

THE UNIVERSITY OF WYOMING
MINUTES OF THE TRUSTEES

October 17, 1992

For the confidential information
of the Board of Trustee

THE UNIVERSITY OF WYOMING

Minutes of the Trustees

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December

THE UNIVERSITY OF WYOMING

**Minutes of the Trustees
October 17, 1992**

The Board of Trustees of the University of Wyoming held a regular business meeting on October 17, 1992 in the Old Main Board Room. Trustees held committee meetings on Friday, October 16. They also attended a breakfast on Friday, hosted by the executive committees of Faculty Senate and Staff Council.

President Deborah Healy Hammons called the meeting to order at 9:15 a.m.

ROLL CALL

The following Trustees

attended the business

meeting: Deborah Healy Hammons, John D. (Dave) Bonner, F. Richard Brown, W. Perry Dray, Harry L. Harris, Peter M. Jorgensen, Jeri Kirk, Walter G. (Jerry) Saunders, Mike Schutte, and David W. Updike. Ex-officio members Terry P. Roark and Diana Ohman were also in attendance. Trustees Daniel Kinnaman and Bryan Sharratt, and ex-officio member Travis Gentry attended committee meetings on Friday, but were unable to attend the business session. Governor Mike Sullivan was not present.

ANNOUNCEMENTS

President Hammons

said that her

comments made at the Faculty Senate/Staff Council breakfast meeting would be made available in written form to interested parties. Since Trustee Gentry was unable to attend the business meeting, his report on ASUW bills will either be mailed to Trustees or reported at the December meeting.

APPROVAL OF SEPTEMBER 19, 1992 MINUTES

It was moved by

Trustee Kirk and

seconded by Trustee Jorgensen that the September 19, 1992 minutes be approved. The motion carried.

PRESIDENT'S REPORT

President Roark reported the following good news items during the committee meetings on Friday:

- Yesterday (October 15) the Federal Communications Commission approved the University's construction permit to activate the KUWR-FM radio transmitter in Jackson. This will allow us to finalize the installation and begin Wyoming public radio programming. We anticipate being on the air in Jackson by mid-November.

- For the third consecutive year, the University of Wyoming has been ranked among the country's leading national universities. The U.S. News and World Report magazine ranks UW in the third quartile of America's leading national universities. Other institutions in the same quartile include Baylor University, Brigham Young University, Oregon State University, Texas Tech University, the University of Alabama, the University of Kentucky, the University of Nebraska, the University of Oregon, and the University of Tennessee. According to U.S. News, the University of Wyoming and the other ranked institutions are "the major leagues of higher education. They usually have more selective student bodies, greater resources, and broader reputations than schools in other categories."

- Benno Schmidt, president of the Edison Project, was struck by the innovation he observed on a visit Oct. 9 to the Wyoming Center for Teaching and Learning at

Laramie, the laboratory school at the University of Wyoming.

Schmidt, who was the president of Yale before joining the Edison Project in May, cites WCTL-L's program as employing the kind of innovation the Edison Project will study in developing a system of nationwide private schools.

"(It's) fabulous what's going on over there," he said.

The Edison Project expects its system to provide a blueprint for the schools of the 21st century, both public and private. Schmidt predicts the Edison Project will invent little, instead weaving together patches of innovation already in place.

Schmidt said in his speech at the College of Arts and Sciences Honors Convocation that the Edison Project is seeking out islands of excellence and innovation. "I saw one right here this morning at the Wyoming Center for Teaching and Learning," he said. "One as exciting as I've ever seen." President Roark said that Dr. Schmidt planned to send members of his design team to the Wyoming Center for Teaching and Learning.

- A University of Wyoming student is a six-state regional winner and one of 16 national finalists in an annual case competition sponsored by the national Small Business Administration. Elton Tophoj, a graduate student in agricultural economics, received the SBA "Case of the Year" honor for a feasibility study conducted for a husband and wife interested in building a gas station/convenience store in rural Fremont County. The case study was part of assistance given the Wyoming couple through the Small Business Institute in the College of Business.

- A UW student is the recipient of the only undergraduate scholarship given each year by the Entomological Society of America. The award goes to Jane M. Struttman, UW senior entomology major.

- Top honors in all categories were awarded two University of Wyoming student publications in the 1992 Columbia Scholastic Press Association college evaluations.

The UW literary magazine, "Owen Wister Review", edited by Jon Forrest Glade of Laramie, received 999 out of a possible 1,000 points to earn a Medalist designation, the top award of the competition.

The general interest magazine "Frontiers", edited by Kris Kerr of Fort Collins, also earned a Medalist designation with 964 points.

- The CLEO program of the UW College of Law has been nominated by the U.S. Department of Education as an exemplary federal program. The University of Wyoming and the University of Iowa are the only two programs out of all of the CLEO summer institutes to be so nominated.

- Two UW faculty and a graduate student have received an award from the International Association of Assessing Officers for distinguished research and service. The award was presented to John W. Birch, professor of economics; Mark Sunderman, assistant professor of economics and finance; and Tom Hamilton, graduate student, for their contributions to assessment practices and procedures in Wyoming. This is the second consecutive year that the international group has honored Professors Birch and Sunderman. Back-to-back awards are very unusual, attesting to the high regard held for their research and service.

- Leigh Selting, UW assistant professor of theater and dance, is among 100 educators nationwide chosen to participate in the John F. Kennedy Center/American College Theater Festival Symposium on Acting. Dr. Selting, who last year received an award from the College of Arts and Sciences for extraordinary merit in teaching, will receive a scholarship to attend the national symposium.

- A UW agricultural economist recently gained national recognition for his study of the Colorado River Basin, which includes Wyoming's Green River. James Booker received the University Council on Water Resources dissertation award in social, behavioral, and policy sciences.

- UW scientists have attracted international attention for pioneering development of a novel technique using high-frequency microwaves to turn acid rain pollutants into harmless by-products. A patent has been filed and a commercial microwave-based system is expected to be installed by mid-1993. The research effort is headed by Chang Yul Cha, head of the UW Department of Chemical Engineering. News of his research has been published in major newspapers, including the Wall Street Journal and the New York Times, in national magazines such as "Chemical Engineering" and "Science", and has been sent out in 39 different languages by the BBC news service.

- A new telescope and other improvements funded by a federal grant will drastically enhance the undergraduate program offered by the UW Department of Physics and Astronomy. Under the grant, a new, computer-controlled telescope will replace the outdated model on the roof of the Physical Sciences building, a new work station in the department will give students access to machines used in newly developed undergraduate courses in computational physics, and equipment at the infrared observatory on Jelm Mountain will be enhanced.

- UW and Wyoming state agencies are jointly hosting a public hearing Oct. 29 at the Wyoming Union where individuals and organizations may present testimony as part of self-studies toward compliance with the Americans with Disabilities Act.

- Governor Mike Sullivan and I have endorsed a plan to bring the principles and practice of Total Quality Management (TQM) to Wyoming's government, educational

institutions, and businesses.

Our plan for a statewide quality program, called the Wyoming Quality Initiative, underscores TQM's potential to revitalize Wyoming's institutions and competitive ability in the face of growing economic constraint. A statewide conference launching the Wyoming Quality Initiative will be held at the University of Wyoming Nov. 6. The conference will bring together all those who will play a leadership role in making the Wyoming Quality Initiative a reality.

- This weekend marks the second annual Family Weekend at the University of Wyoming.

Family Weekend provides parents of UW students an opportunity to learn more about their son's or daughter's educational experiences and to become more actively involved with the University and its diverse programs.

Highlights include a resource fair, interaction with deans and faculty, visits with students and residence hall staff, an evening at the Wyoming Territorial Park dinner theater, and recognition of UW's inaugural "Wyoming Family" -- Trustee Dick and Marty Brown of Casper.

- The fall articulation meeting of the University of Wyoming and community college academic deans was held at UW Oct. 1-2. There were many positive outcomes. The first block transfer between UW and a community college for the new teacher education program was added to the block transfer agreement with Western Wyoming College. This agreement can serve as a model for the teacher education agreements between UW and the other community colleges.

Block transfers between UW and the remaining three colleges -- Laramie County Community College, Northwest College, and Sheridan College -- are scheduled for

completion by December. Education will be added to all previously signed block transfer agreements.

Finally, the deans have agreed to continue to jointly sponsor publishing, printing, and distributing a "Courses and Choices" brochure to all Wyoming ninth grade students. The new brochure format will include UW's 1995 required admission standards. The brochure will be completed and distributed early next spring.

ACADEMIC ISSUES COMMITTEE

President Hammons asked

Chairman Perry Dray

for a report from the Academic Issues Committee meeting held on October 16, 1992.

Committee members Dray, Jorgensen, Kinnaman, Kirk, and Ohman attended the meeting, along with other Trustees and University personnel. Chairman Dray reported the following to the full Board:

Office of Admissions - Recruiting Activities in Wyoming

The mission statement of the Division of Student Affairs reflects the mission and goal statements of the University and reads in part:

Recruit and retain a student body with the size, composition, and diversity prerequisite to preparing our graduates for success in a multi-cultural/multi-ethnic society.

A student enrollment with the desired size and composition is the result of an institutional commitment to recruitment and retention. The Admissions Office is implementing a recruiting program designed to help achieve University goals. The centerpiece of this program is the recruitment that occurs right here in Wyoming. President Roark made a report to the Academic Issues Committee on those recruiting

activities, noting that he sends a letter to Wyoming seniors in September-November of each year. Last year 6,147 letters were sent to Wyoming seniors, and as a result, 117 new prospects were added to the recruitment pool. The "Class Act" brochure is mailed to Wyoming sophomores each September. The brochure encourages Wyoming sophomores to stay in Wyoming for college. The Admissions office has college planning programs each fall, with admissions' staff visiting with more than 3,000 juniors and seniors during three weeks. Viewbooks are distributed and students are added to the recruitment system. Admissions office staff also visit all Wyoming high schools and community colleges to personally visit with students interested in UW. President Roark introduced Kathy Ragan Fields, Associate Director of Admissions, as well as Admissions staff members Tracy Swears, Tony Watt and Oliver Wilson. Kathy Ragan Fields also spoke to Trustees about recruiting activities.

President Hammons complimented those responsible for the new viewbook, saying that she thought it was the best one produced so far.

Fall Enrollment

Provost Karnig reported that fall enrollment was at 10,623, compared with 10,703 in the fall of 1991. This figure does not include students enrolled at the UW/Casper College Center.

ATHLETIC COMMITTEE

President Hammons called on Chairman Sharratt for a report from the Athletic Committee meeting held on October 16, 1992. Chairman Sharratt gave the following report to the full Board:

Report on Title IX Findings and Status of Interests and Abilities Survey

Chairman Sharratt asked President Roark to report on Title IX findings. In Dr. Roark reported that in late September the Division of Intercollegiate Athletics had submitted a budget proposal to address Title IX concerns. Based on their recommendations, the University then corresponded with the Denver Office of Civil Rights and proposed that UW: 1) Increase scholarship support for present women's sports offerings to the maximum allowed by NCAA rules. The proposal is to provide the following full scholarships to reach NCAA maximum in women's sports:

- Golf - three resident, three non-resident
- Swimming - five resident, nine non-resident
- Track - eight resident; eight non-resident

This would increase the grant in aid by \$60,000 per year.

2) Add one part-time position to enhance support services for non-revenue sports, which would serve women's sports. This addresses an Office of Civil Rights concern that support services for revenue sports is significantly greater than for non-revenue sports. 3) Increase the athletic equipment budget for all women's sports by \$6,360. 4) Increase the team travel budget for all women's teams by \$15,000. 5) Increase recruiting travel budgets by \$14,000 for all women's sports teams. This is an increase of 50 percent.

The total budgetary impact would be \$105,360. By the end of the month, President Roark expects budget enhancement ideas from the Athletic Department. He will then come to Trustees in December with a budget plan.

President Roark reported that the University's Title IX Survey of Interest and Abilities is being carried out by an internal work group chaired by Professor Robert Cochran. Dr. Cochran is Chairman of the Department of Statistics and is completing his

first year of service as the faculty athletic representative to the NCAA, WAC, and CFA. Other members of the group are: Ms. Terri Howes, Senior Women's Athletic Administrator; Patricia Taylor, Director of Women's Studies; Special Assistant David Baker, Martin Greller, Associate Professor in the College of Business; Fred Doll, Director of the Survey Research Center, and Frank Hinds, Professor of Animal Science. Dr. Cochran attended the Academic Issues committee meeting and reported that the group had met once, and decided on a study population, which will include all full-time students enrolled this fall. The group is in the process of designing the survey instrument. Dr. Cochran explained that it may be a stratified simple random sample, or stratified to get a 50/50 mix of a comparable sample, with a target sample size of 800. The survey will be conducted by telephone and should be completed before Thanksgiving. The questionnaire is in the first draft, but will likely include questions about past, present and future activities, and whether those needs are being satisfied. Responding as to whether the questionnaire has been approved, Dr. Cochran said that the Office of Civil Rights plans to send someone to meet with the committee before it is implemented.

President Roark said that the procedure would be designed by the NCAA in January. The Office of Civil Rights is looking for a three- to five-year plan, so designs will not have to be made immediately. The major question is whether UW is serving women as well as it is serving men.

Trustee Jorgensen brought up the point that at the March, 1992 meeting a motion had passed that a disinterested outside party evaluate the Division of Intercollegiate Athletics. Following up on that point, Trustee Sharratt indicated that the topic may be addressed at the December meeting. Trustees should give President Roark guidance as to the nature and scope of any additional studies.

BUDGET COMMITTEE

President Hammons called on Chairman Brown for a report from the Budget Committee meeting held on October 16. Committee members Brown, Bonner, Harris, Schutte, Sharratt, and Updike and ex-officio members Hammons 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.

Fiscal Year 1993 Budget Authorization Increase for Course Fees and Special Services

Laboratory and course fees accrue to the colleges as part of the Section I revenues earmarked for departmental use. As part of the budget process, these revenues are appropriated as self-generated revenues. In order to utilize the cash balances after the close of a fiscal period, specific authorization must be obtained through the Trustees and the Governor.

The College of Arts and Sciences has \$29,015 in course and laboratory fees to be utilized and the College of Engineering has \$1,364. These funds will be expended for equipment and similar activities consistent with the intent of the fees.

Based on a recommendation from the Budget Committee, Mr. Brown moved approval of a Section I budget authorization increase of \$30,379. This increase reflects the unobligated cash balances of laboratory and special course fees from last fiscal year that the Colleges of Arts and Sciences and Engineering wish to utilize during the current fiscal period. The motion was seconded by Mr. Harris, and it carried.

Approval of Contracts and Grants, Gifts and Scholarships

Based on a recommendation from the Budget Committee, it was moved by Mr. Brown, seconded by Mr. Harris, and carried, that the Trustees of the University of Wyoming accept contracts and grants in the amount of \$1,889,768 for the period August 22, 1992, through September 22, 1992. Based on a recommendation from the Budget Committee, it was moved by Mr. Brown, seconded by Mr. Harris, and carried, that the Trustees of the University of Wyoming accept gifts and scholarships in the amount of \$20,804.00 for the period August 16, 1992, through September 15, 1992.

Financial Review - First Quarter FY 1993

The financial report for the three-month period ended September 30, 1992, was distributed and reviewed at the Budget Committee meeting.

Internal Audit Activity Conducted in Accordance with the Audit Plan for the Period July 1, 1992 to September 25, 1992

A report prepared by Mr. Van Jacobson on the internal audit activity for the period July 1, 1992, through September 25, 1992, conducted in accordance with the audit plan, was presented to the Budget Committee.

PERSONNEL COMMITTEE

President Hammons asked Trustee Kirk for a report from the Personnel Committee.

Committee members Kinnaman, Kirk, and Updike attended the committee meeting, along with other Trustees and University personnel. Personnel Committee chair Jerry Saunders was unable to attend the committee meeting. It was moved by Trustee Kirk, seconded by Trustee Schutte, and carried that the following items be approved as indicated:

Faculty Appointments

COLLEGE OF AGRICULTURE

- a. Bruce A. Cameron as Assistant Professor in Home Economics, effective August 24, 1992, at an annual (9-month) salary rate of \$33,000. This is a tenure-track appointment.

COLLEGE OF ARTS AND SCIENCES

- b. Jeanne Denise Cloonan as Assistant Professor of Modern and Classical Languages, effective August 24, 1992, at an annual (9-month) salary rate of \$31,500. This is a tenure-track appointment.
- c. Patricia J. S. Colberg as Assistant Professor in Zoology and Physiology, effective August 24, 1992, at an annual (9-month) salary rate of \$38,004. This is a tenure-track appointment.
- d. John William Ford as Assistant Professor of Art, effective August 31, 1992, at an annual (9-month) salary rate of \$30,000. This is a tenure-track appointment.
- e. Steven R. Kubacki as Assistant Professor of Psychology, effective August 24, 1992, at an annual (9-month) salary rate of \$34,500. This is a

tenure-track appointment.

f. James Carl Schatzman as Associate Professor of Mathematics, effective August 24, 1992, at an annual (9-month) salary rate of \$50,004. This is a tenure track appointment.

g. Jerry C. Hamann as Assistant Professor of Electrical Engineering, effective January 8, 1993, at an annual (9-month) salary rate of \$43,008. This is a tenure-track appointment contingent upon satisfactory completion of all of the requirements for the Ph.D.

INTERCOLLEGIATE ATHLETICS

h. Trenton Scott Greener as Assistant Strength Coach and Lecturer in Intercollegiate Athletics, effective October 5, 1992, at an annual (11-month) salary rate of \$18,084.

Academic Professional Appointments

COLLEGE OF ARTS AND SCIENCES

a. Eric M. Wiltse as Assistant Lecturer in Communication and Mass Media, effective August 28, 1992, at an annual (9-month) salary rate of \$28,464. This appointment is eligible for extended-term appointment.

COLLEGE OF BUSINESS

b. Elizabeth A. Fornstrom as Senior Lecturer in the College of Business, effective August 26, 1992, at an annual (9-month) salary rate of \$31,020. This is an extended-term appointment of six years.

c. Suzanne S. Roe as Associate Lecturer in the College of Business, effective August 26, 1992, at an annual (9-month) salary rate of \$27,504. This is

an extended-term appointment of two years.

COLLEGE OF HEALTH SCIENCES

d. Edward J. McDonald as Senior Lecturer in Speech-Language Pathology and Audiology, effective July 31, 1992, at an annual (11-month) salary rate of \$31,476. This is an extended-term appointment of two years.

Administrative Appointments

SCHOOL OF EXTENDED STUDIES AND PUBLIC SERVICE

a. Michael K. Freeman as Associate Director, School of Extended Studies and Public Service and Head, Division of Noncredit Educational Services for a three-year period, and Instructor, effective October 1, 1992, at no change in salary. A review of administrative performance will be conducted no later than Spring 1995.

DEVELOPMENT OFFICE

b. Richard W. Hatfield as Senior Major Gifts Officer in the Development Office, effective September 15, 1992 at an annual (12-month) salary rate of \$62,496. This is a permanent full-time appointment.

Adjunct Appointments

COLLEGE OF ARTS AND SCIENCES

a. Catherine Connolly as Adjunct Professor of Administration of Justice, effective August 31, 1992, through November 30, 1994. Dr. Connolly is currently an Assistant Professor in the Department of Sociology.

COLLEGE OF HEALTH SCIENCES

- b. Drew J. Kirbens, M.D. as Adjunct Professor, Clinical Faculty in Health Sciences/Speech Pathology and Audiology, effective September 1, 1992, through June 30, 1993. Dr. Kirbens is currently an ears, nose, and throat specialist in Laramie.

Adjunct Reappointments

COLLEGE OF AGRICULTURE

- a. Daniel Terrance Booth as Adjunct Assistant Professor in Plant, Soil, and Insect Sciences for the three-year period July 1, 1992, through June 30, 1995. Dr. Booth is currently with the High Plains Grassland Research Center, USDA (ARS), in Cheyenne.
- b. Frederick R. Holbrook as Adjunct Professor in Plant, Soil, and Insect Sciences for the three-year period July 1, 1992, through June 30, 1995. Dr. Holbrook is currently a staff member with the USDA (ARS) in Laramie.
- c. Richard A. Nunamaker as Adjunct Professor in Plant, Soil, and Insect Sciences for the three-year period July 1, 1992, through June 30, 1995. Dr. Nunamaker is currently a staff member with the USDA (ARS) in Laramie.
- d. Walter J. Tabachnick as Adjunct Professor in Plant, Soil, and Insect Sciences for the three-year period July 1, 1992, through June 30, 1995. Dr. Tabachnick is currently a staff member with the USDA (ARS) in Laramie.

Changes in Assignment

COLLEGE OF HEALTH SCIENCES

- a. Joe K. Schoeber, Assistant Professor of Family Practice/Casper, be reassigned as Assistant Professor and Acting Program Director, Family Practice/Casper, effective September 21, 1992, at an annual (12-month) salary rate of \$100,008.

Cancellation of Sabbatical Leave

- a. At the December 13-14, 1991, meeting of the Trustees, Mrityunjai P. Sharma, Professor in Petroleum Engineering, was granted a sabbatical leave for the 1992-93 academic year. At Professor Sharma's request, this sabbatical leave was cancelled.

Leave of Absence Without Pay

COLLEGE OF AGRICULTURE

- a. Carl E. Olson, Professor of Agricultural Economics, for the period October 1, 1992, through August 25, 1994, to head the Department of Agricultural Economics at the Sultan Qaboos University in Oman.

Retirements

<u>Name</u>	<u>Position</u>	<u>Birth Date</u>	<u>Employment Date</u>	<u>Retirement Date</u>
Childs, Gordon	Professor of Music	10/22/27	08/27/81	12/31/92
Gervais, Robert L.	Associate Professor of Lifelong Learning and Instruction	09/25/37	08/25/72	09/25/92

Part-Time Appointments/Resignations

Part-time appointments and resignations were reported to the Trustees for their information.

PHYSICAL PLANT AND EQUIPMENT COMMITTEE

President Hammons called on Chairman Updike for a report

from the Physical Plant and Equipment Committee meeting held on October 16. Committee members Updike, Jorgensen, Kinnaman, Kirk, and Schutte and ex-officio members Hammons 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.

Land Exchange - McGuire Property

In July, 1992, Mr. Tom McGuire asked the University of Wyoming to consider trading 640 acres, presently part of the UW McGuire property, for 640 acres of McGuire property adjoining our land. UW would trade Section 21, Township 20N, Range 73W for the North 1/2 of Sections 14 and 15, same Township and Range.

Dr. Ray Field, Animal Science Department Head, and Dean Robert Heil concurred this trade would be beneficial to the University for the following reasons:

- a. Having title to the North 1/2 of Section 14 would mean acquisition of a water well with an operating windmill.
- b. Acquisition of a spring and pastures that are already fenced.
- c. The North 1/2 of Sections 14 and 15 are more productive rangeland than is Section 21. (Section 21 would have a higher capability if irrigation was developed. However the College of Agriculture does not view irrigation as the course they will pursue on this ranch).
- d. The east, north and west sides of Section 21 would have to be fenced before this section could be utilized as pasture. This would mean an expense of three miles of fencing materials plus labor.

Since Mr. McGuire owns those lands immediately west of Sections 21, 27, and 34, owning Section 21 makes sense from his operational standpoint.

Based on a recommendation from the Physical Plant and Equipment Committee, Mr. Updike moved that the University enter into an agreement with Tom McGuire wherein the University would trade Section 21, Township 20N, Range 73W to Tom McGuire and Mr. McGuire would trade the North 1/2 of both Sections 14 and 15, Township 20N, Range 73W to the University of Wyoming. In making such a trade, Mr. McGuire would be obligated to conduct those activities, on Section 21, that are consistent with the preservation and maintenance of wetland and floodplain areas existing as of the date of said land trade, as well as protect and enhance plant and animal habitat and populations. The trade will not be made until a current mortgage on the property the University is to receive has been paid. The motion was seconded by Mr. Jorgensen, and it carried.

Architectural/Engineering Selection for Minerals Research and Reclamation Center

President Roark reported that in response to its request, the University has received responses from 10 design teams for the architectural/engineering services for the Minerals Research and Reclamation Center. These responses are being evaluated and this evaluation will be completed prior to the December Trustee meeting. In order to stay on schedule with the agreement with DEQ and the Department of the Interior for the use of the monies from the Abandoned Mine Land fund, Dr. Roark requested authorization to convene the Executive Committee and Physical Plant and Equipment Committee to meet by conference call to select one of the teams to perform the architectural/engineering services for the Mineral Research and Reclamation Center project. Based on a recommendation from the Physical Plant and Equipment Committee, Mr. Updike moved to authorize the Executive and Physical Plant and Equipment Committees to select the architectural/engineering team for the Mineral Research and Reclamation Center project by conference call. The motion was seconded by Mrs. Kirk, 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.

DEVELOPMENT COMMITTEE

President Hammons called on Trustee Schutte for a report from the Development Committee meeting of September 18, 1992. Trustees Schutte, Bonner and Sharratt attended the committee meeting, along with other Trustees and University personnel. The following information item was reported to the full Board:

Report on Foundation Board Meeting

Trustee Schutte reported that the Foundation Board had met October 2-3, 1992 in Laramie, and that Trustees Sharratt and Brown attended the meeting. Mr. Brown reported that three new members, Jack Guthrie, Ann Simpson, and Peter Wold, had recently been appointed as positive additions to the Board.

Trustee Sharratt reported that the Foundation Board committee meetings were large and well attended. The committees are in the process of reviewing Pete Simpson's long-range plans for the office. He noted that Vice President Pete Simpson has beat the national average in fund raising.

Trustee Schutte said that a goal of the Development Committee is to improve communication between the Foundation Board and Board of Trustees. As part of that process, Pete Simpson will share lists of sizeable donations with Trustees in the event they might want to write personal letters to the donors. Trustees will now receive the Foundation Board newsletter. Meetings of the Foundation Board are scheduled for January 21-22, 1993 in Laramie and April 22-23, 1993 in Casper. Trustees are encouraged to attend the meetings.

Chairman Schutte noted that Foundation Board members are assigned to specific colleges, and suggested that Trustees explore that possibility for their Board, possibly on a rotating basis. Trustee Schutte asked Trustees to let him know if they had thoughts on the subject. The Trustee Development Committee will then recommend a format for submission at the December Trustee meeting.

Vice President Simpson reported that the Foundation Board operates on a committee basis. Their goal is to raise funds in the four areas of honors, natural resources, international programs, and teaching. Dr. Simpson also distributed a list of board members and college priorities, a report on fund raising projects, and a college development update.

COMMITTEE OF THE WHOLE

Additional Staff for Internal Auditor's Office

The Board requested and received additional information relating to the staffing of Internal Audit. To add one additional auditor position to the Internal Audit staff would require funding of \$35,000 plus 20 percent for fringe benefits per year. An additional \$5,000 would be needed for office equipment the first year. An additional auditor would significantly increase the number of areas across the University that could be audited.

It was reported that if the Trustees wished to increase the Internal Audit staff by one, a vacant unfunded full-time position would be available to assign for this purpose. The position would be funded for the balance of the current biennium from the year-end budget carryovers. Permanent funding for the position would be included in the University's budget request for the next biennium.

It was moved by Trustee Updike, seconded by Trustee Harris and carried that the an additional full-time auditor position be added to the Internal Audit staff.

Scholarship Reception

Following the Committee of the Whole meeting on Friday, Trustees attended a scholarship reception for recipients of the Superior Student, National Merit, and Superior Student in Education scholarships at the Foundation House.

PUBLIC COMMENTS

Kay Augustin, Staff Council chair, thanked Trustees for attending the Faculty Senate/Staff Council breakfast on Friday. She reported that Staff Council has made contact with 12 universities in the region to obtain information on their performance appraisal

systems, and will make recommendations by January 1993. Ms. Augustin reported that Staff Council is redoing the Human Resource Development needs assessment. Staff Recognition Day has been scheduled for February 26, 1993, and a spring health fair is being planned. The book recycling grant to the Department of Environmental Quality was unsuccessful this year. Mr. Updike asked Trustee support of recycling; Staff Council will send their recycling report to Trustees.

Faculty Senate chair Frank Millar said he appreciated having the opportunity to have breakfast with Trustees. He thanked Trustee President Hammons for making clear that it was the Trustees' idea to ask for a faculty workload policy. He said he thought the exchange of ideas at the breakfast was good, and hoped for continued cooperation as the policy is developed.

President Roark announced that a reception would be held for the first Wyoming Family, Dick and Marty Brown, at 4:30 at the Foundation House on October 17.

ADJOURNMENT AND DATE OF NEXT MEETING

There being no further
business to come before the

Board, the meeting adjourned at 9:50 a.m. Trustees then held an executive session to discuss litigation and personnel matters. The next meeting date is scheduled for December 18-19, 1992 in the Old Main Board Room.

Respectfully submitted,



Donna J. Mecham
Deputy Secretary