

THE UNIVERSITY OF WYOMING

Minutes of the Trustees

December 14, 1996

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TABLE OF CONTENTS

ROLL CALL.....2

ANNOUNCEMENTS.....2

APPROVAL OF OCTOBER 11, 1996 MINUTES.....3

PRESIDENTIAL SEARCH COMMITTEE.....5

ACADEMIC AND STUDENT AFFAIRS COMMITTEE6

 A. Item for Action Recommended by the President.....6

 1. Wyoming Excellence Scholarships.....6

 B. Items for Information.....10

 1. Rationale for Differential Tuition..... 10

 2. Institute for Environment and Natural Resources
 Strategic Plan.....10

BUDGET COMMITTEE.....11

 A. Items for Action Recommended by the President.....11

 1. Section I Budget Authorization Increase.....11

 2. Budget Development Guidelines.....12

 3. Audit Reports - Fiscal Year 1996.....13

 4. Approval of Contracts & Grants; Gifts & Scholarships.....13

 5. FY 1998 Fee Changes and Additions.....14

PERSONNEL COMMITTEE.....	20
A. Items for Action Recommended by the President.....	20
1. Extended-Track Academic Professional Appointments.....	20
2. Adjunct Appointments	21
3. Adjunct Reappointments	25
4. Administrative Appointments	25
5. Administrative Reappointments	26
6. Changes in Assignment.....	27
7. Clinical Faculty Appointments.....	28
8. Sabbatical Leaves	28
9. Leave of Absence Without Pay	48
10. Retirements	49
B. Items for Information	50
1. Full-Time Temporary Faculty Appointments	50
2. Full-Time Temporary Academic Professional Appointments	50
3. Part-Time Temporary Faculty Appointments	51
4. Part-Time Academic Professional Appointments	52
5. Resignations	54
6. Staff Terminations.....	54
PHYSICAL PLANT AND EQUIPMENT COMMITTEE.....	54
A. Items for Action Recommended by the President.....	54
1. U.S. West Easement at the Quarry	54
2. Mineral Interests.....	55
B. Item for Discussion	56
1. City of Laramie Lease Agreement	56
C. Items for Information	57
1. Physical Plant and Equipment Committee Meeting.....	57
2. Change Orders and Progress Reports	57
3. Property on 22nd and Grand Ave.....	57
4. Planning Report for College of Health Sciences.....	58

INVESTMENT COMMITTEE	59
A. Item for Action Recommended by the President	59
1. Endowment Income Distribution	59
B. Items for Information	60
1. Quarterly Report, University Endowments	60
2. Quarterly Report, University Investments.....	60
COMMUNITY COLLEGE AND OUTREACH COMMITTEE	61
A. Items for Information	61
1. Transfer of Community College Credits	61
2. Program on Financing Education	61
DEVELOPMENT COMMITTEE	61
A. Items for Information	61
1. Fund Raising Reports	61
ATHLETIC COMMITTEE	63
NEW BUSINESS/PUBLIC COMMENTS	64
ADJOURNMENT AND DATE OF NEXT MEETING.....	66

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December 14, 1996

Trustees of the University of Wyoming, including John D. "Dave" Bonner, Deborah Healy Hammons, Harry L. Harris, Peter M. Jorgensen, Elizabeth A. Kail, Forrest M. "Frosty" Kepler, Daniel L. Kinnaman, Jeri Kirk, Rita C. Meyer, Shelly Ritthaler, Walter G. "Jerry" Saunders and Hank True, as well as ex-officio members Judy Catchpole and Jason Thompson, met in executive session Friday morning, December 13, 1996, to discuss personnel matters. Trustees Elizabeth Kail and Rita Meyer, and ex-officio Trustee Governor Jim Geringer participated in the executive session via conference call. Committee meetings were held on Friday afternoon.

Trustee President Forrest "Frosty" Kepler called the business meeting to order at 10:02 a.m. on Saturday, December 14, 1996.

ROLL CALL

The following Trustees attended the meeting: Forrest "Frosty" Kepler, John D. "Dave" Bonner, Deborah Healy Hammons, Harry L. Harris, Peter M. Jorgensen, Daniel L. Kinnaman, Jeri Kirk, Rita Meyer, Shelly Ritthaler, Walter G. "Jerry" Saunders and Hank True. Trustee Elizabeth Kail was unable to attend.

Ex-officio members, including UW President Terry P. Roark, State Superintendent of Public Instruction Judy Catchpole and ASUW President Jason Thompson were also in attendance, but Governor Jim Geringer was not present.

ANNOUNCEMENTS

UW President Terry P. Roark made the following announcements:

- The C.S. Mott Foundation has awarded \$130,000 to the Institute for Environment & Natural Resources Research and Policy. The contribution will be made over two years for Institute operational support.
- President Roark received an e-mail last week from a couple who had attended the football championship game in Las Vegas. They commended UW students on their behavior and demeanor at the game.
- The University of Wyoming Cap & Gown Chapter of the Mortar Board national college senior honor society has received the national Mortar Board Chapter of Excellence designation for exemplary scholarship, leadership, and service.

- Seventy UW students are listed in the latest edition of Who's Who in American Universities and Colleges, based on outstanding academic achievement, community service, and potential for continued success.
- Jason F. Shogren, professor of economics in the UW College of Business, has accepted an appointment to the President's Council of Economic Advisers. Shogren, who holds the Stroock Family Chair on Natural Resource Development and Conservation, will serve eight months as a senior economist on environmental policy.
- Harvey Gelb, UW professor of law, has been named the Winston S. Howard Distinguished Professor in the College of Law.
- William A. Reiners, UW professor of botany, is the 1996 J.E. Warren Distinguished Professor, which recognizes UW faculty members who excel in research or activities related to energy or environmental disciplines.
- Pacific Power has provided a \$50,000 grant for a solar electric research project at the UW College of Engineering.
- Twelve students from the UW Department of Theatre and Dance appear in "Hard Time," a new safe driving commercial produced by the Wyoming Department of Transportation.
- Colorado Interstate Gas Company has contributed \$48,000 to establish a graduate internship program between the UW College of Engineering and the Wyoming Department of Environmental Quality.

- UW Libraries have received the Georgia Shovlain Award, presented annually by the Wyoming Library Association. The award is for directing a project in which state libraries use new technologies such as the Internet to transmit documents from one library to another.
- A \$55,000 grant from the Mid-America Manufacturing Technology Center (MAMTC) will help UW's Electric Motor Training and Testing Center enhance its energy conservation services to businesses in Wyoming and other western states.
- H. John Baldwin, UW College of Health Sciences School of Pharmacy dean, is the new president of Pharmat Inc., a consortium of 37 schools of pharmacy in 36 states. Pharmat provides educational materials and assists pharmacists in meeting their mandatory continuing education requirements for relicensure.
- Two UW mechanical engineering students, Bradley O. Carlson and Clay Douglas Price, received national awards in a design competition sponsored by the James F. Lincoln Arc Welding Foundation.
- Graduates of the UW Clinical Psychology program ranked 16th among graduates of 174 programs at other universities based on results of the standardized state licensing examination ahead of graduates from the universities of Nebraska, Denver, Utah, Brigham Young, Colorado, Duke, and USC.

APPROVAL OF OCTOBER 11, 1996 MINUTES

It was moved by Trustee True and seconded by Trustee Bonner that the October 11, 1996 Minutes of the Trustees be approved. The motion carried.

President Frosty Kepler suggested that Trustees move to the Presidential Search Committee for a recommendation.

PRESIDENTIAL SEARCH COMMITTEE

Presidential Search Committee chair Pete Jorgensen stated that the committee was charged several months ago with the task of selecting a new President. The committee consisted of six Trustees: Pete Jorgensen, Dave Bonner, Debbie Hammons, Jeri Kirk, Jerry Saunders, and Hank True; three faculty members: Caroline McCracken-Flesher, Maggi Murdock, and Harold Bergman; one legislator: Gail Zimmerman; one staff member: Susan Barnes; one student: ASUW president Jason Thompson; and one UW Foundation Board member, Jack Guthrie.

In July, Korn/Ferry International, a search consultant firm, was hired to assist the committee. The position was advertised with criteria listed. The search consultant firm received 130 nominations and applications, and from those, 90-100 remained for consideration. The applications were reviewed by the full search committee and the list was narrowed to fifteen. After review, eight applicants were invited to Denver for interviews with the search committee. Three applicants were invited for on-campus interviews over the last two weeks.

Chairman Jorgensen thanked, for himself and the University, everyone who had contacted members of the search committee via e-mail, fax, or mail with suggestions and comments. He reported that nearly without exception after the on-campus interviews, everyone he spoke to said they would be happy to work with whoever was selected.

All Trustees were present at a meeting in the Old Main Board Room on Friday, December 13, 1996, including Trustees Rita Meyer and Elizabeth Kail, who participated via conference call. Trustees at that meeting voted unanimously that Dr. Philip Dubois be appointed President of the University of Wyoming effective April 1, 1997, with a first year salary of \$140,000. Trustee Jorgensen moved and Trustee Bonner seconded a motion that the above action of the Trustees be approved. The motion carried unanimously.

ACADEMIC AND STUDENT AFFAIRS COMMITTEE

The Academic and Student Affairs Committee met on Friday, December 13, 1996 with the following members present: Deborah Healy Hammons, chair; Harry Lee Harris, Peter Jorgensen, and Jeri Kirk. Trustee Elizabeth Kail was absent. The following items were presented to the full board:

A. Item for Action Recommended by the President

1. Wyoming Excellence Scholarships

In an effort to attract additional non-resident undergraduate students, the University implemented the Wyoming Achievement and Wyoming Excellence Scholarship programs, beginning with the 1994-95 award year. Originally the program provided incoming non-resident students with a four-year Achievement award of \$750/year or Excellence award of \$1000/year.

The program has been evaluated annually to determine the success of attracting new non-resident students who would not have enrolled at UW without the scholarship

award. Because no single factor determines a student's decision to attend a particular college, the specific impact of the scholarship offer is difficult to measure. However, the program evaluations have helped to fine tune the program.

Last year, the Achievement program was folded into a more generous Excellence Scholarship. A total of 125 Excellence scholarships at \$2000/year each were authorized; 90 offers were accepted; and 64 recipients enrolled. Based on net revenue of \$4900 per non-resident student, we needed 52 students to break even (gain tuition revenues to offset the expense of the scholarships).

Currently the Excellence Scholarship recipients are selected based on the following: (1) at least a 3.0 high school grade point average (college GPA for incoming transfer students), (2) an ACT composite score of 23 (or SAT of 1070), and a financial need equal to at least one half the cost of attendance for a non-resident student ($1/2$ \$13,670 = \$6900 for 96-97).

Evaluations suggest that the program changes have improved recruitment efforts. For the class of 1994-95, 51 percent of students accepting the offer actually attended UW. The percentage increased to 57 percent for the class of 1995-96, and to 71 percent for the class of 1996-97. There is positive public relations and recruitment impact of having 125 new \$2,000/year Excellence Scholarships available to non-resident undergraduate students. Finally, the evaluations also show that those who left UW after enrolling under this scholarship did so for non-academic reasons.

This assessment does not take into consideration any additional revenue gained in housing and food service units due to increased enrollments. Current Excellence and Achievement Scholarship recipients contribute \$1,147,624 in tuition revenues, \$121,600 in housing revenues, and \$278,952 in food service revenues. The cost of the scholarships this year is \$231,000.

Based upon the 1996 evaluation of this scholarship program, two proposed changes were submitted for Trustee approval. First, it was proposed that the Excellence Scholarship program be extended.

Second, it was proposed that the financial need level to qualify for this program be adjusted to 35 percent of the cost of attendance for a non-resident undergraduate (approximately \$14,500 for 1997-98). This would require a financial need of approximately \$5,000 against which a \$2,000 Excellence Scholarship would be applied; other financial aid could satisfy the \$3,000 balance.

John Nutter, Director of Student Financial Aid, spoke to the Academic and Student Affairs Committee and answered questions about the scholarship programs, noting that the Wyoming Excellence Scholarship was authorized by Trustees three years ago. It was fairly complex, and his office has been making modifications during that time. Mr. Nutter indicated that if the changes were approved, 125 Wyoming Excellence Scholarships would continue to be awarded each year.

Based on a recommendation from the Academic and Student Affairs Committee, it was moved by Trustee Hammons that the Trustees of the University of Wyoming

approved the above proposed changes in the Excellence Scholarship program as outlined. Trustee Harris seconded the motion and it carried.

President Roark said during the Academic and Student Affairs committee meeting that he would ask the campus Recruitment and Retention Committee to do a market study suggesting a possible name change for the Wyoming Excellence Scholarship.

B. Items for Information

1. Rationale for Differential Tuition

Dr. Glen Whipple, chair of the Cost of Attendance Committee, submitted the committee's preliminary report on differential tuition to President Roark, which he then shared with Trustees. The preliminary report addressed the principles and philosophies underlying tuition policy and the setting of differential tuition rates. The committee will develop more specific recommendations in a final report later this year. Dr. Whipple was in attendance during the Academic and Student Affairs Committee meeting to speak to the report and to answer questions. Dr. Whipple reported that the committee is looking at a wide variety of tuition-related issues. The committee has divided into subcommittees to address issues including tuition, financial and student aid, and lodging.

The Cost of Attendance Committee planned to complete the report by the end of the academic year; however, Trustees requested during the committee meeting that it be submitted within the next few months if possible. Trustees would like to have the materials for the next budget session. Trustee Hammons also suggested some discussion take place with regard to differential tuition.

2. Institute for Environment and Natural Resources Strategic Plan

Trustees were provided with the Institute for Environment and Natural Resources Strategic Plan in the advance Trustees' report mailed to them. Vice President for Research Dr. William Gern said that changes to the draft were subtle but significant in

that both the vision statement and mission statement were revised. During the Academic and Student Affairs Committee meeting the committee approved a motion stating that the vision and mission as stated in the IENR strategic plan draft are appropriate.

Also during the committee meeting, Vice President Gern noted that Trustees had requested that a business plan be developed. Dr. Gern said that an executive summary was recently mailed to Trustees, and a more complete business plan is available to anyone who might be interested. The item was not put on the the December agenda because of the full schedule Trustees had at this meeting.

BUDGET COMMITTEE

The Budget Committee of the Trustees met on Friday, December 13 with the following members present: Lee Harris, Chair, Deborah Healy Hammons, Peter Jorgensen, and Hank True. Trustee Rita Meyer was absent. The committee members brought the following items to the full board:

A. Items for Action Recommended by the President

1. Section I Budget Authorization Increase

The Budget Committee recommended to the Trustees of the University of Wyoming that the Section I operating budget for the 1997-98 biennium be increased in the amount of \$445,000. Approximately one-half that amount (\$222,015) will be budgeted for FY 1997 and the balance will be reserved for the second year of the biennium. This increase is necessary to accommodate increased revenue generated by

summer school activity. The tuition increases for summer 1996 and summer 1997 were approved after the biennium budget was submitted to the legislature and as a result the budget allocation for summer school was not increased. Based upon the actual revenue collections from this past summer and projecting these revenues through the end of the biennium, it is anticipated that additional spending authority of \$445,000 will be needed.

Summer school revenues are earmarked for the colleges that generate the revenue. At the close of the summer session a reconciliation of revenues is completed and funds are disbursed to the academic units based upon the credit hours generated within each unit. This process necessitates budget adjustments, either increases or decreases, after the start of the fiscal year in order to keep budget authority in line with revenue collections.

It was moved by Trustee Harris, seconded by Trustee Hammons and carried that the Section I operating budget be approved as outlined above.

2. Budget Development Guidelines

Based on a recommendation from the Budget Committee, it was moved by Trustee Harris and seconded by Trustee Jorgensen that the budget development guidelines as presented in the Trustees' report be approved. The motion carried. The budget development guidelines and timeframe for completion of the 1999-2000 biennium budget are included as Enclosure 1.

3. Audit Reports - Fiscal Year 1996

Jim Hearne, of the firm McGladrey & Pullen, attended the meeting to present audit reports for the fiscal period July 1, 1995, through June 30, 1996.

The following audit reports, mailed to the Trustees under separate cover, were reviewed: (1) financial statements for the University of Wyoming, (2) audit report for certain bond funds, (3) compliance audit for federal assistance programs, (4) Intercollegiate Athletics, and (5) KUWR-FM. Mr. Hearne thanked Dan Baccari, Linda Nydahl and Bruce Parrill for their assistance and for maintaining such good records.

The auditors have issued an unqualified opinion on each report. Based on the recommendation of the Budget Committee, it was moved by Trustee Harris and seconded by Trustee Jorgensen to accept the five reports identified above. The motion carried.

4. Approval of Contracts and Grants; Gifts and Scholarships

It was moved by Trustee Harris, seconded by Trustee Meyer and carried that contracts and grants in the amount of \$8,566,312 for the period September 19, 1996 through November 19, 1996, and gifts and scholarships in the amount of \$306,660.22 for the period September 1, 1996 through October 31, 1996 be approved by the Trustees of the University of Wyoming.

5. FY 1998 Fee Changes and Additions

Changes and additions to University fees, charges and deposits are submitted annually for Trustee review and approval at the January meeting of the Board. Since a January meeting is not scheduled this fiscal year, selected changes and additions were submitted for consideration to permit the inclusion of these fee changes in University publications scheduled to go to press before the Trustees meet again in February. Additional proposed changes and additions will be brought forward for Trustee action at the February meeting.

During the Budget Committee of December 13, 1996 ASUW President and ex-officio Trustee Jason Thompson referred to a memo he had sent to Trustees in late November with tables providing a summary of the proposed fee increases, including those proposed by ASUW. ASUW resolutions were also presented, which addressed increases in meal plan rates for the fall semester 1997, an increase in intramural and recreation fees for all full-fee paying students, computer fees, Union fee legislation, and an increase in residence hall fees. Mr. Thompson also summarized the ASUW discussions that had taken place.

College Computer Fee Requests

In addition to the fee changes presented in the December 13-14, 1996 Trustees' Report, an addendum regarding college computer fee requests was presented to the

Trustees at the meeting. The addendum noted that the ASUW Senate passed Resolution #1842 which dealt with both University-wide and college computer fees. The resolution expressed support for increasing the University student computer fee from \$2.00 to \$20.00 per semester. In addition, the resolution "resolved that each college may have an individual college computer fee not in excess of 200% of the current proposed Computer Fee."

As a result of pressing technology needs, and consistent with the ASUW Resolution, the Colleges of Agriculture, Arts and Sciences, Business, Health Sciences, and Law, as well as the Office of Academic and Student Affairs (for undeclared students), Extended Studies (for off-campus students) and UW/CC (for Casper students) expressed a desire to institute a student computer fee. For part-time students, the new University-wide and computer fees will be charged on a credit hour basis.

Considerable discussion took place during both the committee and business meetings regarding the proposed fee increase. Vice President & Chief Information Officer Fritz Hibbler answered questions from the Trustees, and said that the \$20/semester fee could buy a variety of things. Each college and the central administration would have a governing body composed of faculty and staff to decide what network superstructure, software, computers, or peripherals it would buy. He assured Trustees that he would help provide the best level of hardware and software available with whatever fees were approved.

It was moved by Trustee Bonner that Trustees of the University of Wyoming approve the proposal to levy a \$20/semester student general access computer fee. The motion was seconded by Trustee Jorgensen and carried. It was additionally moved by Trustee Harris, seconded by Trustee Bonner and carried that colleges not currently having computer fees adopt fees of \$20/semester, as listed on page 3 of the addendum. (See revenue distribution below).

Approval of university-wide and college-level computer fees necessitated revising the Section I budget of the institution for FY 1998. Based on a recommendation from the Budget Committee, Trustee Harris moved and Trustee Jorgensen seconded that Trustees of the University of Wyoming authorize that the Section I budget be increased by \$694,700. The motion carried, with Trustee Kinnaman opposed.

Trustee Harris moved that the Section I budget be increased by \$694,700. The motion was seconded by Trustee Bonner and carried.

The revenue generated, as outlined in the addendum to the Trustees' Report, would be distributed as follows:

University-wide Fee:

Information Technology	\$387,270
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College/Unit Fee:

College of Agriculture	29,965
College of Arts and Sciences	120,387
College of Business	35,800
College of Health Sciences	48,342
College of Law	8,800
Student Services (undeclared students)	29,456
School of Extended Studies/Public Service	19,962
UW-CC Program	14,718
Total Adjustment	\$694,700

The fee structure as set forth on page 6 of the December 13-14, 1996 Trustees' Report was tabled by the Budget Committee during their committee meeting. It was moved by Trustee Hammons and seconded by Trustee Jorgensen that the item be removed from the table. The motion carried. It was moved by Trustee Hammons that the suggested computer fee of \$2.00 be removed. The motion was seconded by Trustee Meyer and carried.

It was moved by Trustee Hammons that the current proposal by the administration to increase the Wyoming Union fee by \$5.00 in FY98 be reduced to \$2.50. The motion was seconded by Trustee Bonner. Vice President Hurst spoke of the activities that would be curtailed or scaled down if the fee was not increased by the full

recommended amount. Dr. Hurst said that the Wyoming Union Board will allocate the monies as Trustees specify, first dealing with operation and maintenance. After discussion, a vote on the motion carried.

It was moved by Trustee Hammons that the fees as specified on page 6 of the December 13-14, 1996 Trustees' Report, from the Mandatory Fees through Residence Halls, Double Occupancy, be approved, noting that other items on the chart which had already been changed were understood. The motion was seconded by Trustee Jorgensen and carried.

A motion by Trustee Jorgensen to increase the unlimited access charge for food service to \$132 instead of \$131, and the others as proposed was seconded by Trustee Bonner, but did not pass.

A motion by Trustee Harris to round-down the unlimited access food service charge from \$131 to \$130, approve the "Any 15 Access" at \$39.00 and the "Any 12 Access" at \$58.00 as proposed by ASUW passed, with Trustees Kinnaman, Harris, Jorgensen, True, Ritthaler and Meyer voting in favor, and Trustees Saunders, Kirk, Hammons, and Bonner voting against.

The fee changes as approved by the Trustees are as follows:

Tuition, Fees and Other Selected Changes	Current Fees (FY97)	Proposed Fees (FY98)	Increase	
			Dollars	Percent
Tuition (Per Semester):				
Resident	\$906.00	\$972.00	\$66.00	7.5
Non-Resident	\$3,270.00	\$3,516.00	\$246.00	7.5
Mandatory Fees (Per Semester):				
Student Health Services	\$55.00	\$55.00		
Intercollegiate Athletics	\$22.25	\$22.25		
Student Loan	\$2.50	\$2.50		
Wyoming Union	\$48.50	\$51.00	\$2.50	5.0
Student Publications	\$7.25	\$7.25		
ASUW	\$23.00	\$25.00	\$2.00	9.0
Intramural Fee	\$5.50	\$8.00	\$2.50	45.0
Computer Fee	\$2.00			
TOTAL	\$166.00	\$171.00	\$7.00	3.5
TOTAL RESIDENT TUITION & FEES	\$1,072.00	\$1,145.00	\$5.50	7.0
TOTAL NON-RESIDENT TUITION & FEES	\$3,436.00	\$3,691.50	\$255.50	7.4
Residence Halls (Academic Year):				
Double Occupancy	\$1,596.00	\$1,724.00	\$128.00	8.0
Single Occupancy	\$2,395.00	\$2,588.00	\$193.00	8.0
Food Service (Academic Year):				
Unlimited Access	\$2,390.00	\$2,520.00	\$130.00	5.5
Any 15 Access	\$2,080.00	\$2,194.00	\$39.00	1.86
Any 12 Access	\$1,966.00	\$2,074.00	\$58.00	3.0
Technology/Equipment Fees (Per Semester):				
Engineering	\$50.00	\$50.00		
Education	\$25.00	\$25.00		
Student General Access Computing Fee		\$20.00		

PERSONNEL COMMITTEE

The Personnel Committee of the Trustees, chaired by Jeri Kirk, met on Friday, December 13, 1996. Committee members Jeri Kirk, Dave Bonner, Betty Kail, and Shelly Ritthaler attended the meeting.

At the request of Chairperson Kirk, Dr. Karnig reviewed for the Personnel Committee requirements and process followed for sabbatical leave recommendations. Based on a recommendation from the Personnel Committee, Trustee Kirk moved, Trustee Hammons seconded, and it carried that the following items be approved:

A. Items for Action Recommended by the President

1. **Extended-Track Academic Professional Appointments**

The following extended-track appointments were approved as indicated. A complete profile of the extended-track academic professional appointments were presented to the Trustees.

<u>Name/Rank</u>	<u>Department</u>	<u>Effective Date</u>	<u>Salary</u>
<u>COLLEGE OF AGRICULTURE</u>			
Susan F. Markus Assistant Lecturer	Dean's Office	11/05/96	\$22,092 - AY
<u>UW/CC CENTER</u>			
Ronald L. Ketchum Assistant Lecturer	Administration of Justice	01/06/97	\$35,004 - FY

ACADEMIC AFFAIRS

Joseph G. Gregg Assistant Lecturer	Center for Teaching Excellence	12/09/96	\$37,008 - FY	2001
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2. Adjunct Appointments

An adjunct appointment carries no tenure rights. The Trustees of the University of Wyoming approved the following adjunct appointments under the conditions cited.

COLLEGE OF ARTS AND SCIENCES

- a. Everett H. Akam, as adjunct professor of history for a three-year period effective December 2, 1996, through December 1, 1999. Dr. Akam is currently a faculty member at Casper College.
- b. Gale Alexander, as adjunct assistant professor of communication and mass media for a three-year period effective January 13, 1997, through January 12, 2000. Ms. Alexander is currently a faculty member at Casper College.
- c. Thomas Bowen, as adjunct professor of anthropology for a three-year period effective January 13, 1997, through January 12, 2000. Dr. Bowen is professor emeritus of California State University, Fresno.
- d. Jerald Bricker, as adjunct assistant professor of botany for a three-year period effective January 13, 1997, through January 12, 2000. Dr. Bricker is currently a faculty member at Laramie County Community College.

- e. Evert Brown, as adjunct instructor in botany for a three-year period effective January 13, 1997 through January 12, 2000. Dr. Brown is currently a faculty member at Casper College.
- f. David Cherry, as adjunct professor of political science for a three-year period effective January 13, 1997, through January 12, 2000. Dr. Cherry is currently a faculty member at Casper College.
- g. Thomas J. Clifford as adjunct professor of zoology and physiology for a three-year period effective August 26, 1996, through August 25, 1999. Dr. Clifford is currently a faculty member at Casper College.
- h. Terence S. Gunderson as adjunct lecturer of music for a three-year period effective January 13, 1997, through January 12, 2000. Dr. Gunderson is currently a faculty member at Casper College.
- i. Julie G. Horsch as adjunct professor of zoology and physiology for a three-year period effective August 26, 1996, through August 25, 1999. Dr. Horsch is currently a faculty member at Casper College.
- j. James A. Howard as adjunct professor of zoology and physiology for a three-year period effective August 26, 1996, through August 25, 1999. Dr. Howard is currently a faculty member at Casper College.
- k. Mary Kubichek, as adjunct professor of communication and mass media for a three-year period effective January 13, 1996, through January 12, 2000. Ms. Kubichek is currently a faculty member at Casper College.

- l. James A. Milek as adjunct professor of zoology and physiology for a three-year period effective August 26, 1996, through August 25, 1999. Dr. Milek is currently a faculty member at Casper College.
- m. Gerald E. Nelson, as adjunct instructor of geography and recreation for a three-year period effective January 13, 1997, through January 12, 2000. Dr. Nelson is currently a faculty member at Casper College.
- n. James W. O'Neill, as adjunct professor of history for a three-year period effective December 2, 1996, through December 1, 1999. Dr. O'Neil is currently a faculty member at Casper College.
- o. Willard Scott Robinson as adjunct professor of zoology and physiology for a three-year period effective August 26, 1996, through August 25, 1999. Dr. Robinson is currently a faculty member at Casper College.
- p. Jack S. States as adjunct professor of botany for a three-year period effective August 26, 1996, through August 25, 1999. Dr. States is professor emeritus at Northern Arizona University.
- q. Alann Steen, as adjunct lecturer of communication and mass media for a three-year period effective January 13, 1997, through January 12, 2000. Mr. Steen is currently a faculty member at Casper College.
- r. Richard G. Thorn as adjunct assistant professor of botany for a three-year period effective August 26, 1996, through August 25, 1999. Dr. Thorn is currently an independent research consultant.

s. Lawrence Weatherford as adjunct associate professor of statistics for a three-year period effective August 26, 1996, through August 25, 1999. Dr. Weatherford is currently an associate professor of management and marketing at the University of Wyoming.

t. Gretchen E. Wheeler, as adjunct professor of communication and mass media for a three-year period effective January 13, 1997, through January 12, 2000. Ms. Wheeler is currently a faculty member at Casper College.

u. Grant Warren Wilson, as adjunct lecturer of communication and mass media for a three-year period effective January 13, 1997, through January 12, 2000. Mr. Wilson is currently a faculty member at Casper College.

COLLEGE OF EDUCATION

v. Michael K. Freeman as adjunct associate professor of lifelong learning and instruction for a three-year period effective January 13, 1997, through January 12, 2000. Dr. Freeman is currently director of the School of Extended Studies and Public Service at the University of Wyoming.

w. Thomas C. Henry, as adjunct professor of education for a three-year period effective January 13, 1997, through January 12, 2000. Dr. Henry is currently executive director of the Wyoming Community College Commission.

COLLEGE OF HEALTH SCIENCES

- x. Shannon T. Linder, as adjunct clinical faculty in dental hygiene for the period effective August 1, 1996, through June 30, 1997. Ms. Linder is currently dental hygiene instructor at Sheridan College.

3. Adjunct Reappointments

The following individuals were approved for reappointment to adjunct status.

COLLEGE OF ARTS AND SCIENCES

- a. Michael Cassity, as adjunct professor of history for a three-year period effective August 26, 1996, through August 25, 1999. Dr. Cassity is a professor in the School of Extended Studies and Public Service at the University of Wyoming.
- b. Peter K. Simpson, as adjunct professor of history for a three-year period effective August 26, 1996, through August 25, 1999. Dr. Simpson is currently counselor to the President for development at the University of Wyoming.
- c. Maxine Trost, as adjunct professor of history for a three-year period effective August 26, 1996, through August 25, 1999. Ms. Trost is currently associate director of the American Heritage Center at the University of Wyoming.

4. Administrative Appointments

The following administrative appointments were approved as indicated.

- a. Gordon L. Ellis, university budget officer, effective December 15, 1996, at a fiscal (11-month) salary of \$56,004.

- b. Alan M. Gray, associate professor of plant, soil, and insect sciences and director of the Powell Research and Extension Center, effective January 1, 1997, at a fiscal (11-month) salary of \$57,852.
- c. Joseph Hiller, senior university extension education and associate director, agriculture and natural resources, cooperative extension service, effective November 1, 1996, at a fiscal (11-month) salary of \$57,204
- d. Robert Nelson, as professor in the school of pharmacy and interim dean of the school of pharmacy for the period effective January 1, 1997, through June 30, 1997, at a fiscal (11-month) salary of \$81,444.
- e. Bruce Alan Richardson, as associate lecturer of English and associate dean of University of Wyoming/Casper College Center, effective January 1, 1997, through June 30, 1999, at no change in his annual (9-month) salary of \$33,036. This assignment will require one month of summer duties for which supplemental salary of \$3,337 will be paid.

5. Administrative Reappointments

The following administrative reappointments were approved as indicated:

- a. Dennis Knight, professor of botany and head of the department of botany, for a three-year period, effective August 26, 1996, at a fiscal (11-month) salary of \$67,692.

- b. James Steidtmann as head of the department of geology and geophysics for a three-year term, effective August 26, 1996, at no change in his annual (9-month) salary of \$79,992.

6. Changes in Assignment

The following changes in assignment were approved as indicated:

COLLEGE OF ARTS AND SCIENCES

- a. Zoltan M. Fuzessery, associate professor of zoology and physiology and psychology be reassigned as associate professor of zoology and physiology, effective September 1, 1996, at no change in his annual (9-month) salary of \$40,500.

COLLEGE OF EDUCATION

- b. Carl L. Reynolds, associate dean and professor in the division of lifelong learning and instruction be reassigned as professor of lifelong learning and instruction, effective August 22, 1996, at an annual (9-month) salary of \$48,288.

SCHOOL OF EXTENDED STUDIES AND PUBLIC SERVICE

- c. David Haas, associate director of information technology, be reassigned as associate director, outreach technology for a three-year period effective June 30, 1996, through June 30, 1999, at no change in his fiscal (11-month) salary of \$60,228.

7. Clinical Faculty Appointments

The appointments listed below in support of student programs were recommended in the College of Health Sciences for the period designated. Such appointments carry no tenure rights. Committee. The Trustees of the University of Wyoming approved the following clinical faculty appointments.

COLLEGE OF HEALTH SCIENCES

<u>Name</u>	<u>Clinical Title</u>	<u>Location</u>
Samson, Dori (10/08/96 - 06/30/97)	Clinical Faculty in Speech Pathology and Audiology	Cheyenne
Sherard, Patty L. (01/01/97 - 06/30/97)	Clinical Faculty in Nursing	Wheatland
Smith, Craig P. (07/01/96 - 06/30/97)	Clinical Faculty in Family Practice/Orthopaedic Surgery	Casper

8. Sabbatical Leaves

As set forth in the Regulations of the Trustees, sabbatical leaves may be granted to any tenured member of the University faculty for the purpose of increasing the recipient's professional competence and usefulness to the University. Sabbatical leave time may be used for research, writing and/or study at a place of the recipient's choosing, with appropriate administrative approval. University personnel holding academic rank whose duties are primarily administrative in nature are also eligible for sabbatical leaves. A minimum of six years academic service at the University must precede each period of

sabbatical leave, although no right to a sabbatical accrues automatically through lapse of time.

The granting of such leave is, in each case, within the discretion of the Trustees upon the recommendation of the President. Sabbatical leaves shall not be ordinarily available for the purpose of obtaining an advanced degree. A faculty member who fails to return to the University for at least one academic year immediately following a sabbatical leave shall be obligated to repay the amount of compensation received from the University during the period of his or her leave. Leaves for a full contract year are compensated at a rate equal to 60 percent of the faculty member's annual salary; leaves for a half-contract year are compensated at the annual salary rate.

Requests for sabbatical leave during 1997-98 were reviewed by the appropriate department and dean. The following 43 faculty members were for sabbatical leave during 1997-98, as indicated, subject to available resources. In each case, the teaching responsibilities of faculty on sabbatical will be assumed by other academic personnel.

The Trustees of the University of Wyoming approved the following sabbatical leaves:

- a. William L. Baker, associate professor of geography and recreation, for the 1997-98 academic year. Dr. Baker, a member of the faculty of the University of Wyoming since 1990, has had no previous sabbatical leaves. Dr. Baker has published extensive research on global change, and specifically on spatial modeling of landscapes due to both natural processes (forest fires) and human activity. His sabbatical work will include grant

writing to fund the next stage of the Inter-American Institute for Global Change Research, from the NSF, and co-editing and contributing to a book on "spatial modeling of forest landscape change." The Institute, already funded to \$2 million by the NSF, is a consortium involving the US and 16 other nations in the Americas.

b. Donna Barnes, associate professor of sociology, for the 1998 spring semester. Dr. Barnes, a member of the faculty of the University of Wyoming since 1991, has had no previous sabbatical leaves. Dr. Barnes, whose scholarly work includes a book on the nineteenth century Southern Farmers Alliance and People's Party (University of Texas Press), is researching another protest movement of that time, the Louisiana Farmers' Union. The book she is writing will expand theoretical understanding of how such movements arise and what determines their success or failure.

c. Margaret R. Basom, associate professor in the division of leadership and human development for the 1997-98 academic year. Dr. Basom, a member of the faculty of the University of Wyoming since 1990, has had no previous sabbatical leaves. Dr. Basom will conduct field research on job requirements/performance of graduates of the college's educational administration program. The information collected during this study will be utilized to improve the doctoral program at the University of Wyoming. In addition, Dr. Basom plans to complete course work in qualitative research methodology; work in this area will significantly benefit doctoral students in the educational leadership program.

d. John M. Burman, professor of law, for the 1997 fall semester. Mr. Burman, a member of the faculty of the University of Wyoming since 1989, has had no previous sabbatical leaves. Mr. Burman will teach at either Petrosovodsk State University or the Saratov State Academy of Law in Russia. While the focus of his time in Russia will be on teaching, it is expected to result in at least two types of scholarship: (1) a comparison of ethical standards of Russian and American lawyers; and (2) a more descriptive analysis of Russian legal education.

e. Ron Canterna, associate professor of physics and astronomy, for the 1997-98 academic year. Dr. Canterna, a member of the faculty of the University of Wyoming since 1982, has had no previous sabbatical leaves. Dr. Canterna's research has been in both technical astronomy and K-12 science education. His sabbatical project springs from students' assumption that knowledge of the size and shape of our planet is modern, but in fact it has been around for over two thousand years. Galileo and Newton sometimes seem not to have worked with all the facts known in their times. Dr. Canterna will work on a trade book and on articles on the subject for laymen's science magazines.

f. David Carson, professor of family and consumer sciences for the 1998 spring semester. Dr. Carson, a member of the faculty of the University of Wyoming since 1989, has had no previous sabbatical leaves. Dr. Carson will teach family science and family therapy courses at Berhampur University, Orissa, India. He will integrate these

international experiences with University of Wyoming courses relating to human services, education and the health field.

g. R. McGregor Cawley, associate professor of political science, for the 1997 fall semester. Dr. Cawley, a member of the faculty of the University of Wyoming since 1987, has had no previous sabbaticals. Dr. Cawley, who has previously published studies of public land issues in Wyoming and the west, will write a book on federal land policy through the lenses of public administration, political, and postmodernism theories.

h. Norma Decker Collins, associate professor in the division of lifelong learning and instruction, for the 1997-98 academic year. Dr. Collins, a member of the faculty of the University of Wyoming since 1990, has had no previous sabbatical leaves. Dr. Collins proposes to engage in self-directed study, take courses, and conduct visitations to other colleges and universities in our region for the purposes of expanding knowledge in the areas of instruction technology, multicultural education, and instruction that meets the needs of the disabled reader. Dr. Collins is the college's only English education specialist and it is especially important that she maintain a high degree of expertise and current knowledge in these three areas as they are critical knowledge/performance areas to be taught in both the elementary and secondary teacher education curricula.

i. Ace Cossairt, professor in the division of leadership and human development, for the 1997-98 academic year. Dr. Cossairt, a member of the faculty of the University of Wyoming since 1975, was granted a sabbatical leave in 1987. Dr. Cossairt will conduct a

year-long study of the use of humor as a teaching and/or stress control strategy. He will visit four other institutions where personnel are located who have established active research agendas on humor. During the second semester, Dr. Cossairt will spend time with Wyoming teachers and students to engage them in "humor pedagogy" while continuing to study the phenomenon of humor as stress-reliever. Dr. Cossairt will write a book on humor research.

j. Tami Benham Deal, associate professor in the school of physical and health education, for the 1998 spring semester. Dr. Benham Deal, a member of the faculty of the University of Wyoming since 1989, has had no previous sabbatical leaves. Dr. Benham Deal initiated a longitudinal research project in 1990 which focused on the physical activity patterns of young children. Dr. Benham Deal proposes to analyze and synthesize data collected from this study and expand the examination of young children's physical activity by collaborating with an elementary physical education teacher in Casper, Wyoming, to gather and analyze data on school-age youth's activity patterns and related physical fitness levels. Her research will result in scholarly publications and will contribute to a positive relationship between School, College and University and Wyoming school districts.

k. Kent Drummond, associate professor of communication and mass media, for the 1997 fall semester. Dr. Drummond, a member of the faculty of the University of Wyoming since 1990, has had no previous sabbatical leaves. Dr. Drummond's primary

research area has been the technical analysis of conversation. In the past few years he has studied dance performance as a mode of communication. His sabbatical research brings these two interests together. He will analyze recorded samples of naturally occurring conversation and of dance performances, to understand common structures in both. He will publish results in scholarly communication journals, and he also will work to promote interdisciplinary research and teaching between his department and that of Theatre and Dance.

l. Mary Jane Edwards, professor of art, for calendar year 1998. Professor Edwards, a member of the faculty of the University of Wyoming since 1988, has had no previous sabbatical leaves. She has been head of the art department since 1988. In that time her creative work (she had been particularly active in ceramics) has been severely curtailed by her administrative responsibilities. She will undertake expressive work in new media for her: in drawing, sculpture, and artistic books.

m. Larry Fahlberg, associate professor of physical and health education, for the 1997-98 academic year. Dr. Fahlberg, a member of the faculty of the University of Wyoming since 1990, has had no previous sabbatical leaves. Dr. Fahlberg will continue his work on a book *Freedom, Health, and Human Movement*, a work related to timely issues of health and human freedom in the postmodern era. Upon completion of this book, he will serve three months on the staff at Aravind Eye Hospital and Institute in Madurai, India where he will design practical evaluation methods for education efforts and team-teach

courses in health education, public health, evaluation and basic statistics. Dr. Fahlberg will bring enhanced understanding to his teaching, providing a new perspective to his students and will bring recognition to the University of Wyoming through scholarly publications and presentations.

n. Francis W. Flynn, professor of psychology, for the 1997-98 academic year. Dr. Flynn, a member of the faculty of the University of Wyoming since 1986, has had no previous sabbatical leaves. Dr. Flynn does research, which has consistently won national grant funding, in the physiology of brain structures. His recent work has investigated how neural networks and neurochemical systems regulate salt intake. In pursuing this research during the sabbatical, he will exchange laboratory visits with a collaborator at an Italian university, speak at an international symposium, and accelerate his research and writing schedule.

o. Carol D. Frost, professor of geology and geophysics, for the 1997-98 academic year. Dr. Frost, a member of the faculty of the University of Wyoming since 1983, was granted a sabbatical in 1990. Dr. Frost will devote her sabbatical to two kinds of projects. The first is to use blocks of time to complete the data collection and interpretation for a number of her grant-funded experiments and studies now underway, which should produce six manuscripts for publication. The second is to take charge of installing and fine-tuning a state-of-the-art device -- the plasma-source multiple collector mass spectrometer -- that may revolutionize research in inorganic geochemistry.

p. Burke D. Grandjean, professor of sociology and statistics, for the 1997-98 academic year. Dr. Grandjean, a member of the faculty of the University of Wyoming since 1990, has had no previous sabbatical leaves. After concluding two terms as head of sociology, he plans a sabbatical leave to retool and resume his previous research agenda, learning the use of newly available computer software. His work in the file of structural equation modeling can now use the AMOS program to study social deviance, job discrimination, and job importance, as fields in which cause-effect conclusions can be drawn statistically from non-experimental social data. His new expertise will serve his teaching as well as his research.

q. Malcolm D. Holmes, associate professor of administration of justice and sociology, for the 1997 fall semester. Dr. Holmes, a member of the faculty of the University of Wyoming since 1991, has had no previous sabbatical leaves. Dr. Holmes plans two projects which link ethnicity, crime and criminal justice. The first involves the development of a general model of differential justice, which aims to explain how factors such as stereotypical reasoning, perceived threat, and the acquisition of legal resources indirectly affect legal outcomes. The second is to complete an ongoing ethnographic study of alcohol/drug-related crime on the Wind River Reservation. These activities will result in on or more publications and also in the development of a new course on social discrimination and the law.

r. Frederic D. Homer, professor of political science, for the 1998 spring semester. Dr. Homer, a member of the faculty of the University of Wyoming since 1974, was granted a sabbatical leave in 1990. Dr. Homer plans to extend a series of essays into a book on the political thought of holocaust survivor Primo Levi, in particular on his ideas of politics and violence. Levi was trained as a chemist, and became a novelist and poet; though untutored as a social scientist, he was involuntarily pressed into the role of participant-observer and systematic thinker about violence. This work will bring Levi's ideas to the attention of a new social science audience.

s. Sharron S. Humenick, professor in the school of nursing, for the 1997-98 academic year. Dr. Humenick, a member of the faculty of the University of Wyoming since 1981, was granted a sabbatical leave in 1990. Dr. Humenick will produce a course for childbirth educators to be offered on the world wide web. This project is in line with the campus goal of becoming involved in work consistent with a future "virtual university." She will also continue editing *The Journal of Perinatal Education* and will work to produce a second edition of a 1988 text: *Childbirth Education, Theory, Practice and Research*.

t. Lynne Ipina, associate professor of mathematics, for the 1997-98 academic year. Dr. Ipina, a member of the faculty of the University of Wyoming since 1984, has had no previous sabbatical leaves. Dr. Ipina will spend her sabbatical in Rio de Janeiro, Brazil, at the Catholic University (PUC). She has participated in mathematics education

development in Brazil for nearly a decade, giving lectures and workshops on technology and on teacher education in math. At the invitation of Professor Gilda Palis, she will (1) mentor Brazilian teachers' research for their masters degrees, (2) advise PUC mathematicians and extend the UW reform calculus experiment to PUC, and (3) prepare joint work, mostly teaching experiments and curriculum development from the past five years, for publication.

u. Dale D. Isaak, professor of molecular biology, for the 1997 fall semester. Dr. Isaak, a member of the faculty of the University of Wyoming since 1985, has had no previous sabbatical leaves. Dr. Isaak will work in the research laboratory of Dr. Terri Finkel in the department of biochemistry, biophysics and genetics at the University of Colorado Health Sciences Center. The focus of his research will be on human immunodeficiency virus (HIV) pathogenesis in established human T-cell lines. The control and management of HIV/AIDS depends in part on understanding why some DC4+T-cells die in HIV-infected individuals when the vast majority do not appear to be infected by the virus. Dr. Isaak's research will be a good addition to the increasing emphasis in medical microbiology/infectious diseases in which the department of molecular biology at the University of Wyoming is developing due to its commitments in the WWAMI medical school program.

v. Nancy J. Jansa, senior lecturer in the school of nursing, for the 1998 spring semester. Ms. Jansa, a member of the faculty of the University of Wyoming since 1986, has had no previous sabbatical leaves. Ms. Jansa will attend a biofeedback practicum

with Colorado biofeedback therapist, collaborate with psychology faculty to design interdisciplinary biofeedback courses and work with community health faculty in the bush region of North Central Australia. Her goal of becoming more skilled and certified in biofeedback will enhance the course offerings available in the nursing center, provide a service to the people of Wyoming, and supplement the resources that have already been invested in her education for biofeedback. She will also explore student exchanges between Australia and the University of Wyoming, promoting cultural diversity.

w. Robert D. Kelly, professor of atmospheric science, for the 1997 fall semester. Dr. Kelly, a member of the faculty of the University of Wyoming since 1984, has had no previous sabbatical leaves. Dr. Kelly will collaborate with the University of Massachusetts at Amherst in synergistic research. He will benefit from their experience in designing and building equipment and in gathering and interpreting polarimetric measurements which will amplify his research and the research of others in his radar group and will allow him to incorporate these and related topics more effectively into graduate classes. Dr. Kelly will also publish the results from airborne cloud studies and present a seminar in the department of atmospheric science when he returns.

x. Khaled Ksaibati, associate professor of civil and architectural engineering for the 1997-98 academic year. Dr. Ksaibati, a member of the faculty of the University of Wyoming since 1990, has had no previous sabbatical leaves. Dr. Ksaibati will be a visiting researcher at the Florida Department of Transportation (FDOT) which will be constructing a full-scale testing facility. The facility will be utilized in testing the

effectiveness of new paving materials and construction techniques; he will also assist the FDOT in establishing a comprehensive research program for the new facility. This work will support University research which is conducted in support of national needs but, more specifically, it will help in being responsive to the problems confronted by the Wyoming Department of Transportation.

y. Theodore Lapina, professor of music, for the 1998 spring semester. Dr. Lapina, a member of the faculty of the University of Wyoming since 1974, was granted a sabbatical in 1991. Dr. Lapina, who has long been a resource for Wyoming music teachers who work to repair musical instruments, will write a manual/text book with an accompanying workbook for woodwind instrument repair. The topic has never been addressed in a practical manner for music teachers and performers living in rural areas without access to professional repair technicians. This work will be useful to the music department, and to many instructors and performers of woodwind instruments in the state and elsewhere.

z. Caroline McCracken-Flesher, associate professor of English, for the 1997-98 academic year. Dr. McCracken-Flesher, a member of the faculty of the University of Wyoming since 1989, has had no previous sabbatical leaves. Dr. McCracken-Flesher, chair of the UW faculty senate, has co-edited a book and written numerous articles and reviews on the social functions of fiction. She will finish research and writing of her book *Telling National Tales: Walter Scott and the Literary Construction of Identity*. Her studies will also strengthen her undergraduate and graduate courses in literature and literary theory.

aa. Frank Millar, professor of communication and mass media, for the 1998 spring semester. Dr. Millar, a member of the faculty of the University of Wyoming since 1985, has had no previous sabbatical leaves. Dr. Millar, a well established scholar who chaired his department for the six years preceding this one, will renew his research involvement as he completes research manuscripts that are now in various stages of progress. He also will initiate in-depth interviews with university administrators to write a book about his and others' administrative experiences.

bb. Steven L. Miller, associate professor of botany, for the 1997-98 academic year. Dr. Miller, a member of the faculty of the University of Wyoming since 1990, has had no previous sabbatical leaves. Dr. Miller proposes to spend his sabbatical in the botany department at Duke University in the laboratory of Dr. Rytas Vilgalys. This sabbatical will allow him to learn state-of-the-art techniques in fungal molecular genetics that can be brought back into his research and teaching programs in mycology. Specifically, he will gain new expertise in two areas: (a) molecular analysis of DNA from an evolutionary perspective and (b) DNA's coding for specific saprotrophic enzyme systems.

cc. Alan Moore, associate professor in the division of leadership and human development for the 1997-98 academic year. Dr. Moore, a member of the faculty of the University of Wyoming since 1988, has had no previous sabbatical leaves. Dr. Moore proposes to enhance his expertise in performance assessment and standard-based assessment in public education by engaging in a wide range of renewal activities. If his

Fulbright application is granted, he will take a temporary position at Chaing Mai University in Thailand and will teach graduate courses on research methodology and program evaluation, consult on curriculum and program development and staff training and direct current literature search using computer networking. He has also been invited to join a project involving the modernization of educational assessment and classroom teaching practice for Anhui Province in the People's Republic of China. If neither of the above alternatives materialize, he will engage in a highly structured research program related to modern standards-based assessment with the purpose of producing a monograph, book, or major papers related to that research. In each case, Dr. Moore's plans will enhance his abilities as a professor of educational research methodology.

dd. John N. Nishio, associate professor of botany, for the 1997-98 academic year. Dr. Nishio, a member of the faculty of the University of Wyoming since 1989, has had no previous sabbatical leaves. Dr. Nishio plans to work in the laboratories of Dr. Jen Sheen, department of molecular biology at Massachusetts General Hospital and department of genetics, Harvard Medical School, and Dr. Andrew N. Webber, department of botany, Arizona State University. He will be updating his molecular genetic skills on two important model systems for studying gene expression in plants. This knowledge can be applied to teaching (cell biology and laboratory) and laboratory research.

ee. Eric W. Nye, associate professor of English, for the 1997-98 academic year. Dr. Nye, a member of the faculty of the University of Wyoming since 1983, was granted a sabbatical leave in 1990. Dr. Nye is the foremost expert on the life of the nineteenth

century British man of letters, John Sterling (1806-44). He has assembled a large manuscript of Sterling's correspondence, most of it from unpublished sources, and now will begin a modern literary biography, a new *Life of John Sterling*, to supplant the famous one written shortly after Sterling's death by the British sage, Thomas Carlyle, in 1851.

ff. Cecyle K. Perry, associate professor of speech pathology and audiology, for the 1998 spring semester. Dr. Perry, a member of the faculty of the University of Wyoming since 1988, has had no previous sabbatical leaves. Dr. Perry will conduct cross-cultural research involving a series of studies investigating the differences between the language normal toddlers/preschoolers and late-talking toddlers/preschoolers on phonological development, behavioral problems, and social/cognitive development, and a series of experiments investigating effects of environmental noise and vocal noise on automatic estimates of jitter, shimmer, signal-to-noise ratios. In addition to research activities, Dr. Perry proposes offering expertise in the areas of voice instrumentation and phonology to faculty at Berhampur University in India, and other interested universities in northeast India. This research will result in scholarly publications and will increase the visibility and credibility of this University of Wyoming program.

gg. Owen R. Phillips, professor of economics and finance, for the 1997 fall semester. Dr. Phillips, a member of the faculty of the University of Wyoming since 1985, has had no previous sabbatical leaves. Dr. Phillips will take law classes at either the University of Wyoming or Harvard University related to his research in industrial organization and

antitrust economics. Exposure to additional legal training will provide a more balance approach to research currently being explored and new issues will arise as he learns more about the law. As a result of the sabbatical, Dr. Phillips will be a more competent researcher, an improved teacher and a more productive faculty member.

hh. Dee Pridgen, professor of law, for the 1997-98 academic year. Ms. Pridgen, a member of the faculty of the University of Wyoming since 1982, has had no previous sabbatical leaves. Ms. Pridgen will teach law and conduct international comparative legal research at Tokyo University. She also proposes to conduct a comparative study of American and United States consumer protection laws, particularly in the areas of advertising and marketing regulation. This will result in scholarly publications and enhance her teaching.

ii. Bryan L. Shader, associate professor of mathematics, for the 1997-98 academic year. Dr. Shader, a member of the faculty of the University of Wyoming since 1990, has had no previous sabbatical leaves. Dr. Shader has been a prolific young scholar and his sabbatical research will be in combinatorial matrix theory, and on writing an undergraduate textbook on applied algebra. He also plans to write grants for his individual research and a grant for a U.S. - South Korea faculty exchange program.

jj. M.P. Sharma, professor of chemical and petroleum engineering, for the 1997-98 academic year. Dr. Sharma, a member of the faculty of the University of Wyoming since 1982, has had no previous sabbatical leaves. Dr. Sharma will collaborate as a visiting professor at Argonne National Laboratory on their projects on technology for

air pollution control and related risk assessment projects. He will also work with Illinois Institute of Technology and Northwestern University. Dr. Sharma's work at Argonne will help define research opportunities in the environmental arena, while the relationship with the two institutions, both housing recognized academic programs, will help the University of Wyoming develop an appropriate curriculum for the environmental engineering program.

kk. Caroline Sherritt, associate professor in the division of lifelong learning and instruction for the 1997 fall semester. Dr. Sherritt, a member of the faculty of the University of Wyoming since 1989, has had no previous sabbatical leaves. Dr. Sherritt will conduct research to examine the delivery of courses via internet in developing East Asian nations. Since the delivery of courses via internet is a priority for the university, and has been established as a statewide priority through our state's participation in the Western Governors' University, her research will directly benefit the University of Wyoming.

ll. Shagi-Di Shih, associate professor of mathematics, for the 1997-98 academic year. Dr. Shih, a member of the faculty of the University of Wyoming since 1985, has had no previous sabbatical leaves. Dr. Shih, whose work is in applied mathematics, will pursue several ongoing research projects, including one in collaboration with Professor R. Bruce Kellogg at the University of Maryland and research in Taiwan. Final arrangements for work on other campuses will be made during his trip this December for the International Mathematics Conference.

mm. B. Patrick Sullivan, associate professor of chemistry for the 1997-98 academic year. Dr. Sullivan, a member of the faculty of the University of Wyoming since 1990, has had no previous sabbatical leaves. Dr. Sullivan will be doing research at University Louis Pasteur (Strasbourg, France) and at the University of Ferrara (Ferrara, Italy) that will connect to his teaching responsibilities as well as advance basic research. He will develop advanced laboratory demonstrations of the principles necessary for the conversion of sunlight to electrical energy using a solution solar cell. He also will be preparing and studying the properties of novel molecules that are able to capture a large portion of the solar spectrum with a high efficiency. Finally, he will also begin work on a textbook entitled *Inorganic Photochemistry*.

nn. Ronald C. Surdam, director of the Institute for Energy Research, for the 1997 fall semester. Dr. Surdam, a member of the faculty since 1966, was granted a sabbatical leave in 1989. Dr. Surdam will test Institute-developed technologies for the detection, delineation and exploitation of unconventional anomalously pressured hydrocarbon accumulations, mostly natural gas in the Neuquen Basin of Argentina. IER will have access to a unique and huge data base that will provide the opportunity to thoroughly test the Institute's newly developed technology, hopefully resulting in the drilling of commercial wells by YPF-Argentina. This technology is readily applicable to hydrocarbon accumulations in Wyoming. It has been a major thrust of the Institute for Energy research to develop technologies that support the identification and production of

natural gas from Wyoming's reserves. The ability to work in Argentina will be important in validating these technologies which will ultimately support the Wyoming industry.

oo. Sadrul Ula, professor electrical engineering, requested a spring/fall 1997 sabbatical leave. He was granted the leave for the 1997 spring semester and the request here is for the 1997 fall semester. Dr. Ula, a member of the faculty of the University of Wyoming since 1982, was granted a sabbatical leave in 1990. Dr. Ula will teach engineering courses (.4 FTE) at Ahsanullah University of Science and Technology, Dhaka, Bangladesh. Dr. Ula will undertake student recruiting efforts at Ahsanullah University and will also pursue research and development possibilities with electric utilities and engineering consulting firms in Bangladesh.

pp. Kenton B. Walker, associate professor of accounting, for the 1998 spring semester. Dr. Walker, a member of the faculty of the University of Wyoming since 1991, has had no previous sabbatical leaves. Dr. Walker will continue his investigations of reengineering concepts and applications to accounting and will write at least two papers concerned with the implications of technology and reengineering for accounting. The computer has made information technology and accounting virtually synonymous and developments in technology play a prominent role in the current wave of organization restructurings and redesign of work. This sabbatical will provide Dr. Walker with the opportunity to publish some unique and potentially high-profile articles and his efforts will permit him to make a greater contribution to the University of Wyoming Reengineering Committee in its work to review and improve the functioning of the

institution. He will also prepare one or more presentations on reengineering useful to the university and also wants to teach a course about business process reengineering during the 1998-99 academic year.

qq. Katherine L. Woodard, associate professor of social work for the 1997-98 academic year. Dr. Woodard, a member of the faculty of the University of Wyoming since 1991, has had no previous sabbatical leaves. Dr. Woodard has completed a prospectus for a book on human behavior in the social environment for Haworth Press. She will also seek a contract for a second book based on data that was part of an National Institute of Mental Health study she conducted previously, concerning social service delivery under resource constraints. She will also seek a grant from the National Institute of Mental Health. Dr. Woodard will upgrade her knowledge and skills in network data analysis and gain knowledge about current advances in treating mental illness. Her students will gain from her enhanced instruction and her ability to facilitate their research.

9. Leave of Absence Without Pay

The following leave of absence without pay was granted for the period and under the conditions cited.

COLLEGE OF ARTS AND SCIENCES

a. Tarek Mathews, assistant professor of mathematics, for the 1997 spring semester, to pursue scholarly research activities.

10. Retirements

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

<u>Name</u>	<u>Position</u>	<u>Birth Date</u>	<u>Employment Date</u>	<u>Retirement Date</u>
Isaacson, Eli	Professor of Mathematics	06/04/51	08/26/82	12/31/96 with designation as as <i>Emeritus</i> *
Jenkins, Robert A.	Professor of Zoology and Physiology	04/01/34	09/01/66	12/31/96 with designation as as <i>Emeritus</i>
Mayer, Sigrid	Professor of Modern and Classical Languages	10/04/33	08/24/73	12/31/96 with designation as <i>Emeritus</i>
van Doorslaer, Marguerite	Assistant Professor of Modern and Classical Languages	11/14/26	09/01/68	05/10/97 with designation as <i>Emeritus</i>

*While Professor Isaacson has not completed the specific requirements (e.g., length of service and age) for emeritus status, an exception to the Trustee Regulations is requested to designate him professor emeritus.

B. Items for Information

1. Full-Time Temporary Faculty Appointments

The Regulations of the Trustees provide that full-time temporary faculty will be appointed annually by the President of the University upon the recommendation of the appropriate academic officers. The full-time temporary faculty appointment shown below was reported to the Trustees for their information.

<u>Name</u>	<u>Department</u>	<u>Rank</u>
Olson, Lori A. (10/01/96 - 06/30/97)	American Heritage Center	Temporary Assistant Archivist

2. Full-Time Temporary Academic Professional Appointments

The Regulations of the Trustees provide that full-time temporary academic professionals will be appointed annually by the President of the University upon the recommendation of the appropriate academic officers. The full-time academic professional appointments shown below were reported to the Trustees for their information.

<u>Name</u>	<u>Department</u>	<u>Rank</u>
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COLLEGE OF HEALTH SCIENCES

Davis, Julie M. (10/07/96 - 06/39/97)	Cheyenne Family Lecturer	Temporary Assistant Practice
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RESEARCH OFFICE

Herdendorf, Margo (11/14/96 - 06/30/97)	Wyoming Water Resources Center	Temporary Assistant Research Scientist
Kohley, Thomas W. (10/15/96 - 06/30/97)	Wyoming Water Resources Center	Temporary Associate Research Scientist
Oakleaf, James (10/15/96 - 06/30/97)	Wyoming Water Resources Center	Temporary Assistant Research Scientist

3. PART-TIME TEMPORARY FACULTY APPOINTMENTS

The Regulations of the Trustees provide that part-time temporary faculty will be appointed annually by the President of the University upon the recommendation of the appropriate academic officers. The part-time temporary faculty appointment shown below was reported to the Trustees for their information.

<u>Name</u>	<u>Department</u>	<u>Rank</u>
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UNIVERSITY LIBRARIES

Kearley, Jamie P. (08/19/96 - 06/30/97)	Outreach Services	Temporary Assistant Librarian
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4. Part-Time Academic Professional Appointments

The Regulations of the Trustees provide that part-time academic professional will be appointed annually by the President of the University upon the recommendation of the appropriate academic officers. The part-time academic professional appointments shown below were reported to the Trustees for their information.

<u>Name</u>	<u>Department</u>	<u>Rank</u>
<u>COLLEGE OF AGRICULTURE</u>		
Seebart, Corrine (11/04/96 - 06/30/97)	Molecular Biology	Temporary Research Scientist
<u>COLLEGE OF ARTS AND SCIENCES</u>		
Kambutu, John (08/26/96 - 05/10/97)	African American Studies	Temporary Assistant Lecturer
Strauss, Sarah (08/26/96 - 05/11/97)	Anthropology	Temporary Assistant Lecturer
Worden, Michelle A. (01/13/97 - 05/10/97)	Communication and Mass Media	Temporary Assistant Lecturer
<u>COLLEGE OF EDUCATION</u>		
Sippel, Dorothy (08/28/96 - 05/30/97)	Wyoming Center For Teaching and Learning - Laramie	Temporary Assistant Lecturer
<u>SCHOOL OF EXTENDED STUDIES AND PUBLIC SERVICE</u>		
Bogart, Barbara (08/28/96 - 12/18/96)	English	Temporary Assistant Lecturer

Fredricks, Shirley (08/27/96 - 12/10/96)	History	Temporary Assistant Lecturer
Grumbles, David (08/29/96 - 12/19/96)	Psychology	Temporary Assistant Lecturer
Hackl, Sylvia (09/05/96 - 12/05/96)	Political Science	Temporary Assistant Lecturer
Hendrickson, Roberta (10/02/96 - 12/11/96)	Education	Temporary Assistant Lecturer
Lee, Sarah (08/27/96 - 12/10/96)	Home Economics	Temporary Assistant Lecturer
Mitchell, James (08/28/96 - 12/18/96)	Political Science	Temporary Assistant Lecturer
Mouland, Dennis (11/07/96 - 12/12/96)	Civil Engineering	Temporary Assistant Lecturer
Petry, Paula Officer (09/20/96 - 12/18/96)	Nursing	Temporary Assistant Lecturer
Piazza, Jean (10/01/96 - 11/08/96)	Education	Temporary Assistant Lecturer
Pizor, Peter (08/28/96 - 12/18/96)	Political Science	Temporary Assistant Lecturer
Walker, Brent (09/12/96 - 11/21/96)	Education	Temporary Assistant Lecturer

UW/CC CENTER

Dittburner, Delos A. (10/01/96 - 05/16/97)	Lifelong Learning and Instruction BOCES	Temporary Assistant Lecturer
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5. Resignations

- a. Janice Gahagan, senior assistant librarian, effective June 30, 1998.

The faculty member resigned to pursue other professional opportunities.

6. Staff Terminations

A report on the number of staff terminations over the past few months was distributed to the Trustees.

PHYSICAL PLANT AND EQUIPMENT COMMITTEE

The Physical Plant and Equipment Committee met on December 13, 1996 with the following members present: Shelly Ritthaler, Lee Harris, Peter Jorgensen, and Daniel Kinnaman. Trustees Elizabeth Kail and Rita Meyer were absent. Trustee Ritthaler chaired the meeting in the absence of Chairperson Kail and reported the following to the full board:

A. Items for Action Recommended by the President

1. U.S. West Easement at the Quarry

US West Communications, Inc. is upgrading and expanding its telecommunication facilities west of Rogers Canyon (north and east of Laramie) and wants access across a tract of Section 5, Township 16 N, Range 72W which is the University Stone Quarry property. Their request is to enter near the Northwest corner of the UW Property, then Southeastern along an existing power line for 561.36 ft. then turn Southwestern 223.37 ft. to a point, then South 19.23

ft. to the Southwest corner of the Stone Quarry. This route was chosen because it would stay within what US WEST assumed to be a dedicated and recorded power line easement. However, this power line was installed for University use to provide power for the quarry operation, and has never been viewed as an easement, nor was it recorded.

To keep the distance to a minimum, the University has proposed the easement follow the west boundary line of Section 5 from the Northwest corner of our tract to the same ending point at the Southwest corner of said tract.

This alternate routing would accomplish several things. Instead of 804.26 ft. (48.74 rods) of easement, it would be shortened to 725.91 ft (43.99 rods). Second, the alternate routing would relocate the underground cabling from the middle of UW Property to the western boundary of the property.

Although US WEST had agreed to this alternate route provided the University will accept the easement without US WEST's expense of a re-survey, it was noted that a survey may be required by law. Based on a recommendation by the Physical Plant and Equipment Committee, it was moved by Trustee Ritthaler, seconded by Trustee Harris, and carried that the Trustees of the University of Wyoming approve this alternate easement and payment thereof at \$10.00/rod.

2. Mineral Interests

Approximately 10 years ago, the University acquired mineral interests in several oil and gas wells in the State of Mississippi. Some are still producing but many are not. The State of Mississippi has a Mortmain Statute prohibiting non-profit organizations beyond Mississippi to

hold property interests for longer than 10 years. The term will expire near the end of the calendar year 1996.

Mr. Baccari reported that the Legal Office had reviewed the statute for application to the University. The Facilities Planning Office will proceed with the divestiture of the mineral interests by asking for bids/proposals from oil companies and a list of buyers of minerals interests that has been maintained by the Facilities Planning Office.

It was moved by Trustee Ritthaler, seconded by Trustee Harris, and carried that the Board of Trustees grant approval for the Physical Plant & Equipment Committee to approve sale of the interest when bids are received.

B. Item for Discussion

1. City of Laramie Lease Agreement

In July, 1984 the Trustees entered into a 25-year agreement with the City of Laramie for the lease of a 15.11 acre tract of University land in exchange for the City's construction and maintenance of an indoor recreation complex. The facilities have not yet been built.

The City is now preparing to go forward with its plans for construction of the complex, but wishes to modify its lease agreement with the University before doing so. The City is planning construction of a facility featuring a swimming pool, leisure pool, gymnasium, indoor ice rink, multi-purpose spaces and locker rooms. The plan also calls for parking for 200 cars. The total project is estimated to cost \$8.2 million.

The City is seeking a major change to the existing lease agreement. It wishes to change the term of the lease from 25 to 50 years effective July 1, 1997. Both the current and proposed

agreement include the right for the City to renew the agreement, at its option, for an additional 25 years. Since 12 years have lapsed on the current agreement, the City is seeking to extend the term in light of the substantial investment it proposes to make in the planned indoor recreation facility.

Mr. Baccari spoke to Trustees about the lease agreement, and considerable discussion took place during the Physical Plant and Equipment Committee regarding lease options and other alternatives. Mr. Baccari will approach the city with the idea of a land exchange.

It is anticipated that a recommendation will be made to the Trustees at the February meeting.

C. Items for Information

1. Physical Plant and Equipment Committee Meeting

It was noted that the Physical Plant and Equipment committee met on December 12, 1996 for an annual review of the Campus Master Plan.

2. Change Orders and Progress Reports

Change Orders and Progress Reports on current construction projects were provided for the Trustees' information.

3. Property on 22nd and Grand Ave.

Vice President Baccari explained that the University has been in the process of moving ahead with development of the property located at 22nd and Grand Ave. They have been in contact with the University of Texas system, and have made other visitations, including one with the city planner in Ft. Collins, Colorado. Mr. Baccari proposed that an ad hoc committee be

appointed to participate in the development of a request for qualification, to review proposals and review qualifications of those who respond, and to review that. He suggested the committee be formed, comprised of himself, Roger Baalman, Deborah Coffin, several Trustees, a representative from the city, someone from the business community, and a representative from the Downtown Development Authority. A consultant would be hired for further refinement and national advertising. Another counsel will be retained to develop a long-term lease agreement. Mr. Baccari suggested anyone having comments to contact him.

4. Planning Report for College of Health Sciences

President Roark said that at the last Trustees' meeting, it was stated that the planning report for the College of Health Sciences would be presented at a later meeting. It was not on the schedule for this meeting, but will be assigned to the Physical Plant Committee, augmented with Dean Williams, Vice President Blalock, Win Hickey, Tom Smith, Mary Gullikson, and Tom Spicer to look at the College of Health Sciences remodelling proposal and feasibility of private funding. President Roark said he had spoken to Frosty Kepler, president of the Trustees, who was in agreement.

Trustee Hammons reported that she had received a letter who was concerned about the appearance of UW buildings on Lewis Street. Mr. Baccari said that he has spoken to the Director of Physical Plant, who was waiting until ongoing construction was finished to clean it up. They anticipate taking care of it next summer.

INVESTMENT COMMITTEE

The Investment Committee of the Trustees met on December 13, 1996, with members Hank True, chair; Dave Bonner, and Walter G. (Jerry) Saunders in attendance.

A. Item for Action Recommended by the President

1. Endowment Income Distribution

The University's investment policy provides for an annual allocation of endowment earnings to support endowed programs, scholarships and other activities and to pay administrative costs to manage the endowment portfolio. Total earnings of 5.5 percent are allocated, 4.5 percent to endowed programs and one percent to pay administrative costs. Earnings in excess of 5.5 percent are reinvested to provide for long-term growth of endowments.

The 5.5 percent allocation is paid from dividend and interest earnings (yield), and from principal appreciation if the yield on the portfolio does not provide adequate cash flow. In FY 1996, the interest and dividends on the portfolio were \$862,827, while the 5.5 percent allocation amounted to \$1,514,664, leaving a shortage of \$651,836.

In order to fund the full 5.5 percent allocation, it will be necessary to withdraw a portion of the \$2,927,251 accumulated capital gains from each equity portfolio. The full amount of \$651,836 will not have to be withdrawn from the accumulated gain because the distribution of realized gain and administrative fee for FY 1995 and the June earnings distribution to UW covered \$140,915.47 of the requirement, leaving a net FY 1996 shortage of \$510,920.53.

The Investment Committee recommend to the full board approval of the above request. During the business meeting a motion was made by Trustee True, seconded by Trustee Bonner and carried that the request be approved.

B. Items for Information

1. Quarterly Report, University Endowments

The quarterly investment report for the quarter ending September 30, 1996, was provided by John A. Vann, Investment Adviser.

2. Quarterly Report, University Investments

The investment policy of the Trustees requires the Vice President for Administration and Finance to report quarterly on the status of investments management by the University. A summary of University-managed investments as of September 30, 1996 was provided to the Trustees.

COMMUNITY COLLEGE AND OUTREACH COMMITTEE

The Community College and Outreach Committee met on December 13, 1996 with members Shelly Ritthaler, chair; Deborah Hammons, and Jeri Kirk present. Trustee Meyer was absent.

A. Items for Information

1. Transfer of Community College Credits

Based on the assumption that community colleges offer the first two years of a college education, most universities limit the number of community college credits. For the past decade, the University of Wyoming has limited community college transfer credit to 70 hours.

This past fall, as part of an associated change requiring 48-hours of upper division credit for graduation from UW, the Faculty Senate and President approved a Provost's Office proposal to eliminate any limit on community college credits. These two new changes will be instituted for students beginning their programs of study with the 1997 academic year. However, other students presently enrolled in a community college or UW may choose to take 48 hours of upper division credit and thereby transfer an unlimited number of community college credits.

Associate Provost Judy Powell explained to Trustees that over the past five years, with progress made on common course numbering, equivalencies, and articulation meetings, the Provost's Office has been working with the community college to find a resolution to the problem of common course numbering. It was recommended to President Roark, with approval

from the faculty, to raise the number of upper division credit hours at UW. President Roark in turn approved it and sent it to the University legal office for inclusion in UniReg 4.

Trustees congratulated Associate Provost Powell for her work in getting it done.

Program on Financing Education

At the suggestion of Trustee Hammons, an educational program was produced on how to finance their education. Trustee Ritthaler commended Associate Provost Judy Powell for her work. Dr. Powell recognized Jay Fromkin, Director of University Relations, who also credited Bob Beck of Wyoming Public Radio, Wyoming Public Television, K-2 television, cooperative extension, and Wyoming newspapers across the state. Mr. Fromkin also thanked the Bank of Laramie and First Interstate Bank for underwriting the project. Tapes are available in Mr. Fromkin's office.

DEVELOPMENT COMMITTEE

The Development Committee, chaired by Trustee Jerry Saunders, met on Thursday, October 10 with members Saunders, Harris, Jorgensen, and True in attendance. The committee had the following items for information:

A. Items for Information

1. Fund Raising Reports

Fund raising reports for the period July 1, 1996 - October 31, 1996 were provided to the Trustees for their information.

Ben Blalock, Vice President for Institutional Advancement, provided both a written and verbal report on institutional advancement. The written report included a five-year report for each of the 13 units in the University, as well as a comparison of sources of giving for fiscal years 1992 - 1996. Mr. Blalock noted that there have been exceptional donors in the past five years, with a number of large gifts that should be applauded. He said the increase in the number of donors is solid, and the number of gifts has increased annually by approximately 10% per year. Proportions of gifts from alumni, other individuals, corporate support and foundation support show a need for more attention to corporations and foundations. Mr. Blalock will focus also on major gift prospects.

Vice President Blalock reported that changes are being made in the Foundation Board. The board is working on restructuring the committees to make them more productive.

Vice President Blalock reported making good progress in the search for an associate vice president for development. He also thanked Trustees Kepler and Jorgensen for asking him to be the campus host for the presidential candidates, and the high profile the development area was given in the search.

ATHLETIC COMMITTEE

The Athletic Committee, comprised of Trustees Saunders, chair; and Trustees Bonner, Harris, and True, met on December 13, 1996.

Dr. Saunders reported during the committee meeting that wide receiver Marcus Harris had received the Biletnikoff Award, an annual award presented to the nation's best collegiate

receiver. Other highlights for UW's athletic department included Steve Scifres, Marcus Harris, Josh Wallwork, Cory Wedel, Jim Talich, and Lee Vaughn being named to the Football Writers Association All-American First Team. Joe Tiller was named Pacific Coach of the Year. Both Jay Korth and Cory Weidel received academic honors. Trustees agreed to write a letters of commendation to the football team for their academic and team accomplishments this year, and one to Joe Tiller.

It was reported that Dana Dimel, Kansas State University offensive coordinator, was recently hired as UW's new football coach at a salary of \$98,000, and brought an energetic staff with him.

NEW BUSINESS/PUBLIC COMMENTS

Caroline Johnson, chair of Staff Senate, reported that Staff Senate Recognition Day had been set for March 20, 1997. All Trustees were invited to attend. The UW Foundation recently gave \$1,000 to add to staff awards, and Pacific Power gave \$500. A president-elect of Staff Senate will be elected in January. A salary committee of Staff Senate is working on a 2-year and 5-year proposal for salary increases.

Hamid Kahn, a Junior in Political Science from Worland spoke to Trustees about ASUW Senate Resoulution 1835, which encouraged faculty to meet the book adoption deadlines on time as specified by both the University Bookstore and Follett Textbook Exchange in order to lower book prices for students. Susan Frye, chair-elect of Faculty Senate, thanked Mr. Kahn, saying faculty were simply not aware of the problem. She invited him to attend future Faculty Senate meetings.

Caroline McCracken-Flesher reported that the senate had passed the conflict of commitment UniReg at their November meeting, and thanked Special Assistant David Baker for his hard work on the UniReg. The UniReg has been forwarded to the Trustees.

Ms. McCracken-Flesher said she had invited Governor Geringer to participate in a focus group session to deal with particular issues of interest to both the Governor and Faculty Senate later this spring. She also noted that she thought the format for the presidential search was to everyone's advantage and a real benefit to the University.

Trustee Harris commented that the latest version of the Conflict of Commitment UniReg will be distributed to the Trustees shortly. He suggested it be presented to Trustees as an action item at the next meeting. President Roark said the Trustees will receive the original document Faculty Senate received with highlighted changes the senate wanted to make. Caroline Johnson asked that her office also receive a copy.

ASUW President/ex-officio Trustee Jason Thompson said that students have been asked to meet with their state legislators during the semester break. Mr. Thompson asked that the NCAA or the WAC Commissioner be made aware that the NCAA's decision to exclude Wyoming from a bowl game was inappropriate given the Wyoming football team's record. President Roark reported that the WAC was not willing to take legal action on behalf of BYU, but the Council of Presidents would decide whether to take action regarding Division 1A institutions. He noted that WAC presidents were terribly concerned and discussing it. Trustees expressed support of President Roark's actions in this regard.

ADJOURNMENT AND DATE OF NEXT MEETING

At 11:53 a.m., it was moved by Trustee Harris, seconded by Trustee Kinnaman, and carried that the meeting be adjourned.

The next meeting will be held February 14-15, 1997 in the Old Main Board Room.

Respectfully submitted,

A handwritten signature in cursive script that reads "Donna J. Mecham".

Donna J. Mecham
Deputy Secretary

University of Wyoming
1999-2000 Biennium Budget
Time Line

Develop Budget Guidelines (October 1 through December 14, 1996)

Tasks:

- Assess planning environment. State revenue profile (October); economic trends and data; university revenue profile, enrollment data; program priorities.
- Review/update university strategic plan. Provide opportunity for campus input and Trustee approval.
- Develop planning objectives for biennium. Review/discuss with campus input.
- Trustees approve budget planning guidelines.
- Budget Development Guidelines approved by Trustee December 14, 1996

Budget Preparation Process (January 13 through February 14, 1997)

Tasks:

- Produce and distribute approved planning guidelines to all operating units.
- Operating units prepare expanded budget requests based upon approved guidelines.
- Institution-wide requests (if any) are prepared by ad hoc committees.
- All expanded requests are accumulated and compiled for review by university budget council.
- Budget office prepares standard budget in concert with State Budget Office.
- Budget requests submitted to UW budget office by February 14, 1997.

Budget Compilation/Review (February 17 through March 14, 1997)

Tasks:

- University budget council convened.
- Expanded requests from operating units reviewed and prioritized.
- Budget hearings/review held; supplemental information gathered in necessary. Program narratives are developed.
- Funding options for request are reviewed by budget council. Recommendations and priorities for requests established.

Budget Council Review (February 17 through May 2, 1997)

Tasks

- Budget council formulates recommendations to the President. Expanded budget requests are prioritized and revenue options are recommended for funding request.
- Budget Council recommendations completed May 2, 1997

President's Recommendations (May 5 through June 6, 1997)

Tasks:

- Review budget council recommendations. Discuss recommendations with Executive Council. Develop recommendations for Trustees to review and approve.
- Review capital outlay requests developed by campus planning committee. Develop recommendations for Trustees to review and approve.

- Recommendations forwarded to Trustees June 9, 1997

Trustee Recommendations (June 9 through July 31, 1997)

Tasks:

- Review planning environment. Discuss budget priorities and recommendations submitted by the President. Approve expanded budget request; standard budget request; capital outlay request.
- Standard, Expanded, and Capital Outlay requests sent to State Budget Office on or about August 1, 1997.

Budget Submission (August 1 through September 15, 1997)

Tasks:

- Compile standard budget narrative for submission to State budget office. Integrate standard budget amounts into budget matrix of strategic plan. Compile expanded budget narrative for submission. Prepare state schedules and forms for personnel, standard budget, and expanded budget.
- Transmit university request to state. (Usually late August or early September)

Executive Branch Review (August 1 through November 30, 1997)

Tasks:

- Budget requests reviewed by State budget office. Recommendations for the Governor developed.
- Governor reviews/recommends funding level for operating budget and/or capital outlay request.
- December 1, 1997 Governor releases recommendations to the legislature.

Legislative Review (December 1997 through March 1998)

Tasks:

- Appropriations Committee hearing on university budget request. Recommendations developed for legislative review and approval.
- Appropriations for operating and capital are finalized.
- Appropriations finalized end of legislative session (March 1998)

Operating Budget Approval (April 1998)

Tasks:

- Biennial appropriation is allocated to fiscal years. Allocations for colleges and departments are established based upon appropriation requests. Salary policy (if funds are available) is established and departments complete salary adjustments and budget allocations.
- Annual operating budget is developed. Overall allocations and funding is submitted to the Trustees for approval.
- Trustees approve annual operating budget and capital outlay allocations. (May 1998 Trustee Meeting)

University of Wyoming 1999-2000 Biennium Budget Time Line

