

**THE UNIVERSITY OF WYOMING**

**MINUTES OF THE TRUSTEES**

**SPECIAL MEETING**

**June 15, 2005**

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)

**THE UNIVERSITY OF WYOMING  
SPECIAL MEETING OF THE BOARD  
MINUTES OF THE TRUSTEES**

**Wednesday, June 15, 2005**

**4:00 p.m.**

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**1. Call to order**

The meeting was called to order at 4:00 p.m. by President Judy Richards.

**2. Roll Call**

The following were present by phone: Trustees Chuck Brown, Dick Davis, Taylor Haynes, Jim Neiman, David Palmerlee, Judy Richards, Peggy Rounds, Tom Spicer, Hank True, Chris Boswell representing the governor, and Lisa Skiles-Parady representing Trent Blankenship. Trustees Warren Lauer and Jon Hughes, and Acting President Tom Buchanan were present in the Boardroom. Trustee Trosper was able to join the call in progress. Trustee Willson was not available for the call.

Those present on-site in the Boardroom of Old Main: Rollin Abernethy, Myron Allen, Robert Aylward, Donna Bagby, Crystal Bennett, Cary Berry-Smith, Leellen Brigman, Jay Fromkin, Andy Hansen, Beth Hardin, Phill Harris, Janet Lowe, Nicky Moore, Maggi Murdock, Ed Oleske, and Kim Reichert. Rick Miller was available via phone.

President Richards stated they had a quorum. She also asked President Buchanan to advise who was present from the university, and have each person identify themselves when speaking.

**3. Public Meeting**

**AGENDA ITEMS**

**President's Report – Dr. Buchanan**

President Buchanan's report focused on the four reports that UW has been directed to prepare and submit to the legislature. They include:

**1. Interim legislative committee updates:**

### Energy Institute

Associate Vice President Myron Allen is chairing the program. The narrative he prepared is a timeline on how the project will proceed. It will be sent to a larger group of individuals for review later in the process, and is due October 1 in Cheyenne. Trustee Spicer spoke about the prospectus and noted that it is somewhat bland, adding that he hopes there are ways to boost the imagination to describe this project. Trustee Rounds said that she understands Trustee Spicer's concerns, but the legislators don't need anything fancy. Trustee Davis said this is a reaction to the legislature and otherwise would not be on the Board's agenda. President Richards said it was ordered by the legislature. Trustee Haynes said it was also by the governor's request. Trustee True asked about the information on the management structure and the proposal, saying he hoped it will not become a funding source for other departments. President Buchanan said it is an effort that cuts across multiple areas/departments, and he believes it will be a structure to draw them into this program. It is attached to the state budget bill as well. President Richards asked that the Board be kept apprised of the work.

### Hathaway Scholarships

President Buchanan spoke about the committee, stating that Representative Wasserburger and Senator Boggs from the legislature are part of the committee, and Andy Hansen is the UW representative. There have been many questions about the bill and the process, and the group will meet again in Casper on June 17. There will be another meeting on July 11 in Casper. Trustee Lauer commented that he read the fact

sheet and multiple variables to be reviewed, and suggested as the time approaches for a start date, there is a possibility that some high school students might find themselves in a position to participate but are already in the pipeline. President Buchanan noted the topic has come up and the committee is sensitive to that. Trustee Spicer said there needs to be insistence on having high school students focus on a solid set of core courses and work on their scholastic horsepower.

Once the program is in place, President Richards stated there needs to be a great deal of education to help students be aware of what courses they need to be taking. Lisa Skiles-Parady said the July 11 meeting date may be revisited.

#### Jackson Business School

The group is comprised of two committees and has met several times. President Buchanan noted he is ex-officio on the oversight committee, and Brent Hathaway is chairing the steering committee. Experts on this type of a program from other institutions have also been included in the discussions, and recently the group met for two days in Denver. They are meeting weekly by phone and will be meeting July 27-28 in Jackson. President Buchanan said they are on track to bring back recommendations to the oversight committee consistent with the October 1 deadline. UW websites are available for all the items to answer questions for those with specific interests.

Trustee Lauer asked if UW currently had any executive education program in any significant niche. Associate Vice President Maggi Murdock commented that there is a two-year executive MBA program but it is not an executive program per say. Trustee Lauer said there is discussion about training for the business school as opposed to having

a degree for the students. Trustee Neiman said he would like to make sure this also creates an opportunity for the College of Business (COB) on campus to link with it and not replace or compete with it. He stated that he has supported the COB and its remodeling on campus. He was glad to note President Buchanan supported it.

### Parking Study

President Buchanan spoke about the parking study with a due date of December 1 to the legislature. Vice President Hardin has been in contact with a consulting firm that UW hopes will assist with that effort. They have had several internal meetings at UW, addressing parking structures, signage, and policies. He said that he hopes the consultants will help produce a thoughtful well-conceived report to be sent to Cheyenne.

## **2. August BOT retreat, agenda and location**

The retreat will be at the Teton Mountain Lodge in Jackson, WY, August 19-20. President Richards said that she is still working on getting a facilitator and President Buchanan will work with her on this. Trustee Lauer said he had comments on the retreat agenda, and asked if he could offer suggestions for topics to be included on the agenda. President Richards said she would appreciate an e-mail with ideas, and everyone on the board is welcome to offer suggestions.

## **3. Plus Budget Allocation**

President Buchanan shared his report in two parts. The first part included a power point presentation that was previously used to give background on how the PLUS budget was

previously used. He provided the power point presentation to give the board additional information. Trustee Rounds asked him to explain what EPBs were.

President Buchanan said the second piece of his report was a follow-up to the last Trustees' meeting, and his suggestions for modifications to FY06 recommendations. He talked about the two reductions to the spreadsheet to the initial PLUS budget, which include no funding for Foundation's request and interpreter services. He has spoken to Vice President Blalock about the possibility of identifying funds at a later time for this. He also wanted to reduce the permanent allocation to the interpreter services and has spoken to Vice President Brigman about this. It is expensive and significant, and should be addressed in the Support Services Plan. His thought is that this should be a long-term strategy in the Support Services Plan, and he will explain how this could be accomplished in the subsequent year. The strategy will be permanent.

There was discussion on some additions to the PLUS budget that President Buchanan had included. They included:

1. The data network will require a consultant to report to IT to make sure this is as secure as possible.
2. The Hebard Collection in the AHC needs to be restored due to burst pipes in the building and seriously damaging a great number of the theses and dissertations in storage there. Many of the documents were not damaged to the point that they will need to be recreated and they are currently in cold storage. Some of the damaged documents had substantial damage, and the bill will be \$33,700 to bring UW back to the pre-damaged state.
3. Due to the recent snowstorm, tree repair and replacement are needed for the damaged trees on 22<sup>nd</sup> and Harney. Since this didn't happen until after the last board meeting, it wasn't included initially. About 20 trees were damaged or destroyed.

4. President Buchanan said that the disability accommodation contingency will be primarily for interpreter services and other needs that may arise. There will be a permanent allocation for the oral communication curriculum for the newly- revised university studies program at a cost of \$40,100, and the program cannot be implemented without funding. The interpreter services upgrade will cover the costs to upgrade that position.
5. Two other points that President Buchanan spoke about included Greek life staffing for \$53,082 as a permanent switch to student leadership staffing. This is not a proposal to eliminate funding to Greek staffing, but he is asking Student Affairs to consider providing the same leadership and support services to other student services as they are providing to the Greek community. UW needs to recognize other organizations such as minority, academic, international, etc. He wants to spread the student leadership staffing out as much as possible. He has spoken to Dean Stegman, Asst. Dean Cardona and Asst. Dean Caires, who have developed a new job description for this program.
6. The last item is not a change in funding, but is a shift from one-time to permanent funding and will assist with start-up funds for new faculty. There is a strategy available on the web on how to revamp funding for faculty start-up for the future. This will help to alleviate some of the pressure that departments encounter when they are trying to hire the best faculty possible.

President Buchanan concluded by saying that there is no change in the amount of the PLUS budget, although there will be \$2.1 million available in permanent funds to be allocated in the future.

President Richards asked Trustee Hughes what his reaction was regarding the shift in funding for Greek life and the feeling about the Greek relationship statement. He talked about the Greek statement, saying that UW agreed to fund a full-time position for a full-time coordinator. He thinks it's a good step for the Greeks, and he is concerned that there is not going to be a full-time position to work with them. If UW doesn't live up to its promises, there is concern about the Greek situation. He is also concerned about leadership, and said Asst. Dean Caires is responsible for Greek life and he knows that this will help lead him toward working with all student organizations on campus. There is concern that UW is reneging on their agreement for the Greeks.

President Richards commented that she had received calls from people today to make comments on this topic. Vice President Brigman said she is aware of the concern and she will continue to work on it, and will not leave just one person to work with the Greeks. She says there is more than one person contributing to that role. Trustee Spicer said he is concerned with the issue, and people he spoke to recently in Denver were very unhappy with the changes toward working with the Greeks. Trustee Haynes said he is concerned that Greek life has had adequate attention and work to help them. Trustee Spicer said he is concerned about the agreement that UW signed and that UW lives up to this responsibility. Trustee Haynes said this is an additional position and wouldn't detract from the Greeks, and he hopes it is an incentive for the young men to be responsible. Trustee Neiman asked for a reminder of the agreement that UW signed.

President Buchanan read the relevant paragraph for the benefit of the Board. "The Greek community recognizes that more institutional leadership and dedicated resources are needed for an excellent and flourishing Greek system, beyond those currently provided, reestablishing a full-time entry-level Greek life coordinator position under the oversight of the current Assistant

Dean for leadership development and Greek Life in the Office of Student Life would provide more dedicated resources to move UW towards meeting the best practices and staffing patterns of UW's comparator institutions. In addition, retention of the two funded summer student internships (the summer interns are currently provided by OSL) is beneficial for ensuring adequate preparation for fall recruitment."

President Richards said the document is 15 pages long and she believes that the board got copies of the signed document in January. She thought the agreement was to place more responsibility on the Greeks, their behavior, their grades and their interaction on campus and with other groups. They would also have a lot more philanthropic involvement. The committee worked hard on the agreement (which is quite extensive) and there was trustee representation on that group as well.

Members of the Board asked for elaboration on what UW would be renegeing on and Trustee Spicer offered further explanation, and could only advise that the Greeks were very sensitive to the process and gave up a lot to accomplish the agreement. He also felt it may take returning to the agreement and reviewing it. Associate Vice President Abernethy stated that he had worked on the recent changes that were proposed with Dean Stegman, Dolores Cardona and Matt Caires, and offered some logic of the type of thinking that went into this. UW has over 68 professional student organizations in the academic areas that virtually have no access to any kind of focused student leadership development. The Greek organizations on campus provide a great deal of the current student leadership and it is well recognized. This is a chance for UW to use some of the synergy that would come from working with other academic student organizations in addition to the Greeks. Having someone work with other organizations would also help to

further the growth of the Greeks. The full time position would have broadened responsibilities, and would also continue to use those already employed in Student Affairs.

Vice President Brigman noted that there are folks in place, as well as an additional full-time position. Lisa Skiles-Parady asked if representatives from the Greek community been consulted or been a part of the discussion for this topic. Trustee Hughes said his understanding was that the students were not really involved in discussing the position shift. He disagreed that student leadership development on campus has only happened with two organizations, and noted that he is not affected by this personally, but knows that the Greek students he spoke to were concerned. He doesn't know that the student leadership position needs to have the Greek portion tacked on to the job description. Trustee Spicer added that if UW wants to change the agreement, the students must be a part of the process.

President Richards asked if the PLUS budget could move ahead without this item as a confirmed item. President Buchanan said he will take this item off for further discussion. The money from the PLUS budget will remain in Vice President Harris' budget until the allocations are finalized. There was also discussion among the board on the effects this position, or a lack of it, would have on the upcoming year, and working to hire someone with a little more than entry-level qualifications. Vice President Brigman said she has a draft of a student leadership position, and the first responsibility says the position will be a liaison between all the groups. If the position is not approved this year, it will probably not be filled for one year. Trustees had additional discussion on the possibilities, including a suggestion that the position might be expanded. President Buchanan said he doesn't think the suggestion to refocus the funding for the Greek life position was intended to diminish the service to the Greeks, and all other organizations would benefit from this position. Trustee Spicer agreed with President Buchanan

but thinks UW needs to work with the Greeks because of the agreement. Trustee Lauer noted he wasn't aware of these discussions, and he has listened to Trustee Spicer's comments and more discussion on the agreement. He thinks the recommendations are good, and should move forward.

Trustee Trosper advised that he had joined the call, and he is in an airport and will remain on the line as long as he can.

Trustee Palmerlee noted he has no experience with this, and he thinks the policy should be to carry out the obligations of the contract, although President Buchanan said the change in the position would not harm the contract. Trustee Spicer said he would like to re-read the verbage in the contract. Trustee Rounds said she thinks there is time to talk to the Greeks before making a decision.

Trustee Spicer moved to allow President Buchanan and Phill Harris to hold the funds in Mr. Harris' account while working with the Greeks to come to resolution; Trustee Palmerlee seconded. Trustees Haynes and Lauer voted no. Motion carried.

#### **Auditor Selection Process – Hardin, Lowe**

Vice President Beth Hardin spoke about the auditor selection process, and reminded the Board that they appointed a committee at the May 12-14, 2005 Board of Trustees' meeting. Her request at this meeting was to ask the board to select a chairperson to schedule a meeting in July or August, at which she and Janet Lowe, UW Controller, will outline the process to select an auditor. President Richards asked if this was something that the committee could choose themselves, rather than needing the full board's involvement. Vice President Hardin said she could wait a week, and President Richards asked the members of the committee to work

together. Trustee True said he will act as an interim chairman and will convene a call at 10:00 a.m. on Thursday, June 16, 2005.

### **Public Testimony**

President Richards advised there was a sign-up sheet to speak to the board and four individuals signed up for that opportunity. President Buchanan asked that those speaking sit at the table and limit their comments to 5 minutes or less to continue to move the meeting along. President Richards also said if someone has already stated something, she would ask them to not restate their case.

### **John Hill**

Mr. Hill repeated his urgent suggestion that the Classroom Building proposed renovation not be done, and the west view toward the mountains be left open to 9<sup>th</sup> St. from the murals and stairways. He also commented that the artists highly recommend this as well. He said the other thing that has come up is an environmental impact statement of the entire plan, and how this work affects the neighborhood.

### **Kathy Jensen**

Dr. Jensen spoke about her position on cutting down spruce trees on Prexy's Pasture. She agreed that some of the trees look pretty straggly, but the tree on the southeast corner of the Union that is going to be removed really concerned her and is the one she has referred to in her letters to the Branding Iron and the Boomerang. She talked about an e-mail that she received from Ginger McAffrey, a member of the scientific committee appointed by Dr. Dubois, and sent a memo on why Phase II should be delayed. Dr. Jensen said she believes it was sent out to the board as well, and said that the plan favors design over sustainability. She questioned whether or not the trees that have been designated to be removed were damaged by construction on campus.

**Kristi Wallin**

Ms. Wallin spoke about her role at UW, noting she is now a volunteer advisor. She talked about the Greek system and ASUW, and the impact on ASUW. She was formerly a Tri-Delta and vice president of ASUW in the 1980s. The focus of her comments included a request that UW reconsider the effort to eliminate the Greek advisor, as well as reconsidering the compromise to split the Greek advisor position.

**Ann Larsen**

Ms. Larsen spoke about saving the spruce trees in Prexy's Pasture. She asked the board to request an architectural rendering of what the union plaza will look like in the winter as well.

President Richards thanked all those that spoke during public testimony for making their wishes and desires known.

**Capitol Construction Projects and Public Input Updates**

Vice President Harris spoke about the action item he hoped the board would approve at this meeting, which involves a renovation for the Pharmacy animal care facilities. Trustee Spicer moved to approve the request for awarding the construction bid to Reiman Corporation for the renovation of the Pharmacy animal care facilities; Trustee Neiman seconded. The motion carried.

Mr. Harris also gave an update on the capital facilities plan. He said that bids for Prexy's Pasture would advertise as early as next week unless the board wishes to delay the project. He is concerned that delays won't allow UW to complete the project.

The Classroom Building project will be advertised around June 27, with responses due by July 15-18, and would potentially be brought to the board at the July meeting.

The Anthropology building process may coincide with the September meeting in regards to needing trustee approval. UW will try to negotiate with the contractor for stadium renovation, but the bids were late coming to UW. He hopes the project will be completed by the start of football season, but if it's too late, that won't be possible.

The WTBC project was confirmed at budget through the CMAR. He is glad to note that UW will execute the maximum bid project for this.

Trustee Rounds thanked Vice President Harris for the outline of all the ongoing projects, saying she appreciates the information. Additional information was put into the Laramie paper as an insert, and copies also provided during the project tour. She asked about Ann Larsen's request for an architectural rendering in the winter. Vice President Harris said he has not asked the architect to do that but it would probably add about \$3000 to the fee. Trustee Hughes said he enjoyed seeing the renderings of the Union Plaza and he personally supports it.

Trustee Spicer asked if there was a decision on the siting of the new athletic facility. Vice President Harris said there will be meetings this summer with the City and the architects. President Richards asked if there was any action needed today, and Mr. Harris said there is none today, pending his receipt of bids around July 1 for Prexy's Pasture and July 20 for the Classroom Building.

#### **Personnel Actions:**

President Buchanan said he wanted to share the following two personnel actions with the Board, and was requesting their approval for his recommendations.

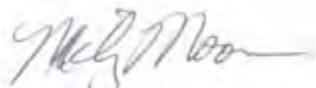
Dr. Myron Allen has been appointed as vice president for Academic Affairs while President Buchanan serves as president. Ms. Nicole Ballenger has been appointed as an associate vice president for Academic Affairs.

Trustee Haynes moved to approve the appointments as stated; Trustee Spicer seconded. The motion carried.

### **Adjournment**

The meeting of the Board was adjourned at 5:30 p.m. by a motion from Trustee Spicer; Trustee Haynes seconded.

Respectfully submitted,



Nicky S. Moore  
Deputy Secretary, Board of Trustees



Crystal R.M. Bennett  
Asst. to the V.P. for Administration

## UNIVERSITY OF WYOMING SCHOOL OF ENERGY SCIENCE AND TECHNOLOGY PRELIMINARY PROSPECTUS

**Introduction.** In response to a request by the Wyoming Legislature, the University of Wyoming proposes to establish a School of Energy Science and Technology. The school's mission will have three dimensions:

- **Education.** Strengthen baccalaureate and graduate education in fields that are integral to Wyoming's energy economy.
- **Research.** Advance the state of the art in energy-related science, technology, and policy through world-class research.
- **Statewide service.** Support public decision-making, technology outreach, and long-range planning in energy-related issues.

**Structural elements.** The structural elements of the institute will include:

1. **Faculty.** Distinguished professorships, to help attract faculty members who have achieved international recognition for their teaching and research in fields related to energy.
2. **Curriculum.** Re-institution of a baccalaureate degree in Petroleum Engineering<sup>1</sup> and initiatives to promote greater interdisciplinarity in energy-related masters' and doctoral programs.
3. **Research staff.** Permanent research staff, an operating budget, and a pool of grant-matching funds for UW's existing Institute for Energy Research, which will continue to house the Enhanced Oil Recovery Institute and will accommodate other research institutes related to Wyoming's energy resources, as scientific advances and research funding permit.
4. **Policy and technology.** A permanently staffed Technology Outreach Center dedicated to statewide policy analysis, technical workshops and symposia, and long-term energy planning.
5. **Links to industry.** Distinguished visiting professorships, aimed at attracting year-long teaching and research appointments for scientists and engineers who have attained wide recognition for their energy-related work in the industrial sector. A program of industrial sponsorship for undergraduate and graduate research.
6. **Links to Wyoming's educational system.** Distinguished teaching internships for Wyoming community-college and high-school faculty members, providing funded sabbatical leaves to teach entry-level classes at UW and to take courses in their fields.
7. **Incentives.** Three-year appointments that include half-time support and dedicated graduate assistants for faculty members in existing academic departments. These appointments will provide sustained incentives for UW's departments to contribute faculty positions, interdisciplinary curricula, and research projects under the aegis of the institute.

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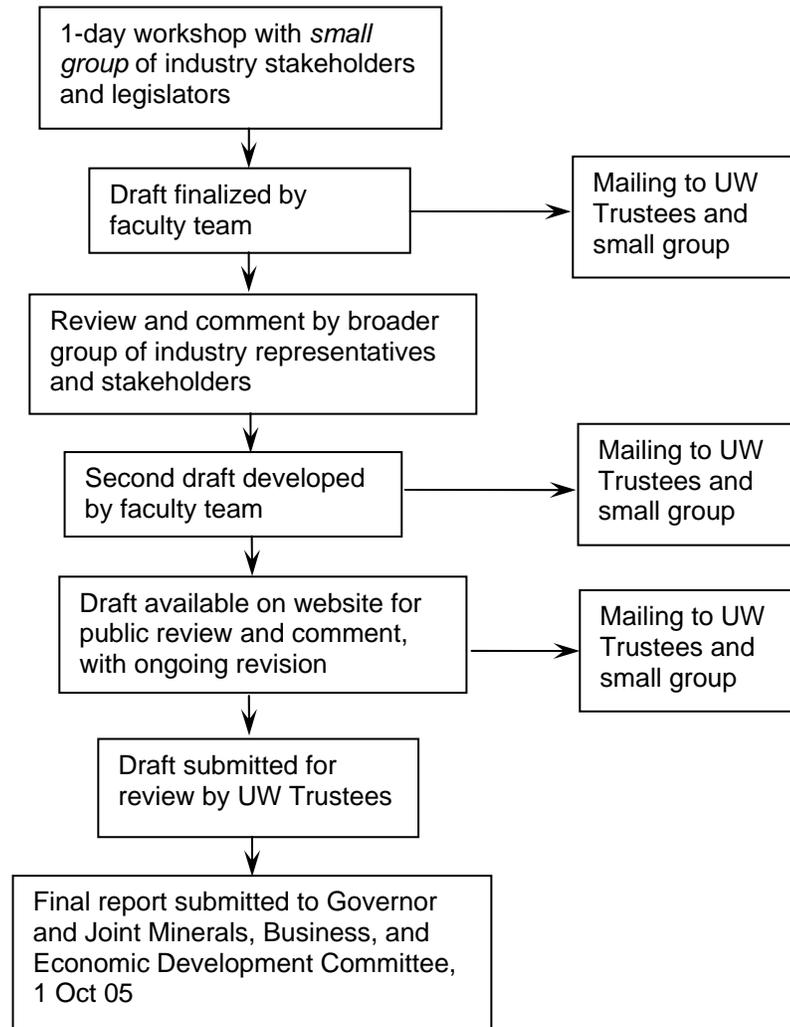
<sup>1</sup> UW already offers the M.S. and Ph.D. in Petroleum Engineering, as well as a petroleum option in its baccalaureate program in Chemical Engineering.

8. **Management structure.** A management structure with the administrative stature and budget needed to oversee these elements and to foster the coordinated curriculum, research, and faculty hiring needed to address energy-related issues that cross existing departmental and college boundaries.

**Focus.** The focus of the institute will be in areas that (a) are directly related to Wyoming's energy portfolio and (b) have a foundation in UW's existing faculty expertise. In the near term, this portfolio includes oil, natural gas (including coalbed methane), coal, and renewable sources such as solar and wind energy, along with such related fields as reclamation ecology, carbon sequestration, coal conversion, energy conservation, and electric power. In the longer term, Wyoming's active energy portfolio may expand to encompass greater production of uranium, hydrogen, and possibly other resources. Recognizing that the specific research initiatives will need to evolve over time, we propose a structure that avoids over-specification, retaining the capacity to anticipate and accommodate intermediate-term and long-term changes in a manner consistent with the mission stated above.

**Proposal.** As required by law, the university will develop a more detailed proposal for an Institute for Energy Science and Technology, to be presented by 1 October 2005 to the Governor and the Joint Minerals, Business, and Economic Development Interim Committee. That proposal will be tempered by input from stakeholders in the energy industry, legislators, and faculty experts. The document will describe Wyoming's setting in the energy economy, review the university's existing foundation in energy-related education and research, and describe in more detail the structure and funding of the institute, with reference to the impacts that the institute will have on the university's mission.

## **PROCESS**



## HATHAWAY BILL FACT SHEET

The State of Wyoming recognizes the continually increasing value of a highly educated work force. Aside from the obvious personal economic benefits, there are far reaching societal implications related to economic development and diversity.

The Fifty-Eighth Wyoming Legislature has paid a good deal of attention to the issue of college participation in Wyoming. Currently, 52% of Wyoming high school graduates enter college immediately after graduation. This figure is below the national average of 56% and well below top performing states where the number is around 67%. In an effort to make postsecondary education more attractive for Wyoming citizens, the Legislature passed Senate File 122 in the 2005 General Session. A component of that legislation established the Hathaway scholarship endowment account to provide funds to “make undergraduate postsecondary education in Wyoming as free as possible to Wyoming high school graduates.”

Senate File 122 also established an “Education Merit Scholarship Committee” consisting of legislators; representatives of business, higher education, and Wyoming K-12 education; and one representative of the public. The goal of the committee is to make recommendations to the Wyoming legislature for future legislation, to be known as the Hathaway scholarship program. Although no specific legislation has been crafted to date, it is useful to outline some of the key facets of the Hathaway program.

**What is the amount of financial aid provided by a Hathaway scholarship?** One of the charges of the scholarship committee is to determine the amount of tuition, fees, and other education related payments that can be sustained from anticipated earnings from the student scholarship endowment. There are multiple variables affecting this calculation including the proposed dollar amount of the scholarship, the length a student can retain the scholarship, and an estimate of the number of students qualifying and choosing to use the scholarship.

**How is the program funded?** Funds derived from federal mineral royalties will flow into the Hathaway scholarship endowment until the account balance reaches \$400 million. Oversimplified, 79% of one-third of the federal mineral royalties received by the State in excess of \$200 million in any fiscal year will be deposited to the scholarship account. Currently, the projected amount flowing to the scholarship for the fiscal year biennium ending FY06 is \$85 million.

**When will the program begin?** An implementation date for the program shall be no later than the first school year after the scholarship endowment account contains at least \$400 million. The legislature may choose an earlier start-date by direct funding of the program.

**Who qualifies?** The Hathaway scholarship is intended to make higher education affordable for Wyoming residents. There are a host of unanswered questions regarding general qualifications including definitions of residency, traditional (recent high school graduates) versus nontraditional students, part-time students, waivers for military service, etc.

**Is there a merit component to qualifying?** Senate File 122 created the Education *Merit* Scholarship Committee. There is no question that the Hathaway bill will contain merit provisions to qualify for the scholarship. Merit criteria for initial qualification may include high school grade-point-average (GPA), standardized tests scores such as the ACT or Proficiency Assessments for Wyoming Students (PAWS), and/or completion of a rigorous core curriculum. The committee will also provide recommendations for merit criteria to qualify for continuation of awards while in college. Such criteria may include meeting academic progress requirements, college GPA, etc.

**Is there a need-based component to the scholarship?** The committee has been given the leeway to explore need-based criteria as part of the financial aid package.

**When will we know more?** The committee shall report its initial findings to the Governor and the Joint Appropriations and Joint Education Interim Committees by November 1, 2005. If the committee determines modifications to its initial findings and recommendations are appropriate, a second report shall be filed by November 1, 2006.

**Who is on the committee?**

Tex Boggs, Senator and Committee Co-Chairman

Steve Harshman, Representative and Committee Co-Chairman

Reed Eckhardt, Wyoming Tribune-Eagle, representing business and industry

Andrew Hansen, University of Wyoming

Tom Kinnison, former State Senator, representing business and industry

Joe Megeath, Central Wyoming College Trustee

Bryan Monteith, Park #6 District Superintendent of Schools

Charles Scott, Senator

Lisa Skiles-Parady, Wyoming Department of Education

Marta Stroock, representing the public

Jeff Wasserburger, Representative

## **JACKSON BUSINESS SCHOOL BRIEFING**

The Fifty-Eighth Wyoming Legislature passed House Bill 329 in the 2005 General Session. The legislative act established two committees concerned with the development and review of a feasibility study on executive training, conferences, and institutes and the potential development of a graduate business school in Teton County: 1) a Steering Committee to prepare the report and submit it to an Oversight Committee by October 1, 2005; and 2) a joint legislative and executive Oversight Committee to consider the recommendations and decide upon next steps.

**What is the charge to the Steering Committee?** The charge includes the following eight items:

1. Develop a plan for executive training, including mission, academic program, financial plan, and campus design;
2. Examine the possibility of alliances with nationally recognized business schools;
3. Define tuition expectations for an executive training program, including a potential discount for residents and business professionals from Wyoming;
4. Develop criteria, cost, and options for a campus site;
5. Define the need for facilities for the program, including housing for students and faculty;
6. Develop a plan for the academic content of UW graduate education, with the potential of focusing on natural resource management, leadership, sustainability, energy, entrepreneurship, and ethics/corporate governance;
7. Determine tuition expectations for a graduate program with a potential discount for UW graduates; and
8. Develop a budget for the final recommendations and identification of potential funding sources.

**Who is serving on the Steering Committee?** The Steering Committee is made up of business experts and academic leaders:

Brent Hathaway, Committee Chair and Dean of UW College of Business;  
Shaun Andrikopolous, Managing Director/Founder of Solitude Management, LLC and College of Business Advisory Board  
Garry Brewer, Management School/Environment School, Yale University  
Richard Honack, Kellogg School of Management, Northwestern University  
Peter Johnson, President of Sinclair Oil Corporation and College of Business Advisory Board  
Ron McCue, CEO of Silver Star Communications and College of Business Advisory Board  
Dick McGinity, Past Co-Chair/Member of Board of Directors, Wyoming Business Council  
Maggi Murdock, Associate Vice President for Academic Affairs and Dean of UW Outreach School  
Allan Tessler, Jackson Hole resident, attorney, and former Cornell University Trustee  
Roy Whitney, Chair of UW Foundation Board and Member of Investment Committee.

**Who are the members of the Oversight Committee?** The Oversight Committee members are legislators and representatives of the Governor's Office:

Senator Grant Larson, Co-Chair  
Representative Randall Luthi, Co-Chair  
Senator Jim Anderson  
Trent Blankenship, State Superintendent of Public Instruction  
Senator Hank Coe  
Representative Debbie Hammons  
Representative Pete Jorgensen, Governor's designee  
Cynthia Lummis, State Treasurer  
Max Maxfield, State Auditor  
Joe Meyer, Secretary of State  
Representative Jeff Wasserburger

Tom Buchanan, ex officio, UW President  
Judy Richards, ex officio, UW Board of Trustees President.

**How is the study to be funded?** An appropriation of \$945,000 from the general fund may be used by the steering committee for all expenses, including travel and consultants, in the preparation of the report. Unencumbered, unexpended, and unobligated amounts shall revert to the general fund on June 30, 2006.

**What has been accomplished so far?** Since the Oversight Committee approved the members of the Steering committee on April 6, the Steering Committee has:

1. Held weekly conference calls since early April, and had their first face-to-face meeting on May 25-26;
2. Selected well-qualified consultants to do market research on demand for potential program ideas and to help with Jackson Hole community facilitation and statewide communication;
3. Developed a preliminary list of strategic success factors;
4. Developed a preliminary list of statewide benefits;
5. Developed a preliminary list of alternatives for program function and purpose; and
6. Issued a Request For Qualifications (RFQ) for facility design and site selection, pending decisions about the precise structure and focus of the academic program.

**How can the public provide input?** The Steering Committee is aggressively seeking public input through:

- a) A website titled the “UW Teton School of Business Proposal,” which is linked to the UW College of Business website at <http://business.uwyo.edu>;
- b) Research that will include interviews with targeted groups and individuals;
- c) At least five public hearings to be held in October at regionally dispersed locations throughout the state of Wyoming to gather responses to the plan; and
- d) Public comment at committee meetings, especially those held in person. (The meeting schedule can be found at <http://uwadmnweb.uwyo.edu/TETONBIZSTUDY/>.)

**Summary:** The Steering Committee is heavily involved in local, national, and international research to determine interest and demand for executive education, conferences, and summits in Jackson Hole, Wyoming. As issues develop—including the feasibility of eventually offering graduate degree programs, and the implications that academic programs may have for facilities planning—the Oversight Committee and UW Trustees will be notified and involved.

Parking study  
2005 Supplemental budget bill  
UW Capital Construction section, footnote 6  
June 8, 2005

Legislation

UW is required to report to the Joint Appropriations Committee not later than December 1, 2005 concerning:

- UW efforts to provide parking within the University for faculty, staff and visitors
  - Must address:
    - i. The need for parking structures, public transportation throughout the University;
    - ii. Penalty and fine practices and policies; and
    - iii. Convenience of parking for visitors using University facilities.
- 
- Until the requirement for this study was enacted in 2005, the state budget process was such that the costs of addressing parking issues must be addressed through fees generated internally. Further, any request for state funding for parking would necessarily reduce state funding available for other UW capital facilities or for UW operations, including reductions to funds available for faculty and staff salaries and benefits.
  - The clear intent of the Legislature in requiring this study is to confirm the expectation that UW should develop plans to address campus parking issues funded primarily by state resources, and that funds approved will not reduce funding available for other capital facilities or for operating budgets, including salaries.

Study efforts

Campus personnel are focusing their efforts on the following parking and transportation strategies:

1. Reduce the impact of students, faculty and staff parking in neighborhoods on the west side of the main campus, recognizing that the long-term facilities plan contemplates closing Lewis Street and expanding UW facilities to the block north of Lewis.
2. Ensure that visitors to campus, particularly those from outside Laramie who are unfamiliar with the campus, are clearly directed to readily available visitor parking.
3. Reduce the impact of parking in neighborhoods south of Grand Avenue from residents in the student housing area east of 15<sup>th</sup> Street.
4. Address other student, faculty and staff parking needs on the east side of the main campus.
5. Evaluate permit fees and fine structures to ensure they provide an incentive for compliance with regulations, and that costs of parking operations, including vehicles, beyond fee and fine revenues are publicly funded.

Plus Budget Allocation  
FY 06

**Historic Allocation Process:** The allocation process for plus budget funds begins with the development of funding priorities by vice presidential area. The primary focus of plus budget allocations has been on one-time expenses; but continuing expenses can be submitted, and some have been funded. The effect of allocating plus budget funds for continuing expenses is to reduce the size of the overall plus budget in continuing years. After funding priorities are established by vice presidential units, the president evaluates requests and accordingly allocates for project-specific costs across all areas of the university except Academic Affairs. The Office of Academic Affairs receives the residual after all other vice-presidential areas have been funded. The Academic Affairs allocation is not project specific, but rather, distribution of funds is left to the discretion of the VPAA.

**Modifications to FY06 recommendations:** This document identifies several funding modifications to the original spreadsheet distributed at the May meeting of the BOT. The revised spreadsheet (attached) includes the fiscal details of those modifications. There is no overall change in the amount of funds allocated.

1. Eliminate plus budget funding (\$160K) to air condition the UW Foundation House.
2. Allocate \$100,000 in one-time funds to Information Technology to begin implementation of campus data network/security upgrades.
3. Allocate \$40,100 in permanent funds to accommodate the new communications requirements associated with implementation of the revised University Studies Program.
4. Allocate \$33,700 in one-time funds to repair water damage to the Hebard Collection (theses and dissertations) as per cost estimates developed by the Library.
5. Shift allocation of "Greek Life Staffing" position (\$53,082) from a position devoted entirely to the Greek System to a permanently funded "Student Leadership Position" (\$53,082) with responsibility to develop innovative and broad based programs in student leadership and service activities. This responsibility to include all Greek organizations, all organizations that embrace diversity and internationalization, academically focused student organizations, and other student organizations as appropriate.
6. Eliminate plus budget funding (\$123,438) for interpreter services pending completion of the support services plan for Student Affairs and consistent with a viable long-term financial and service delivery plan for reasonable disability accommodations campus-wide. Retain permanent upgrade funds for the coordinator of interpreter services \$5,040 as per original request. Place a contingency fund of \$84,598 under the purview of the Vice President for Budget and Planning to be distributed on an "as needed" basis in support of campus-wide disability accommodations. At the discretion of the VP for Budget and Planning, this fund should also be made available for one-time requests related to immigration and naturalization services and issues for faculty, staff, and students.
7. Shift funding in support of faculty research start-up (\$200,000) from one-time to permanent.
8. Allocate \$20,000 in one-time funds for repair or replacement of trees lost or damaged by snow along Harney Street and vicinity.

These changes will result in a net positive change in the amount of new permanent allocations from the plus budget, from \$123,438 to \$245,140, leaving \$2,191,446 in permanent funds for allocation in future fiscal years.

**Summary of Shifts**

**Reductions**

Foundation House Air Conditioning	\$160,000	one-time
Interpreter services	<u>123,438</u>	permanent
TOTAL	\$283,438	

**Additions**

Data network security upgrades	\$100,000	one-time
Hebard Collection restoration	33,700	one-time
Tree repair and replacement	20,000	one-time
Disability accommodation contingency	84,598	one-time
Oral communication curriculum	40,100	permanent
Interpreter services upgrade	<u>5,040</u>	permanent
TOTAL	\$283,438	

**Shifts in Focus**

Greek life staffing to student leadership staffing	\$33,082	permanent
One-time start-up fund to permanent start-up fund	\$200,000	permanent

# President's Recommendation

**2005-2006 BIENNIUM BUDGET -- FY 2006 PLUS BUDGET REVENUE AND ALLOCATION REQUESTS**

FY 2006 PLUS BUDGET REVENUE	
2000 SL/2001-2002 PLUS Funding Appropriation	3,062,046
<u>2001 SL/2001-2002 PLUS Funding Increase</u>	<u>1,907,566</u>
2001-2002 Biennium Budget Plus Funding (State General Fund) Appropriation	4,969,612
2000 SL/2001-2002 WWAMI Appropriation	(302,833)
2000 SL/2001-2002 Equipment Base Increase	70,262
FY 2002 UW Income-Auxiliaries Chargeback	50,000
FY 2002 UW Income-Student Health Overhead	39,200
<b>Gross Revenue Available for FY 2006</b>	<b>4,826,241</b>
<b>Less: Permanent Allocations</b>	<b>(2,389,655)</b>
<b>Net Revenue Available for FY 2006</b>	<b>2,436,586</b>

FY 2006 PLUS BUDGET ALLOCATION REQUESTS								
PLUS Budget Requests	VP Area	Unit Priority	Request Type	Amount Requested	President's Recommendation			Remaining 2,436,586
					Continuing	One-Time	Total	
[ Software = Equip ]				[ BOLD = Continuing Request ]				
<b>Prior Obligations</b>								
<b>PACMWA Chair-Release Time (FY05=\$5,000)</b>	<b>President</b>	<b>n/a</b>	<b>Other</b>	<b>5,000</b>	<b>5,000</b>	<b>0</b>	<b>5,000</b>	2,431,586
Contingency Reserve (FY05=\$50,000)	President	n/a	Other	50,000	0	0	0	2,431,586
Integrated Doc Imaging:Tech Support (5yrs=FY04=>FY08)	Brigman	n/a	Equip	24,000	0	24,000	24,000	2,407,586
SIS Project (2 years=FY05 & FY06)	Harris	n/a	Equip	100,228	0	100,228	100,228	2,307,358
<b>Total</b>				<b>179,228</b>	<b>5,000</b>	<b>124,228</b>	<b>129,228</b>	<
<b>President</b>								
Wyoming Public Radio-New Stations [FY05 Funding]		1	Other	50,000	0	0	0	2,307,358
WPR-Station Upgrades-Improve Coverage [FY05 Funding]		2	Other	54,000	0	0	0	2,307,358
Repair water damage to Hebard Collection		3	Other	33,700		33,700	33,700	2,273,658
Tree Repair and Replacement		4	Other	20,000		20,000	20,000	2,253,658
PeopleSoft 8.9 Upgrade (FY07 est. \$543,000)	Joint *	5	Equip	1,000,000	0	455,000	455,000	1,798,658
<b>Internal Auditor- ACL Training &amp; Software</b>		<b>6</b>	<b>Other</b>	<b>11,250</b>	<b>650</b>	<b>10,600</b>	<b>11,250</b>	1,787,408
* Harris, Hardin and Aylward				<b>Total</b>	<b>650</b>	<b>519,300</b>	<b>519,950</b>	
<b>Aylward</b>								
Network Infrastructure & Security plus \$134,000 match-IT	Aylward	1	Equip	321,000	0	100,000	100,000	1,687,408
Central Data Backup Upgrade plus \$406,000 match-SIS	Aylward	2	Other	218,000	0	0	0	1,687,408
Computer Lab System Remote Access	Aylward	3	Other	225,000	0	0	0	1,687,408
Central Server Enhancement	Aylward	4	Equip	90,000	0	0	0	1,687,408
<b>Microsoft Management Tools</b>	<b>Aylward</b>	<b>5</b>	<b>Equip</b>	<b>140,000</b>	<b>0</b>	<b>0</b>	<b>0</b>	1,687,408
The continuing budget is for salary and benefits for one (1) new part-time position (1/2 FTE).								
Computer Sales & Maintenance Space Expansion	Aylward	6	Maint	93,000	0	0	0	1,687,408
<b>Technical Employee &amp; Support-Access Grid, Multicasting &amp; Desktop Video Conferencing Integration</b>	<b>Aylward</b>	<b>7</b>	<b>Other</b>	<b>80,000</b>	<b>0</b>	<b>0</b>	<b>0</b>	1,687,408
The continuing budget is for salary and benefits for one (1) new full-time position (1 FTE).								
Ethernet for Residence Apartments	Aylward	8	Equip	225,000	0	0	0	1,687,408
<b>Total</b>				<b>1,392,000</b>	<b>0</b>	<b>100,000</b>	<b>100,000</b>	<
<b>Barta</b>								
Ticket Office Renovation/Upgrading	Barta	1	Maint	40,000	0	0	0	1,687,408
Swimming Locker Upgrade	Barta	2	Maint	50,000	0	50,000	50,000	1,637,408
AA Concourse Refinishing/Painting	Barta	3/7	Maint	100,000	0	0	0	1,637,408
Concessions & Parking Equipment Upgrade	Barta	4/5	Equip	45,000	0	0	0	1,637,408
AA Concourse "Athletic Historical Center"	Barta	5/6	Other	30,000	0	0	0	1,637,408
Portable Modular Ticket Office	Barta	6/3	Equip	38,000	0	0	0	1,637,408
Golf Carts for Handicapped/Elderly (2 additional)	Barta	7/4	Equip	12,000	0	0	0	1,637,408
Portable Generator for Athletic Venues *	Barta	8	Equip	75,000	0	0	0	1,637,408
Riser Replacements-Graduations/Special Events *	Barta	9	Equip	60,000	0	0	0	1,637,408
* Limited Athletics use, but has campus-wide applicability.				<b>Total</b>	<b>0</b>	<b>50,000</b>	<b>50,000</b>	<
Note: priorities revised 03/28/2005								
<b>Blalock</b>								
Foundation House-Air Conditioning	Blalock	1	Maint	160,000	0	0	0	1,637,408
Foundation House-Drapes	Blalock	2	Maint	6,000	0	0	0	1,637,408
Workflow Software for OnBase	Blalock	3	Equip	20,250	0	0	0	1,637,408
<b>Total</b>				<b>186,250</b>	<b>0</b>	<b>0</b>	<b>0</b>	<

# President's Recommendation

FY 2006 PLUS BUDGET ALLOCATION REQUESTS								
PLUS Budget Requests	VP Area	Unit Priority	Request Type	Amount Requested	President's Recommendation			Remaining 2,436,586
					Continuing	One-Time	Total	
[ Software = Equip ]				[ BOLD = Continuing Request ]				
<b>Brigman</b>								
<b>UDSS/Interpreter Services</b> Contingency funds placed with VP Budget and Planning	Brigman	1-C	Other	158,946	5,040	0	5,040	1,632,368
Recreational Field Lighting plus \$100,000 match-Campus Recreation	Brigman	2	Equip	300,000	0	0	0	1,632,368
Knight Hall Network Upgrade	Brigman	3	Other	124,600	0	0	0	1,632,368
<b>Student Leadership Position</b> plus \$5,000 match-Student Affairs <b>The continuing budget is for salary and benefits for one (1) new full-time Coordinator position (1 FTE).</b>	Brigman	4	Other	53,082	<b>53,082</b>	0	53,082	1,579,286
Old Main Conference Rm. Enhancements-Phase I	Brigman	5.1	Equip	41,500	0	0	0	1,579,286
Old Main Conference Rm. Enhancements-Phase II	Brigman	5.2	Equip	17,500	0	0	0	1,579,286
<b>UCC Psychologist</b> plus \$9,000 match-Student Affairs <b>The continuing budget is for salary and benefits for one (1) new full-time position (1 FTE).</b>	Brigman	6	Other	66,241	0	0	0	1,579,286
<b>Total</b>				<b>761,869</b>	<b>58,122</b>	<b>0</b>	<b>58,122</b>	<
<b>Buchanan</b>								
VARIOUS PROJECTS (est. 67%-equip+33%-maint)	Buchanan	n/a *	Eq+Maint	0	0	545,004	545,004	1,034,282
Education Annex, 2nd Floor	Buchanan	1	Maint	242,000	0	0	0	1,034,282
Ag Econ Experimental Markets Lab	Buchanan	2	Maint	95,425	0	0	0	1,034,282
Honors Publication & Website Updates	Buchanan	3	Equip	11,315	0	0	0	1,034,282
Law Classrooms 142 & 149 Remodel Completion	Buchanan	4	Maint	25,000	0	0	0	1,034,282
<b>Startup Support, Permanent</b> or one-time for FY06 themes only	Buchanan	5	Equip	200,000	<b>200,000</b>	0	200,000	834,282
Digital Cartography & GIS Lab	Buchanan	6	Equip	41,500	0	0	0	834,282
Industrial Shredder	Buchanan	7	Equip	5,000	0	0	0	834,282
WyGISC Computational Support	Buchanan	8	Other	50,000	0	0	0	834,282
Class Equipment for Child Care Center	Buchanan	9	Equip	250,000	0	0	0	834,282
Unit Operations Lab Operation	Buchanan	10	Equip	19,000	0	0	0	834,282
Basic Circuits Lab Equipment Upgrade	Buchanan	11	Equip	27,000	0	0	0	834,282
Soils Lab: Organic Carbon Analysis	Buchanan	12	Equip	30,000	0	0	0	834,282
Soil Consolidation Test Equipment	Buchanan	13	Equip	10,000	0	0	0	834,282
Engineering Instructional Computing Upgrade	Buchanan	14	Equip	12,000	0	0	0	834,282
BU8/303 Laptop Power Connections	Buchanan	15	Maint	30,000	0	0	0	834,282
Oversize Digitization & Scanning Facility	Buchanan	16	Maint	18,500	0	0	0	834,282
Concert Grand Piano	Buchanan	17	Equip	90,000	0	0	0	834,282
LCD Projector	Buchanan	18	Equip	4,000	0	0	0	834,282
Sound Attenuation Between Rooms (Music)	Buchanan	19	Maint	10,000	0	0	0	834,282
<b>Oral Communication</b> <b>The continuing budget is for salary and benefits for one (1) new full-time position for USP instruction (1 FTE).</b>	Buchanan	20	Other	40,100	<b>40,100</b>	0	40,100	794,182
4 HIVE Computers	Buchanan	21	Equip	10,000	0	0	0	794,182
Wind Tunnel Research Facility Upgrade	Buchanan	22	Maint	30,000	0	0	0	794,182
Research CPU, Hard Drives, Software	Buchanan	23	Equip	22,000	0	0	0	794,182
16 Ceramic Wheels	Buchanan	24	Equip	18,500	0	0	0	794,182
Computer & Projection System for FA 111	Buchanan	25	Equip	7,428	0	0	0	794,182
Graphics Lab Computing Equipment	Buchanan	26	Equip	60,220	0	0	0	794,182
US Serial Set (digital-format gov't reports)	Buchanan	27	Equip	105,000	0	0	0	794,182
<b>* Distribution is up to VPAA who will determine the best use. Total</b>				<b>1,463,988</b>	<b>240,100</b>	<b>545,004</b>	<b>785,104</b>	<
<b>Gern</b>								
Animal Facility in Pharmacy plus \$250,000 Match, each: Research Office & Health Sciences	Gern	1	Maint	250,000	0	0	0	794,182
Wyoming Cloud Radar plus \$206,000-Match total: \$50,000-NSF; \$100,000-Atmospheric Sciences; and \$56,000- Research Office	Gern	2	Equip	100,000	0	0	0	794,182
Photographic Equipment	Gern	3	Equip	25,000	0	0	0	794,182
Vehicle Replacement	Gern	4	Equip	25,000	0	0	0	794,182
<b>Total</b>				<b>400,000</b>	<b>0</b>	<b>0</b>	<b>0</b>	<

## President's Recommendation

FY 2006 PLUS BUDGET ALLOCATION REQUESTS									
PLUS Budget Requests	VP Area	Unit Priority	Request Type	Amount Requested	President's Recommendation			Remaining 2,436,586	
					Continuing	One-Time	Total		
[ Software = Equip ]				[ BOLD = Continuing Request ]					
<b>Hardin</b>									
Ag C Emergency Generator Replacement	Hardin	1	Maint	200,000	Moved to the Major Maintenance Project List				
PCB Oil Equipment Replacement (EPA settlement)	Hardin	2	Equip	149,000	0	149,000	149,000	645,182	
UW GIS/Intranet Mapping - Phase II	Hardin	3	Equip	55,000	0	55,000	55,000	590,182	
Ag C Classroom Ventilation Equipment	Hardin	4	Maint	125,000	Moved to the Major Maintenance Project List				
Replace the Crane Truck	Hardin	5	Equip	300,000	0	0	0	590,182	
Campus ADA Phones in Elevators	Hardin	6	Maint	41,000	0	0	0	590,182	
Transformer and Oil Dispersal	Hardin	7	Maint	75,000	0	75,000	75,000	515,182	
Complete Centennial Complex-Security Sys Upgrade	Hardin	8	Maint	345,500	0	0	0	515,182	
Bicycle/Non-Motorized Transportation Policy(Prexy's)	Hardin	9	Equip	115,000	0	75,000	75,000	440,182	
Purchasing a New Dump Truck	Hardin	10	Equip	85,000	0	0	0	440,182	
Irrigation System Automation	Hardin	11	Maint	140,000	0	0	0	440,182	
Campus Exterior Lighting	Hardin	12	Maint	125,000	0	0	0	440,182	
Classroom re-roofing (Classroom renovation)	Hardin	13	Maint	100,000	0	0	0	440,182	
Staff Senate Retreat	Hardin	14	Other	8,000	0	0	0	440,182	
UW Postal Services Vehicle (Prexy's)	Hardin	15	Equip	25,000	0	0	0	440,182	
Document Scanning	Hardin	16	Equip	15,620	0	0	0	440,182	
Point to Point Wireless Link - 16th & Gibbon	Hardin	17	Equip	5,000	0	0	0	440,182	
National Leadership Training	Hardin	18	Other	9,000	0	0	0	440,182	
Knight Hall-Room 74 Remodel	Hardin	19	Equip	34,800	0	0	0	440,182	
Purchase bucket truck	Hardin	20	Equip	105,000	0	0	0	440,182	
Replace the existing grader	Hardin	21	Equip	80,000	0	0	0	440,182	
Employment History Card Loading	Hardin	22	Other	10,000	0	0	0	440,182	
Campus Chilled Water Loop Modifications	Hardin	23	Maint	250,000	0	0	0	440,182	
Campus Glycol Replacement	Hardin	24	Maint	250,000	0	0	0	440,182	
Half Acre Infield Ventilation	Hardin	25-C	Maint	180,000	0	0	0	440,182	
Option C (campus chilled water); \$180,000									
Option B (replacement w/cooling module); \$120,000									
Option A (replacement unit only); \$100,000									
Hansen Teaching Arena Interior Ventilation	Hardin	26-A	Maint	35,000	0	0	0	440,182	
Option A (partial fix); \$35,000									
Option B (complete fix); \$300,000									
Hansen Teaching Arena Drainage	Hardin	27	Maint	80,000	0	0	0	440,182	
Continued Development of Utility Database	Hardin	28	Other	100,000	0	0	0	440,182	
Campus Cel Deck Replacement	Hardin	29	Maint	40,000	0	0	0	440,182	
Filing Cabinets for Vault	Hardin	30	Equip	2,500	0	0	0	440,182	
Campus Express ID Ofc-Library Cash Deposit Machines	Hardin	31	Equip	15,000	0	0	0	440,182	
Upgrade of Lighting in VP's Suite	Hardin	32	Maint	16,400	0	0	0	440,182	
<b>Total</b>				<b>3,116,820</b>	<b>0</b>	<b>354,000</b>	<b>354,000</b>	<b>&lt;</b>	
<b>Harris</b>									
<b>CollegeNet R25</b>	<b>Harris</b>	<b>1</b>	<b>Equip</b>	<b>168,000</b>	<b>50,000</b>	<b>118,000</b>	<b>168,000</b>	<b>272,182</b>	
Digital Projection Capabilities-Classroom Building	Harris	2	Equip	162,000	0	162,000	162,000	110,182	
Space Allocation Support	Harris	3	Other	50,000	0	0	0	110,182	
Campus-wide disability support		4	Other	84,598	0	84,598	84,598	25,584	
* Harris, Hardin and Aylward									
<b>Total</b>				<b>464,598</b>	<b>50,000</b>	<b>364,598</b>	<b>414,598</b>	<b>&lt;</b>	
<b>Miller</b>									
Install Produced Signs	Miller	1	Maint	12,610	0	12,610	12,610	12,974	
Outreach Center Signs	Miller	2	Maint	12,974	0	12,974	12,974	0	
Cooperative Extension & Student Affairs Signs	Miller	3	Maint	38,350	0	0	0	0	
On-Campus Signs	Miller	4	Maint	30,784	0	0	0	0	
*The sign amounts include 30% of the production cost for contingency & design.									
<b>Total</b>				<b>94,718</b>	<b>0</b>	<b>25,584</b>	<b>25,584</b>	<b>&lt;</b>	
<b>GRAND TOTAL</b>				<b>&gt;</b>	<b>9,678,421</b>	<b>353,872</b>	<b>2,082,714</b>	<b>2,436,586</b>	<b>0</b>

## Auditor Selection Process, Hardin

### BACKGROUND AND POLICY CONTEXT OF ISSUE:

The Bylaws of the Trustees of the University of Wyoming (Section 7-2) enumerate the responsibilities of the Audit and Fiscal Integrity Committee. Committee appointments were made at the May 2005 Board meeting and the work of the Committee is set to begin. Selection of an external, independent auditing firm is one of the most important responsibilities of the Committee. Part IV. a. of the Bylaw states:

Following appropriate consultation with management, (the Committee shall) recommend to the Board the selection and retention of the external audit firm. (And shall) Approve external auditor's fees.

A comprehensive, competitive procurement process that incorporates OMB Circular A-133 and A-110 requirements in each procurement stage takes approximately 9 months. It is anticipated that the selection of an audit firm will take place at the March 2006 Board meeting; therefore, the process should begin in July or August with an initial meeting of the Committee. This meeting could take place in conjunction with the Board's July meeting in Laramie, or in August before or after the Board's retreat.

### Prior Related Board Discussions/Actions:

May 2005: Trustees Chuck Brown, Peggy Rounds, and Hank True are appointed to the Audit and Fiscal Integrity Committee for terms of three years, two years and one year, respectively.

March 2005: The current audit firm, McGee, Hearne and Paiz is given a one-year contract extension to allow time for the Committee to participate in the selection process.

November 2004: The Board approved revisions to Section 7-2 of the Trustee Bylaws, creating the Audit and Fiscal Integrity Committee.

### WHY THIS ITEM IS BEFORE THE BOARD:

Audit and Fiscal Integrity Committee participation in the audit process is required by Trustee Bylaws and an initial meeting is required to begin the auditor selection process in order to meet the timeline for selecting an audit firm in March 2006. The Board may wish to consider electing a Chair of the Committee at this time.

### ARGUMENTS IN SUPPORT:

Electing a Chair will facilitate accomplishment of the Audit Committee's responsibilities. Scheduling a July or August meeting will accommodate the recommended timeline for selecting an audit firm in March 2006.

#### ARGUMENTS AGAINST:

The Board may wish to conduct Audit Committee business without a Chair although the benefit of that model is not apparent. The Committee may wish to postpone its initial meeting until September in order to address other pressing issues over the summer.

#### ACTION REQUIRED AT THIS BOARD MEETING:

It is recommended that the Audit and Fiscal Integrity Committee elect a Chair and schedule its initial meeting in July or August. The Vice President for Administration will facilitate all aspects of scheduling the meeting, at the pleasure of the Chair. Orientation materials will be provided to Committee members in advance.

#### PRESIDENT'S RECOMMENDATION:

The President supports election of a Committee Chair and an inaugural meeting at the Committee's earliest convenience.

# UNIVERSITY OF WYOMING

Vice President for Budget and Planning  
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June 9, 2005

TO: Board of Trustees

FROM: Phill Harris, Vice President  
Budget and Planning

SUBJECT: Construction bids for Pharmacy animal care facilities renovation

The facilities renovation plan for Health Sciences included a proposal to relocate the animal care facilities from the 5<sup>th</sup> floor of Pharmacy to the basement. The basement location is more conducive for handling animals and provides easier access to bring animals to the quarantine area and to clean and remove waste from the facility. The new facility will provide approximately 2,000 square feet of space that will house a cage washing room, six animal holding rooms, a quarantine area and space to conduct experiments and procedures.

This project was bid separately from the construction contract for Health Sciences and two bids were received on June 2, 2005 for this work. Reiman Corporation from Cheyenne, Wyoming and Spiegelberg Lumber and Building submitted bids. The bid package included a base bid for the construction and three alternates.

It is recommended that the construction bid be awarded to Reiman Corporation as the low bidder on the project in the amount of \$636,000 as shown below:

Base Bid	\$662,700
Alternate 1	\$ 38,400
Alternate 2	<u>(\$ 65,100)</u>
Total	\$636,000

Alternate 1 permits the animal care facilities to be connected to the emergency generator in the Earth Sciences Building. The funding for this connection will come from funds budgeted within Physical Plant. Alternate 2 reduces the project cost by substituting reinforced fiberglass panels in the animal care rooms for the aluminum faced resin panels that were originally designed. Funding for the base bid is included with the project budget for the Health Sciences renovation.

**Personnel Actions**, Buchanan

**APPOINTMENTS**

**1. Administrators**

It is recommended to the Trustees of the University of Wyoming that the following administrator appointments be approved as indicated.

**Academic Affairs**

<u>Name</u>	<u>Rank</u>	<u>Salary</u>	<u>Appointment Period</u>
<b>Allen, Myron B.</b> 7/1/05	Vice President	\$182,760/FY	

Myron Allen received an A.B. (1976) in Mathematics and Physics from Dartmouth College, an M.A. (1978) in Applied Mathematics and a Ph.D. (1983) in Mathematical Engineering from Princeton University. Dr. Allen joined the UW faculty in 1983, attained the rank of professor and became head of the Department of Mathematics in 1992, serving until 1998. In January, 1999, he became associate vice president for academic affairs. His honors at UW include the George Duke Humphrey Distinguished Faculty Award.

<b>Ballenger, Nicole</b> 6/20/05	Interim Associate Vice President	\$125,004/FY	
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Nicole Ballenger received a B.A. (1975) in Economics from the University of California, Santa Cruz, an M.S. (1980) and a Ph.D. (1984) in Agricultural Economics from the University of California, Davis. Dr. Ballenger joined the UW faculty in 2004, after a distinguished career at the U.S. Department of Agriculture's Economic Research Service in Washington, DC. While at the USDA, she made numerous contributions to the scholarly literature, held several leadership posts, and won many awards for her professional accomplishments. For the past year, Dr. Ballenger has served as department head at UW.