

**THE UNIVERSITY OF WYOMING**

**MINUTES OF THE TRUSTEES**

**February 15, 1997**

**The Final Minutes can be found on the University of Wyoming Board of Trustees  
website at [www.uwyo.edu/trustees/meetings](http://www.uwyo.edu/trustees/meetings)**

**TRUSTEES OF THE UNIVERSITY OF WYOMING**

**AGENDA**

**February 15, 1997**

<b>CALL TO ORDER</b> .....	<b>1</b>
<b>ROLL CALL</b> .....	<b>1</b>
<b>ANNOUNCEMENTS</b> .....	<b>1</b>
<b>TRUSTEES AWARD OF MERIT</b> .....	<b>4</b>
<b>APPROVAL OF DECEMBER 14, 1996 MINUTES OF THE TRUSTEES</b> .....	<b>5</b>
<b>APPROVAL OF JANUARY 25 AND 16, 1997 MINUTES OF THE TRUSTEES</b> .....	<b>6</b>
<b>ASUW REPORT</b> .....	<b>6</b>
<b>STAFF SENATE REPORT</b> .....	<b>7</b>
<b>FACULTY SENATE REPORT</b> .....	<b>7</b>
<b>ACADEMIC AND STUDENT AFFAIRS COMMITTEE</b> .....	<b>8</b>
Vision and Mission Statement for Institute for Environment and Natural Resources .....	9
Program Eliminations .....	9
Discussion of Faculty Salaries .....	10
Recruitment of High School Students .....	11
<b>BUDGET COMMITTEE</b> .....	<b>12</b>
Fee Book .....	12
Designation of Depositories .....	13
Approval of Contracts and Grants; Gifts and Scholarship .....	13
Proposal to Modify Promotion Salary Adjustment Policy for Academic Professionals ....	14
Quarterly Internal Audit Report .....	15
<b>PERSONNEL COMMITTEE</b> .....	<b>16</b>
Administrative Appointments .....	16
Changes in Assignment .....	17
Clinical Faculty Appointment .....	18
Intercollegiate Athletic Appointments .....	18

Recall .....	19
Change in Sabbatical Leaves .....	20
Leave of Absence Without Pay .....	20
Retirements .....	21
Administrative Reappointment.....	21
Other .....	21
Full-Time Temporary Faculty Appointments.....	22
Full-Time Temporary Academic Professional Appointments.....	22
Part-Time Temporary Academic Professional Appointments.....	23
Resignations.....	26
Proposed Revisions to Trustee Regulation on Retirement .....	28
Staff Terminations .....	29
<b>PHYSICAL PLANT AND EQUIPMENT COMMITTEE .....</b>	<b>29</b>
Health Science Facility .....	30
Staff Endowment Fund.....	31
Change Orders and Progress Reports .....	31
<b>INVESTMENT COMMITTEE.....</b>	<b>31</b>
Report on Meeting in Denver, January 23, 1997 .....	31
<b>COMMUNITY COLLEGE AND OUTREACH COMMITTEE.....</b>	<b>32</b>
Dual Admission Agreement with Casper College .....	32
<b>WHEPSI (Wyoming Council).....</b>	<b>33</b>
<b>DEVELOPMENT COMMITTEE .....</b>	<b>33</b>
Report on Foundation Board Meeting January 23-25, 1997 .....	34
Report on Development Activities Year-to-Date .....	34
<b>ATHLETIC COMMITTEE.....</b>	<b>34</b>
NCAA Convention Outcomes .....	35
North End Zone Student-Athlete Center .....	36
Report of Academic Integrity Subcommittee .....	37
<b>COMMITTEE OF THE WHOLE .....</b>	<b>38</b>
Conflict of Commitment Unireg.....	38
Strategic Plan for Auditor's Visit.....	40
Other.....	41
Executive Session Action.....	41

**NEW BUSINESS.....42**

**ADJOURNMENT/DATE OF NEXT MEETING.....42**

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

**February 15, 1997**

Trustees attended a breakfast on Saturday morning, February 15, 1997, with a presentation by State Superintendent of Public Instruction Judy Catchpole on “K-12 State Technology Planning.” Trustees held committee meetings as well as an executive session to discuss personnel and litigation matters on Friday, February 14, 1997.

Trustee President Forrest “Frosty” Kepler called the business meeting to order at 10:15 a.m.

**ROLL CALL**

Trustee Secretary Lee Harris called roll. The following Trustees attended the meeting: Forrest “Frosty” Kepler, John D. “Dave” Bonner, Deborah Healy Hammons, Harry L. Harris, Peter M. Jorgensen, Elizabeth A. Kail, Daniel L. Kinnaman, Jeri Kirk, Rita Meyer, Shelly Ritthaler, Walter G. “Jerry” Saunders and Hank True.

Ex-officio members UW President Terry P. Roark, and State Superintendent of Public Instruction Judy Catchpole also attended the meeting. ASUW Vice President Dominic Martinez attended the meeting in place of ex-officio member Jason Thompson. Governor Jim Geringer was unable to attend.

**ANNOUNCEMENTS**

President Roark made the following announcements to the Trustees:

- The Charles Stewart Mott Foundation, dedicated to promotion of a “just, equitable and sustainable society,” has given the University of Wyoming’s Institute for Environment and Natural Resource Research and Policy a \$130,000 grant to support the Institute’s goal of assuring collaborative, informed decision-making on environment and natural resource conflicts.
- UW Physics and Astronomy professor Harley Thronson is assisting the space shuttle mission to upgrade the Hubble Space Telescope. He is on a three-year leave of absence to serve as a NASA program scientist.
- UW entomology student Samin Dadelahi of Sheridan is one of only four recipients selected from 300 applicants nationwide to receive the 1996 Entomological Society of America Undergraduate Scholarship.
- UW student Hamid Khan of Worland, a junior majoring in political science, has received Honorable Mention in the USA Today All American Team. Currently, Khan is spending the spring semester studying in London and working as an intern in the House of Commons.
- Vicki Hughes, a Casper mother of five, received a Stanley M. Reinhaus Family Foundation Scholarship awarded to outstanding students who plan future careers in Wyoming. She is a first-year student in UW’s new doctor of pharmacy degree program.
- Adam Mark Lederer of Denver, a UW graduate student majoring in political science, is the University’s first recipient of a graduate scholarship from the School of Environment and Natural Resources.
- “The Wyoming Health Message,” a daily 60-second program that answers questions and provides important advice about health issues facing Wyoming citizens, has earned a gold

award as the outstanding public service announcement in District 6 of the Council for the Advancement and Support of Education (CASE). The program, written by faculty in the College of Health Sciences, is produced by Jim Kearns, UW News Service manager, and is narrated by Judith Osterman, Extended Credit Programs lecturer.

- Sherrill Shaffer, assistant vice president of the Federal Reserve Bank of Philadelphia, has accepted an appointment to UW's first John A. Guthrie Distinguished Professorship in Banking and Financial Services. He will anchor a new College of Business undergraduate program in banking and financial services.
- Larry Hubbell, professor and head of the UW Department of Political Science, is the recipient of the 1997 Seibold Professorship in the College of Arts and Sciences. Hubbell will study the governmental roles played by mid-level Community Party office holders in Russia and South Africa.
- Connie Keintz, an assistant lecturer of speech pathology and audiology in the UW College of Health Sciences, is the new president of the Wyoming Speech-Language-Hearing Association (WSHA), which promotes education and encourages interest and awareness about communication disorders.
- Pre-accreditation candidate status has been awarded to the new School of Pharmacy doctor of pharmacy degree program that began last fall with a full enrollment of 48 students. The program emphasizes a community-based, rural practice and requires four years of professional study preceded by two years of pre-professional study.
- The January edition of Dance Teacher Now, a national trade magazine, praises the UW dance program because it "focuses on providing an excellent pre-professional program to undergraduates" and brings "talent and real-world experience" to students.

- Ben Silliman, family life specialist in the Department of Family and Consumer Sciences in the UW College of Agriculture, received the Early Achievement Award from the National Extension Family Life Specialists organization. The award recognizes his significant contributions to extension programming.
- At the last Trustees' meeting, President Roark reported a UW student loan default rate of 4.5%. This compares with 4.3% for FY1993 and 5.3% for 1992. Although the rate has risen slightly, UW still holds one of the best rates in the nation. The national average is slightly over 10%. UW is the lowest of the 12 schools in Wyoming participating in the federal loan program. President Roark said he was proud of the way UW students repay their loans.

#### **TRUSTEES' AWARD OF MERIT TO DAN KINNAMAN AND HARRY LEE HARRIS**

Trustee President Frosty Kepler read the following citation for Trustee Daniel Kinnaman:

“Since 1991, Dan Kinnaman has served the University of Wyoming with distinction as a member of the University Trustees.

At every meeting during his six-year term, Dan brought to the table the practical, common sense approach one would expect from a successful businessman and member of the Wyoming Legislature. He also contributed to discussions of academic issues, some of the knowledge he acquired as a member of the School District No. 1 and the state boards of education. As a member of the University Trustees, Dan served on five separate committees working continually to make this University, from which he earned his electrical engineering degree in 1957, a better place for students, employees, and the people of Wyoming.

In recognition of his profound dedication and with gratitude for a job well done, the Trustees are pleased to present to Dan Kinnaman their highest honor -- the University of Wyoming Trustees' Award of Merit."

Trustee Kinnaman thanked Trustees, administrators, faculty and staff, saying his tenure had been an enjoyable six years. Mr. Kinnaman received a round of applause.

Trustee President Frosty Kepler then read the following citation for Harry Lee Harris:

"Harry Lee Harris, better known to his friends as "Lee," has served the University of Wyoming with distinction as a member of the University Trustees since his appointment in 1991.

During his six-year term, Lee served on seven separate committees, chairing the Athletic, Physical Plant, and Budget Committees, along with serving as treasurer and secretary to the Board of Trustees. With each committee assignment, and on every issue facing the University Trustees, he brought the experience and judicial temperament of his legal profession as well as his tenure with the Wyoming Legislature. Lee continually sought to make this University, from which he earned his juris doctorate in 1951, a better place for students, employees, and the people of Wyoming.

In recognition of his profound dedication and with gratitude for a job well done, the Trustees are pleased to present to Lee Harris their highest honor -- the University of Wyoming Trustees' Award of Merit."

Trustee Harris thanked President Roark and members of the Board, saying it had been an agonizing decision not to reapply for reappointment. He said it had been an honor and a privilege to serve, and he appreciated the opportunity to work with the finest people in the state of Wyoming. He spoke of UW faculty and staff as some of the finest in the world, and that he has been amazed at what they do with the resources they have.

Trustee Harris received a round of applause.

**APPROVAL OF DECEMBER 14, 1996 MINUTES**

It was moved by Trustee Bonner that the December 14, 1996 Minutes of the Trustees be approved with an amendment to the table on page 19 to more accurately reflect student access and computing fees. The motion was seconded by Trustee Jorgensen and carried. The amended page is included as Enclosure 1.

### **APPROVAL OF JANUARY 25, 1997 and JANUARY 16, 1997 MINUTES OF THE TRUSTEES**

It was moved by Trustee Saunders and seconded by Trustee Kirk that the January 25, 1997 conference call minutes of the Trustees be approved. The motion carried. It was further moved by Trustee Saunders, seconded by Trustee Ritthaler and carried that the January 16, 1997 conference call Minutes of the Trustees be approved. The motion carried. The conference call minutes of both January 25 and January 16, 1997 are included as Enclosure 2.

President Kepler noted a change in meeting format, in that ASUW, Staff Senate, and Faculty Senate would be invited to give their reports at this point, rather than during the public comments portion of the meeting.

### **ASUW REPORT**

ASUW Vice President Dominic Martinez reported to Trustees that ASUW would be having budget hearings next week. Election applications are due next week, with student body elections on April 25. Mr. Martinez thanked UW President Terry Roark for sending a letter to the NCAA President's Commission regarding the football bowl alliance. Mr. Martinez noted that 10 of 30 ASUW senators had earned 4.0 grade point averages this past semester.

## **STAFF SENATE REPORT**

Staff Senate Chair Caroline Johnson reported that Staff Senate had selected Barbara Farmer as Staff Employee of the Quarter. Ms. Farmer is a user consultant for the Cooperative Extension Services computer office within the College of Agriculture. Her reception, to which all Trustees are invited, will be held Monday, February 24, from 2:30-4:30 p.m. The Staff Employee of the year will be announced during Staff Recognition Day on March 14.

Staff Senate is working on a salary proposal to bring to the President's Executive Council next week. The group is also considering a restructuring of Staff Senate, and asking for senator nominations. Ms. Johnson introduced incoming President Sandy Gabriel. Sandy will assume her duties on July 1, 1997.

## **FACULTY SENATE REPORT**

Faculty Senate chair Carolyn McCracken-Flesher expressed appreciation to the Trustees for moving the Faculty Senate report toward the top of the agenda, saying it was an important symbolic gesture. Faculty Senate recently passed a bill on academic renewal, which amends UniReg 715. The UniReg has been forwarded to the President and legal office for action. The UniReg reads in part:

2d. "An undergraduate student who returns to the University of Wyoming and who has not completed a college course at UW (excluding correspondence study) during the previous five years will have the option of continuing his/her earlier UW cumulative grade point average or commencing a new cumulative grade point average ("academic renewal"). An interested student must request academic renewal in writing to the Registrar no later than 10 days before the last day of classes of the semester in which the student returns to the University."

ADD: 2.d. iv. This policy can be exercised only once by any given individual student and is only applicable to undergraduate students.

Ms. McCracken-Flesher reported that Associate Provost Ken Griffin gave a presentation on faculty advising at the last Faculty Senate meeting.

Faculty Senate is looking at changing their committee responsibilities. They are working with Vice President Hibbler on meeting academic needs through information technology, and will report on it as it transpires.

At the December, 1996 meeting of the Trustees, Hamid Kahn, a student, spoke to Trustees about book adoption deadlines. Ms. McCracken-Flesher reported that faculty are now thoroughly informed about the need to make their book orders early. An ad hoc committee will be formed to address student book purchasing needs on campus, which will include students and faculty who will work with bookstore personnel, and will come back with recommendations by the end of summer.

Ms. McCracken-Flesher said she had never known outgoing Trustees Harris or Kinnaman to do less than their best. She commented that their presence made the board a rigorous body, and thanked them for their service.

Provost Karnig said there would be a report on student advising at the next Trustees' meeting.

#### **ACADEMIC AND STUDENT AFFAIRS COMMITTEE**

The Academic and Student Affairs Committee met on Friday, February 14, 1997 with the following members present: Deborah Healy Hammons, chair; Harry Harris, Peter Jorgensen, Elizabeth Kail, and Jeri Kirk. The following items were presented to the full board:

### **Vision and Mission Statement of the Institute for Environment and Natural Resources**

A draft of the IENR Strategic Plan was presented to the Trustees at their December, 1996 meeting. Since that time, Vice President for Research Bill Gern had worked with members of IENR to reword parts of the draft, which was subsequently brought to the Trustees for approval at this meeting. Based on a recommendation by the Academic and Student Affairs Committee, it was moved by Trustee Hammons that the Trustees adopt the Institute for Environment and Natural Resources Vision and Mission Statement. The motion was seconded by Trustee Jorgensen and carried. The IENR Vision and Mission Statement are included as Enclosure 3.

### **Program Eliminations**

Although presented to the Academic and Student Affairs Committee as a discussion item, it was recommended by the Committee that the following 11 programs, based on low enrollments, be eliminated. The programs and their respective enrollments (in fall 1995):

1. B.S. in Food Science (8)
2. B.S. in Vocational Agriculture (5)
3. M.S. in Plant Pathology (0)
4. B.S. in Applied Math (0)
5. B.A. in English/Theatre (9)
6. B.S. in Political Economy (4)
7. M.A. in Journalism (0)
8. B.S. in Distributive Education (0)
9. M.S. in Bioengineering (0)
10. M.S. in Mineral Engineering (0)
11. M.S. in Water Resources (0)

Trustees were provided brief statements about the programs. The University Academic Planning Committee reviewed proposals to eliminate all of the identified programs, and the Graduate Council reviewed the graduate program eliminations. Both the Academic Planning Committee and the Graduate Council recommended each of the proposed program eliminations.

During the Academic and Student Affairs Committee meeting, it was noted that there will be very little saved financially by elimination of the programs because there is very little invested. The effort was described as being more in the nature of a cleanup rather than program elimination, because most have successor programs. It was pointed out that elimination of the programs should encourage students to enroll in the self-designed major that is available.

Based on a recommendation from the Academic and Student Affairs Committee, it was moved by Trustee Kail and seconded by Trustee Jorgensen that the program eliminations be approved at this meeting. The motion carried unanimously.

### **Discussion of Faculty Salaries**

During the Academic and Student Affairs Committee, Chairperson Hammons, as background, reported that in 1991 there were many faculty leaving the University. A determination was made to spend \$160,000 for an evaluation by NCHEMS, and the University went through the reallocation process. At that time, tuition was increased significantly to try to stem the tide of loss of faculty. That has been accomplished. Trustee Hammons noted that during this biennium the University won't be able to give salary increases for at least two years. Knowing that we are in a cycle for preparing the biennium budget, Trustee Hammons wanted to avert a situation when faculty are again leaving the University. In that regard, she requested data from Provost Karnig on faculty salaries from 1991 through a projection for 1997-98 comparing salary increases with comparator institutions in the region. Provost Karnig provided a

chart, excluding lecturers and instructors.

Provost Karnig outlined the report, noting that UW faculty salaries have grown \$3,800, or 8.4% during the time period, while salaries at the 12 regional comparators have grown by approximately 23%, and Colorado State University salaries by 24.1%. A similar though a bit smaller difference could be found when salaries and benefits were compared

Furthermore, Provost Karnig indicated that over 70% of UW salary increases in the period had come from tuition and reallocation funds. During the committee meeting, Trustee Harris commented that he appreciated the work Provost Karnig and others did. Since it was basically the information the Joint Appropriations Committee requested, he said it should be presented to the JAC in that format.

Trustee Harris again urged during the business meeting that the document be sent to the Joint Appropriations Committee as soon as possible. Trustee President Kepler and President Roark agreed to mail a letter to the JAC within the next week.

### **Recruitment of High School Students**

Trustee Ritthaler asked whether anything was being done to recruit those Wyoming students who do not plan to attend any institution of higher education. President Roark said there was an active recruitment and retention committee. Drs. Hurst and Karnig said they would pursue developing a survey for students not attending any higher education institution. Trustee Ritthaler indicated she would be interested in the ongoing process.

## **BUDGET COMMITTEE**

The Budget Committee of the Trustees met on Friday, February 14, 1997 with the following members present: Lee Harris, Chair, Deborah Healy Hammons, Peter Jorgensen, Rita Meyer, and Hank True. The committee members brought the following items to the full board:

### **Fee Book**

Annually, Budget Committee and Trustees approve requests for changes and additions to authorized fees, charges, refunds and deposits.

The proposed changes address mandatory fees; University fees, charges and deposits; Auxiliary Enterprises charges; laboratory and special course fees; and miscellaneous fees, charges and deposits.

The tuition changes and computing fees reported in the enclosure were previously approved by the Trustees at their December 13-14, 1996 meeting. Changes or corrections from the December 13-14 Fee Book agenda items were presented as Enclosure 2 in the advance report mailed to the Trustees.

Several additional changes, which were made between the time the Trustees' Report went to press and the meeting, were pointed out and approved during the Budget Committee meeting. It was moved by Trustee Harris, seconded by Trustee Meyer and carried that the Trustees of the University of Wyoming approve proposed changes, additions and deletions to the Fees, Refunds and Deposits, University of Wyoming, July 1, 1997 - June 30, 1998, including those changes made

during the Budget Committee meeting of February 14, 1997. The approved fee book is included as Enclosure 4.

### **Designation of Depositories**

In compliance with Wyoming Statutes 1977, Revised, section 9-4-801 through 9-4-831, First National Bank, Laramie; First Interstate Bank of Wyoming; Key Bank of Wyoming; and Jackson State Bank have made formal application for designation as depositories for University funds. They guarantee adequate security for all funds deposited. State law requires the amount of deposits be guaranteed to 100% for a state agency deposit.

The Budget Committee recommended approval of the applications for designation as depositories. It was therefore moved by Trustee Harris and seconded by Trustee Meyer that the Trustees of the University of Wyoming approve the applications for designation of depositories. The motion carried, with Trustees True and Kepler abstaining from voting.

### **Approval of Contracts & Grants; Gifts and Scholarships**

It was moved by Trustee Harris, seconded by Trustee True and carried that contracts and grants in the amount of \$4,537,483 be approved for the period November 20, 1996 through January 21, 1997, and gifts and scholarships in the amount of \$120,689.83 for the period November 1, 1996 through December 31, 1996 be approved by the Trustees of the University of Wyoming.

Vice President Gern noted that the United States Institutes of Health awarded another grant to Tae Ji in the Department of Molecular Biology to support his ongoing research on the LH receptor. Dr. Ji now holds the longest continuing grant from NIH -- 22 years -- at UW. Trustee Kail suggested that President Kepler write a letter from the board congratulating Dr. Ji.

**Proposal to Modify Promotion Salary Adjustment Policy for Academic Professionals**

At the July 1996 Trustee meeting, a salary adjustment policy for promotions within the extension educator ranks was approved. This provided for three increases equal to 6%, 7% and 7% of base salaries as individuals moved through the four ranks (e.g., assistant, associate, extension educator and senior extension educator). The “6-7-7” policy was established to create an opportunity for these academic professionals to earn approximately the same 20% promotion adjustment that faculty receive as they move through three ranks (i.e., from assistant to associate and from associate to full professor).

The University has recently reviewed the four ranks associated with extension educators and research scientists as previously proposed. The regulation establishing four extension ranks has been changed to three ranks to coincide with the three faculty ranks. Further, a review process has been initiated for research scientists; and it was proposed that the four ranks for this group be reduced to three as well.

Thus, it was deemed necessary to revise the salary adjustments tied to the promotion of academic professionals. First, effective July 1, 1997, it was proposed that academic professionals receive a 10% base salary increase when promoted from assistant to associate rank and another 10% increase when promoted from associate to senior rank. Second, effective with the approval of this policy, it was also proposed that promotion adjustments given to extension educators July 1, 1996 be adjusted, when appropriate, to total 10%. This proposal, to backload the promotion adjustments to July 1, 1996, was presented to the Trustees at the July 1996 meeting.

Although presented as an item for information to the Budget Committee, it was recommended by the Committee that the proposal to modify the salary adjustment policy for academic professionals as presented on pages 6 and 7 of the Trustees' Report (above) be approved. It was so moved by Trustee Hammons, seconded by Trustee Jorgensen, and carried.

### **Quarterly Internal Audit Report**

Internal audit activity conducted in accordance with the audit plan for the period October 1, 1996 to December 31, 1996 was presented to the Trustees in the February 14-15, 1997 Trustees' Report.

## **PERSONNEL COMMITTEE**

The Personnel Committee of the Trustees, chaired by Jeri Kirk, met on February 14, 1997. Committee members Jeri Kirk, Dave Bonner, Betty Kail, and Shelly Ritthaler attended the meeting. Based on a recommendation from the Personnel Committee, Trustee Kirk moved the following items be approved by the full Board. The recommendation included addenda presented to the committee at the February 14, 1997 meeting. The addenda are incorporated into the minutes. The motion was seconded by Trustee Kail and carried.

### **Administrative Appointments**

The following administrative appointments were approved as indicated:

#### **COLLEGE OF AGRICULTURE**

- a. Marie Elkin, university extension educator, be appointed professional and personnel development specialist and ombudsperson, effective January 2, 1997, at a fiscal (11-month) salary of \$45,000.
- b. James J. Jacobs, professor of agricultural economics, associate dean, and associate director of the agricultural experiment station, be changed to associate dean of research and director of the agricultural experiment station, effective January 1, 1997, at a fiscal (11-month) salary of \$80,004.

#### **COLLEGE OF EDUCATION**

- c. Timothy R. Rush, professor in the division of lifelong learning and instruction, be appointed associate dean for a one-year period, effective January 1, 1997, through December 31, 1997, at a fiscal (11-month) salary of \$64,284.

### **INSTITUTIONAL ADVANCEMENT**

- d. Molly Cavanaugh Williams, as Associate Vice President for Institutional Advancement, effective February 27, 1997, at a fiscal year (11-month) salary of \$76,000.

### **Changes in Assignment**

The following changes in assignment were approved as indicated:

#### **COLLEGE OF ARTS AND SCIENCES**

- a. Stephen Jackson, assistant professor of botany, was changed from a .50 FTE to a .75 FTE appointment, effective January 13, 1997, at an annual (9-month) prorated salary of \$30,000. This is a tenure-track appointment.

#### **COLLEGE OF ENGINEERING**

- b. Norman R. Morrow, professor of chemical and petroleum engineering, was changed from a .50 FTE to a .75 FTE appointment, effective January 10, 1997, at an annual (9-month) prorated salary of \$68,616. This is a tenured position.

### **Clinical Faculty Appointment**

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

#### **COLLEGE OF HEALTH SCIENCES**

<b><u>Name</u></b>	<b><u>Clinical Title</u></b>	<b><u>Location</u></b>
Pine, Lois Ann (01/01/97 - 06/30/00)	Clinical Faculty in Nursing	Laramie

### **Intercollegiate Athletic Appointments**

Intercollegiate Athletic appointments were approved as follows:

- a. Clancy Barone, Assistant Football Coach and Lecturer, effective December 11, 1996 at an annual salary of \$50,004. This is a non-tenure track appointment.
- b. Ted Gilmore, Assistant Football Coach and Lecturer, effective December 11, 1996, at an annual salary of \$28,008. This is a non-tenure track appointment.
- c. Vic Koenning, Assistant Football Coach and Lecturer, effective December 11, 1996, at an annual salary of \$60,000. This is a non-tenure track appointment.
- d. Matt Wallerstedt, Assistant Football Coach and Lecturer, effective December 11, 1996, at an annual salary of \$30,000. This is a non-tenure track appointment.
- e. Phillip Todd Whitten, Assistant Football Coach and Lecturer, effective

December 11, 1996 at an annual salary of \$55,008. This is a non-tenure track appointment.

f. Sheahon J. Zenger, Assistant Football Coach and Lecturer, effective December 11, 1996 at an annual salary of \$38,004. This is a non-tenure track appointment.

g. Lonnie Swenson, Athletic Trainer and Lecturer, effective January 1, 1997 at an annual salary of \$21,000. This is a non-tenure track appointment.

h. Mark Stoops, Assistant Football Coach and Lecturer, effective January 13, 1997 at an annual salary of \$38,004. This is a non-tenure track appointment.

i. Dana Dimel, Head Football Coach, Intercollegiate Athletics, effective January 2, 1997 at a fiscal (11-month) salary of \$153,000 (\$98,004 in Section I funding).

### **Recall**

a. Gladys M. Crane, emeritus professor of theatre, was approved for recall for the period effective January 10, 1997, through May 10, 1997, at a salary of \$3,000 to teach a course in religion/drama for the Department of English. This is a non-benefited position.

### **Change in Sabbatical Leave**

The following change in sabbatical leave was approved:

At the December 13-14, 1996 meeting of the Trustees, John Burman, professor of law, was granted a sabbatical leave for the 1997 fall semester. Professor Burman requested that this sabbatical leave be changed to fall 1998.

### **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. Lewis Nkosi, professor of English, for the 1997-98 academic year. Professor Nkosi has been awarded a Leverhulme Visiting Fellowship by the University of London.

### **Retirements**

The individual listed below was granted retirement on the date and under the conditions cited.

<b>Name</b>	<b>Position</b>	<b>Birth Date</b>	<b>Employment Date</b>	<b>Retirement Date</b>
Nelson, David A.	Professor of Chemistry	06/13/31	09/01/62	08/01/97 with designation as <i>Emeritus</i>

### **Administrative Reappointment**

The following administrative reappointment was approved as indicated:

- a. John M. Burman, professor of law and dean of the College of Law, for the period July 1, 1997 through June 30, 1998, or until a permanent dean assumes this post, at no change in his fiscal (11-month) salary of \$87,840.

### **Other**

The Wyoming Job Training Commission provides policy guidance and oversight for Wyoming's Job Training Partnership Act Programs (approximately \$6 million). The WJTC also comments on all Employment and Training plans conducted within the state. The WJTC has invited the University of Wyoming to nominate a representative for one "higher education" vacancy on the Commission. Nominations will be sent to the Governor, and he will then make the appointment to the WJTC.

Mr. James E. Pew was suggested to serve on the Commission. Mr. Pew has been the director of Human Resources since 1989, and is also the membership services director for the northwest region of CUPA (College and Universities Personnel Association). He also participates in the Business Area Analysis for the Department of Administration and Information,

State of Wyoming. The Human Resources Department administers the JTPA program for the University of Wyoming.

Based on a recommendation from the Personnel Committee, it was recommended by the full board that Mr. James E. Pew, director of Human Resources, be nominated to serve on the Wyoming Job Training Commission.

The following were presented as items for information to the Trustees:

**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 appointments shown below were reported to the Trustees for their information.

<b><u>Name</u></b>	<b><u>Department</u></b>	<b><u>Rank</u></b>
<b><u>COLLEGE OF ARTS AND SCIENCES</u></b>		
LePage, Wilbur (01/13/97 - 06/30/97)	Geography and Recreation	Visiting Professor
Wright, Carolyne (01/10/97 - 05/10/97)	English	Visiting Assistant Professor
<b><u>ACADEMIC AFFAIRS</u></b>		
Davis, Daniel M. (12/02/96 - 06/39/97)	American Heritage Center	Temporary Assistant Archivist

**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 temporary academic professional appointments shown below were reported to the Trustees for their information.

<u>Name</u>	<u>Department</u>	<u>Rank</u>
-------------	-------------------	-------------

**COLLEGE OF AGRICULTURE**

Gogain, Joe (01/02/97 - 06/30/97)	Molecular Biology	Temporary Research Scientist
--------------------------------------	-------------------	------------------------------

Speed, Sherry (01/02/97 - 06/30/97)	Molecular Biology	Temporary Research Scientist
--	-------------------	------------------------------

**COLLEGE OF ARTS AND SCIENCES**

Driese, Kenneth I. (12/01/96 - 06/30/97)	Botany	Temporary Assistant Research Scientist
---	--------	---

**COLLEGE OF EDUCATION**

Warren, Nancy (01/13/97 - 05/10/97)	Leadership and Human Development	Temporary Assistant Lecturer
--	-------------------------------------	------------------------------

**COLLEGE OF ENGINEERING**

Steadman, Sally (01/10/97 - 05/10/97)	Dean's Office	Temporary Senior Lecturer
--	---------------	---------------------------

**COLLEGE OF HEALTH SCIENCES**

Flipppo, Tobie K. (01/13/97 - 05/13/97)	School of Nursing	Temporary Assistant Lecturer
--	-------------------	------------------------------

**Part-Time Temporary Academic Professional Appointments**

The Regulations of the Trustees provide that part-time temporary academic professionals will be appointed annually by the President of the University upon the recommendation of the

appropriate academic officers. The part-time temporary academic professional appointments shown below were reported to the Trustees for their information.

<u>Name</u>	<u>Department</u>	<u>Rank</u>
-------------	-------------------	-------------

**COLLEGE OF ARTS AND SCIENCES**

Dickman, Francois M. (01/13/97 - 05/30/97)	Political Science	Temporary Assistant Lecturer
Gorin, Sarah A. (01/13/97 - 05/30/97)	Political Science	Temporary Assistant Lecturer
Hurst, Martha E. (01/10/97 - 05/10/97)	English	Temporary Assistant Lecturer
Ohnstad, Mariless J. (01/13/97 - 05/31/97)	Geography and Recreation	Temporary Assistant Lecturer
Palmer, Sally L. (01/10/97 - 05/10/97)	English	Temporary Assistant Lecturer
Roberg, Jeffrey L. (01/13/97 - 05/10/97)	Political Science	Temporary Assistant Lecturer
Salmon, Zackie S. (01/13/97 - 05/31/97)	Geography and Recreation	Temporary Assistant Lecturer
Schmidtman, Pat A. (01/01/97 - 05/31/97)	Art	Temporary Assistant Lecturer

**COLLEGE OF BUSINESS**

de la Torre, Cristobal (01/13/97 - 05/09/97)	Economics and Finance	Temporary Assistant Lecturer
Giles, Kirsten M. (01/13/97 - 05/09/97)	Economics and Finance	Temporary Assistant Lecturer

Hirsch, Fred H. (01/13/97 - 05/09/97)	Economics and Finance	Temporary Assistant Lecturer
Monteith, Robert (01/13/97 - 05/09/97)	Management and Marketing	Temporary Assistant Lecturer
Nelson, Frank R. (01/13/97 - 05/09/97)	Management and Marketing	Temporary Assistant Lecturer
Youngblood, Peggy R. (01/13/97 - 05/09/97)	Management and Marketing	Temporary Assistant Lecturer

### **COLLEGE OF EDUCATION**

Bonett, Rhonda M. (01/13/97 - 05/10/97)	Leadership and Human Development	Temporary Assistant Lecturer
Brooks, Timothy (01/13/97 - 05/10/97)	Leadership and Human Development	Temporary Assistant Lecturer
Hudson, Margaret (01/13/97 - 05/10/97)	Lifelong Learning and Instruction	Temporary Assistant Lecturer
Loper, Christi R. (01/13/97 - 05/10/97)	Lifelong Learning and Instruction	Temporary Assistant Lecturer
Longhurst, Terri (01/13/97 - 05/10/97)	Lifelong Learning and Instruction	Temporary Assistant Lecturer
Viner, Gary (01/13/97 - 05/10/97)	Lifelong Learning and Instruction	Temporary Assistant Lecturer

### **COLLEGE OF ENGINEERING**

Gertsch, Theodore C. (01/13/97 - 05/10/97)	Civil and Architectural	Temporary Assistant Lecturer
Kladianos, James (01/13/97 - 05/10/97)	Civil and Architectural	Temporary Assistant Lecturer
Kline, Duncan A. (01/13/97 - 05/10/97)	Civil and Architectural	Temporary Assistant Lecturer

Parks, John E. (01/13/97 - 05/10/97)	Civil and Architectural	Temporary Assistant Lecturer
Weeks, Richard W. (01/13/97 - 05/10/97)	Electrical	Temporary Assistant Lecturer
Weidel, Nancy (01/13/97 - 05/10/97)	Civil and Architectural	Temporary Assistant Lecturer

### **COLLEGE OF HEALTH SCIENCES**

Wood, Casey T. (01/02/97 - 05/31/97)	School of Pharmacy	Temporary Assistant Lecturer
---	--------------------	------------------------------

### **UW/CC CENTER**

Ashley, Yarong (01/13/97 - 05/16/97)	Sociology	Temporary Assistant Lecturer
Fredricks, Shirley M. (01/13/97 - 05/16/97)	History	Temporary Assistant Lecturer
Kahin, Sharon M. (01/13/97 - 05/16/97)	Art	Temporary Assistant Lecturer
Lisek, Victor (01/13/97 - 05/16/97)	Education	Temporary Assistant Lecturer
Smith, Wendy M. (01/13/97 - 05/16/97)	Education BOCES	Temporary Assistant Lecturer
Snyder, Douglas S. (01/13/97 - 05/16/97)	Sociology	Temporary Assistant Lecturer
Welch, Sherry J. (01/13/97 - 05/16/97)	Education	Temporary Assistant Lecturer

### **Resignations**

The following resignations were reported to the Trustees:

- a. Elizabeth Maxine Trost, associate archivist, effective December 20, 1996.
- b. Linda Ruth Zellmer, associate librarian, effective January 16, 1997.

Two faculty members resigned to accept positions at other academic institutions.

### **Proposed Revisions to Trustee Regulation on Retirement**

Discussion of the proposed revisions to the Trustee Regulation on Retirement, and specifically the definition of the title “emeritus” and its significance, took place during the Personnel Committee meeting.

The purposes of the proposed changes to the Trustee Regulation on Retirement are to separate the award of Emeritus status for faculty from other Board authorized retirement benefits and extend Emeritus status to academic professionals. The proposed changes to the regulation (Chapter VII, G.) are shown below.

The Board decided to postpone a decision to a later time, thus allowing various groups to comment on the proposal.

#### **G. RETIREMENT**

~~Employees of the University are automatically included by state law in the Wyoming Retirement System and participation in the Federal Social Security program. The Higher Education Retirement Act of 1969 permits certain options by employees to utilize a portion of employer and employee contributions to the State Retirement System for a separate plan approved by the Trustees meeting Statutory requirements, which is available pursuant to agreement with the Teachers Insurance Annuity Association. Individual contributions, benefits, and options shall be administered in accordance therewith and any other controlling state or federal laws.~~

~~Faculty members officially retired may be recalled annually by the Trustees. Request for recall shall be made by the appropriate University officers with the consent of the retiree. Accrued limited service rights will not be affected by recall.~~

~~Employees who have~~ Any employee who has completed twenty-five (25) years of service with the University[,] or who ~~have~~ has attained the age of 60 with fifteen (15) years of immediately preceding University service[,] or who elects an early retirement program authorized by state statute shall ~~at the time of retiring from University service~~ be designated Retired at the time of retiring. ~~with regard to staff and Emeritus with regard to faculty in recognition of such service.—On completion of their appointed term(s), Trustees shall be designated Emeritus in recognition of their service.~~ A ~~roll~~ list of such retired personnel shall be maintained in the Human Resources office[;] ~~and such personnel~~ each retiree shall ~~thereafter be afforded~~ receive such University privileges as have been customary and as may appear appropriate from time to time in the future. ~~—(Amended, 12/8/90)—~~

In addition, Emeritus designation shall be extended to academic personnel and Trustees upon retirement with recommendation of the President and approval of the Trustees.

Academic personnel officially retired may be recalled with recommendation of the President and Trustee approval. Request for recall shall be made by the appropriate University officers with the consent of the retiree.

### **Staff Terminations**

The number of staff terminations over the past few months was reported to Trustees.

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

The Physical Plant and Equipment Committee met on February 14, 1997 with the following members present: Betty Kail, Chair; Lee Harris, Peter Jorgensen, Dan Kinnaman, Rita Meyer, and Shelly Ritthaler. Chairperson Kail reported the following to the full board:

### **Health Science Facility**

Trustee Kail reported during the committee meeting that that Physical Plant and Equipment Committee, members of the Foundation Board and members of the Health Sciences Strategic Planning Council were appointed by President Roark to an ad hoc committee to review several alternatives for additional space in the College of Health Sciences.

The committee met via conference call on January 30, 1997 to discuss four options. The committee recommended to the full board that option #1 be adopted, which would be to remodel the Biochemistry building and to add an addition for the School of Nursing. The committee discussed costs associated with the project, and subsequent to the conference, at the suggestion of members of the administration and Dean Williams, it was suggested that it be considered as a capital project in two phases. The first phase would be renovation; the second phase would be adding to the building. Copies of that recommendation were sent to all members of the ad hoc committee for any objections. Having heard no objections from the committee, Chairperson Kail advised that the recommendation of the ad hoc committee be that of the Physical Plant Committee. The renovation of the Biochemistry building with a small addition, which includes relocation, endowment, and operations and maintenance costs, was estimated at \$16.2 million, assuming construction begins in 1998.

The Physical Plant and Equipment Committee recommended that the alternative presented, which includes renovation of the Biochemistry Building, be approved, and further recommended that funding for this facility be from private sources and that it be considered in the listing of projects for the capital campaign. During the business meeting, Trustee Kail moved that the Trustees of the University of Wyoming adopt the ad hoc committee's report of proposed

remodelling of the Biochemistry Building as passed by the Physical Plant and Equipment Committee on February 14, 1997, with the project to be undertaken in two phases. The motion was seconded by Trustee Harris and carried. Trustee Kail further moved that the capital project approval be funded by private sources. The motion was seconded by Trustee Harris and carried.

### **Staff Endowment Fund**

Trustees were reminded of the staff endowment fund, and asked to contact Trustee Kail if they needed more information.

### **Change Orders and Progress Reports**

Change orders and progress reports on current construction projects were provided for the information of the Trustees.

## **INVESTMENT COMMITTEE**

The Investment Committee of the Trustees met on Friday, February 14, with members Hank True, chair; Dave Bonner, and Walter G. (Jerry) Saunders in attendance.

### **Report on Meeting in Denver, January 23, 1997**

Trustee True reported an interesting Investment Committee meeting in Denver on January 23, 1997. John Vann, Investment Advisor, passed out detailed reports at that meeting, which were summarized in Enclosure 6 of the Trustees' Report. Additional information was also provided to the full Board on the status of money managers and funds under management. It was

reported that the money managers have done very well in comparison to benchmarks provided to the Trustees. Because an audit reflected a concern about the custodial funds, one money manager has been replaced. An RFP will be issued to review the custodian of these funds. Proposals of money managers will be reviewed by the Investment Committee, interviews will take place, and a recommendation will be brought back to the full board.

It was suggested that minutes of the Investment Committee meeting be circulated to the Trustees, as well as a summary of status of the accounts and size of endowments. Vice President Baccari said he would provide that information.

## **COMMUNITY COLLEGE AND OUTREACH COMMITTEE**

The Community College and Outreach Committee met on February 14, 1997 with members Shelly Ritthaler, chair; Deborah Hammons, Jeri Kirk, and Rita Meyer present.

The following was reported to the full Board:

### **Dual Admission Agreement with Casper College**

A dual admissions agreement has been completed and signed between UW and Casper College. The agreement allows eligible students to be admitted to Casper College and UW when they enter Casper College. Upon receipt of the student's application, the dual admission student is assigned a UW advisor, who assists the student and the student's community college advisor in planning the student's course of study at Casper College so that there is a seamless transfer of courses and all courses count toward the student's intended major at the University of Wyoming.

This agreement applies to Casper College students who wish to complete their degrees at either the UW/CC campus or the UW Laramie campus. This agreement is especially significant because the largest number of transfer students from a single community college campus each year are from Casper College.

With the completion of this agreement, the University has completed dual admission agreements with four community colleges - Northwest, Central, LCCC, and Casper.

Associate Provost Powell said that UW routinely gives each community college a report of the students' academic progress who transferred to UW from that college. Similar reports are also given to the high schools on their former students. Trustees requested that in the future they receive the report sent to the Wyoming high schools.

### **WHEPSI**

Trustee Catchpole reported that a committee with the acronym WHEPSI had replaced the former PEPCI committee. President Roark thanked Judy Powell for her work on the committee.

### **DEVELOPMENT COMMITTEE**

The Development Committee, chaired by Trustee Jerry Saunders, met on Thursday, February 14 with members Saunders, Harris, Jorgensen, and True in attendance. The committee had the following items for information:

### **Report on Foundation Board Meeting of January 23-25, 1997**

Vice President for Institutional Advancement, Ben Blalock, reported a very good Foundation Board meeting January 23-25, 1997 in Cheyenne. Incoming UW president Philip Dubois was in attendance at the meeting, as was President Terry Roark.

The Foundation Board is looking at ways to improve their meetings, as well as looking at having more campus tours.

### **Report on Development Activities Year-to-Date**

Vice President Blalock reported on development activities, and distributed a monthly comparative report divided into a section for "all gifts" and "annual fund gifts." There are approximately 1300 more gifts this year than last year. The annual fund is also well ahead this year. Mr. Blalock said that reports were being circulated weekly to the college development officers.

Vice President Blalock said he had been travelling around the state. He, Dr. Dubois, and Frosty Kepler will be travelling to Wyoming communities, as well as in Colorado and Arizona to meet with important individuals March 8-11. The new Associate Director of Development, Molly Williams, will be on campus February 27. She will serve as a strong liaison on campus with the college development officers.

### **ATHLETIC COMMITTEE**

The Athletic Committee, comprised of Trustees Saunders, Bonner, Harris, and True, met on Friday, February 14, 1997.

### **NCAA Convention Outcomes**

President Roark reported to the Athletic Committee that although he had not attended the NCAA meeting, David Baker, Special Assistant to the President, represented UW there. UW supported a proposal to delay restructuring of the NCAA for one year in protest to the failure of the NCAA to intervene in the issues related to post-season football. UW supported Proposal 7 as a parliamentary maneuver to gain access to speak on the floor of the convention. President Roark read David Baker's statement to the convention:

"I am David Baker, representing the University of Wyoming. I speak in favor of Proposal No. 7.

The University of Wyoming is a member of the Western Athletic Conference. But I want to make it clear that I am not speaking for the WAC. I am stating the University of Wyoming's institutional position since this is the last time that institutional members will be given the privilege of this floor, it seems appropriate that we express our position now.

The University of Wyoming football team completed its season 10-2 and ranked in the top 25 in the nation. We were passed over for post-season play by all of the bowls. Our president made an appeal to the President's Commission which fell on deaf ears. Our conference made a proposal to the President's Commission which was duly gutted yesterday.

The present NCAA structure has been totally unresponsive to the abuses which have occurred in Division IA post-season football. The restructuring proposals appear to leave Division IA squarely to the tender mercies of the abusers.

We are talking here about a strategy to keep more than \$100 million in bowl revenues outside the purview of the NCAA membership. We are talking here about a Bowl Alliance scheme which probably violates the Sherman Antitrust Act. We are talking here about building a house in Division I that will shelter the six conferences which distributed among themselves about \$95 million of those post-season revenues.

Proposal No. 7 would postpone NCAA restructuring for one year. The University of Wyoming believes that voting for restructuring of Division I now would be an exercise in denial which ill serves our student athletes and could well further marginalize our program in the future.

Therefore, we will vote yes on Proposal #7."

President Roark reported that while the proposal was defeated, the new management structure has agreed to revisit the issue. President Roark expressed hope that the presidents will

affect change. He also said it was very important for student athletes to be able to participate in post-season play.

Trustee Saunders commended the individuals involved for their continuing effort to try to change the cartel.

In other business during the NCAA meeting, a proposal was passed which will allow student athletes to work during the school year and receive earnings up to the costs of attendance. Athletic administrators are concerned about work which may be required to monitor the new rule.

A proposal was made to grant a fourth year of eligibility to a partial qualifier who completes a baccalaureate degree before the beginning of the student athlete's fifth year of college enrollment. UW has supported this proposal for several conventions.

NCAA certification will now be required every 10 years rather than every five years. This is consistent with academic accreditation practice.

### **North End Zone Student-Athlete Center**

During the Athletic Committee meeting, Athletic Director Lee Moon distributed background information on the North End Zone Athletic Complex project (NEZAC), which was approved by the Board of Trustees during their October, 1991 meeting as a capital project. The project was approved at that time with the stipulation that funding come from private donations.

Mr. Moon reported that there have been numerous changes since 1991 within the NCAA and within our own athletic program. The focus of the NCAA has changed, in that an increase in regulations regarding NCAA academic standards requires more support for student-athletes academically. Institutional graduation rates of all student-athletes are now reviewed annually. Management of "gender equity" and "access to facilities" issues has been a challenge. Mr. Moon

reported that office space in the Fieldhouse-North addition has eroded due to necessary staffing increases in academic counseling, the creation of a marketing and promotions component, and establishment of an in-house travel agency. Mr. Moon said that all WAC schools, except CSU and UW, have made facilities changes since 1991.

Mr. Moon spoke about the differences in the NEZAC facility and the Student-Athlete Center, saying that the project is no longer a spectator facility, but a facility for the student-athlete.

There was lengthy discussion during the committee meeting as to whether the project had been given the scrutiny it needed.

During the business meeting, it was moved by Trustee Bonner that Trustees of the University of Wyoming commit the proposed student athlete center to the purvue of the Physical Plant and Equipment Committee to initiate with the administration the review of this project and to report back to the board at the next meeting. The motion was seconded by Trustee True and carried. Trustee Kail asked that the administration move forward quickly to appoint a committee so that they can get it done before the next meeting.

### **Report of Academic Integrity Subcommittee**

Trustee Saunders distributed the academic integrity subcommittee report. It was noted that the student athlete graduation rate is exactly the same as the student body graduation rate.

.

## COMMITTEE OF THE WHOLE

The Committee of the Whole met on Friday, February 14, 1997. The following items were presented to the committee:

### **Conflict of Commitment Unireg**

The regulation as presented to the Trustees was as follows:

Regulations of the Trustees, Chapter VII, E states:

A conflict of interest occurs when any member of the Trustees, Officers, Faculty, Academic Professionals or Staff of the University is in a position to affect significantly the business transactions of the University with an organization in which the employee or Trustee has an interest. University employees and Trustees have a duty to disclose any such conflict or any set of circumstances which may give the appearance of conflict of interest.

A conflict of commitment arises when professional service or research contracted outside the University, consultations or other outside activities (e.g. outside teaching or business) of any employee interferes with the paramount obligations to students, colleagues and the primary missions and policies of the University. Conflicts of commitment primarily involve questions of obligation and effort, but are often tied to financial remuneration or other inducements and, in such cases, may also constitute conflicts of interest.

Conflicts of interest and conflicts of commitment may constitute a breach of the employment contract and, if not properly disclosed and eliminated or managed in accordance with University Regulations, will result in appropriate sanctions, including the termination of employment, if warranted.

From May to September, a drafting sub-committee of the Committee on Conflicts of Interest and Commitment developed a draft University Regulation on Conflict of Commitment. The new UniReg has an emphasis away from University "policing" of conflicts and focuses on employee responsibility for disclosure. This approach is seen to be efficient, less intrusive and more consistent with the professional nature of University employment. This fall the Executive Committee of the Faculty Senate made a number of editorial changes to clarify the document. In addition, the Executive Committee recommended an improvement in the composition of the advisory committee which makes it more fair to staff.

Two substantive floor amendments were made by the Faculty Senate at the time the UniReg was approved; no substantive changes were made by the Staff Senate. A copy of the Conflict of Commitment UniReg adopted by the Faculty Senate is attached as Enclosure 8.

Amendments made on the Faculty Senate floor are:

1. Section 3 (c), Disclosure

As originally proposed this section provided:

Disclosure. Employees immediately must disclose potential conflicts of commitment to their supervisor; and employees shall certify compliance with this University Regulation to their supervisors at the time of their annual reviews or such other time as may be determined by their reporting unit.

The provision at lines 116-117 calls for individual disclosures to be “timely” and eliminates the requirement for an annual report.

2. Section 3 (g), Disciplinary Action

As originally proposed this section provided:

Disciplinary Action. The initiative and responsibility for reporting conflicts rests upon the individual. Any employee who fails to make timely reports of potential conflicts or otherwise violates this University Regulation may be subject to disciplinary action, including possible termination of employment, pursuant to existing University processes and procedures. All information and proceedings under this regulation are subject to the confidentiality provisions of the Wyoming Open Records Act.

The provision at lines 181-188 deletes the phrase “including possible termination of employment.”

Although presented to the Trustees as an item for discussion, it was moved by Trustee Saunders, seconded by Trustee Hammons, and carried that the Trustees consider the Unireg, as presented in Enclosure 8 of the February 14-15, 1997 Trustees’ Report, as an item for action.

Trustee Saunders moved that Trustees amend the Unireg, Section 3(c), Disclosure (see above) to reinstitute the annual report. Trustee Hammons seconded the motion. and it carried. Trustee Saunders moved to reinstitute the phrase, “including possible termination of employment” in section 3(g), Disciplinary Action. Trustee Bonner seconded the motion. A vote on the motion carried, with Trustee Jorgensen voting “no.”

It was moved by Trustee Harris and seconded by Trustee Kinnaman that paragraph 3(f) be removed in its entirety with all other references to the advisory committee. The motion failed with Trustees Harris, Kinnaman, Meyer and True voting for the motion and Trustees Saunders, Kirk, Hammons, Kail, Ritthaler, Jorgensen and Bonner voting against.

Trustee True moved that the sentence beginning on line 167 be amended to read: “The committee shall, upon request of the Provost or Vice President for Administration and Finance, advise as appropriate the Provost or Vice President for Administration and Finance with regard to the appropriate evaluation or management of a given disclosure issue.” The motion was seconded by Trustee Harris. The motion carried, with Trustee Jorgensen voting “no”.

It was moved by Trustee True to strike the third paragraph in its entirety. Trustee Jorgensen seconded the motion. After discussion as to how often review needs to take place, a vote on the motion passed, with Trustee Jorgensen voting “no”.

It was moved by Trustee Meyer to accept the Unireg in its entirety as amended. The motion was seconded by Trustee Jorgensen and carried.

President Roark said that Special Assistant Baker, Provost Karnig, Vice President Baccari and he would meet the following Monday morning to come up with a directive dealing with a timeline and implementation of policies. Special Assistant Baker’s office will prepare a calendar for review. Trustee Jorgensen asked that it be reflected in the minutes that the responsibility for timeline and implementation of policies would rest with the UW legal office.

### **Strategic Plan Auditor’s Visit**

The strategic plan audit took place last week. Donna Bagby provided supporting materials for the audit plan and coordinated the auditor’s visit. The team was very complimentary of UW for having appropriate documentation for their review. The audit review will be forwarded in late March.

### **Other**

Trustee Ritthaler requested that time be put on the next agenda for a workshop addressing information technology. It was suggested that it take place during a breakfast seminar on Saturday prior to the Trustees' March business meeting. Vice President Hibbler offered to put together a strategic plan for the Trustees to review and read. Trustee Meyer asked for a one and one-half page document to read.

Trustees Ritthaler and Kepler will work with Vice President Hibbler to develop a packet of information for the next meeting. Trustee Hammons suggested that since there are so many things to learn about UW, Trustees use their lunch and breakfast meetings to systematically learn about UW.

### **Executive Session Action**

It was moved by Trustee Saunders, seconded by Trustee Jorgensen and carried to authorize the University attorney to settle the case in question as approved in executive session.

## **NEW BUSINESS**

### **Nominating Committee**

Trustee Kepler announced the nominating committee, which will be comprised of the three most current past presidents of the Trustees, with the most recent president as chair. The

nominating committee members are: Trustee Saunders, chair; Trustee Bonner, and Trustee Hammons.

### **Honorary Degree Committee**

Trustees serving on the Honorary Degree Committee this year will be Betty Kail, Deborah Hammons, and Hank True. The committee will meet with the three faculty members and President Roark via conference call prior to the next meeting.

### **ADJOURNMENT AND DATE OF NEXT MEETING**

There being no further business to come before the board, the meeting adjourned at 11:25 a.m. The next meeting will be March 21-22, 1997 in Laramie. Trustees were reminded that there would be an executive session following the business meeting, with the Academic and Student Affairs Committee meeting following it.

Trustee Catchpole commended Assistant to the President Joe Meyer for representing the Trustees very professionally during the legislative session, saying she had heard many positive comments.

Respectfully submitted,

*Electronic signature not available.*

Donna J. Mecham  
Deputy Secretary