

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

May 10, 1991

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

THE UNIVERSITY OF WYOMING

Minutes of the Trustees

May 10, 1991

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THE UNIVERSITY OF WYOMING

Minutes of the Trustees
May 10, 1991

The annual meeting of the Trustees of the University of Wyoming was held on May 10, 1991 in the Board Room of Old Main. The meeting was called to order by President Sharratt at 1:35 p.m. Trustees held committee meetings both on Thursday, May 9 and during the morning of Friday, May 10, 1991. They also held executive sessions to discuss litigation and personnel matters on both days.

ROLL CALL

The following Trustees

attended the annual meeting:

Bryan E. Sharratt, President; John D. (Dave) Bonner, F. Richard Brown, Deborah Healy Hammons, Harry L. Harris, Peter M. Jorgensen, Jeri Kirk, Walter G. (Jerry) Saunders, Mike Schutte, and David W. Updike. Ex-officio members Terry P. Roark, Diana Ohman and Travis Gentry were also in attendance. Trustee Perry Dray attended the committee meetings of May 9 and 10, but he, Daniel Kinnaman and ex-officio member Mike Sullivan were unable to attend the annual meeting.

THANKS TO
DAVID MILLER

Upon a motion by Trustee

Jorgensen, seconded by Trustee

Harris, and carried, Trustee Sharratt presented the following resolution and a Copper Bowl wristwatch to David Miller:

WITH PROFOUND THANKS
TO
DAVID MILLER

For two years, David Miller has given exceptional leadership as president of the Associated Students, University of Wyoming, and as an ex-officio UW Trustee. In both capacities, he has been an ardent advocate of academic excellence and an articulate spokesman for student interests.

While advancing the educational mission of the University of Wyoming, David Miller has distinguished himself through his dedication to his fellow students and his commitment to the welfare of his alma mater.

THEREFORE, in appreciation for services rendered, Trustees of the University of Wyoming join in commending David Miller as he ends his term as an ex-officio Trustee and in extending thanks to him for a job well done.

APPROVAL OF MINUTES

It was moved by Trustee

Jorgensen, seconded by Trustee

Harris and carried that the minutes of the April 6, 1991 meeting be approved.

RATIFICATION OF EXECUTIVE
COMMITTEE ACTION OF
APRIL 10, 1991

President Sharratt reported
on the conference telephone
meeting of the Executive

Committee of the Trustees which was held April 10, 1991. The purpose of the call was to consider the selection of auditors for bond funds, federal contracts and grants, and Intercollegiate Athletics, which was delegated to the Executive Committee at the April 6, 1991 Trustee meeting. Vice President Baccari also reported that he has been unable to finalize the contract with the architect who is designing the Regulated Materials Management

Center because the architect has been unable to buy professional liability insurance that includes coverage for environmental pollution.

The minutes of the conference telephone meeting are included as Enclosure 1, gray. Mr. Bonner moved for ratification of the Executive Committee action of April 10, 1991. The motion was seconded by Mrs. Hammons and it carried.

**RATIFICATION OF EXECUTIVE
COMMITTEE ACTION OF
MAY 8, 1991**

President Sharratt reported on the conference telephone meeting of the Executive Committee of the Trustees which was held May 8, 1991. The purpose of the call was to consider the FY 1992 salary adjustment for the Internal Auditor, who reports directly to the Trustees.

The minutes of the conference telephone meeting are included as Enclosure 2, green. Mr. Bonner moved for ratification of the Executive Committee action of May 8, 1991. The motion was seconded by Mrs. Hammons, and it carried.

ELECTION OF OFFICERS

President Sharratt called for election of officers of the Board of Trustees for 1991-92. President Sharratt called for nominations for President. Upon a motion by Peter Jorgensen, seconded by Richard Brown, Bryan Sharratt was nominated for President. Trustee Bonner moved that nominations cease and that a

unanimous ballot be cast for Bryan Sharratt. The motion was seconded by Trustee Brown and it carried.

President Sharratt called for nominations for Vice President. Deborah Hammons nominated Perry Dray. Mike Schutte nominated Bud Updike. Perry Dray was declared Vice President of the Trustees by written ballot.

President Sharratt called for nominations for Secretary. Trustee Jorgensen nominated Jeri Kirk. When no further nominations were received, Trustee Jorgensen moved that nominations cease and that Jeri Kirk be elected by unanimous ballot. Deborah Hammons seconded the motion and it carried.

President Sharratt called for nominations for Treasurer. Deborah Hammons was nominated by Jeri Kirk. Trustee Jorgensen moved that nominations cease and that Deborah Hammons be elected by unanimous ballot. The motion was seconded by Dave Bonner and it carried.

The duly elected officers of the Trustees of the University of Wyoming for 1991-92 are:

President-----Bryan Sharratt
Vice President-----W. Perry Dray
Secretary-----Geraldine Kirk
Treasurer-----Deborah Hammons

**ELECTION OF THREE MEMBERS
TO 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 who
shall serve as Chairman, 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 at the annual meeting of the Trustees. Since there are no past presidents on the Board, three Trustees were elected to serve on the Executive Committee for 1991-92.

Deborah Hammons nominated Bud Updike for a position on the Executive Committee. Deborah Hammons then nominated Mike Schutte to serve on the committee. Jerry Saunders nominated Dave Bonner. It was moved by Deborah Hammons and seconded by Richard Brown that nominations cease and that Bud Updike, Mike Schutte, and Dave Bonner be elected by unanimous ballot to serve on the Executive Committee. The motion carried.

The five members of the Executive Committee for 1991-92 are: Bryan Sharratt, Perry Dray, David W. "Bud" Updike, Mike Schutte, and John D. "Dave" Bonner.

**ELECTION OF THREE MEMBERS
TO THE INVESTMENT COMMITTEE**

According to Trustee Bylaws, the 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. It was moved by Trustee Updike that the three current members of the Investment Committee, Richard Brown, Dave Bonner and Peter Jorgensen, be reelected to serve on the Investment Committee for the coming year. The motion was seconded by Trustee Saunders. Trustee Harris moved that

nominations cease and that Trustees Brown, Bonner and Jorgensen be named to the Investment Committee. The motion carried.

**ELECTION OF THREE MEMBERS
TO UNIVERSITY OF WYOMING
RESEARCH CORPORATION**

The University of Wyoming
President, the President
of the University of

Wyoming Trustees, and the immediate past president of the Trustees are represented on the Wyoming Research Corporation Board by virtue of their offices. Two faculty members, Derek Hodgson and Sam Hakes; three Trustees, Mike Schutte, Dave Bonner, and Perry Dray; and two non-University members, Dave True and Larry Woods also currently serve on the board. The three-year terms of Derek Hodgson, Mike Schutte, and Dave True were expiring. Trustee Schutte did not wish to be considered for reappointment to the Wyoming Research Corporation Board, since his current term as a UW Trustee expires in 1993.

Bud Updike moved and Richard Brown seconded that Derek Hodgson and Dave True be appointed to three-year terms. The motion carried.

Trustee Schutte moved that Trustee Saunders be elected to fill the remaining three-year term. The motion was seconded by Trustee Jorgensen and it carried.

Former Trustee Ford Bussart had occupied the position to be held by a past president of the University of Wyoming Trustees. Because no past president remains on the University of Wyoming Board of Trustees, Trustee Updike moved that Trustee Harry Harris

be appointed to a one-year term. The motion was seconded by Trustee Jorgensen and it carried.

REPORTS AND RECOMMENDATIONS OF COMMITTEES

ACADEMIC ISSUES COMMITTEE

President Sharratt called on Chairman Perry Dray for a report from the Academic Issues Committee. Committee members Perry Dray, Deborah Hammons, Peter Jorgensen, Jerry Saunders, Mike Schutte, Diana Ohman and David W. Updike attended the meeting, along with other University personnel. The following report and recommendations were presented to the full Board:

Teacher Education Extended Degree Program

An extended teacher education program for the College of Education was presented to the Academic Issues Committee. The proposed program would place the College of Education at the forefront of teacher education curricula in the nation and has been constructed to meet the newly adopted competency requirements by the State for certification. The program brings to fruition years of collaborative work among Arts and Sciences and Education faculties, the State Department of Public Instruction, and educators in the 11 partner districts, which represent over one-half of the student population in the State.

President Roark said that UW would be looking for additional support from the legislature on an annual basis. Moreover, four faculty lines will be reallocated to the College of Education from

Extended Studies. If Cooperative Extension is consolidated with Extended Studies, there would be a possibility of two more faculty lines. Specific recommendations will be brought to Trustees at the budget meeting on June 29, 1991.

It was moved by Trustee Hammons and seconded by Trustee Kirk that the Wyoming Extended Teacher Education Program as presented in the Trustee Report be approved. The motion carried with Trustee Updike opposing the motion.

Trustee Hammons moved that implementation of the proposed degree program in education begin in the fall of 1991 with the option that those students enrolling this fall may formally request admittance to the current teacher program. In addition, the University will pursue changing the education honor scholarships established by the legislature to match the extended hours of the proposed education program. The motion was seconded by Trustee Bonner and it carried.

**Name Change - Department of Business Administration
to Management and Marketing**

The recent change in the name and reconfiguration of the College of Business prompted the Department of Business Administration and the College of Business to request a change of name from the Department of Business Administration to the Department of Management and Marketing. It was moved by Trustee Hammons and seconded by Trustee Jorgensen that the name change be granted. The motion carried.

Approval of Degrees Awarded in 1990-91

Trustee Hammons moved, Trustee Saunders seconded, and it carried that the Trustees of the University of Wyoming approve the degree awards to 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.

Faculty Evaluation Processes

As an item for information, Trustees were briefed by President Roark and Provost Karnig on the faculty evaluation process on campus.

Master List of Degrees

A Master List of Degrees offered was submitted for the Trustees' information. This was in accordance with the procedure established by the Board of Trustees in March, 1983.

BUDGET COMMITTEE

President Sharratt called on Chairman Schutte for a report from the Budget Committee meeting held on May 9. Committee members Schutte, Bonner, Brown, Dray, Hammons, and Harris, 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.

Authorization for Stock Transfers

Brokerage firms are requesting certification of resolutions carrying a date within six months of the transaction. Based on a recommendation from the Budget Committee, Mr. Schutte moved, Mr. Harris seconded, and 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.

Selection of Underwriters for 1991 Bond Issue

On March 20, 1991, the University issued a Request for Proposal (RFP) soliciting underwriting proposals for an acquisition funds issue to finance certain University of Wyoming construction projects and deferred maintenance needs. The RFP was sent to 17 investment banking firms in the Rocky Mountain region. Ten of the firms responded by submitting written proposals.

A team of key University personnel evaluated the 10 proposals and selected the following six firms to be interviewed on April 29:

Kirchner Moore
Smith Barney, Harris Upham & Company, Inc.
Boettcher & Company
Piper, Jaffray & Hopwood, Inc.
Kaiser & Company
Dain Bosworth, Inc.

The proposals were evaluated on a number of factors. The most important included experience of personnel that would provide service to the University, experience with large university bond issues, the financial strength of the firm and their ability to market and sell the issue both within and without the state of Wyoming. It appears that the interests of the University can best be served by a group of firms rather than one firm, thereby taking advantage of unique qualifications and strengths of each firm.

Based on a recommendation from the Budget Committee, Mr. Schutte moved that a team of two firms, both with business offices in Wyoming, be retained to assist the University with the issuance and sale of the Series 1991 bond issue in the amount of \$14,560,000. The two Wyoming firms are Dain Bosworth, Inc., and Kaiser & Company, with Dain Bosworth serving as the senior manager. It was further moved that the issue should be sold subject to the following terms and conditions:

- 1) The bonds will be sold on a negotiated basis;
- 2) The underwriting discount will not exceed \$11 per \$1,000 par value (1.1 percent);
- 3) In the event the issue is not successfully completed for any reason whatsoever, the University will not be obligated to reimburse any expenses incurred by the underwriter;
- 4) Engagement of underwriter's counsel and "Blue Sky" expenses shall be borne by the underwriter; and

5) A selling group be formed and every Wyoming bond broker be invited to participate, unless it is found to be detrimental to the underwriting process to do so. The motion was seconded by Mrs. Hammons, and it carried.

Fiscal Year 1992 Budget, Section I

The Section I budget has been restructured for FY 1992. The major programs that have historically been utilized (e.g. Instruction and Research, Extension and Public Service, Intercollegiate Athletics, etc.) will be reorganized according to accounting guidelines published by the American Institute of Certified Public Accountants (AICPA) and the National Association of College and University Business Officers (NACUBO). In accordance with these standards the University will adopt the following program structure:

- Instruction
- Research
- Public Service
- Academic Support
- Student Services
- Institutional Support
- Operation and Maintenance of Plant
- Scholarships and Fellowships
- Intercollegiate Athletics

The AICPA standards provide guidance as to the activities that are performed within each of the programs:

INSTRUCTION: This category should include expenditures for all activities that are part of an institution's instruction program. Expenditures for credit and noncredit courses, for academic, vocational, and technical instruction, for remedial and tutorial

instruction, and for regular, special and extension sessions should be included.

RESEARCH: This category should include all expenditures for activities specifically organized to produce research outcomes, whether commissioned by an agency external to the institution or separately budgeted by an organizational unit within the institution. Subject to these conditions, it includes expenditures for individual and/or project research as well as those of institutes and research centers.

PUBLIC SERVICE: This category should include funds expended for activities that are established primarily to provide non-instructional services beneficial to individuals and groups external to the institution. These activities include community service programs (excluding instructional activities) and cooperative extension services. Included in this category are conferences, institutes, general advisory services, reference bureaus, radio and television, consulting, and similar non-instructional services to particular sectors of the community.

ACADEMIC SUPPORT: This category should include funds expended primarily to provide support services for the institution's primary missions - instruction, research, and public service. It includes (1) the retention, preservation, and display of educational materials - for example, libraries, museums, and galleries; (2) the provision of services that directly assist the academic functions of the institution, such as demonstration schools associated with a department, school, or college of education; (3) media such as

audiovisual services and technology such as computing support; (4) academic administration (including academic deans but not department chairs) and personnel development providing administration support and management direction to the three primary missions; and (5) separately budgeted support for course and curriculum development.

STUDENT SERVICES: This category should include funds expended for offices of admissions and registrar and those activities whose primary purpose is to contribute to the student's emotional and physical well-being and to his or her intellectual, cultural, and social development outside the context of the formal instruction program. It includes expenditures for student activities, cultural events, student newspaper, intramural athletics, student organizations, intercollegiate athletics (if the program is operated as an integral part of the department of physical education and not as an essentially self-supporting activity), counseling and career guidance (excluding informal academic counseling by the faculty), student aid administration, and student health service (if not operated as an essentially self-supporting activity).

INSTITUTIONAL SUPPORT: This category should include expenditures for: (1) central executive-level activities concerned with management and long-range planning of the entire institution, such as the governing board, planning and programming, and legal services; (2) fiscal operations, including the investment office; (3) administrative data processing; (4) space management; (5)

employee personnel and records; (6) logistical activities that provide procurement, storerooms, safety, security, printing, and transportation services to the institution; (7) support services to faculty and staff that are not operated as auxiliary enterprises; and (8) activities concerned with community and alumni relations, including development and fund raising.

OPERATION AND MAINTENANCE OF PLANT: This category should include all expenditures of current operating funds for the operation and maintenance of physical plant, in all cases net of amounts charged to auxiliary enterprises, hospitals, and independent operations. It does not include expenditures made from the institutional plant fund accounts. It includes all expenditures for operations established to provide services and maintenance related to grounds and facilities. Also included are utilities, fire protection, property insurance, and similar items.

SCHOLARSHIPS AND FELLOWSHIPS: This category should include expenditures for scholarships and fellowships - from restricted or unrestricted current funds - in the form of grants to students, resulting either from selection by the institution or from an entitlement program. It should also include trainee stipends, prizes, and awards, except trainee stipends awarded to individuals who are not enrolled in formal course work, which should be charged to instruction, research, or public service as appropriate.

INTERCOLLEGIATE ATHLETICS: This category will include all the accounts traditionally grouped in this program by the University of Wyoming, including athletic scholarships.

The plan to restructure budget and accounting systems in accordance with prescribed industry guidelines has been reviewed with University administrators, the Board of Trustees, State Budget Office, Legislative Service Office, and the Joint Appropriations Committee, and all concerned parties approve of the change.

The FY 1992 budget includes \$1,280,000 of the reallocation funds approved for the fiscal year. This funding was part of the salary increase authorized for the fiscal year and has been included in the allocation presented below. The additional reallocation recommendations approved by the Trustees are currently in process and will be presented at the July meeting.

The following table summarizes the operating budget for the University for the 1991-1992 biennium, and the proposed allocation for Fiscal Year 1992.

UNIVERSITY OF WYOMING
SECTION I OPERATING BUDGET
FISCAL YEAR 1992

BASE OPERATING BUDGET

Program/Activity	<u>1991-1992</u>	<u>Allocated FY 1991(1)</u>	<u>Proposed FY 1992</u>
INSTRUCTION	\$102,266,895	\$ 51,252,624	\$ 51,014,271
RESEARCH	15,551,872	7,786,733	7,765,139
PUBLIC SERVICE	10,304,199	5,124,417	5,179,782
ACADEMIC SUPPORT	22,351,571	11,413,879	10,937,692
STUDENT SERVICES	13,947,419	6,975,108	6,972,311
INSTITUTIONAL SUPPORT	17,665,059	8,873,261	8,791,798
OPR & MNTC OF PLANT	22,661,856	11,367,768	11,294,088
SCHOLARSHIPS/FELLOWSHIPS	6,215,988	3,107,994	3,107,994
ATHLETICS	10,382,218	5,193,844	5,188,374
TOTAL	<u>\$221,347,077</u>	<u>\$111,095,628</u>	<u>\$110,251,449</u>

FY 1992 Supplemental
Appropriation

SALARY ADJUSTMENT	\$ 6,302,348
EQUIPMENT FUNDING	879,184
GRADUATE STIPENDS	245,700
RABIES TESTING	26,300
TOTAL SUPPLEMENTAL	<u>7,453,532</u>

FY 1992 OPERATING BUDGET

\$117,704,981

(1) The FY 1991 Operating Budget is \$18,094 less than the amount approved by the Trustees on May 18, 1990. Full funding for the Career Exploration Opportunities Program (CEOP) and salary increases for the Wyoming Higher Education Computer Network were not budgeted for FY 1991. The full amount of funding for CEOP has been allocated for FY 1992. The unbudgeted salary funds for WHECN will be used to augment the FY 1992 allocation for employer paid benefits. This function was transferred to the Community College Commission effective May 1, 1991.

Enclosure 3, canary, shows the distribution of the FY 1992 budget classified by program and major expenditure classification.

The following table illustrates the source of revenues used to support the Section I operating budget and the funding allocation to each fiscal year.

UNIVERSITY OF WYOMING
1991-1992 BIENNIUM
FUNDING SOURCES

APPROPRIATED FUNDS

Source of Funds	1991-1992	Allocated FY 1991	Proposed FY 1992
General Fund	\$157,541,149	\$78,148,943	\$79,392,206
Water Development Fund	1,425,734	712,867	712,867
Agricultural Land Income	760,000	380,000	380,000
University Land Income	2,200,000	1,100,000	1,100,000
UW Income Fund	30,265,000	15,132,500	15,132,500
Sales and Service	4,800,000	2,400,000	2,400,000
Family Practice Income	2,850,000	1,425,000	1,425,000
Mineral Royalties	18,545,505	7,079,707	11,465,798
Federal Funds	5,015,617	2,507,809	2,507,808
Med Education Reimbursement	300,000	300,000	0
Foundation Income	546,404	273,202	273,202
Medical Contracts Repayment	1,372,000	686,000	686,000
Subtotal	<u>\$225,621,409</u>	<u>\$110,146,028</u>	<u>\$115,475,381</u>
RESERVE ALLOCATIONS			
University Income Fund	\$3,164,200	\$942,100	\$2,222,100
Family Practice Income	15,000	7,500	7,500
Subtotal	<u>3,179,200</u>	<u>949,600</u>	<u>2,229,600</u>
TOTAL FUNDING	<u>\$228,800,609</u>	<u>\$111,095,628</u>	<u>\$117,704,981</u>

The budget recommendations adopted by the Trustees last year required that the institution allocate \$949,600 of the institution's uncommitted revenues in order to address some of the expanded budget needs that were not funded within the block grant appropriation. For Fiscal Year 1992, this allocation must be continued if base operating budgets are to remain constant. In addition, the institution presented to the 1991 legislature a salary adjustment request of \$6,302,348 indicating that \$1,280,000 of that amount would come from internal reallocation. In order to

budget and spend the institution's revenue for this salary increase, an additional \$1,280,000 must be drawn from the University Income Fund to address this need. In total, the University requires additional budget authorization of \$3,179,200 to fund the current biennial budget.

Based on a recommendation from the Budget Committee, Mr. Schutte moved approval of the FY 1992 Section I operating budget in the amount of \$117,686,887 and that the University obtain authorization from the Governor to increase the institution's spending authority by \$3,179,200, with the additional revenue derived from the University Income Fund. The motion was seconded by Mr. Harris, and it carried.

Fiscal Year 1992 Budget, Section II

The FY 1992 operating budget for Section II covers the University's needs for its self-sustaining operations, consisting primarily of Auxiliary Enterprises, gifts and contributions, sponsored funding for research, debt service, and other similar activities.

The 1991 legislature increased the budget authorization for Section II by \$1,454,000. This increase was authorized for the purpose of paying the FY 1992 debt service on the \$14,560,000 bonding authorization approved in Chapter 242, 1991 Session Laws of Wyoming.

The Section II budget for the 1991-1992 biennium and the proposed allocation for FY 1992 is presented in the following table:

SECTION II BUDGET
FOR THE 1991-1992 BIENNIUM

Program/Activity	1991-1992	Allocated FY 1991	Proposed FY 1992
Sponsored Funding	\$ 57,133,000	\$28,566,500	\$28,566,500
Gifts and Contributions	6,962,000	3,481,000	3,481,000
Auxiliary Enterprises	40,354,000	20,177,000	20,177,000
ASUW	1,428,518	704,725	723,793 (1)
Debt Service	11,165,100	5,000,058	6,165,042 (2)
Intercollegiate Athletics	5,745,000	2,872,500	2,872,500
Total	\$122,787,618	\$60,801,783	\$61,985,835

Revenues to support the Section II budget are derived from the following sources:

Source	SECTION II 1991-1992 FUNDING SOURCE		
	1991-1992	FY 1991	FY 1992
Federal Funds	\$ 43,559,478	\$ 21,779,739	\$ 21,779,739
University Funds	69,546,315	34,763,882	34,782,433
Mineral Royalties	9,681,825	4,258,162	5,423,663
Total	\$122,787,618	\$ 60,801,783	\$61,985,835

(1) The budget recommendation for ASUW exceeds the appropriation by \$27,518. Additional funding authorization for this amount must also be approved by the Trustees and the Governor.

(2) Although the legislature increased the budget authority for debt service by \$1,454,000, the full amount of this increase may not be utilized during FY 1992. Until the University issues bonds for the 1992 capital construction projects, the exact amount of the additional debt service for the fiscal year will not be determined.

Based on a recommendation from the Budget Committee, Mr. Schutte moved approval of the Section II budget for FY 1992 in the amount of \$61,985,835, including additional spending authorization of \$27,518 for ASUW. The motion was seconded by Mr. Harris, and it carried.

Fiscal Year 1992 Budget, Associated Students of the University of Wyoming

Section 3 of University Regulation 239 provides that the annual budget for the Associated Students of the University of Wyoming (ASUW) is to be presented to the Trustees for consideration.

The budget request for FY 1992, as summarized below, is larger than the FY 1991 budget by \$19,068, or 2.7 percent.

ASUW
FY 1991-92
OPERATING BUDGET

SOURCES OF FUNDS	<u>FY 1992</u>
ASUW Fee	\$ 408,000
ASUW Reserve	34,023
ASUW, Equipment Reserve	12,500
Presidential Grant	3,000
General Revenue	<u>266,270</u>
Total Funds	<u>\$ 723,793</u> =====

USES OF FUNDS	
ASUW Government and Services	\$ 318,918
ASUW Activities	126,825
Student Publications	<u>278,050</u>
Total Fund Uses	<u>\$ 723,793</u> =====

To complete funding for the FY 1992 budget, the ASUW request includes a \$34,023 drawdown on the ASUW Reserve account, which also requires Trustee approval. At the present time the Reserve has an uncommitted balance of \$171,000 that will accommodate the proposed drawdown while still maintaining a comfortable reserve balance.

Based on a recommendation from the Budget Committee, Mr. Schutte moved approval of the ASUW budget request for FY 1992 as presented in Enclosure 4, white, including authorization to transfer up to \$34,023 from the ASUW Reserve to fund the FY 1992 budget request. The motion was seconded by Mr. Harris, and it carried.

Fiscal Year 1992 Budget, Wyoming Union

The Wyoming Union budget for the fiscal year beginning July 1, 1991, developed in consultation with the Wyoming Union Board, was presented for consideration.

The budget request for FY 1992 is \$1,421,749. This represents an increase of approximately 5.7 percent over the previous budget. For the most part, this increase reflects increased costs for labor and purchase costs for commodities sold in the Union.

Based on a recommendation from the Budget Committee, Mr. Schutte moved approval of the fiscal year 1992 budget for the Wyoming Union, as presented in Enclosure 5, blue. The motion was seconded by Mr. Harris, and it carried. The Trustees requested that this budget be monitored closely.

Approval of Contracts and Grants, Gifts and Scholarships

Based on a recommendation from the Budget Committee, it was moved by Mr. Schutte, seconded by Mrs. Kirk, and carried, that the Trustees of the University of Wyoming accept contracts and

grants in the amount of \$1,106,215 for the period March 16, 1991, through April 19, 1991, and gifts and scholarships in the amount of \$34,793.00 for the period February 16, 1991, through February 28, 1991.

Internal Audit Plan for the Year Ending June 30, 1992.

The goal of the Internal Audit department is to audit as many areas of the University as possible and provide annual audit services to the following affiliated organizations: University of Wyoming Alumni Association, Inc., Cowboy Joe Club, Inc., and the Wyoming State 4-H Foundation. In addition to audits of existing systems, the internal controls that are incorporated into new or revised systems are reviewed as they are being developed.

In determining the specific University areas to be audited, the following are taken into consideration: audit work performed by external auditors, an assessment of risk, and the resources of the Internal Audit department.

Based on a recommendation from the Budget Committee, Mr. Schutte moved, Mr. Bonner seconded, and it carried to approve the following Internal Audit plan for the year ending June 30, 1992:

- a. Continue audits of Revolving Accounts and Auxiliary Enterprise Accounts.
- b. Audit the Athletic Ticket Office.
- c. Audit the Wyoming Radio Network for the year ending April 30, 1991.

- d. Perform cash counts whenever appropriate.
- e. Provide audit services for the following affiliated organizations:
 1. University of Wyoming Alumni Association, Inc. (for the fiscal year ending June 30, 1991, perform annual audit and prepare financial statements).
 2. Wyoming State 4-H Foundation (for the fiscal year ending September 30, 1991, perform a limited examination).
 3. Cowboy Joe Club, Inc. (for the year ending December 31, 1991, perform annual audit and prepare financial statements).

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 March 31, 1991, was presented to the Budget Committee as a matter of information only.

Financial Report

The financial report for the quarter ended March 31, 1991, was reviewed with the committee. The discussion included a review of the adjustments made necessary by increases in Worker's Compensation rates. The financial report for the month ended April 30, 1991, was presented for the information of the Budget Committee.

Internal Audit Activity Conducted in Accordance with the Audit Plan for the Period January 1, 1991 to March 31, 1991

A report prepared by Mr. Van Jacobson, on the internal audit activity for the period January 1, 1991, through March 31, 1991, conducted in accordance with the audit plan, was presented to the Budget Committee, and Mr. Jacobson was present to respond to questions.

PERSONNEL COMMITTEE

President Sharratt called upon Chairman Updike for a report from the Personnel Committee meeting held on May 9, 1991. Those present were: David Updike, chair; Pete Jorgensen, Jeri Kirk, and Harry L. Harris. Based on the committee meeting, Mr. Updike moved approval of the following appointments, clinical faculty appointments, administrative appointments, administrative reappointments, intercollegiate athletic reappointments, reappointment of assistant football and basketball coaches, continuation of probationary appointments, promotions, tenure, leaves of absence without pay, and retirement. The motion was seconded by Trustee Jorgensen and it carried.

Appointments

COLLEGE OF AGRICULTURE

- a. Michael J. Brewer as Assistant Professor of Plant, Soil, and Insect Sciences, effective April 8, 1991 at an annual (11-month) salary rate of \$38,004. This is a

tenure track appointment.

b. Diana K. Hansen as Assistant Professor of Animal Science, effective May 1, 1991 at an annual (11-month) salary rate of \$35,004. This is a tenure track appointment.

COLLEGE OF ARTS AND SCIENCES

c. Leo Moorman as Assistant Professor of Physics and Astronomy, effective August 26, 1991 at an annual (9-month) salary rate of \$40,008. This is a tenure track appointment.

ARMY ROTC

d. Timothy J. Carroll as Assistant Professor of Military Science, effective July 1991. There is no University of Wyoming salary attached to this position. This is a non-tenure track appointment.

e. Jeffrey J. Howard as Assistant Professor of Military Science, effective July 1991. There is no University of Wyoming salary attached to this position. This is a non-tenure track appointment.

INTERCOLLEGIATE ATHLETICS

f. Mark S. Miller as Head Swimming Coach and Lecturer in Intercollegiate Athletics for the period April 12, 1991 through June 30, 1992, at an annual (12-month) salary rate of \$26,508. This is a non-tenure track appointment.

Clinical Faculty Appointments

The College of Health Sciences recommended the appointments listed below in support of student programs for the period July 1, 1991 through June 30, 1994, or as otherwise noted.

<u>Name</u>	<u>Clinical Title</u>	<u>Location</u>
Borin, Steven M.	Clinical Faculty in Pharmacy	Cheyenne
Burrows, Margo M. (4/1/91-3/31/94)	Clinical Faculty in Nursing	Cheyenne
Dillon, Darrell L.	Clinical Faculty in Pharmacy	Casper
Dotter, Jerrold S.	Clinical Faculty in Pharmacy	Cheyenne
Dotter, Sharon J.	Clinical Faculty in Pharmacy	Cheyenne
Durfee, Sharon M.	Clinical Faculty in Pharmacy	Ft. Collins
Fitzpatrick, Timothy T.	Clinical Faculty in Dental Hygiene	Sheridan
Fry, Jr., Warren P.	Clinical Faculty in Pharmacy	Cheyenne
Haight, III, George S.	Clinical Faculty in Family Practice/ General Surgery	Laramie
Hotchkiss, Sherrie M.	Clinical Faculty in Dental Hygiene	Sheridan
Jorgensen, Chenda M.	Clinical Faculty in Pharmacy	Ft. Collins
Kury, Wendell M.	Clinical Faculty in Health Sciences/ Psychiatry	Laramie

Meling, Gary N.	Clinical Faculty in Dental Hygiene	Sheridan
Nachtigal, Tom	Clinical Faculty in Family Practice/ General/Vascular Surgery	Laramie
Nelson, John W.	Clinical Faculty in Family Practice/ Podiatry	Casper
Pestotnik, David R.	Clinical Faculty in Pharmacy	Casper
Roth, Albert	Clinical Faculty in Health Sciences/ Family Practice	Laramie
Sandick, Stanley M.	Clinical Faculty in Pharmacy	Laramie
Sasse-Englert, Janine L.	Clinical Faculty in Dental Hygiene	Sheridan
Singley, Michelle M.	Clinical Faculty in Dental Hygiene	Sheridan
Smith, Jay J.	Clinical Faculty in Pharmacy	Casper
Tennant, Edward	Clinical Faculty in Family Practice/ Radiation Oncology	Casper
Valdez, Raymond D.	Clinical Faculty in Pharmacy	Cheyenne
Walker, Mary K.	Clinical Faculty in Pharmacy	Cheyenne
Walker, Paul R.	Clinical Faculty in Pharmacy	Cheyenne
Zaharas, George	Clinical Faculty in Pharmacy	Cheyenne

Administrative Appointments

COLLEGE OF AGRICULTURE

- a. Randolph R. Weigel as Associate Director of Programs in Cooperative Extension Service and Assistant Professor of Home Economics, effective February 1, 1991 at an annual (11-month) salary rate of \$51,588.
- b. Glen D. Whipple as Head of the Department of Agricultural Economics and Professor of Agricultural Economics, effective May 1, 1991 at an annual (11-month) salary rate of \$72,000.

Administrative Reappointments

COLLEGE OF AGRICULTURE

- a. James O. DeBree as Associate Professor of Cooperative Extension Service, Associate Dean of the College of Agriculture, and Director of Cooperative Extension Service for the period July 1, 1991 through June 30, 1995 at an annual (11-month) salary rate of \$72,504.

COLLEGE OF ENGINEERING

- b. H. Gordon Harris as Head of the Department of Petroleum Engineering and Professor of Petroleum Engineering for a five year period effective July 1, 1991 at an annual (9-month) salary rate of \$64,356.

INTERCOLLEGIATE ATHLETICS

c. The employment agreement for Benny Dees as Head Basketball Coach and Lecturer, was extended for one additional year through March 31, 1993.

Intercollegiate Athletic Reappointments

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. The following reappointments for the 1991-92 fiscal year were approved.

<u>Name</u>	<u>Title and Rank</u>
Bill Allerheiligen	Head Strength Coach and Lecturer
Cindy Anzelmo	Athletics Counselor and Lecturer
John Bragg	Assistant Wrestling Coach and Lecturer
Linda Dobler	Athletics Counselor and Lecturer
Joseph Dowler	Assoc Director of Athletics and Lecturer
Carolyn Eide	Assistant Women's Volleyball Coach and Lecturer
Mike English	Head Women's Volleyball Coach and Lecturer
Allen Frude	Supervisor, Cowboy Joe Club Outreach Program and Lecturer
Bill Kinneberg	Head Men's Baseball Coach and Lecturer

Chad Lavin	Head Women's Basketball Coach and Lecturer
Joe Legerski	Assistant Women's Basketball Coach and Lecturer (part-time)
Dave Legg	Assistant Baseball Coach and Lecturer
Bill Lyons	Head Athletic Trainer and Lecturer
Jim Mantell	Assistant Swim Coach and Lecturer
Matt Munford	Assistant Strength Coach and Lecturer
Roger Prenzlow	Head Golf Coach and Lecturer
Jenny Przekwas	Assistant Women's Basketball Coach and Lecturer
Jim Sanchez	Assistant Track Coach and Lecturer
Duane Schopp	Head Track Coach and Lecturer
Stacey Schulz	Athletic Trainer and Lecturer
Kurt Smitz	Head Ski Coach and Lecturer
Steven Suder	Head Wrestling Coach and Lecturer
Pete Toye	Athletic Counselor and Lecturer
Dan Viola	Assistant Director of Athletics and Lecturer
Joe Vitale	Assistant Director of Athletics and Lecturer
Robb Williams	Athletic Trainer and Lecturer

Reappointment of Assistant Football and Basketball Coaches

The Trustee policy governing personnel holding academic rank in Intercollegiate Athletics states that all reappointments to the football and basketball coaching staff shall be for the annual periods commencing on April 1 of each year. The following

reappointments were granted for the period April 1, 1991 through March 31, 1992.

- a. Scott Bruning, Assistant Football Coach and Lecturer in Intercollegiate Athletics.
- b. Dave Butterfield, Assistant Football Coach and Lecturer in Intercollegiate Athletics.
- c. Scott Downing, Assistant Football Coach and Lecturer in Intercollegiate Athletics.
- d. Tom Everson, Assistant Football Coach and Lecturer in Intercollegiate Athletics.
- e. Raymond Jones, Assistant Basketball Coach and Lecturer in Intercollegiate Athletics.
- f. Dick Lien, Assistant Basketball Coach and Lecturer in Intercollegiate Athletics.
- g. Gordon Shaw, Assistant Football Coach and Lecturer in Intercollegiate Athletics.
- h. Mark Tommerdahl, Assistant Football Coach and Lecturer in Intercollegiate Athletics.

Continuation of Probationary Appointments

The following members of the faculty in their second, third or fourth year of service were recommended by the appropriate administrative officials for reappointment for the 1992-93 year. Trustees approved the reappointments.

<u>Name</u>	<u>Department</u>	<u>Rank</u>
<u>COLLEGE OF AGRICULTURE</u>		
Blaylock, Alan D.	Plant, Soil & Insect Sciences	Assistant Professor
Brown, Donna M.	Home Economics	Assistant Professor
Carson, David K.	Home Economics	Associate Professor
Groose, Robin W.	Plant, Soil & Insect Sciences	Assistant Professor
Langer, Pamela J.	Molecular Biology	Assistant Professor
Legg, David E.	Plant, Soil & Insect Sciences	Assistant Professor
McNulty, Judith A.	Home Economics	Assistant Professor
Quoss, Bernita L.	Home Economics	Assistant Professor
Rule, Daniel C.	Animal Science	Assistant Professor
Shaw, Scott R.	Plant, Soil & Insect Sciences	Assistant Professor
Stayton, Mark M.	Molecular Biology	Assistant Professor
Weigel, Randolph R.	Home Economics	Assistant Professor
<u>COLLEGE OF ARTS AND SCIENCES</u>		
Alijani, Ghasem S.	Computer Science	Assistant Professor
Aronstein, Susan L.	English	Assistant Professor
Austin, Harriet B.	Zoology & Physiology	Assistant Professor

Carron, Keith T.	Chemistry	Assistant Professor
Chen, Benito M.	Mathematics	Associate Professor
Fuzessery, Zoltan M.	Psychology/Zoology	Assistant Professor
Green, Richard T.	Political Science	Assistant Professor
Gribb, William J.	Geography & Recreation	Assistant Professor
Griffith, Michael T.	Music	Assistant Professor
Hamel, Patricia J.	Modern & Classical Languages	Assistant Professor
Hazlett, Larry W.	Theatre & Dance	Assistant Professor
Hobart, Sylvia A.	Mathematics	Assistant Professor
Hodgson, Leroy R.	Theatre & Dance	Assistant Professor
Holland, Jeanne E.	English	Assistant Professor
Holt, Philip G.	Modern & Classical Languages	Assistant Professor
Hubbell, Lawrence D.	Political Science	Assistant Professor
Koodalattupuram, Brahmadathan	Computer Science	Assistant Professor
Larsen, Kevin S.	Modern & Classical Languages	Assistant Professor
Lindner, Vicki	English	Assistant Professor
McCracken-Flesher, Caroline E.	English	Assistant Professor

Moorhouse, Guy E.	Mathematics	Assistant Professor
Nightingale, Narina L.	Psychology	Assistant Professor
Nishio, John N.	Botany	Assistant Professor
Richardson, Bruce A.	English	Assistant Professor
Selting, Leigh W.	Theatre & Dance	Assistant Professor
Stanford, Karen A.	Political Science	Assistant Professor
Su, Shyh-Chang S.	Computer Science	Assistant Professor
Torry, Robert L.	English	Assistant Professor
Wang, Junping	Mathematics	Assistant Professor
Webb, Randy	Zoology & Physiology	Assistant Professor
Zenzen, Eugene C.	Music	Assistant Professor

COLLEGE OF BUSINESS

Cahan, Steven F.	Accounting	Assistant Professor
Elmendorf, Richard G.	Accounting	Assistant Professor
Malone, Jr., John D.	Accounting	Assistant Professor
Manuel, Timothy A.	Business Administration	Assistant Professor
Parks, Don M.	Business Administration	Assistant Professor
Peters, Richard M.	Accounting	Associate Professor

Pilotte, Gene	Business Administration	Assistant Professor
Rittenburg, Terri L.	Business Administration	Assistant Professor
Snook-Luther, David C.	Business Administration	Assistant Professor
Varca, Philip E.	Business Administration	Associate Professor

COLLEGE OF EDUCATION

Baird, David A.	Lifelong Learning & Instruction	Assistant Professor
Cross, Tracy L.	Leadership, Educational Studies, & Human Development	Assistant Professor
Kite, Thomas S.	Lifelong Learning & Instruction	Assistant Professor
Kleinsasser, Audrey M.	Leadership, Educational Studies, & Human Development	Assistant Professor
Moore, Alan D.	Leadership, Educational Studies, & Human Development	Assistant Professor
Peterson, Norman K.	Lifelong Learning & Instruction	Assistant Professor
Rezabek, Landra L.	Leadership, Educational Studies, & Human Development	Assistant Professor
Rudolph, Jr., Jack L.	Lifelong Learning & Instruction	Assistant Professor
Shade, Richard A.	Leadership, Educational Studies, & Human Development	Assistant Professor
Sherritt, Carol A.	Lifelong Learning & Instruction	Assistant Professor
Stewart, Roger A.	Lifelong Learning & Instruction	Assistant Professor

COLLEGE OF ENGINEERING

Basham, Kim D.	Civil Engineering	Assistant Professor
Chowdury, Badrul H.	Electrical Engineering	Assistant Professor
Coon, Dennis N.	Mechanical Engineering	Assistant Professor
Matthews, Michael A.	Chemical Engineering	Assistant Professor
Sandige, Richard S.	Electrical Engineering	Associate Professor
Towler, Brian F.	Petroleum Engineering	Assistant Professor

COLLEGE OF HEALTH SCIENCES

Abdalla, Ghassan M.	Pharmacy	Assistant Professor
Benham, Tami B.	Physical & Health Education	Assistant Professor
Bright, Douglas A.	Family Practice/Cheyenne	Assistant Professor
Bruyere, Jr., Harold J.	Pharmacy	Assistant Professor
Ford, Dawn C.	Pharmacy	Assistant Professor
Gaupp, Frederick B.	Family Practice/Cheyenne	Assistant Professor
Gavin, William J.	Speech Pathology & Audiology	Associate Professor
Goller, Vernon L.	Family Practice/Casper	Assistant Professor
Holt, Gary A.	Pharmacy	Assistant Professor
Jewell, Gary S.	Family Practice/Casper	Assistant Professor

Marquis, Katherine A.	Nursing	Assistant Professor
Perry, Cecyle K.	Speech Pathology & Audiology	Assistant Professor
Thomas, D. Paul	Physical & Health Education	Assistant Professor
Vandel, Kerri J.	Pharmacy	Assistant Professor

COLLEGE OF LAW

Burman, John M.	Law	Associate Professor
Leary, Suzanne M.	Law	Assistant Professor

UNIVERSITY LIBRARIES

Barstow, Sandra M.	Acquisitions	Senior Assistant Librarian
Kalvee, Debbie H.	Documents	Senior Assistant Librarian
Lange, Karen S.	Access Services	Senior Assistant Librarian
Leath, Janis L.	Science Circulation	Senior Assistant Librarian
Whitson, Donna L.	Outreach Services	Senior Assistant Librarian
Zellmer, Linda R.	Geology Library	Senior Assistant Librarian

SCHOOL OF EXTENDED STUDIES AND PUBLIC SERVICES

Farr, Charlotte W.	Teleconferencing	Assistant Professor
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Freeman, Michael K. Instructor	Non-Credit Educational Services	
Magiera, Frank T.	UW/CC Center	Assistant Professor
Shaeffer, James M.	Extended Credit Program	Assistant Professor

Promotions

Following review by the appropriate faculty bodies, deans and vice presidents, the President recommended the following promotions to be effective July 1, 1991. They were approved by Trustees.

<u>Name</u>	<u>Title</u>	<u>Promotion to</u>
<u>COLLEGE OF AGRICULTURE</u>		
Lauer, Joseph G.	Assistant Professor of Plant, Soil & Insect Sciences	Associate Professor
McCormick, Richard J.	Assistant Professor of Animal Science	Associate Professor
Munn, Larry C.	Associate Professor of Plant, Soil & Insect Sciences	Professor
Murdoch, William J.	Associate Professor of Animal Science	Professor
Russell, William C.	Animal Science	Professor
<u>COLLEGE OF ARTS AND SCIENCES</u>		
Brown, Gregory K.	Assistant Professor of Botany	Associate Professor
Calloway, Colin G.	Assistant Professor of History	Associate Professor
Constantinides, Janet	English	Professor

Gantenbein, Rex E.	Computer Science	Associate Professor
Hilliker, Becky J.	Assistant Professor of Theatre & Dance	Associate Professor
Hubert, Wayne	Associate Professor of Zoology and Physiology	Professor
Ipina, Lynne K.	Assistant Professor of Mathematics	Associate Professor
Rahel, Frank J.	Assistant Professor of Zoology & Physiology	Associate Professor
Schultz, Ronald D.	Assistant Professor of History	Associate Professor
Shalinsky, Audrey	Associate Professor of Anthropology	Professor
Sigalov, Pavel	Associate Professor of Modern & Classical Languages	Professor
Thronson, Harley	Associate Professor of Physics & Astronomy	Professor

COLLEGE OF BUSINESS

Schmidt, Dennis R.	Assistant Professor of Accounting	Associate Professor
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COLLEGE OF EDUCATION

Sisco, Burton R.	Assistant Professor of Lifelong Learning & Instruction	Associate Professor
Stepans, Joseph I.	Associate Professor of Lifelong Learning & Instruction	Professor

COLLEGE OF ENGINEERING

Cupal, Jerry	Assistant Professor of Electrical Engineering	Associate Professor
Schmidt, Richard	Assistant Professor of Civil Engineering	Associate Professor

Whitman, David	Associate Professor of Petroleum Engineering	Professor
Wilamowski, Bogdan	Associate Professor of Electrical Engineering	Professor

UNIVERSITY LIBRARIES

Gustafson, Nancy M.	Senior Assistant Librarian in Cataloging	Associate Librarian
Nelson, Michael L.	Senior Assistant Librarian in Reference	Associate Librarian

Tenure

The following recommendations for placement on tenure were submitted pursuant to University Regulation 803. The following were placed on tenure effective August 26, 1991.

<u>Name</u>	<u>Department</u>	<u>Rank 1991-92</u>
<u>COLLEGE OF AGRICULTURE</u>		
Lauer, Joseph C.	Plant, Soil & Insect Sciences	Associate Professor
McCormick, Richard J.	Animal Science	Associate Professor
<u>COLLEGE OF ARTS AND SCIENCES</u>		
Brown, Gregory K.	Botany	Associate Professor
Calloway, Colin G.	History	Associate Professor
Gantenbein, Rex E.	Computer Science	Associate Professor
Hilliker, Becky J.	Theatre & Dance	Associate Professor
Ipina, Lynne K.	Mathematics	Associate Professor

Rahel, Frank J.	Zoology & Physiology	Associate Professor
Schultz, Ronald D.	History	Associate Professor
Shih, Shagi-Di	Mathematics	Assistant Professor

COLLEGE OF BUSINESS

Schmidt, Dennis R.	Accounting	Associate Professor
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COLLEGE OF EDUCATION

Sisco, Burton R.	Lifelong Learning & Instruction	Associate Professor
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COLLEGE OF ENGINEERING

Junna, Mohan R.	Agricultural Engineering	Associate Professor
Schmidt, Richard	Civil Engineering	Associate Professor
Wilamowski, Bogdan	Electrical Engineering	Professor

UNIVERSITY LIBRARIES

The following recommendations for placement of extended term appointment were submitted pursuant to University Regulation 631. Extended term appointment is a tenure equivalent with a five year periodic review for reappointment. The following individuals were placed on extended term appointment effective July 1, 1991:

Gustafson, Nancy M.	Cataloging	Associate Librarian
Nelson, Michael L.	Reference	Associate Librarian

Leaves of Absence Without Pay

The following leaves of absence without pay were granted for the period and under the conditions cited.

- a. Richard Fleck, Professor of English, for the 1991-92 academic year, for personal reasons.
- b. Judith Jacobsen, Assistant Professor of Geography and Recreation, for the 1991-92 academic year, for personal reasons.
- c. John P. Warnock, Associate Professor of English, for the 1991-92 academic year, to accept a Visiting Professorship at the University of Arizona.
- d. Sue H.E. Warnock, Associate Professor of English, to accept a Visiting Professorship at the University of Arizona.
- e. Eugene Zenzen, Assistant Professor of Music, for the 1991-92 academic year, to accept the Osaka University Exchange Professorship.

Retirement

The following retirement was approved:

<u>Name</u>	<u>Position</u>	<u>Birth Date</u>	<u>Employment Date</u>	<u>Date of Retirement</u>
Vanvig, Andrew	Professor of Agricultural Economics	3/28/22	8/15/57	5/11/91 with designation as <u>Emeritus</u>

Part Time Appointment

A part-time appointment was reported to the Trustees.

Resignations

The following resignations were reported to the Trustees for their information:

- a. Paul Bridgers, Head Swimming Coach and Lecturer in Intercollegiate Athletics, June 30, 1991.
- b. John F. Cowling, Assistant Professor of Accounting, May 11, 1991.
- c. Gary A. Holt, Assistant Professor of Pharmacy, May 11, 1991.
- c. Sharon Leder, Assistant Professor of Nursing, May 11, 1991.
- d. Bjorn Norbye, Assistant Ski Coach and Lecturer in Intercollegiate Athletics, May 31, 1991.

Two faculty members left for personal reasons. One faculty member left to seek other professional opportunities. Two faculty members accepted positions at other academic institutions.

Summer School Faculty Appointments

At their meeting on August 2, 1974, the Trustees adopted a motion that appointment to the faculty of the Summer School should be reported to the Trustees as a matter of information not requiring action by the Trustees. In accordance with that action, a list of faculty who will be serving on the faculty of the summer school was reported to the Trustees.

PHYSICAL PLANT AND
EQUIPMENT COMMITTEE

President Sharratt called on Chairman Jorgensen for a report from the Physical Plant and Equipment Committee meeting held on May 9 and earlier in the day. Committee members Jorgensen, Kirk, Harris and Updike and ex-officio members Sharratt and Roark attended the committee meeting, along with other Trustees and University staff. Mayor Lee Wickel and Mr. Reed Erickson, Administrative Assistant for the Town of Lyman were present for the Physical Plant Committee meeting on May 9. Based on the committee meeting, the following recommendations and reports were presented to the full Board.

Town of Lyman Request

On April 16, the University of Wyoming received word from Reed Erickson, Administrative Assistant for the Town of Lyman, that the Town's feasibility study for the development of a golf course and other recreational facilities on property currently owned by the University of Wyoming can be sustained by operation of the golf course. Mr. Erickson reported that the Town Council has voted to pursue the acquisition of the University's property by either purchase or long-term lease.

Mayor Lee Wickel discussed the Town's plans for the property and requested the University give the property to the Town. It was pointed out that Enrolled Act 106, passed by the 1991 Wyoming Legislature, authorizes the Board of Trustees to sell the Experimental Station in Uinta County, "for adequate consideration."

The property is currently leased to the Town of Lyman on a one-year basis, with right to renew for an additional year, for \$3,000 per year.

Based on a recommendation from the Physical Plant and Equipment Committee, Mr. Jorgensen moved to extend an invitation to the Town of Lyman to submit a proposal to be considered at the July Trustee meeting for either leasing or purchasing the former experiment station property in Uinta County. The motion was seconded by Mr. Brown, and it carried.

Botany Conservatory

The Botany Department's greenhouse, which is located north of the Geology Building on Lewis Street, is on the proposed site for construction of the new Mineral Research and Reclamation Center. This facility will have to be razed with the start of construction of the new center, which is anticipated to begin sometime in 1993, contingent upon the release of federal funds.

The Botany Department, in anticipation of the need to replace its current facilities, applied to the National Science Foundation for funding to help with the cost of a new Botany Conservatory. The Department's application was successful, and they have received a \$575,000 NSF matching grant for Academic Research Facilities Modernization. This grant provides 44 percent of the total project cost of \$1,320,000.

The University is required to contribute \$745,000, the balance of the project's cost, as a match to the NSF grant. A major part

of this matching requirement will be funded from the construction budget for the Mineral Research and Reclamation Center. The 1990 Wyoming Legislature appropriated \$17,905,500 of Abandoned Mine Lands (AML) funds for the Mineral Research and Reclamation Center including \$513,000 for construction of a new facility for Botany. The balance of the matching requirement will be funded from other University sources.

The NSF matching grant has an expiration date of June 30, 1994. Consequently, it is not possible to wait for receipt of AML funds before proceeding with construction of the conservatory. The project must be started now to use NSF funds within the time allotted by the grant. The University is prepared to advance the funding for its match requirement if there is a delay in obtaining AML funds. It appears unlikely that this will be needed, but in the event it should become necessary to use all or part of the advanced funds, the amount expended would be reimbursed from AML funds when received.

The Botany Department, working with the Campus Planning Committee, has completed a thorough study for the siting of the new conservatory. It is the recommendation of both the Department of Botany and the Campus Planning Committee that the new Botany Conservatory be sited on the south side of the Aven Nelson Building.

The Physical Plant and Equipment Committee asked for more information on costs associated with alternate sites. Action on the authorization to proceed with selection of engineering and

architectural services for design and construction of the Botany Conservatory was deferred. The Executive Committee of the Trustees and the Chairman of the Physical Plant and Equipment Committee will act on the new information when available.

American Heritage Center/Art Museum Earthwork

On May 7, 1991, two bids were received from the six planholders on the above referenced project. Both bidders are local to the Laramie area. The project had a base bid to do the preliminary site earthwork and to construct a surface water detention pond, with an alternate for an additional detention pond near the southeast corner of the Cemetery.

The cost estimate presented to the Trustees at their last meeting, which was developed by the Facilities Planning Office, was based on site grading requirements presented with the 50 percent completion of the contract documents. The actual quantities of earthwork to be accomplished with the preliminary site grading are 7,000 to 8,000 cubic yards greater than the amount anticipated in preparing the estimate presented to the Trustees. The additional work represents an increase of approximately 15 percent, or the equivalent of \$15,000 to \$16,000 difference between the estimates.

The lowest base bid received, submitted by Hamaker Excavation, was \$130,000, which exceeds the contracting authority by approximately \$15,000. The recommendation of the Facilities Planning Office is to increase the authority and proceed with the project. The earthwork will likely save one month to six weeks of

winter protection and heating that would be required if the work is delayed and bid with the building construction.

Based on a recommendation from the Physical Plant and Equipment Committee, Mr. Jorgensen moved approval of a construction contract in the amount of \$130,000 for the earthwork at the site of the American Heritage Center/Art Museum. The motion was seconded by Mrs. Kirk, and it carried.

Possible Expansion of Veterinary Laboratory

Vice President Baccari reported on a meeting with Roger Fransen from the Governor's Office; Don Rolston, Commissioner of Agriculture; Ken McMillan, Lab Director/State Chemist; Bob Heil, Dean, College of Agriculture; and Lynn Woodward, Director, Veterinary Diagnostic Laboratory, to consider the State's future plans to address the laboratory needs of the Department of Health and State Department of Environmental Quality, as well as the Seed Certification laboratory that is currently housed on campus. Two of the recommendations under consideration would involve an expansion of the State Veterinary/ State Chemistry laboratory in Laramie. If the State decides to move all or part of these laboratory operations to this facility, the University will cooperate fully with the State to accommodate the relocation.

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. Roger Baalman, Director of Facilities Planning, gave a brief status report on the campus plan.

In response to a question on the use of lead for roofing on the American Heritage Center/Art Museum, Mr. Baalman reported that the Lead Industries Association had brought in experts to assess possible contamination. Their report indicates there would be very low levels of contamination. The roofing material has a coating that controls the amount of lead that comes off. As the coating wears off, a natural patina builds up and minimizes lead leaching. The University will continue to include the lead roof in the base bid and request alternate bids for turncoated stainless steel roofing.

INVESTMENT COMMITTEE

President Sharratt called on Chairman Brown for a report from the Investment 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 reports were presented to the full Board.

Quarterly Report, W. R. Coe School of American Studies, W. R. Coe Estate, and Charles Chacey Kuehn Estate Funds

A quarterly report on the status of the W. R. Coe and Charles Chacey Kuehn Estate funds for the quarter ending March 31, 1991, from John A. Vann, Investment Adviser to the Investment Committee, was provided to the Investment Committee for information only.

Quarterly Report, University Endowments

The quarterly investment report on the status of University Endowment funds for the quarter ending March 31, 1991, from John A. Vann, Investment Adviser to the Investment Committee, was provided to the Investment Committee for information only.

DEVELOPMENT COMMITTEE

The Development Committee met during the morning of May 10, 1991. The following committee members were present: Jeri Kirk, Chair, F. Richard Brown, W. Perry Dray, and Jerry Saunders. Committee member Daniel Kinnaman was unable to attend the meeting. The following report and recommendations were presented to the full Board:

Foundation Board and Fund Raising Report

Dr. Peter Simpson, Vice President for Institutional Advancement, reported that both the Foundation Board and Development Office had been recently reorganized. The Foundation Board now includes a Planning 2000 Committee and a University

Relations Committee. The reorganizations were undertaken to accomodate a transition from a central development focus of the Centennial campaign effort (1986-1990) to a college development orientation on campus.

Dr. Simpson reported that a central development officer is responsible for coordinating fund raising priorities with part-time development officers in each college, as well as tracking and followup.

A five-year report on University of Wyoming fund raising shows substantial increases in the last year. Dr. Simpson attributed those to the new emphasis on fund raising in each college, better communication between outreach agencies on campus -- Alumni, Cowboy Joe, and Development offices, increased endowment and annual fund donations, and the dedication of the Foundation Board, Trustees, and President Roark.

It was also noted that the newly organized Associated Parents of UW are becoming active in fund raising and promotional efforts.

President Roark said that the Foundation Board and the Development office are devoting most of their time and energy to fund raising projects in the colleges. College development efforts will focus on enhancements in each specific college. In terms of overall university priorities, President Roark chose four items from Agenda 2000, and asked that the Trustees advise him as to whether they thought the Foundation Office and Development Office should proceed to develop funds for: 1) faculty chairs; 2) encouraging and recognizing outstanding undergraduate teaching; 3)

honors scholarships and visiting professorships; and 4) student study abroad. Unless instructed otherwise by Trustees, the Development Office would assess the feasibility for those projects. Once done, the projects would be prioritized and fund raising strategies implemented.

President Roark said that he will always seek Trustees' approval for capital construction projects or if a decision is of such significance that major university resources would be required. In general, he will plan to approve chairs, etc.

Representation of Trustees on Development Committee

Chairperson Kirk noted that according to the Bylaws of the Trustees, Article VII, Section 7-5, "In addition, the members of the Trustee Development Committee shall serve with four members of the University of Wyoming Foundation Board of Directors on a Joint Development Committee, which shall formulate and present policy recommendations to the Trustees, through the President of the University, for the establishment of priorities for fund-raising emphasis and expenditure of funds transferred to the University by the Foundation."

Because of the recent reorganization of the Foundation Board, the question was raised as to the necessity of a joint development committee. Since a review of all the Trustees' Bylaws and Regulations is scheduled to take place soon, the consensus was that it would be appropriate to decide on Foundation Board representation during that review process.

COMMITTEE OF THE WHOLE

Educational Trust Fund Initiatives

The committee that oversees the Educational Trust Fund has requested a report of planned use of funds by July 1, 1991. President Roark suggested it be an item for discussion at the June 29, 1991 Budget Committee meeting. The legislature appropriated \$800,000 in General Funds for the 1991-92 fiscal year as well as placing \$10,000,000 in the Trust Fund for future use. It is planned to build this to \$50,000,000 over the next four years with one-quarter of the interest earned on that sum coming to the University for faculty chairs and/or innovative educational programs. By fall of 1991, guidelines will be developed for funding future chairs, and in 1992 the chairs may be developed.

Two areas President Roark would like to have considered for use of the 1991-1992 one-time funds are expansion of compressed video to all community colleges and accelerating the startup of a center for excellence in University teaching.

John P. Ellbogen Meritorious Classroom Teaching Awards

Each year John P. Ellbogen awards are presented to faculty distinguishing themselves through superior classroom teaching. Recipients are selected by the Faculty Development Committee on the basis of recommendations from students, colleagues, and staff. These awards carry a cash grant of \$2,500.

Faculty selected to receive John P. Ellbogen Meritorious Classroom Teaching Awards during the 1991 Spring Commencement

exercises are: Dr. Daniel A. Buttry, Associate Professor, Department of Chemistry; Dr. Janice H. Harris, Department of English; Dr. Steven R. Heyman, Professor of Psychology; Dr. Rex. E. Gantenbein, Assistant Professor, Department of Computer Science; Dr. Walter G. Langlois, Professor, Modern and Classical Languages; Dr. Bruce A. Richardson, Assistant Professor, Department of English, UW/CC Center; and Dr. Burton R. Sisco, Assistant Professor, Department of Education, Lifelong Learning and Instruction.

Hollon Award

The Hollon Award is presented for excellence in teaching in off-campus programs. This award carries a cash grant of \$1,000. It recognizes quality teaching contributions to the general extension outreach programs of the University.

Dr. Alan E. Schenker, Associate Professor of Political Science, has been selected by the Faculty Development Committee to receive the Hollon Award for 1991.

Beatrice Beuf Golden Apple Teaching Award

The Golden Apple Teaching Award was established in 1986 by Mrs. Beatrice Gallatin Beuf of Big Horn, Wyoming to recognize teaching excellence in freshman-level courses in the College of Arts and Sciences. The award includes a \$2,500 stipend. This year's recipients are Dr. Ron Canterna, Associate Professor, Department of Physics and Astronomy, and Dr. James McClurg, Professor, Department of Geology and Geophysics.

CASE Professorship

Since 1981, the Council for Advancement and Support of Education (CASE) has presented Professor of the Year Awards to outstanding undergraduate faculty. In 1990, CASE announced that such awards would be given in all of the 50 states, the District of Columbia and Canada.

Because of the prestige attached to the annual John P. Ellbogen Outstanding Teaching Awards, three of the past Ellbogen teaching award winners were selected as nominees for the Wyoming Professor of the Year. They are Dr. Robert Jenkins, Professor of Zoology and Physiology; Dr. Terry Jenkins, Professor of Mathematics; and Dr. Barbara Chatton, Associate Professor, Department of Education, Lifelong Learning and Instruction. Each nominee will receive a \$1,000 stipend drawn from the Ellbogen fund.

Meyer Family Outstanding Staff Service Awards

Since 1984, Meyer Family Outstanding Staff Service Awards have been presented to a one general staff and one professional staff employee. Recipients of the awards for 1991 receive a \$300 stipend. They are Janet L. Zemanek, Technical Typist II in the Department of Chemistry and Peggy Brokenshire Nelson, Associate Director of Student Life.

Faculty Senate Report

Dr. Bill Russell, Faculty Senate chair, submitted an annual report, included as Enclosure 6, tan.

Staff Council Report

Staff Council Chairman Kirk Brown thanked the administration for their support during the past year. Staff Council was active this year with the Lariat staff newsletter, sack lunch seminars, establishment of a wellness program, and revision of UniReg 408.

NEW BUSINESS - PUBLIC COMMENTS

Trustee David Updike read part of a newspaper article that said the South Dakota Board of Regents will offer courses in physical and occupational therapy to help keep graduates in the state.

An article was distributed to Trustees which focused on Dr. Randy Lewis' work on sequencing the DNA coding for spider silk.

Trustee Schutte noted that the September business meeting was scheduled on the Saturday that UW is scheduled to play football at Colorado University. It was decided to schedule the committee meetings on September 5. The business meeting will begin at 1:30 p.m. on September 5 if necessary; if not, it will be held September 6.

ADJOURNMENT AND DATE
OF NEXT MEETING

There being no further business to come before the Trustees, the meeting adjourned at 2:40 p.m. A special meeting is scheduled June 29, 1991 for bond counsel.

Respectfully Submitted,



Donna J. Mecham
Deputy Secretary

ENCLOSURES

MINUTES
CONFERENCE TELEPHONE MEETING
EXECUTIVE COMMITTEE OF
THE TRUSTEES OF THE UNIVERSITY OF WYOMING

April 10, 1991

A conference telephone meeting of the Executive Committee of the Trustees of the University of Wyoming was held on April 10, 1991 at 8:15 a.m. with committee members Perry Dray, Bryan Sharratt, Mike Schutte, and David W. Updike participating. President Roark, Vice President for Finance Dan Baccari, Director of Fiscal Operations Art Blackinton, and Special Assistant to the President David Baker also took part in the meeting.

The conference meeting was called to consider the selection of auditors for bond funds, federal contracts and grants, and Intercollegiate Athletics, which was delegated to the Executive Committee at the April 6 Trustee meeting.

Vice President Baccari reported that at the April 5 Budget Committee meeting, additional questions were raised about the thoroughness of the selection process used to evaluate proposals and firms responding. The firms of Coopers & Lybrand/Dorr, Bentley & Pecha and Deloitte & Touche/Tammy E. Lantz were contacted to provide additional information. Mr. Baccari shared the information with the Executive Committee, and reviewed the process used in the evaluation of the firms.

He also pointed out that the Request for Proposal contained the following, "The University reserves the right in awarding this contract to consider the qualifications of all bidders, as well as the amounts of the various proposals. Therefore, the contract will not necessarily be awarded to the lowest bidder. The University further reserves the right to accept or reject any and all proposals and to waive any irregularities or informalities and to award this contract in the best interest of the University."

After considerable discussion, Trustee Schutte moved that the Vice President for Finance be granted authorization to engage the firm of Deloitte & Touche, Denver, with Tammy E. Lantz, Cheyenne to provide annual audit services in accordance with the provisions of OMB Circular A-133 and the requirements of University bond issues, the NCAA, and National Public Radio for the next four years, subject to annual Trustee approval. The motion was seconded by Mr. Updike, and carried, with Trustee Dray abstaining due to a possible conflict of interest.

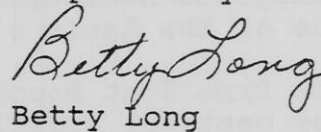
Vice President Baccari also reported that he has been unable to finalize the contract with the architect who is designing the Regulated Materials Management Center. The architect has been unable to buy professional liability insurance that includes

coverage for environmental pollution. Requiring such coverage would add substantially to the cost for the project, and additional coverage would be necessary for the construction contract. The additional cost is not balanced to the risk, since the facility is a temporary holding site and does not have underground tanks nor large holding facilities, and does not present the same level of risk as more sophisticated facilities.

The Committee directed Vice President Baccari to proceed with negotiations with the architect without requiring coverage for environmental pollution.

There being no further business to come before the committee, the conference telephone meeting was adjourned at 9:10 a.m.

Respectfully submitted,

A handwritten signature in cursive script that reads "Betty Long". The signature is written in dark ink and is positioned above the typed name.

Betty Long

MINUTES
CONFERENCE TELEPHONE MEETING
EXECUTIVE COMMITTEE OF
THE TRUSTEES OF THE UNIVERSITY OF WYOMING

May 8, 1991

A conference telephone meeting of the Executive Committee of the Trustees of the University of Wyoming was held on May 8, 1991, at 8:00 a.m. with committee members Bryan Sharratt, Mike Schutte, and David W. Updike participating. Trustee Perry Dray was absent. Vice President for Finance Dan Baccari also took part in the meeting.

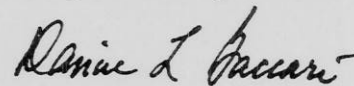
The conference meeting was called to consider the FY 1992 salary adjustment for the Internal Auditor, who reports directly to the Trustees.

The Committee discussed the work performance of the Internal Auditor and reviewed the status of his salary in relation to others in the region and the nation.

Mr. Schutte moved to adjust the Internal Auditor's salary by 9.14 percent (4.14 percent average adjustment and a 5 percent merit related market adjustment), bringing Mr. Jacobson's FY 1992 salary to \$45,288. The motion was seconded by Mr. Updike, and it carried unanimously.

There being no further business to come before the Committee, the conference telephone meeting was adjourned at 8:10 a.m.

Respectfully submitted,



Daniel L. Baccari



ASUW
Business Office

P.O. Box 3605
Room 260, Wyoming Union
Laramie, Wyoming 82071-3605
(307) 766-5216

April 24, 1991

To: Travis Gentry, ASUW President
Thomas Mattheus, Director of Student Life
James Hurst, Associate Provost of Student Affairs
Daniel Baccari, Vice President of Finance
Terry Roark, President of the University of Wyoming
Board of Trustees, University of Wyoming

From: Lorraine Lupton, ASUW, Business Manager *all*
1991 ASUW Senate

Re: ASUW Budget FY 92

Please find attached the FY 92 ASUW Budget as approved by Senate Bill #1682. Listed below is a summary of the ASUW's fund sources and uses for FY 92:

Fund Sources:

ASUW Fee	\$408,000
ASUW Reserve	34,023
ASUW, Equipment Reserve	12,500
Presidential Grant	3,000
General Revenue	<u>266,270</u>
	\$723,793

Fund Uses:

ASUW Government and Services	\$318,918
ASUW Activities	126,825
Student Publications	<u>278,050</u>
	\$723,793

The budget is based upon an estimated student fee of \$408,000. This amount is derived from an average enrollment per semester of 8,500 full time students paying \$24.00 per student per semester.

The Senate has also approved the use of \$34,023 from the ASUW Reserve account. The Reserve allocation will be used to pay salary increases of \$22,223 to ASUW employees meeting Personnel's employment requirements. Reserve monies will also be used to fund \$2,800 of travel expenses to national conferences for the Legislative Branch and ASUW Activities. An allocation of \$2,000 first designated in the FY 89 Budget will be carried forward to the FY 92 to print a Landlord/Tenant Handbook as well as an allocation

of \$500 to update the Student Attorney's legal library. Reserve monies of \$6,000 will be used to fund a new Activities calendar in an attempt to collect and unify information on campus activities. This calendar will be administered by ASUW Activities in conjunction with CAB. Finally, \$500 from the Reserve will be used as a start up cost in an ASUW recycling project with Union Food Service to provide students with plastic refillable sippers.

Senate approval was given to allocate \$12,500 from the ASUW Equipment Reserve. A new computer, printer, software, and electronic mail networking system for the ASUW Administrative Secretary will be funded in the amount of \$4,500. ASTEC was given approval of \$1,000 to purchase another VCR, camcorder and tripod to replace those stolen this past year. The Sports Clubs were approved a \$1,000 allocation to purchase safety equipment for several of their teams. Finally, a conditional approval of \$6,000 to purchase equipment was given Student Publications. The past two years have shown positive cash balances at the end of FY 89 and FY 90. If this should occur at the end of FY 91, then this cash balance would be used to purchase a new production waxer, laser printer, and newspaper stands, instead of funds from the ASUW Reserve.

Budgeted revenues next year will come primarily from the ASUW Ticket Office and Student Publications. Ticket Office revenues are reimbursed to the different student organizations and entities on and off campus that we serve as a ticket outlet. Student Publication revenues appear to be stable for advertising sales and graphic design services for students. ASTEC continues to slightly increase their revenues from providing quality technical services and equipment rental. The Ski and Sports Swap (Activities) which has been a revenue producer in the past will not be held next fall, but the popular Print and Plant Sales will continue. Once again a grant of \$3,000 will be anticipated from the President's Office for the President's Welcome in September.

ASUW will continue to partially fund the UW Home Child Care Provider Program with a \$12,300 allocation for salaries. The Sports Clubs program will receive \$15,000 as partial funding of team sports. ASUW financial support of the Cooperative Education Opportunity Program (CEOP) ends with the FY 91 Budget. This program now becomes part of the Career Planning and Placement Center with continued ASUW participation on the Board.

This is the second budget to be based upon the increased student fee of \$24.00/per student/per semester. Even with this recent increase, it was necessary to cut over \$100,000 in program requests for FY 92. The ASUW Budget and Planning Committee is faced with some serious decisions with the next year's budget. The ASUW Reserve has a healthy cash balance of \$193,320 (3/31/91) but \$34,000 withdrawn annually for operating expenses would deplete it in a few years. It has been Budget and Planning's policy to use reserve funds for one-time or special allocations. In this budget, funds will be used to support normal operating costs such as

salaries and travel. Similarly, the ASUW Equipment Reserve is being depleted more rapidly than replenished. ASUW Finance Policy states that 1% of the student fee will be allocated to this account (\$4,080.00) and in FY 91, \$4,800 was allocated and \$12,500 is being allocated for FY 92 from this account. The fund balance at this point is \$31,127 (3/31/91).

The following topics will be discussed by ASUW Budget and Planning Committee next year as a result of these trends:

1. An increase in the ASUW Student Fee
2. Limitations on allowable budget increases
3. Evaluation of all ASUW programs/services

FOR FISCAL YEAR 1991/92
 INCOME AND EXPENDITURE STATEMENT
 AUXILIARY ENTERPRISE

DEPARTMENT: WYO UNION
 ACCOUNT NUMBER: 4-60120
 SUBMITTED BY: JERRY MERANDA

DATE SUBMITTED:
 REVISION NU 1

	CURRENT YEAR JUNE 30, 1991			BUDGET YEAR JUNE 30, 1992		
	A	B	C	D	E	F
	BUDGET	PROJECTED ACTUAL	% CHANGE B/A	BUDGET REQUEST	% FROM PREVIOUS YEAR BUDGET D/A	% FROM PREVIOUS YEAR PROJECTED D/B

INCOME						
FOOD SALES (SCH 1&2)	720,900	597,973	-17%	775,498	8%	30%
RECREATION CENTER (SCH 3)	74,200	74,018	0%	77,718	5%	5%
ACTIVITIES CENTER (SCH 4)	9,150	10,728	17%	11,150	22%	4%
CAB UNION (SCH 5)	10,850	10,850	0%	4,450	-59%	-59%
MEDIA SHOPPE (SCH 6)	5,800	4,583	-21%	5,500	-5%	20%
CANDY/CIGARETTES VENDING	1,000	960	-4%	1,000	0%	4%
POP VENDING	6,200	5,938	-4%	6,200	0%	4%
BOOKSTORE RENT	72,336	72,366	0%	75,984	5%	5%
BARBERSHOP RENT	2,718	2,718	0%	2,854	5%	5%
MEETING ROOM RENT	2,500	1,748	-30%	3,000	20%	72%
SUMMER FEES	29,500	22,500	-24%	22,500	-24%	0%
FALL-SPRING FEES	415,000	418,744	1%	445,599	7%	6%
MISCELLANEOUS	500	273	-45%	500	0%	83%
TOTAL INCOME	1,350,654	1,223,400	-9%	1,431,953	6%	17%
EXPENDITURES						
FULL TIME PERSONAL SERVICES	321,878	314,801	-2%	333,503	4%	6%
PART TIME PERSONAL SERVICES	337,651	352,677	4%	333,589	-1%	-5%
SOCIAL SECURITY MATCHING	35,148	37,566	7%	36,455	4%	-3%
WY STATE RETIREMENT MATCHING	34,207	39,408	15%	53,615	57%	36%
HEALTH AND LIFE INSURANCE	40,920	36,562	-11%	53,528	31%	46%
WORKERS COMPENSATION	7,558	5,893	-22%	7,348	-3%	25%
UNEMPLOYMENT COMPENSATION	3,281	3,337	2%		-100%	-100%
TOTAL PERSONAL SERVICES	780,643	790,244	1%	818,038	5%	4%
ASSESSMENTS	11,073	11,073	0%	12,734	15%	15%
ADVERTISING AND PROMOTION	5,200	3,029	-42%	5,200	0%	72%
DEPRECIATION	48,307	48,307	0%	48,181	0%	0%
INSURANCE	19,081	19,081	0%	22,516	18%	18%
LAUNDRY	3,600	3,608	0%	4,100	14%	14%
MAINTENANCE AND REPAIR	49,000	51,634	5%	53,450	9%	4%
MISCELLANEOUS	5,474	5,219	-5%	6,075	11%	16%
POSTAGE			ERR		ERR	ERR
PROGRAM ACTIVITIES	31,865	36,850	16%	31,865	0%	-14%
PURCHASE FOR RESALE	261,650	226,020	-14%	277,433	6%	23%
SOCIAL FEE			ERR		ERR	ERR
SUPPLIES	85,787	81,149	-5%	90,214	5%	11%

TELEPHONE	8,600	10,074	17%	10,300	20%	2%
TRAVEL	6,400	9,627	50%	9,630	50%	0%
UTILITIES	28,500	28,224	-1%	32,013	12%	13%
<hr/>						
TOTAL NON PERSONAL EXPENSES	564,537	533,893	-5%	603,711	7%	13%
<hr/>						
TOTAL EXPENSES & PERSONAL SERVICE	1,345,180	1,324,137	-2%	1,421,749	6%	7%
<hr/>						
NET PROFIT (LOSS)	5,474	(100,738)	-1940%	10,204	86%	-110%



Faculty Senate
P.O. Box 3961
Room 110, Merica Hall
Laramie, Wyoming 82071-3961
(307) 766-5348

FACULTY SENATE REPORT
1990-91

During the 1990-91 academic year, the Faculty Senate passed bills regarding:

1. deletion of administrative performance as criteria for tenure and promotion;
2. change of the numbering system for University courses;
3. change of days allowed in dropping a class;
4. statement in UNIREG 404 that graduate-level classes can count toward undergraduate degree upper division credit hour requirement;
5. change in student absence policy regarding Student Health Service's authorization and statements regarding students' health;
6. initiation of UNIREG 703 which establishes advisory committees;

and resolutions regarding:

1. the ban of the promotion and sales of all tobacco products on the U campus;
2. the principle of the category of Academic Professionals;
3. Academic Reallocation Report;
4. optional listings of 4000-level courses at the 5000 level;
5. State funding of faculty endowed chairs;
6. faculty salary allocation distribution;
7. "housecleaning" standing committee regulations.

On behalf of the Faculty Senate Executive Committee and the Faculty Senators, I would like to express appreciation to the Board of Trustees for their open communication and support of faculty.

Respectfully submitted,

A handwritten signature in cursive script that reads 'William C. Russell'.

William C. Russell, Chair
Faculty Senate