited on a regional basis.

While joint actions of the Trustees, Governor, and Legislature were intended to at least partially resolve the situation in FY 1991, the University's competitive salary position was only marginally improved. Continuing attention must be given to achieving equity and addressing merit and market considerations.

Based on the annual survey of faculty salaries made by the

American Association of University Professors (AAUP), University of Wyoming faculty salaries averaged 4.83 percent above the national average in 1984; but by FY 1990, University faculty salaries had fallen 13.82 percent below the national level.

The severe erosion of faculty salaries is further documented by UW's continuing decline among its three comparator groups, which include 14 NCHEMS, 20 land-grant, and 14 western universities.

Last year the University developed a five-year plan to systematically restore faculty salaries to the 50th percentile for institutions in the AAUP public, doctoral grouping. The five-year plan, which assumed an annual national market movement rate of 5.9 percent, required level annual increases of 8.45 percent through FY 1995. The plan was adopted by University of Wyoming Trustees in August, 1989.

The Governor and 1990 Wyoming Legislature were sympathetic to the University's plight, but were able to appropriate only 6.5 percent for the first leg of the five-year faculty plan. This was 1.95 percent short of the 8.45 percent first-year objective.

It is essential the five-year plan be adjusted in the 1991 legislative session to remain on track. To meet the goal of reaching the mid-point among AAUP institutions, faculty salary adjustments of 9.77 percent will be required in each of the next four years.

It is equally imperative that salaries for the University's general staff and professionals regain lost ground to the point

of being competitive in local, regional, and national employment pools. Otherwise, the University will have increasing difficulty recruiting and retaining qualified personnel.

The University has collected and evaluated salary data for these employee groups. The analyses were based on data prepared by the College and University Personnel Association (CUPA), the National Association of State Universities and Land Grant Colleges (NASULGC), and State of Wyoming salary survey data.

As is the case with faculty, staff salaries, on a comparative basis, have declined sharply during the past seven years. The various surveys provide a sound baseline for addressing salary inequities within the UW staff.

It was recommended that the Personnel Committee recommend to the Trustees of the University of Wyoming a supplemental budget request of \$ 6,302,348, including employer paid benefits, to keep the five-year faculty salary plan on schedule, and to provide staff increases and address special staff merit and market considerations.

It was further recommended that the University commit own-source revenues as a partial offset to the state funds requested for salary increases. The UW funds will be obtained over the next three years through reallocations and/or revenue enhancements. The amount of own-source revenues to be committed to FY 1992 salary enhancements will be known following reallocation decisions made by University of Wyoming Trustees in December.



### Part-Time Appointments

As a matter of information only, Trustees acknowledged part-time appointments.

### Resignations

The following resignations were acknowledged by Trustees:

- a. Allison b. Collins, Assistant Professor of Accounting  
May 19, 1990.
- b. Richard F. Deckro, Associate Professor of Business  
Administration, September 4, 1990.
- c. Gary Grasdalen, Professor of Physics and Astronomy,  
December 22, 1990.
- d. G. Thomas Mase, Assistant Professor of Mechanical  
Engineering, August 6, 1990.
- e. Matthew Sharps, Assistant Professor of Psychology,  
May 19, 1990.
- f. Gregory S. Sojka, Dean of the UW/CC Center and Associate  
Professor of American Studies, September 26, 1990.
- g. Michael M. Stephens, Professor of Chemical Engineering,  
September 1, 1990.
- h. Thomas A. Wright, Assistant Professor of Business  
Administration, August 26, 1990.
- i. Philip Catalfomo, Dean of the College of Health Sciences  
and Professor of Pharmacy, September 3, 1991.

Five faculty members left the University to accept positions at other academic institutions. The five left for better opportunities, and four received known salary increases. Two faculty members accepted positions in the private sector one receiving a 50% salary increase, and the other increase is unknown. Two faculty members did not accept a subsequent position.

### Staff Resignations

Staff resignations were reported to the Trustees for their information.

### **PHYSICAL PLANT AND EQUIPMENT COMMITTEE**

President Sharratt called on Chairman Jorgensen for a report from the Physical Plant and Equipment Committee meeting held earlier in the day. Committee members Jorgensen, Kirk, Mickelson and Updike and ex-officio members Sharratt and Roark attended the committee meeting, along with other Trustees and University staff. Based on the committee meeting, the following recommendations and reports were presented to the full Board.

### Removal of House on Bradley Street

The residence and attached garage, constructed in 1945, is located on Lot 8, Block 3, University Place Addition, City of Laramie, Albany County, Wyoming. It was purchased by the University of Wyoming in July of 1969 for projected future

expansion of the campus in connection with the 1966 University Master Plan. Being of low priority for maintenance, the house and garage have become victims of deferred maintenance. The cost to restore the facility to a usable condition exceeds the benefits that could be derived from its future use.

Based on a recommendation from the Physical Plant and Equipment Committee Mr. Jorgensen moved that the house and garage located at 1312 Bradley be demolished and removed with the land retained for future expansion of campus facilities, with consideration given to making the house available to someone for moving it off the site. The motion was seconded by Mrs. Kirk, and it carried.

**Rights-of-Way on 22nd Street, Harney Street, and Armory Road**

At the March 25, 1988, meeting, the Trustees granted to the City of Laramie a 100 foot right-of-way for the Harney Street extension and an 80 foot right-of-way for the 22nd Street extension, for one dollar, with the following conditions:

- a. The final right-of-way alignments through campus are subject to the acceptance of the Facilities Planning Office;
- b. Armory Road with appurtenant curb and gutter shall be realigned and overlaid as part of the costs to the City of Laramie for the Harney Street and 22nd Street extensions; and
- c. The Harney and 22nd Street extensions shall be

constructed and maintained at the expense of the City of Laramie.

That portion of 22nd Street between Willet Drive and Grand Avenue has a right-of-way of 66 feet. That portion of 22nd Street south of Grand has a right-of-way of 80 feet. The City of Laramie would prefer to maintain a consistent right-of-way through the entire length of 22nd Street. The wider right-of-way would encroach upon the front yards of the student apartment complex and the parking lot east of the stadium, but would have no effect on the present apartment facilities.

Planned construction includes the widening of 22nd Street, which will be accomplished to the west of the present centerline, permitting the eastern curb line to remain in its present location relative to the student apartments, and the realignment of the street with the existing section south of Grand Avenue and the new section north of Willet Drive.

The realignment of Armory Road allows for a 90 degree intersection at 22nd Street. In December of 1960, the City of Laramie gave the University the Armory Road right-of-way for that section of the street north of the track, baseball diamond, and tennis courts.

Since this road will be reconfigured and is used by the public as much as the University, the City of Laramie is requesting a 60-foot right-of-way for realignment of Armory Road, plus the return of the right-of-way it gave to the University in 1960. Return of the right-of-way will relieve the University's

responsibility for maintenance of the road.

Based on a recommendation from the Physical Plant and Equipment Committee, Mr. Jorgensen moved to grant to the City of Laramie 1) an 80-foot right-of-way for 22nd Street from Willet Drive to Grand Avenue, provided that expansion of the current street will be to the west of the existing centerline, and 2) a 60-foot right-of-way for the entire length of Armory Road, as realigned. Said rights-of-way are subject to the following provisions: a) that the City of Laramie will assume responsibility for maintenance of the road, b) the widening of the right-of-way on 22nd Street will not affect present zoning or setbacks, and c) said rights-of-way are subject to conditions (a) through (c) referred to above. The motion was seconded by Mr. Bussart, and it carried.

**Power Company Easement, Afton Research Center**

The construction of new and upgraded facilities at the Afton Research and Extension Center requires a new electrical service. Consequently, an easement for the purpose of installing and maintaining electrical service to the facilities has been requested by Lower Valley Power and Light.

Based on a recommendation from the Physical Plant and Equipment Committee, Mr. Jorgensen moved to grant an easement to Lower Valley Power and Light for the purpose of installing and maintaining electrical service to the Afton Research and Extension Center. The motion was seconded by Mrs. Kirk, and it

carried.

**Forest Service Request for Access to University Property**

The University received a request on August 22, 1990, from the U.S. Forest Service to physically inspect, for pine beetle infestation, the timber areas located on the N1/2 NE1/4, SW1/4 NE1/4, NW1/4 SE1/4, and SW1/4 of Section 10, Township 26N, Range 71W of Albany County. These lands, which are located in the Laramie Peak area, are University property received by gift from William C. Rogers.

Infestation has been confirmed in Section 16, and, therefore, due to the proximity of Sections 10 and 16 (they have one common corner - NE of 16 and SW of 10) the Forest Service suspects the infestation has spread to our property.

The Forest Service is asking permission to enter the University's property, physically inspect, at their expense, and provide a written report that will either clear the UW property or outline the remedial measures that will be required of the University as a private land owner. The University will not know what measures will have to be taken or the financial implications until after the physical inspection and report has been completed and delivered.

Based on a recommendation from the Physical Plant and Equipment Committee, Mr. Jorgensen moved that the U.S. Forest Service be granted the right of access for the purpose of determining pine beetle infestation, if any, on the University's



Laramie Peak property. The motion was seconded by Mr. Mickelson, and it carried.

**Capital Construction Budget Request**

President Roark presented the University's Capital Construction request for FY 1992 to the Physical Plant and Equipment Committee for consideration and approval. The following capital outlay projects were recommended, in priority order for inclusion in the University's capital construction for FY 1992:

<u>CAPITAL PROJECT</u>	<u>FUNDING REQUIRED</u>	<u>APPROPRIATION REQUESTED</u>
Deferred Maintenance	27,000,000	4,900,000
Regulated Materials		
Management Center	*	*
Omnibus Projects:		
Elevator-Education Building	167,000	167,000
Knight Hall-Student Services	347,700	347,700
Access - McWhinnie Hall	88,900	88,900
C & I Classroom Building East	11,294,200	11,294,200
Outreach Center - WWC,		
Rock Springs	137,200	137,200
Reclamation Research Center	17,905,500	*1
Law Library	1,700,000	*2
Teaching Arena	2,000,000	*3
TOTAL	60,640,500	16,935,000

\* The 1990 legislative request for this project was \$1.9 million. Preliminary design efforts indicate that the \$1.0 million appropriated for the project will not be adequate. Final funding estimates will be provided during the Legislative Session when the design has progressed to the point that reliable figures can be provided.

\*1 The 1990 Legislature appropriated Abandoned Mine Land (AML) funds for this facility. The availability of AML funds for this project remains unclear, and therefore the project remains on the capital construction list.

\*2 The 1990 Legislature appropriated \$1.7 million with a requirement that \$850,000 be matched through private funding. The Law College is currently pursuing the private funding for this project.

\*3 The 1989 Legislature appropriated \$500,000 to be matched by \$1,500,000 through private funding by the University. The College of Agriculture is currently pursuing the private funding for this project.

Based on a recommendation from the Physical Plant and Equipment Committee, Mr. Jorgensen moved approval of the University's supplemental budget request for capital construction in the amount of \$16,935,000 for the seven items identified above, with the provision this request will be amended at a later date to include the additional amount necessary to complete the Regulated Materials Management Center, and with the understanding that the format used to present the request to the legislature will identify those items of deferred maintenance that are of a safety threatening or code requirement nature. Mr. Mickelson seconded the motion, and it carried.

#### Progress Report and Change Orders

As a matter of information, the progress reports and change orders on current construction projects were provided to the Physical Plant and Equipment Committee. In response to an inquiry, Vice President Baccari stated that the material being used on the Arena/Auditorium roof is copper.

#### **W. R. COE/CHARLES CHACEY KUEHN ESTATE COMMITTEE**

President Sharratt called on Chairman Brown for a report from the W. R. Coe/Charles Chacey Kuehn Estate Committee meeting held earlier in the day. Committee members Brown, Bonner and Jorgensen and ex-officio members Sharratt and Roark attended the



committee meeting, along with other Trustees and University staff. Based on the committee meeting, the following report was presented to the full Board.

**Quarterly Report, W.R. Coe School, W.R. Coe Estate, and Charles Chacey Kuehn Estate Funds**

The quarterly investment report for the quarter ending June 30, 1990, provided by John A. Vann, Investment Adviser to the Coe/Kuehn Committee, was presented to the Committee as an item of information.

**COMMITTEE OF THE WHOLE**

On July 14, 1990, Trustees were advised of a motion to amend the Bylaws of the Trustees of the University of Wyoming, Article VII., Section 7-9, said motion to propose the following actions:

(1) That Article VII., Section 7-9 of the Bylaws of the Trustees of the University of Wyoming be amended by deleting

**Section 7-9 CENTENNIAL COMMITTEE**

The Centennial Committee shall consist of five members of the Trustees who shall be appointed by the President of the Trustees at the annual meeting. The Committee shall plan the Trustee Symposium and receive reports from such ad hoc subcommittees as may be appointed from time to time by the Board of Trustees.

and adding in lieu thereof

**Section 7-9 COMMUNITY COLLEGE RELATIONS COMMITTEE**

The Community College Relations Committee shall consist of not less than three members of the Trustees who shall be appointed by the President of the Trustees at the annual meeting. The Committee shall maintain communications with the community colleges and with the Wyoming Community College Commission.

The affirmative vote of two-thirds of all the members of the Trustees was required for adoption of these amendments. Trustees voted to approve the amendment changing the Bylaws, Article VII, Section 7-9 as proposed.

**Academic Reallocation Committee and Non-Academic Reallocation Committee Reports**

President Roark advised the Committee of the Whole that he and Provost Karnig would be meeting with the Academic Planning Committee, Faculty Senate, ASUW, Staff Council and Dean's Council to discuss reallocation. The President's Office has been receiving letters regarding reallocation. President Roark encouraged people to continue sending letters and comments. The NARC Committee report is finishing their report and expect to mail it to Trustees the week of September 24, 1990. Trustee Hammons suggested that the Trustees write to members of the committees thanking them for their efforts.

Provost Karnig said that the faculty teaching hours report should be available at the October Trustees' meeting.

A proposal to amend the Bylaws of the Trustees of the University of Wyoming: Article VII., Section 7-2, will be brought before Trustees at their October meeting. The proposal is included as Enclosure 3, pink.

**NEW BUSINESS**

Trustee Dray commented on the new viewbook, saying that it was especially attractive and well done.

Staff Council Chairperson Kirk Brown thanked President Roark, Provost Karnig, Vice President for Finance Dan Baccari, Vern Shelton, and Trustees for the opportunity to meet with them that morning. He asked that Trustees consider changing the days staff are required to be on campus to be more in line with the academic calendar.

**ADJOURNMENT AND ANNOUNCEMENT OF NEXT MEETING**

There being no further business to come before the Trustees, the meeting was adjourned at 3:10 p.m. The next meeting will be held October 12, 1990, with committee meetings scheduled in the morning and the business session that afternoon.

Respectfully Submitted,



Donna J. Mecham  
Deputy Secretary

Minutes of Meeting of Trustees' Executive Committee  
18 May 1990

Present: President Sharratt, Schutte, Updike, Dray, Bussart, Roark

President Roark requested Trustee approval to purchase property located at 1203 Lewis Street at a price of \$38,000 plus closing costs. The property is immediately north of the campus, across the street from the College of Agriculture. Acquisition of this property will continue a previously approved Trustee plan to expand the campus to the north whenever possible and appropriate. Following a motion to accept the President's recommendation by Trustee Sharratt, seconded by Trustee Bussart, the Executive Committee voted in the affirmative to permit the purchase of said property.

There being no further business before the Committee, it adjourned.

1991

1992

AUGUST

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JANUARY

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SEPTEMBER

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NOVEMBER

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FALL SEMESTER 1991

- New Faculty Reporting Date Aug. 26
- New Faculty Orientation Aug. 27
- Returning Faculty Reporting Date Aug. 28
- Early Bird Fee Payment for Pre-Registered Students Aug 30
- Labor Day Sept. 2
- Advising/Registration Sept. 3
- Classes Begin Sept. 4
- Homecoming Oct. 12
- Mid Semester Oct. 18
- Advising Week Nov. 4-8
- Classes Held
- Thanksgiving Break Nov. 27-Dec. 1
- Study Day Dec. 14
- Finals Week Dec. 16-21

SPRING SEMESTER 1992

- Early Bird Fee Payment for Pre-Registered Students Jan. 10
- Advising/Registration Jan. 13
- Classes Begin Jan. 14
- MLK/Equality Day Jan. 20
- Mid Semester Mar. 6
- Spring Break Mar 7-15
- Advising Week Mar. 30-Apr. 3
- Classes Held
- Easter Break Apr. 17-20
- Study Day May 1
- Finals Week May 2/4-8
- Commencement May 9

TOTAL DAYS: 70 (Blocked classes

1st half: 33  
2nd half: 37)

TOTAL DAYS FOR YEAR--140

M=14;Tu=14;W=14;Th=14;F=14

TOTAL DAYS: 70 (Blocked classes

1st half: 38  
2nd half: 32

M=12;Tu=15;W=15;Th=15;F=13



ACADEMIC CALENDAR

1992

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DECEMBER

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FALL SEMESTER 1992

New Faculty Reporting Date Aug. 24  
 New Faculty Orientation Aug. 25  
 Returning Faculty Reporting Date Aug. 26  
 Early Bird Fee Payment for Pre-Registered Students Aug. 28  
 Advising/Registration Aug. 31  
 Classes Begin Sept. 1  
 Labor Day Sept. 7  
 Homecoming Oct. 10  
 Mid Semester Oct. 16  
 Advising Week Nov. 2-6  
 Classes Held  
 Thanksgiving Break Nov. 25-29  
 Study Day Dec. 12  
 Finals Week Dec. 14-19

TOTAL DAYS: 70 (Blocked classes

1st half: 33  
 2nd half: 37)

M=13; Tu=15; W=14; Th=14; F=14

1993

JANUARY

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SPRING SEMESTER 1993

Early Bird Fee Payment for Pre-Registered Students Jan. 8  
 Advising/Registration Jan. 11  
 Classes Begin Jan. 12  
 MLK/Equality Day Jan. 18  
 Mid Semester Mar. 5  
 Spring Break Mar. 8-12  
 Advising Week Mar. 29-Apr. 2  
 Classes Held  
 Easter Break Apr. 9-12  
 Study Day April 30  
 Finals Week May 1/3-7  
 Commencement May 8

TOTAL DAYS: 70 (Blocked classes  
 1st half: 38  
 2nd half: 32)

M=12; Tu=15; W=15; Th=15; F=13

TOTAL DAYS FOR YEAR--140



Vice President for Finance  
Deputy Treasurer, Board of Trustees  
P.O. Box 3314  
Laramie, Wyoming 82071-3314  
(307) 766-3306

September 20, 1990

TO: Members of the W. R. Coe/Charles Chacey Kuehn  
Estate Committee:  
F. Richard Brown, Chair  
Dave Bonner  
Peter Jorgensen

FROM: Daniel L. Baccari, Vice President <sup>Dan</sup> for Finance

RE: Bylaw Amendments

I have attached for your consideration proposed amendments to Article VII, Section 7-2 of the Trustee Bylaws, W. R. Coe Trust Fund/Charles Chacey Kuehn Estate Committee. The purpose of the amendments is to consolidate Trustee oversight for the management of all University investments, and to rename the Committee to reflect its broader charge.

Assuming the proposed changes meet with the approval of the Committee, the bylaw amendments will be presented to the Trustees at their October meeting for action. If you should have any questions or require further information regarding the amendments, please give me a call.

DLB:bl

cc: Trustees

Trustee Bylaws

Section 7-2. ~~W.R. COE TRUST FUND/CHARLES CHACEY KUEHN ESTATE~~  
INVESTMENT COMMITTEE

The ~~W. R. Coe Trust Fund/Charles Chacey Kuehn Estate~~ INVESTMENT Committee shall consist of not less than three members of the Trustees experienced in business and financial affairs and the management of investments who shall be elected by the Trustees for a term of one year at the annual meeting of the Trustees. The Committee shall ~~manage the William Robertson Coe Memorial Funds and the Charles Chacey Kuehn Estate Funds,~~ OVERSEE THE MANAGEMENT OF INVESTED UNIVERSITY FUNDS, INCLUDING UNIVERSITY ENDOWMENT FUNDS AND UNIVERSITY OPERATING FUNDS, subject to the following conditions:

- a. The President of the University shall be the administrative officer of the ~~William Robertson Coe Memorial Funds and the Charles Chacey Kuehn Estate Funds~~ INVESTED UNIVERSITY FUNDS, and may assign to a designee such duties as may be described in a written delegation of authority. ~~The income produced from the management of said funds shall be disbursed under his direction upon approval of the Committee.~~
- b. The day-to-day operations of said administrative officer, including reports of any purchase or sale of securities carried out by the administrative officer or designee, shall be submitted to the Committee for consideration, and further, from time to time, the overall management of ~~the William Robertson Coe Memorial Funds and the Charles Chacey Kuehn Estate Funds~~ INVESTED UNIVERSITY FUNDS may be ratified by the Trustees at their regular meeting upon submission by the Committee.
- c. The Committee may employ the services of an investment adviser, AND/OR MANAGER(S), and may give due consideration to such advice.
- d. The Committee shall place the securities of said Funds in custody of a ~~proper bank and the~~ custodian bank OR OTHER FULLY INSURED CUSTODIAL INSTITUTION, WHICH shall have the right and privilege of holding the securities in a street name or in a name of such nominee as it may choose.
- e. Each year the President of the University shall ~~prepare and submit a budget for expenditure of the said~~ RECOMMENDATIONS FOR ALLOCATIONS TO PROGRAMS FROM INCOME PRODUCED FROM THE MANAGEMENT OF ENDOWMENT FUNDS to the Committee for approval and submission to the Trustees for adoption.