

**THE UNIVERSITY OF WYOMING**  
**BOARD OF TRUSTEES' MINUTES**

**May 12-14, 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)

## **University of Wyoming Mission Statement** (April 2002)

The University of Wyoming aspires to be one of the nation's finest public land-grant research universities, dedicated to serving as a statewide resource for accessible and affordable higher education of the highest quality, rigorous scholarship, technology transfer, economic and community development, and responsible stewardship of our cultural, historical, and natural resources.

In the exercise of our primary mission to teach and educate students, we seek to provide academic and co-curricular opportunities that will:

- Expose students to the frontiers of scholarship and creative activity, and the complexities of an interdependent world;
- Ensure individual interactions among students, faculty, and staff;
- Nurture an environment that values and manifests diversity, free expression, academic freedom, personal integrity, and mutual respect; and
- Promote opportunities for personal growth, physical health, athletic competition, and leadership development for all members of the University community.

As Wyoming's only university, we are committed to outreach and service that extend our human talent and technological capacity to serve the people in our communities, our state, the nation, and the world.

The primary vehicles for identifying the specific actions and resource allocations needed to achieve this complex mission are the University's *Academic Plan*, *Support Services Plan*, and *Capital Facilities Plan*, each revised periodically.

### **DEFINITIONS:**

A "work session" is one during which the Board will be asked to make a decision. It typically follows, by one or more meetings, an "education session" on the same topic.

An "education session" is one which allows the Board to be briefed on a matter which will later require formal Board action. An education session may also be scheduled, as time permits, to provide the Board with information relevant to the operation of the University (e.g., enrollment) but for which no action is required.

An "information" item is typically news of an administrative decision or discussion which should be brought to the attention of the Board.

Items describing accomplishments or recognitions for University faculty, staff, and students will be placed in the "President's Report on UW Accomplishments" made available to the public and the media via the News Service.

# UNIVERSITY OF WYOMING

## **Guidelines for University of Wyoming Board of Trustees Internal Governance**

The following informal guidelines have been adopted by the UW Board of Trustees to: a) describe generally the most important responsibilities of the Board as a whole; and b) set forth expectations of individuals who have agreed to serve as members of the Board. These guidelines are for the Board's use only, may be amended at any time, and are not intended to amend or otherwise affect any requirements for Board action as provided by Statute, Trustee By-Laws, Trustee Regulations, or University Regulations.

### Responsibilities of the UW Board of Trustees:

- To serve the citizens of Wyoming as an independent and effective guardian of the public trust to ensure that the University is able to serve, in the words of its Mission Statement, “as a statewide resource for accessible and affordable higher education of the highest quality, rigorous scholarship, technology transfer, economic and community development, and responsible stewardship of our cultural, historical, and natural resources.”
- To serve as a bridge between the University and its many external constituencies so as to be able to effectively promote, interpret, explain, or defend the University to those who have an interest in its operations.
- To hire, evaluate and, if necessary, terminate the President of the University of Wyoming.
- To determine the President's annual compensation package based upon performance criteria that have been agreed upon in advance.
- To hire and direct the work of the internal auditor, consider his/her recommendations and reports as appropriate, and review the annual institutional audits conducted by external auditors.
- To be ultimately accountable for institutional accomplishment of the University of Wyoming mission statement, and to review periodically institutional benchmarks and measures of progress.
- To review and approve each of the five-year strategic plans of the University (academic, support services, and capital facilities), and to monitor on an annual basis the progress made toward completion of the “action items” in each plan.

- To periodically monitor and assess whether major actions taken or policies adopted as a result of campus planning processes have achieved the intended results and consequences.
- To make decisions on major matters of institutional policy and as required by provisions of the Wyoming constitution and statutes, and Trustee by-laws and regulations.
- To review and approve the annual budget as well as legislative funding requests.
- To provide orientation sessions for newly-appointed Trustees and ongoing training and Board development opportunities for all Trustees.
- To assess on an annual basis the Board's effectiveness and the efficiency of the processes used to conduct Board business, employing the assistance of outside consultants or facilitators as it may determine is desirable.

Expectations of Individual Trustees:

- To undertake with due diligence to learn about the University and its component parts so as to be able to render informed judgments on all Board actions.
- To attend all Board meetings and retreats in person or, if circumstances make that impossible, to participate by telephone conference call if available.
- To review in advance all documents provided as preparation for Board discussions and deliberations.
- To serve as an active and informed participant in discussion of matters before the Board for formal decision.
- To participate in such interim or committee Board work as requested by the Board President and/or Executive Committee.
- To strictly respect the confidentiality of items discussed in executive session under provisions of the Wyoming Open Meetings law.
- To maintain the highest ethical standards by disclosing possible personal, financial, or political conflicts of interest on matters before the Board and abstaining from voting on such matters. If in doubt, members will seek the advice of the Board President and/or the University's General Counsel.
- To support the administrative and management decisions of the University President made within the scope of his authority.
- To support and encourage free and full discussion of items before the Board, including respect for those with dissenting views, recognizing that commitment to good process

often fades in the face of conflict; accordingly, individual discipline is necessary. Expression of individual thoughts, ideas, and points of view is encouraged as integral to the Board's ability to forge its collective opinion.

- To support the legitimacy and authority of the final determination of a majority of the Board on any matter, regardless of the member's personal opinion on the issue. Wherever possible, Board members will speak with one voice. Individual Board members are free to interact with members of the media and the public but, in so doing, are not permitted to speak on behalf of the Board except to acknowledge the substance of Board decisions. Publicly-stated personal opinions at variance with a decision of the Board should be clearly so identified and, if possible, kept to a minimum.
- To avoid attempts to exercise individual authority within the Board or University, including individual requests for reports or information that can be a costly drain on staff time and resources. When an individual Trustee desires data or reports that would be costly to produce, that request will be directed to the President of the Board. If, in the opinion of the President, a full Board decision is necessary to evaluate the appropriateness of the request, such matter will be presented to the Board at its next regularly scheduled meeting.
- To communicate promptly to the University President any significant concern or complaint and then let the President deal with it. Unresolved matters may be brought to the attention of the Board.
- To attend the national conferences of the Association of Governing Boards as appropriate and to commit to independent study of issues regarding higher education in order to be as well-informed as possible.
- To participate as fully as possible in the social events scheduled for Board members during Board meetings and retreats.

Adopted by the Board of Trustees as Amended  
March 2005

**TRUSTEES OF THE UNIVERSITY OF WYOMING AGENDA**  
**May 12-14, 2005**

**WORK SESSIONS:**

Executive Committee Discussion, Richards .....	2
FY 2006 PLUS Budget Allocations, Harris.....	17, 230
FY 2006 Section I Operating Budget, Harris.....	29, 231
FY 2006 Section II Operating Budget, Harris .....	34, 232
Capital Construction, Harris .....	37, 233
Bond Issue –Archaeological and Anthropological Facility, Hardin.....	45, 151
Accelerated Nursing Program Tuition Differential, Buchanan .....	51, 235
Amendment to Trustee Regulations, VP for Research and Economic Development, Dubois/Miller .....	55, 198
International Admission, University Regulation 248, Buchanan/Axelson/Miller.....	60, 206
University Regulation 715, Revision 7. “Scholastic Probation, Suspension, Reinstatement and Academic Renewal for Undergraduate Students,” Abernethy/Miller.....	67, 207
U.S. and Wyoming State Constitution Legislative Requirement, SF 116, Abernethy/Miller .....	73
Discussion of Site for Indoor Practice Facility, Harris/Barta .....	78

**RECOGNITION:**

Philip L. Dubois .....	82
David Willms .....	83
Tobin and Spitaleri Outstanding Graduate Award Recipients.....	86

**EDUCATION:**

Tenure and Promotion, Buchanan/Allen.....	88
Athletic Academic Progress Rate, Barta.....	89
Student Retention and Graduation, Buchanan .....	93
Trustee By-Laws – Filling Officer Vacancies, Miller .....	94
Overview – New Legislation on Open Meetings, Miller.....	102
Leadership Wyoming – Budget and Structure, Miller.....	109
Update on Interim Studies, Miller .....	112

**INFORMATION:**

FY 2006 ASUW Budget, Harris .....	114
FY 2006 Student Publications Budget, Harris.....	116
FY 2006 Wyoming Union Budget, Harris.....	118
Progress Report on the WTBC, Gern .....	121
Athletic Campaign/Match Update, Barta.....	123
Athletics Facilities Update, Barta .....	125
Residence Hall Renovation, Brigman.....	127
SIS/Portal Progress, Brigman .....	128

Internal Audit Activity Conducted in Accordance with the Audit Plan for the Period January 1, 2005 to March 31, 2005, Jacobson .....	129
Internal Audit Plan for Fiscal Year 05-06, Jacobson .....	134
Change Orders and Progress Reports, Harris .....	136
UW Quarterly Report on Investments, Hardin .....	140
Foundation Quarterly Report on Investments, Blalock .....	141
Development Report, Blalock.....	146
Faculty and Staff Awards.....	148

**Friday, May 13, 2005**

**1:45-2:00 p.m. – Business Meeting**

1. Approval of Bond Funding, Hardin/Harris .....	45, 151
--	---------

**Saturday, May 14, 2005**

**10:00 a.m. – Business Meeting, Old Main Boardroom .....**

Roll Call .....	151
-----------------	-----

Approval of March 3-5, 2005 Minutes of the Trustees .....	151
---	-----

Approval of March 22, 2005 Minutes of the Trustees.....	151
---	-----

Approval of March 30, 2005 Minutes of the Trustees.....	151
---	-----

Approval of April 7, 2005 Minutes of the Trustees Executive Committee .....	151
---	-----

Approval of April 23, 2005 Minutes of the Trustees.....	151
---	-----

Election of Officers, True, Chair of Nominating Committee .....	152
---	-----

President, Vice President, Secretary, Treasurer

Election of Two Members to Executive Committee.....	152
---	-----

Appointment of Three Members to Audit and Fiscal Integrity Committee.....	157
---	-----

Appointment of Member to UW Foundation Board.....	158
---	-----

Appointment of Member to RIENR Board.....	158
---	-----

Appointment of Member to National Ambassadors Group.....	158
--	-----

**Reports**

ASUW.....	159
-----------	-----

Staff Senate .....	160
--------------------	-----

Faculty Senate.....	161
---------------------	-----

Public Testimony .....	43, 162
------------------------	---------

Committee of the Whole (Consent Agenda).....	162
--	-----

1. Approval of Sponsored Programs, Gern.....	168
--	-----

2. Personnel, Buchanan.....	179
-----------------------------	-----

3. Amendment to Trustee Regulations, VP for Research and Economic	
---	--

Development, Dubois .....	55, 198
4. Approval of Supplemental Employee Retirement Plans, Hardin/Miller .....	199
5. Approval of University Regulation 248, Buchanan/Axelson/Miller .....	60,206
6. Approval of University Regulation 715, Abernethy/Miller.....	67, 207
7. Approval of University Regulation 180, Hardin/Miller .....	208
8. Master List of Degrees, Abernethy .....	211
9. Fiscal Year 2006 Budgets: W.R. Coe Estate, W.R. Coe School and Charles Chacey Kuehn Estate, Hardin .....	219
10. ASUW Constitutional Change on Officer Qualification, Brigman .....	221
11. FY 2006 PLUS Budget Allocations, Harris.....	17, 230
12. FY 2006 Section I Operating Budget, Harris.....	29, 231
13. FY 2006 Section II Operating Budget, Harris .....	34, 232
14. Approval of Construction Bids for Health Sciences Building (4 <sup>th</sup> floor) and Classroom Building (asbestos removal) and Architect Recommendation for Information Technology Building, Harris (5/11/05 letter).....	37, 233
15. Approval of Accelerated Nursing Program Tuition Differential, Buchanan .....	51, 234
16. Advance the Preferred Site for the Indoor Practice Field but not Eliminate the North 40 or the Practice Field by Grand and to Create CAD on Preferred site and Talk w/City of Laramie on Preferred Site and Bring Back to the Board at the Next Meeting, Harris/Barta.....	78, 235
17. AHC Classroom Naming, Buchanan .....	236
18. Multi Purpose Gym Naming, Barta/Blalock.....	237
19. War Memorial Field Naming, Barta/Blalock.....	218
20. Property Acquisition at 466 North 11 <sup>th</sup> and 470 North 11 <sup>th</sup> , Hardin.....	239
21. Appointment to University of Wyoming Research Corporation (i.e.WRI) Board of Directors, Gern.....	242
 Committee of the Whole (Regular Business) .....	243
 Unfinished Business.....	243
 New Business.....	243
1. Trustee Retreat Agenda, Location, Date.....	243
2. 2005-06 Board Meeting Schedule .....	245
 Date of Next Board Meeting.....	248
 Adjournment .....	248

---

**RESOLUTIONS:**

<b>Kathleen A. Hunt .....</b>	<b>249</b>
<b>John B. Patrick.....</b>	<b>250</b>
<b>Greg Schaefer .....</b>	<b>251</b>
<b>Philip L. Dubois.....</b>	<b>252</b>

**THE UNIVERSITY OF WYOMING**

**MINUTES OF THE TRUSTEES**

May 12-14, 2005

Members of the Board were hosted at a dinner honoring former trustees on Thursday, May 12, 2005 at the home of Phil and Lisa Dubois. Trustees attended a lunch on Friday, May 13, 2005 hosted by the Staff Senate in the Union Skylight Lounge.

Sessions for work, recognition, education and information were conducted on Thursday, Friday and Saturday. The Board held their Business Meeting on Thursday, May 13, 2005 and on Saturday, May 14, 2005.

AGENDA ITEM TITLE: **Executive Committee Discussion**, Richards

CHECK THE APPROPRIATE BOX(ES):

- Work Session
- Education Session
- Information Item
- Other Specify:

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MINUTES OF THE MEETING:

President Judy Richards said there has been discussion on what the trustees would like to do with the Executive Committee in regards to the Board. President Richards reported that Trustee Haynes said he had an idea that may or may not work with the Board. President Richard had asked him to prepare a document for the Board and distribute it prior to the meeting. However, Trustee Haynes would like to make an oral presentation. The Executive Committee meets occasionally on the odd months and has discussions with the president. Some decisions are made during this meeting. It is a conduit for additional discussion on issues that are in front of the Board.

Trustee Haynes talked about the Board meeting face to face during their meetings. Executive Committee has a conference call on the odd months and additional meetings can be called for 'emergencies.' There was an attempt to make sure the president of UW had some contact with the Board during the off-months to communicate and vet ideas. He thinks that half of the Board has been in service for less than two years, and really less than a full year. In off months, he thinks the Board should have a full Board conference call He perceives, and knows for a fact, that communication with the full committee of the whole doesn't happen in the same way as when they are all on a conference call or all face to face. Normally, the agenda for the Executive Committee conference calls are short and precise. For the sake of communication and for coalescing the Board, both with information and with how they work together, he thinks the

full Board should be in a conference call in the off months. He said the full Board conference calls they have had in discussion on the transition of the president worked really well. He also realizes it might be cumbersome, but this is the public trust and communication is the most essential thing between trustees in order to shepherd the public trust. He stated this is the issue he is after; whether or not an Executive Committee is needed is another thing that he's already stated that he feels is not needed. In his conversations with people, it has been pointed out [scenarios and situations] where the Board does need an Executive Committee, but that the Executive Committee should only [at those times] be executing specific directions that have already come from the full Board. In closing, his real concern is Board communication and he would certainly like for a conference call with the full group occur in the off months. He asked for comments from the rest of the Board.

President Richards asked if there were any comments or discussion. President Dubois talked about a quick historical perspective, aptly described by Trustee Haynes. When Dr. Dubois arrived at UW, there were approximately seven or eight regularly scheduled Board meetings and it was impossible for UW staff to do their job and get ready for the next Board meeting due to the short timeline. UW went to the current format after a retreat with an external facilitator from AGB several years ago, leading to five regular Board meetings with a summer retreat. Then the Executive Committee conference calls in between meetings were designed to allow the Board to take action if necessary and also to keep him in touch with at least some members of the Board so they knew what was going on (rumors, etc.). The way it's turned out is that the president creates the list or agenda of the things to talk about the night before or the morning of the call, depending on what is of greatest concern. There seldom are occasions for action, but Dr. Dubois feels UW does need an Executive Committee. As will be seen this

summer, UW has a number of actions relating to construction projects where they need to have approval and if they are not able to get a Board quorum (seven trustees) UW would be in a tough position. He noted that sometimes on the Executive Committee conference calls, UW struggles to get three out of the five trustees on line.

Perhaps for ongoing communication, conference calls are not a bad idea, but he would hate to see it exclude the capacity of the university president to say that he needs the Executive Committee of the Board to make a decision now. He provided examples, such as construction contracts or coaching contracts when quick decisions must be made. If there is a serious coaching change, the procedure now is that the president is to consult with the Executive Committee on the change and contractual provisions. That's not something that can productively occur in the timeframe that must happen immediately by trying to round up all the Board members, seeing where they are and what time they can meet. A regularly scheduled conference call of the entire Board is one thing, but the capacity to pull an Executive Committee together on short, or no notice, is something else. UW hasn't had to do that very often, but Dr. Dubois envisions it happening this summer. Vice President Phill Harris will talk more about the projects that are coming up.

The other comment President Dubois had on Executive Committee was in regards to a memo that Vice President Rick Miller prepared for the Board. Mr. Miller said that notice will have to be provided to the public, and minutes taken as well. He added that one option would be to take the regular meeting approach, and in the off month meetings, the Board will describe the meetings as conference call meetings and the agenda will be a report from the president, which is all that is needed unless the Board needs to take some kind of action. There will undoubtedly be

action at the conference call meetings, and there will be votes. The conference call meetings need to be set as regular meetings.

Mr. Miller said he suggested that option instead of taking the special meeting approach. Special meetings are under a statutory provision that says the Board “must specify what the Board is going to talk about.” That would mean that the Board would need to include everyone. He also suggested targeting dates and confirm that the Board is going to have short meetings, which is consistent with what Trustee Haynes was talking about. The meeting would be planned and would be an intentionally short meeting for the purpose of updates, which would facilitate the needs of the Board.

President Dubois commented that he wants to encourage Dr. Buchanan and the Board not to go back to more meetings, which possibly could cause the Board to over-govern the university. He stated that this would tie up Dr. Buchanan’s work. If the Board wants additional meetings for communication, that would be what the conference calls could be used for.

Trustee Lauer clarified that he understood that in past protocol, there has been utilization of an Executive Committee consisting of four or five Trustees that does not require notice be given to have the meeting, doesn’t constitute a meeting of the full Board, and yet the Executive Committee has made binding decisions in the meeting? He further stated to move toward what President Dubois has described as a regular meeting that is automatically noticed, a conference call report from the president might not require an agenda, and a special meeting definitely requires reporting what the agenda is. He commented that under the current protocol by comparison, an Executive Committee that makes binding decisions is kind of like having two classes of stock—one that’s voting and one that is not voting. He thinks if there is a way for the

Board of Trustees to conduct their business to keep all the trustees involved, that is the goal he would like to see pursued.

Mr. Miller commented that unique is a word that's over-used, as in the case of the need for an Executive Committee. In the statutes for the Trustees, and to his knowledge it doesn't exist in any other Board or commission, there is an actual statutory provision for an Executive Committee which empowers the Executive Committee with making decisions separate and apart from the regular meeting. He thinks that what is being discussed is the former practice, noting that the Executive Committee had fairly rarely made decisions, and tended to be more of a sounding Board with the president talking about a variety of issues without a vote. There have been cases where this Board has specifically charged the Executive Committee to take certain actions in anticipation of the certainty that something was going to need to be decided before the next meeting, but he was not sure when. He talked about some contracts that required action between the meetings where the Board as a whole said they wanted the Executive Committee to make the decision, and since the Board was not sure what day it was going to happen, there was no way to get the entire Board together. He urged that this would be somewhat of a pressure relief valve. That's not what the Executive Committee does—just meet and make decisions—it's a sounding Board and he thinks that's Trustee Haynes' point. Trustee Lauer echoed his understanding of the work of the Executive Committee on similar Boards he has served on. Mr. Miller added that the Board also votes on the Executive Committee minutes at the regular Board meeting. If the Executive Committee takes an action, the Board votes on those minutes. He then reiterated his suggestion to have conference calls as off-meetings with the agenda being a report from the president unless there is a decision that must be made at that meeting. UW would then notice the meeting just as is done with the public meeting, and would have the public attend.

The other issue is that there would also be a possibility of going into executive session during a conference call because there may be personnel matters that the president would want to alert the Board to.

President Dubois asked what would happen if at one of the noticed meetings, the Board didn't have a quorum but needed to take action. Mr. Miller said then the Board could use their Executive Committee under the statute. If the Board scheduled the meeting as a regular meeting, they tended to have at least seven trustees present. Trustee Haynes said that as he reads the Board by-laws that were revised a few years back regarding a quorum at a meeting, it is based on the number of people that show up. He suggested that Rick Miller might want to review that, although he recalls that it was changed for a reason. His other point is that as he reads the statute, it says "the Board may have an Executive Committee meeting," and not specify what their powers and duties are, but those are specified in the by-laws that govern the Board. Mr. Miller said that in terms of the quorum the statute controls, it is the majority of the Board. Seven trustees must be present at a meeting to take action, or they cannot act. Trustee Haynes commented that there may be a problem in between trustee appointments at some point. Mr. Miller said there are always situations that if there are not seven trustees available, there is a problem but that has been pretty rare. He said if it is of profound importance to the university, trustees will have to be contacted and say that there must be enough trustees available to act; particularly on contractual matters that may cause the loss of the bid if not acted upon in a timely fashion.

Trustee Haynes summarized the conversation, saying he did not want the additional meetings to just be information sessions unless there is nothing going on, and wants them to be regular conference call Board meetings with obviously pertinent, short agendas. Trustee Neiman

commented that he and Trustee Haynes had had a number of conversations about this issue. He stated he really appreciated Trustee Haynes' efforts to design a format that pulls the full Board together, informs everyone, and helps to develop trust among them. He said it's an awkward situation to have turnover every two years and trying to get everybody up to speed. He has served on a number of Boards, and he thinks it is essential to have an Executive Committee, particularly with an interim president's position and a new president to bounce things off of. He hopes that the Board does not do away with the Executive Committee. He noted that in his four plus years, he has not been able to point out or think of an action that hurt this Board or the university or bound the Board in any way, due to the sensitivity within the Executive Committee, that helps lead, get decisions made, and move ahead and then inform the rest of the Board at the appropriate time. He suggested that the Board maintain the Executive Committee, maybe look at some kind of a regularly-scheduled conference call that is a public notice to get information to the entire Board. This will improve trust and communication among the Board members. He does have full trust in all the Executive Committees on the Boards he has served on and feels they will do a good job and won't hurt the Board in any way.

President Richards said she would like to go around the room to allow input from each Board member. Trustee Rounds said that she wanted to comment that she doesn't have a problem with an Executive Committee, but she doesn't know why the Board can't meet in the off-months with a conference call. It would actually take away that distress or suspicion of decisions made in those Executive Committee meetings if everyone on the Board were involved in a conference call. She said that the members of the Board all accepted the job after the governor appointed them and the Senate confirmed them. They all have an obligation to be at UW and to do the best that they can for the university and the state. She doesn't think that it's

going to be a problem every other month to be on a conference call for an hour and a half, and actually believes it will make a stronger Board if they are all involved with the discussions.

Trustee Willson said that he thinks the idea of an off-month conference call is a good idea and he supports that. He wondered if the Board was confused on the make-up of an Executive Committee and if the Board could structure the “Executive Committee” in a way that all Board members are considered a part of the Executive Committee with the notification and attendance with their own election, and whether they are able to participate or not. If certain numbers need to be set up to take action or have the action of the group that’s in attendance be applied, he feels it would increase the amount of information that takes place or fails to take place with an Executive Committee, and would not hamper the timing or the action of such, and yet would create information that’s instantaneous as described by President Dubois. He recalled that President Dubois said that sometimes he created an agenda the morning of an Executive Committee meeting, and would be instantaneous or available to the Board as a whole at their own choice or availability. President Richards asked for clarification from Trustee Willson—that he means that everyone on the Board would be a member of the Executive Committee and those that can call in or are available would be the ones that would be a part of that Executive Committee at that point in time. Trustee Willson doesn’t see that the rigidity of five members must stay as it is, and is within the Board’s purview to change that number, so it could be made a fluid situation and maybe say that there has to be five trustees as a minimum. He’s just speaking about the exchange of ideas that is as important as the numbers of people that actually might vote at an Executive Committee and make a decision on things. He doesn’t see any reason why membership on Executive Committee couldn’t be a variable number. He also doesn’t see that

one Board member is any more adept at making decisions than another Board member because of the arbitrary appointment to an Executive Committee.

Trustee Davis said that he thinks that Trustee Haynes touched on this and he feels there are two issues: one being having flexibility to do the business of the university and making sure that the Board has ultimate flexibility to do that, and therefore he is very much in favor of having an Executive Committee. The other issue is the communication that is shared by all of the Board more or less, in one degree or another. He asked if the Board feels that they can maintain the integrity of the Executive Committee, e.g. in terms of who participated in terms of numbers and invite all Board members to attend those meetings. There would be an identified committee, as he thinks that Trustee Willson's suggestion runs into some problems and a little vagueness, but it could work. The Board would have an Executive Committee, but instead of just saying that the Executive Committee is going to have a meeting on such and such date and time, all Board members would be invited to tune in and listen to the conversation and have input if they want to. In his view, there has to be certain identified people that can vote on the items, although he does not know what legal issues may exist—perhaps none at all. If something is not a Board action but clearly defined as Executive Committee, this would avoid having two separate meetings in the interim (executive and communication) and is just an idea that he wanted to share.

Trustee Brown said he does favor the “off-month conference call.” If there's anything that has been grossly apparent to him in his short tenure on the Board, it is absolutely necessary because of the huge amount of information that the Board needs to grasp. If that can be accomplished in other or better ways, then certainly an off-month conference call might help. He added the caveat with respect to the calls—he would hope that it could be essentially

informative in nature and he feels that is important. There also must be absolute clarity, as well as time constraints for the meetings. He noted other folks' comments regarding the Executive Committee, and at this point, thinks that Trustee Davis' is the best. He clearly believes that whether it's an urgent issue or something that might be an emergency in nature, the Board absolutely has to have an Executive Committee. He definitely likes Trustee Davis' idea that the Executive Committee be non-exclusionary in nature. He feels that any trustee should be able to be a participant, but believes in some fashion there needs to be the ability to have a committee to meet, especially in an urgent matter if that happened.

Trustee Palmerlee said that he agrees with the conference call of the full Board in the off-months as appropriate, or perhaps as a regular matter. He suggested that if there is to be an Executive Committee, and with the strong arguments that perhaps there should be, that the Executive Committee is not involved with discussing and setting policy which is then taken to the full Board—that it not be sort of a “let's talk big issues before we get to the full” setup. He suggested and agreed with the previous two speakers that the Executive Committee, if it is to exist and if it is to meet, is primarily for the nature of taking care of things which require action in a timely manner, and that those meetings be made available to all members of the Board. He noted that if there is some discussion that needs to occur, they should consider the legalities of that in terms of votes which might occur and who might be eligible to vote in an Executive Committee meeting if other trustees are in attendance.

Trustee Hughes said he agrees with several of the previous comments, especially on the existence of an Executive Committee. He thinks it's important for the speed of this body and any body to have the ability to have flexibility and to meet between meetings if there is a need. The ability to have the Executive Committee increases the speed of the body and he feels that's

an important thing. He doesn't think the Board acts in haste on any matter but he feels the ability to meet quickly and confirm decisions that have been made by the Board (signing and/or confirming contracts) are important things. The problems he sees are with the legalities, with setting a quorum or a number for the Executive Committee that could maybe be a flexible number that is predetermined by the Board, and he thinks the Board should do this. The Board must be able to meet quorum on short notice, and he agreed with Trustee Davis who had that idea. The off-month conference call for informative issues is a great idea, although he is a little concerned with setting an exact agenda and going through the agenda, due to the amount of work that might bog down the incoming president as well as Dr. Buchanan. He asked the Board to keep this in mind, but reiterated that he supports short conference calls.

Trustee Lauer said that he wanted to add that he perceives the function of the Executive Committee is to be the arm of the Board as a whole. He thinks there is a conceptual ideology there, and he feels there are a lot of good ideas that have been brought up. If there was an off-month conference call meeting, with the agenda to be a report or comments from the president, the Board would not be required to notice the agenda and eliminate some administrative burdens there. There may be additional worthwhile discussions to talk about an Executive Committee that might meet, works as an arm of the Board and those members who are authorized to vote. He agreed that other trustees be invited to participate but if they are not authorized to vote, then it doesn't constitute a meeting of the full Board that would require the kind of notice requirements that a regular meeting would. He believes that there have been good ideas suggested and he's glad that the Board is having this discussion.

Trustee Spicer said one issue he wasn't sure about is that if the Board had more than a quorum what are the minimum requirements? How much lead time has to be given? Mr. Miller

said if it is a regular meeting of the entire Board, a regular meeting must effectively be noticed when the regular schedule is set which the Board is required to do. At today's meeting, the Board would typically say what dates they planned to meet and they notice the agenda as a matter of practicality and courtesy. Others know that the Board of Trustees of the University of Wyoming are meeting to conduct business. A special meeting of the entire Board must have a specific agenda and the Board cannot deviate from that, and cannot add other items if they desire; that's what the regular meetings are for. If one of the concerns is if the Board could establish an Executive Committee that is less than the full quorum of the Board; otherwise, the Board could take action if they had seven trustees. He said the Executive Committee can be in place, and then the Board can invite members to attend. If the Board maintains that discipline, it is fine, but he said that after hearing the comments, if there is in fact going to be a vote taken by the Executive Committee and there are five trustees, and five other trustees listening in and five get to vote and five may not, there may be a meeting or two where that is less fun than one might anticipate. That may create some conflicts about who can and cannot vote and this gets into the issue of when there is a majority of the Board talking about the university's business, no matter how it is structured legally and what the argument is, doesn't it look like a Board meeting to the world? He thinks it may be construed that the Board is meeting to talk about university business and UW can say that the law has been addressed. Mr. Miller said that going through the Executive Committee piece that requires action has people concerned about what the Executive Committee is doing when they can't vote.

Trustee Spicer asked how it would work if the Board handled the off-month call as primarily informative in nature at which the whole Board is invited to attend, and minutes taken if a quorum is there—wouldn't that take care of most of the issues that would come up and limit

the Executive Committee to meeting on an emergent basis to handle issues that don't involve policy, that involve matters of immediacy—primarily so they're kind of an escape valve for the Board. He thinks that one time that the Board would have an immediate need to meet would be if UW lost a football coach, the AD knows three other people that he wants to talk to, and must make a decision in two days. There are a few occasions where it is important for the Board to have that escape valve. President Dubois said that construction bids are typically good for 30 days, although that could still fall between even the bi-monthly conference call meetings. Trustee Spicer said that most of the time the Board is pretty good about participating in the meetings. He also noted that he is really sensitive about the idea that information flow only goes to half of the people, and that leads to their feeling like second-class citizens, and he hopes the Board works to find a way around that.

Trustee Trospen noted he was just looking at the by-laws, and under Section 2-6: "The act of the majority of the trustees present at a meeting at which a quorum is present shall be the act of the trustees." It also states above that under "Action without a Meeting"—"The trustees or the Executive Committee may take action without a meeting by written consent setting forth the actions so taken and signed by all the members of the trustees . . . ." Trustee Trospen said he wished the sentence ended there, but it goes on ". . . or the Executive Committee as the case may be." He agrees with the idea of having the off-month conference call because it is important. He doesn't know what the solution is going to be, but he definitely feels that all the trustees need to be involved.

Trustee Haynes said that listening to everyone's comments on this very important topic points to what he likes to see, which is having the Committee of the Whole weigh in on every issue. He says where he started with his idea is not where he is at now. It has become clear as to

how it may work and what some of the pitfalls are. Since he's been on the Board, they have worked on ways to become a better Board and work together. He noted Trustee Spicer's comments on making the off-months regularly scheduled telephone calls and they are noticed regular Board meetings with the president having picked those items that are most pertinent to what he needs to get feedback from and inform the Board about, it will take care of most emergencies. He said it's clear that there are situations where the Board needs an Executive Committee to do something, but they are very few and can even be minimized more. In a real sense, the Board gives the president the right to hire and fire coaches and everybody else on campus. If there are concerns, especially with coaches due to the nature of their salaries, the Board can set parameters. An Executive Committee available to deal with those situations certainly makes sense and keeps the Board out of a scramble when there is nobody available to act. He feels that the Board has come to regularly scheduled conference call Board meetings, which will greatly improve the flow of information, understanding and learning on the Board, and maintaining an Executive Committee for emergencies. It is still an iteration as to how the Board does it, how it works, and after the Board has done it a few times, they'll learn a better method to use their Executive Committee and how to function as a Board.

President Dubois said that he concurs with Trustee Haynes, and later during the meetings today and at Vice President Harris' request, will ask the Board to authorize the Executive Committee to meet to deal with a contract, as it will really not require the entire Board.

President Richards stated she is a strong supporter of the Executive Committee, for the reasons that have been highlighted. She feels that the every other month conference call will bring the Board closer together and will also allow more knowledge of what the Board needs to know about the university. She wanted to caution the Board that if they set the meetings, as

Trustee Rounds stated, the trustees are obligated to be at the meetings and to participate in them. There are occasional reasons that trustees can't be at meetings, but it is the fiduciary responsibility of the trustees, as well as their responsibility to the governor that appointed them to be at all of the meetings and participate. She stated she is much in favor of the every other month conference call with the understanding that all trustees will be on that conference call.

Trustee Haynes asked if President Richards wanted a motion, and she said that she thinks it needs to go to the Consent Agenda. Trustee Haynes said that someone needs to make a motion and craft the language needed. President Dubois suggested that Mr. Miller draft a motion for the Board and provide it after the break. Trustee Spicer also said that it may require some changes in the trustees' by-laws, and President Richards concurred. Mr. Miller suggested that changes may not be necessary if the Board just notices up on the odd months, regular meetings, conference calls, presidential reports, then the agenda will be adjusted accordingly. This allows the Board to decide how and when they're going to meet. He said that the Board can just amend their schedule accordingly and annotate each one that the Board expects to have as a conference call, rather than a three-day meeting.

President Dubois said a schedule will be provided for the Board to poll them on the off-month conference calls to establish them as well. President Richards invited Dr. Buchanan to give his input to the Board on the calls also, and told the Board that they will review the verbage provided by Mr. Miller and then put the motion where they would like to have it in the report.

AGENDA ITEM TITLE: **FY 2006 PLUS Budget Allocations**, Harris

CHECK THE APPROPRIATE BOX(ES):

- Work Session
- Education Session
- Information Item
- Other Specify: BUSINESS MEETING, Action Item (Consent Agenda)

BACKGROUND AND POLICY CONTEXT OF ISSUE:

Beginning with the 2000 session of the Wyoming State Legislature, funds were appropriated for various initiatives requested by the university, including recruitment and retention, facility maintenance, instructional equipment replacement, and library collections. Initially requested as an “exception budget” within the block grant, the appropriation was placed in a separate program called “PLUS FUNDING”; hence the name “PLUS Budget”. Much of the original appropriation of \$9.6 million for the biennium has been committed as permanent allocations to the priorities that were identified in 2000 (e.g. enhanced funding for recruitment and retention). The remaining funds (approximately \$2.4 million per year) remain available and on an annual basis each vice president presents funding requests to address priorities that each unit identifies. These requests are compiled by the Budget Office and submitted to the university president for final recommendation.

On February 23, 2005, a memo was sent to each vice president and the athletic director to solicit their budget requests for the allocation of PLUS Budget funds. For FY 2006, approximately \$2.4 million will be available to address institutional priorities. Consistent with previous allocation decisions, the instructions indicated that most of the funding allocations recommended by the university president would be for one-time allocations and not committed to permanent budget adjustments. The FY 2006 Proposed Budget includes the PLUS Budget allocations shown below:

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

**FY 2006 PLUS BUDGET ALLOCATION REQUESTS**

PLUS Budget Requests	VP Area	Unit Priority	Request Type	Amount Requested	President's Recommendation		
					Continuing	One-Time	Total
					[ BOLD = Continuing Request ]		
Moved to the Major Maintenance Project List	#	Maint	\$-Amount				
<b><u>Prior Obligations</u></b>							
<b>PACMWA Chair-Release Time (FY05=\$5,000)</b>	Dubois	n/a	<b>Other</b>	<b>5,000</b>	<b>5,000</b>	0	5,000
Contingency Reserve (FY05=\$50,000)	Dubois	n/a	Other	50,000	<b>0</b>	0	0
Integrated Doc Imaging:Tech Support (5yrs=FY04=>FY08)	Brigman	n/a	Equip	24,000	<b>0</b>	24,000	24,000
SIS Project (2 years=FY05 & FY06)	Harris	n/a	Equip	100,228	<b>0</b>	100,228	100,228
			<b>Total</b>	<b>179,228</b>	<b>5,000</b>	<b>124,228</b>	<b>129,228</b>
<b><u>President Dubois</u></b>							
Wyoming Public Radio-New Stations [FY05 Funding]		1	Other	50,000	<b>0</b>	0	0
WPR-Station Upgrades [FY05 Funding]		2	Other	54,000	<b>0</b>	0	0
PeopleSoft 8.9 Upgrade (FY07 est. \$543,000)	Joint *	3	Equip	1,000,000	<b>0</b>	455,000	455,000
<b>Internal Auditor- ACL Training &amp; Software</b>		<b>4</b>	<b>Other</b>	<b>11,250</b>	<b>650</b>	10,600	11,250

* Harris, Hardin and Aylward				<b>Total</b>	<b>1,115,250</b>	<b>650</b>	<b>465,600</b>	<b>466,250</b>
<b><u>Aylward</u></b>								
Network Infrastructure & Security plus \$134,000 match-IT	Aylward	1	Equip	321,000	0	0	0	
Central Data Backup Upgrade plus \$406,000 match-SIS	Aylward	2	Other	218,000	0	0	0	
Computer Lab System Remote Access	Aylward	3	Other	225,000	0	0	0	
Central Server Enhancement	Aylward	4	Equip	90,000	0	0	0	
<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>	
<b>The continuing budget is for salary and benefits for one (1) new part-time position (1/2 FTE).</b>								
Computer Sales & Maintenance Space Expansion	Aylward	6	Maint	93,000	0	0	0	
<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>	
<b>The continuing budget is for salary and benefits for one (1) new full-time position (1 FTE).</b>								
Ethernet for Residence Apartments	Aylward	8	Equip	225,000	0	0	0	
				<b>Total</b>	<b>1,392,000</b>	<b>0</b>	<b>0</b>	<b>0</b>
<b><u>Barta</u></b>								
Ticket Office Renovation/Upgrading	Barta	1	Maint	40,000	0	0	0	
Swimming Locker Upgrade	Barta	2	Maint	50,000	0	50,000	50,000	
AA Concourse Refinishing/Painting	Barta	3/7	Maint	100,000	0	0	0	
Concessions & Parking Equipment Upgrade	Barta	4/5	Equip	45,000	0	0	0	
AA Concourse "Athletic Historical Center"	Barta	5/6	Other	30,000	0	0	0	
Portable Modular Ticket Office	Barta	6/3	Equip	38,000	0	0	0	
Golf Carts for Handicapped/Elderly (2 additional)	Barta	7/4	Equip	12,000	0	0	0	
Portable Generator for Athletic Venues *	Barta	8	Equip	75,000	0	0	0	
Riser Replacements-Graduations/Special Events *	Barta	9	Equip	60,000	0	0	0	
* Limited Athletics use, but has campus-wide applicability.				<b>Total</b>	<b>450,000</b>	<b>0</b>	<b>50,000</b>	<b>50,000</b>
<b><u>Blalock</u></b>								
Foundation House-Air Conditioning	Blalock	1	Maint	160,000	0	160,000	160,000	
Foundation House-Drapes	Blalock	2	Maint	6,000	0	0	0	
Workflow Software for OnBase	Blalock	3	Equip	20,250	0	0	0	
				<b>Total</b>	<b>186,250</b>	<b>0</b>	<b>160,000</b>	<b>160,000</b>
<b><u>Brigman</u></b>								
<b>UDSS/Interpreter Services</b>	<b>Brigman</b>	<b>1-C</b>	<b>Other</b>	<b>158,946</b>	<b>123,438</b>	<b>0</b>	<b>123,438</b>	
Option C: Contractual Services and 2-FT Interpreter positions; \$158,946 [not recommended]								
The continuing budget is for salary and benefits for two (2) new full-time positions (2 FTEs).								
Option B: Contractual Services and 1-FT Interpreter position; \$136,156 [not recommended]								
<b>Option A: Contractual Services and position upgrade; \$123,438 [recommended option]</b>								
Recreational Field Lighting plus \$100,000 match-Campus Recreation	Brigman	2	Equip	300,000	0	0	0	
Knight Hall Network Upgrade	Brigman	3	Other	124,600	0	0	0	
<b>Greek Life Staffing</b> plus \$5,000 match-Student Affairs	<b>Brigman</b>	<b>4</b>	<b>Other</b>	<b>53,082</b>	<b>53,082</b>	<b>0</b>	<b>53,082</b>	
<b>The continuing budget is for salary and benefits for one (1) new full-time Coordinator position (1 FTE).</b>								
Old Main Conference Rm. Enhancements-Phase I	Brigman	5.1	Equip	41,500	0	0	0	
Old Main Conference Rm. Enhancements-Phase II	Brigman	5.2	Equip	17,500	0	0	0	
<b>UCC Psychologist</b> plus \$9,000 match-Student Affairs	<b>Brigman</b>	<b>6</b>	<b>Other</b>	<b>66,241</b>	<b>0</b>	<b>0</b>	<b>0</b>	
<b>The continuing budget is for salary and benefits for one (1) new full-time position (1 FTE).</b>								
				<b>Total</b>	<b>761,869</b>	<b>176,520</b>	<b>0</b>	<b>176,520</b>

**Buchanan**

VARIOUS PROJECTS (est. 67%-equip+33%-maint)	Buchanan	n/a *	Eq+Maint	0	0	745,004	745,004
Education Annex, 2nd Floor	Buchanan	1	Maint	242,000	0	0	0
Ag Econ Experimental Markets Lab	Buchanan	2	Maint	95,425	0	0	0
Honors Publication & Website Updates	Buchanan	3	Equip	11,315	0	0	0
Law Classrooms 142 & 149 Remodel Completion	Buchanan	4	Maint	25,000	0	0	0
<b>Startup Support, Permanent</b>	<b>Buchanan</b>	<b>5</b>	<b>Equip</b>	<b>200,000</b>	<b>0</b>	<b>0</b>	<b>0</b>
or one-time for FY06 themes only							
Digital Cartography & GIS Lab	Buchanan	6	Equip	41,500	0	0	0
Industrial Shredder	Buchanan	7	Equip	5,000	0	0	0
WyGISC Computational Support	Buchanan	8	Other	50,000	0	0	0
Class Equipment for Child Care Center	Buchanan	9	Equip	250,000	0	0	0
Unit Operations Lab Operation	Buchanan	10	Equip	19,000	0	0	0
Basic Circuits Lab Equipment Upgrade	Buchanan	11	Equip	27,000	0	0	0
Soils Lab: Organic Carbon Analysis	Buchanan	12	Equip	30,000	0	0	0
Soil Consolidation Test Equipment	Buchanan	13	Equip	10,000	0	0	0
Engineering Instructional Computing Upgrade	Buchanan	14	Equip	12,000	0	0	0
BU8/303 Laptop Power Connections	Buchanan	15	Maint	30,000	0	0	0
Oversize Digitization & Scanning Facility	Buchanan	16	Maint	18,500	0	0	0
Concert Grand Piano	Buchanan	17	Equip	90,000	0	0	0
LCD Projector	Buchanan	18	Equip	4,000	0	0	0
Sound Attenuation Between Rooms (Music)	Buchanan	19	Maint	10,000	0	0	0
<b>Oral Communication</b>	<b>Buchanan</b>	<b>20</b>	<b>Other</b>	<b>40,100</b>	<b>0</b>	<b>0</b>	<b>0</b>
<b>The continuing budget is for salary and benefits for one (1) new full-time position for USP instruction (1 FTE).</b>							
4 HIVE Computers	Buchanan	21	Equip	10,000	0	0	0
Wind Tunnel Research Facility Upgrade	Buchanan	22	Maint	30,000	0	0	0
Research CPU, Hard Drives, Software	Buchanan	23	Equip	22,000	0	0	0
16 Ceramic Wheels	Buchanan	24	Equip	18,500	0	0	0
Computer & Projection System for FA 111	Buchanan	25	Equip	7,428	0	0	0
Graphics Lab Computing Equipment	Buchanan	26	Equip	60,220	0	0	0
US Serial Set (digital-format gov't reports)	Buchanan	27	Equip	105,000	0	0	0
<b>* Distribution is up to VPAA who will determine the best use.</b>	<b>Total</b>			<b>1,463,988</b>	<b>0</b>	<b>745,004</b>	<b>745,004</b>

**Gern**

Animal Facility in Pharmacy plus \$250,000 Match, each: Research Office & Health Sciences	Gern	1	Maint	250,000	0	0	0
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
Photographic Equipment	Gern	3	Equip	25,000	0	0	0
Vehicle Replacement	Gern	4	Equip	25,000	0	0	0
	<b>Total</b>			<b>400,000</b>	<b>0</b>	<b>0</b>	<b>0</b>

**Hardin**

Ag C Emergency Generator Replacement	Hardin	1	Maint	200,000	0	0	0
PCB Oil Equipment Replacement (EPA settlement)	Hardin	2	Equip	149,000	0	149,000	149,000
UW GIS/Intranet Mapping - Phase II	Hardin	3	Equip	55,000	0	55,000	55,000
Ag C Classroom Ventilation Equipment	Hardin	4	Maint	125,000	0	0	0
Replace the Crane Truck	Hardin	5	Equip	300,000	0	0	0
Campus ADA Phones in Elevators	Hardin	6	Maint	41,000	0	0	0
Transformer and Oil Dispersal	Hardin	7	Maint	75,000	0	75,000	75,000
Complete Centennial Complex-Security Sys Upgrade	Hardin	8	Maint	345,500	0	0	0
Bicycle/Non-Motorized Transportation Policy(Prexy's)	Hardin	9	Equip	115,000	0	75,000	75,000
Purchasing a New Dump Truck	Hardin	10	Equip	85,000	0	0	0
Irrigation System Automation	Hardin	11	Maint	140,000	0	0	0
Campus Exterior Lighting	Hardin	12	Maint	125,000	0	0	0
Classroom re-roofing (Classroom renovation)	Hardin	13	Maint	100,000	0	0	0
Staff Senate Retreat	Hardin	14	Other	8,000	0	0	0
UW Postal Services Vehicle (Prexy's)	Hardin	15	Equip	25,000	0	0	0

The University of Wyoming  
 Minutes of the Trustees  
 May 12-14, 2005  
 Page 20

Document Scanning	Hardin	16	Equip	15,620	0	0	0
Point to Point Wireless Link - 16th & Gibbon	Hardin	17	Equip	5,000	0	0	0
National Leadership Training	Hardin	18	Other	9,000	0	0	0
Knight Hall-Room 74 Remodel	Hardin	19	Equip	34,800	0	0	0
Purchase bucket truck	Hardin	20	Equip	105,000	0	0	0
Replace the existing grader	Hardin	21	Equip	80,000	0	0	0
Employment History Card Loading	Hardin	22	Other	10,000	0	0	0
Campus Chilled Water Loop Modifications	Hardin	23	Maint	250,000	0	0	0
Campus Glycol Replacement	Hardin	24	Maint	250,000	0	0	0
Half Acre Infield Ventilation	Hardin	25-C	Maint	180,000	0	0	0
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
Option A (partial fix); \$35,000							
Option B (complete fix); \$300,000							
Hansen Teaching Arena Drainage	Hardin	27	Maint	80,000	0	0	0
Continued Development of Utility Database	Hardin	28	Other	100,000	0	0	0
Campus Cel Deck Replacement	Hardin	29	Maint	40,000	0	0	0
Filing Cabinets for Vault	Hardin	30	Equip	2,500	0	0	0
Campus Express-Library Cash Deposit Machines	Hardin	31	Equip	15,000	0	0	0
Upgrade of Lighting in VP's Suite	Hardin	32	Maint	16,400	0	0	0
Moved to the Major Maintenance Project List \$325,000							
			<b>Total</b>	<b>3,116,820</b>	<b>0</b>	<b>354,000</b>	<b>354,000</b>

**Harris**

<b>CollegeNet R25</b>	<b>Harris</b>	<b>1</b>	<b>Equip</b>	<b>168,000</b>	<b>50,000</b>	118,000	168,000
Digital Projection Capabilities-Classroom Building	Harris	2	Equip	162,000	0	162,000	162,000
Space Allocation Support	Harris	3	Other	50,000	0	0	0
* Harris, Hardin and Aylward			<b>Total</b>	<b>380,000</b>	<b>50,000</b>	<b>280,000</b>	<b>330,000</b>

**Miller**

Install Produced Signs	Miller	1	Maint	12,610	0	12,610	12,610
Outreach Center Signs	Miller	2	Maint	12,974	0	12,974	12,974
Cooperative Extension & Student Affairs Signs	Miller	3	Maint	38,350	0	0	0
On-Campus Signs	Miller	4	Maint	30,784	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>

**GRAND TOTAL 9,540,123 232,170 2,204,416 2,436,586**

Prior Related Board Discussions/Actions:

May 2004: Trustees approved the Section I operating budget for fiscal year 2005.

<u>PLUS Budget Allocations</u>			
<u>Fiscal Year</u>	<u>Permanent</u>	<u>One -Time</u>	<u>Total</u>
FY 2001	\$1,145,000	\$2,129,000	\$3,274,000
FY 2002	\$1,261,132	\$5,000,334	\$6,261,466
FY 2003	\$1,994,458	\$2,808,175	\$4,802,723
FY 2004	\$2,193,655	\$2,639,438	\$4,833,093
FY 2005	\$2,389,655	\$2,436,586	\$4,826,241

#### WHY THIS ITEM IS BEFORE THE BOARD:

This item is presented for review by the Board of Trustees. Approval of the Section I operating budget, which is requested later, will endorse these allocations.

#### ARGUMENTS IN SUPPORT:

- The PLUS Budget allocation process is a competitive university-wide activity that provides the opportunity on an annual basis to address the emerging priorities of the institution.

#### ARGUMENTS AGAINST:

- None.

#### ACTION REQUIRED AT THIS BOARD MEETING:

Approval of the FY 2006 Section I Operating Budget.

#### PRESIDENT'S RECOMMENDATION:

President Dubois recommended adoption of the PLUS Budget allocations as shown above. The budget authority for these allocations is contained within the approval of the FY 2006 Section I Operating budget.

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#### MINUTES OF THE MEETING

President Richards asked Vice President Harris to speak to the Board about the PLUS budget. Mr. Harris said there were a number of preliminary foundation documents that build to the establishment of the operating budget for the institution for the next fiscal year. He reminded the Board that UW is at the midpoint of the biennium and what UW is doing in the process is allocating for the second year the remaining appropriations and state general fund, as well as those remaining institutional revenues that will be generated within the university for the operations of the university.

The first piece Mr. Harris discussed was one of the foundation documents that he provided to the Board is the PLUS budget recommendation. He provided some background for

the newer Board members, and noted that the PLUS budget concept was created in 2000. During that biennium, UW had gone to the legislature with a specific request for expanded funding for a number of priorities, including libraries, recruiting/retention and the like. Within that recommendation, the governor provided a certain amount of base funding as an amount of PLUS budget in the development of the budget that created about \$9.6 million dollars for the biennium. UW used it to address the aforementioned priorities. Much of the money has been obligated into permanent commitments to the university, such as recruiting/retention. As the process has gone forward, what has historically been done rather than make permanent commitments with the funds for maintenance equipment, etc., UW has provided the flexibility that on an annual basis, UW can address the most immediate priority needs of the institution with about \$2.4 million dollars available per year for those requests. An open invitation is sent to each of the vice presidents to submit their current list of priorities to the Budget Office, who in turn has discussions with the president, the cabinet, and the executive council about what the recommendations are. The list that is in the Board report shows that there are more requests than there are funds available. This year, UW had about \$9.6 million dollars of prioritized requests submitted. The recommendations for how the funds are distributed appear on p. 2 of the report. Mr. Harris said he would be happy to answer any questions from the Board.

Trustee Haynes asked for clarification about recruiting/retention, and if that was for students. Mr. Harris said that student recruiting and retention was an issue that UW addressed and the priority of the funds set in 2000 allocated about \$.5 million into that permanently as one of the priorities that was done at that time. It is not reflected in terms of requests seen in this report. Trustee Haynes also asked about some other concerns, naming them as the \$160,000 allotted for air-conditioning in the Foundation House. President Dubois said that the Foundation

House is a university facility and is not owned by the Foundation, but by the University. This request came through last year from Vice President Blalock. President Dubois turned it down at the time under the mistaken impression that it was a Foundation building and not a university building. The Foundation House is used extensively by university groups, for entertainment for the university, and now that there's no president's home, the university is going to be using it extensively over at least the next year or two. It is something that would provide for the comfort of attendees at events and President Dubois felt it was a reasonable thing to do. Trustee Haynes asked if window units had been discussed. President Dubois said he doesn't get into that level of detail. Many times the vice presidents talk to the folks in Physical Plant and get an idea of associated costs. If Mr. Blalock gets the money and finds a more economical way to accomplish this, he would come back and discuss it with Mr. Harris. Alternatively, if he found out that the modification would cost more, the answer would probably be not to proceed. He added that he and Dr. Buchanan have discussed this item and others. Typically speaking, UW does this allocation at the same time that the major maintenance money is allocated. Last year when UW got the first large amount of major maintenance money, the administration came up with a two-year list of priorities, leaving a lot more money to allocate last year because of the additional maintenance money. President Dubois feels that UW now wants to use the next large allocation of major maintenance money; allocate some funds in year one but not all of it, in concert with the first year installment of PLUS budget. In the second year, UW will allocate the next list of major maintenance money also with some PLUS budget money. What has been learned through this exercise is that there are a lot of people writing a lot of proposals for money that couldn't possibly be funded. It would be better for everyone's planning and morale to be able to address the needs with more money in each year of the biennium. As it is now, what happens is that all

the vice presidents will sit down in the second year of the biennium, and if the major maintenance budget needs to be adjusted, it can be. This process is okay but not as good as doing it on an annual basis. He believes there will be a change seen in that next year. This year also, because of the PeopleSoft upgrade that took up roughly one-fifth of the funding, that takes a lot of the PLUS budget money. Additional discussion will come to the Board in the fall on whether or not UW needs to think about some kind of additional request to the legislature that will address on an on-going basis the very high cost of technology at UW. UW has been absorbing all of the costs year in and year out, and all of the new technology needs have not yet prompted UW to go to the legislature to request funds. President Dubois said that UW knows that the needs are recurring and it needs to be thought about.

Trustee Haynes then asked if he read the PLUS budget correctly and if there was a permanent position for Greek life in the budget. President Dubois said that is correct, and that it was included in the report of the Greek relationship statement stating that UW would provide additional support for the Greek community, so that is consistent with that document. Trustee Haynes then asked if it was consistent with how we treat all the other social organizations on campus. President Dubois said we do have support positions for some of the minority student programs and international students. He noted that UW thought there was enough support for the Greek organizations on campus. UW would provide several leadership positions or staff positions for ASUW, and there are others who work with student groups out of the Dean of Student's office. He indicated that this is probably a judgment call, and Greeks are a relatively small community compared to the campus as a whole, but is also very important in terms of activities on campus. Trustee Haynes said his concern is that the Greek community may be perceived as first money, which the Board doesn't want, while still holding up UW's end of the

deal. He commented that the Board needs to be very careful in how positions are allocated and noted that he's always concerned when there is a new permanent position if it's not going into the classroom.

Trustee Hughes commented on the Greek life position from a student perspective. Currently the person that's in charge of leadership development is also the assistant dean of students and is in charge of Greek life as well. Having him step down from that advisory role and putting another permanent staff person in, gives the students more face time with that individual. That is a very positive action from an ASUW role and they are excited about that. Trustee Haynes asked Trustee Hughes if he's saying it enhances the overall function of ASUW. Trustee Hughes said he thinks it will enhance their ability to have a person that is devoted to leadership development within ASUW, rather than having that person split his time between ASUW and Greek life. He said that Greek life takes a great deal of that person's time with the different issues that occur in all the different houses. This will help students in general in the long run.

Trustee Rounds asked about Vice Presidents Aylward's and Gern's budgets and the two notes underneath: 'network infrastructure and security—plus \$134,000 match IT.' She also mentioned 'central data backup upgrade—plus \$406,000 match SIS.' She asked does that mean that UW won't be receiving that match. Vice President Harris said that UW had made allocations for funding in the amount shown in the report. These are additional amounts that have already been obligated for both the IT funding available and the SIS project. They will be utilized, for example, in the SIS and other areas of the program as a five-year implementation of that system. The money that was going to be matched will help create the budget for the projects. Absent the funds from the PLUS budget, the funds will be directed toward other

projects within IT that are already in existence. The note was, with some expectation, can these folks come forward with a matching funds program with money on the table, and get additional money to match up with that to cover the costs. UW showed where units have funds available to apply into projects. Mr. Harris explained that in the past, UW had been providing up to \$700,000, and this year there were simply too many needs elsewhere in UW that required laying back one year on the IT kinds of requests for this go-round. Trustee Rounds said it is difficult due to the repeated conversation on how expensive and difficult these technology projects are and keeping up with it. President Dubois commented that UW is fully in support of IT, but with \$455,000 coming off the top for PeopleSoft this year, which is at least partially an IT responsibility shared with other divisions, UW felt that this was making an impact on the most important technology need this year. He said there is an ongoing question as to whether or not UW has enough in the permanent budget to support the technology infrastructure.

Trustee Willson asked for further discussion on the air conditioning, and if it is approved now by the Board, when does this money have to be spent? Mr. Harris said this budget goes into effect July 1 of this year. Trustee Willson clarified that it is to be spent by June 30 of next year. He said if the Board approves the PLUS budget, he would like to know what was put aside or not considered to do the air conditioning. What are the other things that were requested that this money could have been used for? President Dubois said those items would include everything that is listed as a zero on the budget. Trustee Willson asked if that meant this is the highest priority of all the list. Mr. Harris said it was higher in the recommendation than the other items that show a zero in the list. President Dubois repeated he would have funded it last year, but he was mistaken about the ownership of the house. This is fulfilling a commitment to Mr. Blalock, to whom President Dubois indicated that would be high on the list this year because he was

mistaken in denying it last year. Trustee Willson said he understands, and is just trying to get a sense of the priorities of what is being done here, and what suffered for lack of priorities.

President Dubois wanted to give the Board more information about the decision process. He said neither he nor Mr. Harris attempts to take all the projects across all the divisions and rank them from 1 to 75, or how ever many there are. They try to look at each vice president's highest priority recommendations based on what they see within their divisions, and try to come up with an equitable way to allow the vice presidents to address their highest priority needs, while at the same time fitting within the available funds. There is not a vice president on the staff who wouldn't say that they could use all the money. His view has tried to pay attention to the whole institution, but not try to get into the details within the timeframe that is in place. Mr. Harris further explained that some of the vice presidents have access to other funds that will help them with their needs. Trustee Spicer said one other significant problem that the Board has seen is funding increases in departmental operations budget. That has been discussed previously, and he wondered if there is any offset that could help to address immediate needs. President Dubois said that is not in the PLUS budget, which was never intended for that purpose.

Mr. Harris said that it might be appropriate to defer discussion on the Section I budget, and next review the memorandum in the Board packets that is relative to the support budget, which talks about a 2006 support budget increase. He said that when the Board discussed the tuition increase and approved that at the March meeting, discussion centered on what UW would use increased tuition revenue for. UW identified some very specific items that would be addressed with that funding. Included was a \$390,000 allocation for support of a student information system implementation, after postponing the decision until there was discussion with students on using tuition to support that ongoing implementation. \$50,000 was allocated for

Synergy, a new program for students admitted with conditions to try to help them be more successful at the university, \$120,000 for the revision in the Academic Plan for the Biology curriculum, and discussions for a \$500,000-700,000 increase for support budgets. A \$200,000 commitment was made last year to the academic units, and at this point, he recommends that UW distribute \$500,000 to support budgets. He explained his distribution method, and the one small exception to that was from a conversation last week relative to the federal postal system. There was a postal service on campus previously located in McWhinnie. Departments paid a post-office box rental for UW to get mail delivered to those boxes. The contract station closed and UW assumed the input and distribution of the mail. Rather than a postal box charge, units were charged a fee for processing incoming mail. He recommended that UW take that \$48,000 off the top and apply it to that situation. The distribution is on the second page of the memo.

Trustee Spicer said he knew this area hadn't been addressed recently, and he wondered if this adequately takes the pressure off of them for the time being. Mr. Harris said as was previously discussed when looking at tuition, UW probably needs to put between \$5 to \$7 million dollars permanent funding in this, which will probably require reviewing this each year. At this point, UW is at about \$24 million dollars for support budgets, and if it is adjusted for inflation, UW should be in the \$30-32 million dollar range. President Richards ask Mr. Harris if this needs to be moved to the Consent Agenda. Mr. Harris said it was the Board's choice. The approval of the Section I budget will ratify the documents. Trustee Spicer moved to place the PLUS budget items to the Consent Agenda, Trustee Davis seconded. Motion carried unanimously.

AGENDA ITEM TITLE: **FY 2006 Section I Operating Budget**, Harris

- FY 2005 Section I Operating Budget Adjustment
- FY 2006 Section I Proposed Operating Budget

CHECK THE APPROPRIATE BOX(ES):

- Work Session
- Education Session
- Information Item
- Other Specify: BUSINESS MEETING, Action Item (Consent Agenda)

BACKGROUND AND POLICY CONTEXT OF ISSUE:

**FY 2005 Section I Operating Budget Adjustment**

The 2005 legislature authorized a supplemental budget increase of \$4,201,204 state general funds in the Section I operating budget for the 2005-2006 biennium. The additional block grant funds were approved for the following:

Medical Contract Repayment Fund replacement	\$1,071,773
Casper Family Practice Residency Program	2,067,650
Casper & Cheyenne Residency Program salary increases	309,000
Cheyenne Family Practice Center equipment	413,000
WWAMI equipment and lab remodeling for additional students	95,000
WPR digital broadcasting upgrade	<u>244,784</u>
Total Supplemental Appropriation	\$4,201,207

**The FY 2005 budget authority adjustment is \$1,278,606. If approved as requested, the total FY 2005 budget authority will equal \$198,444,771.48.** The FY 2005 budget adjustment includes \$1,033,825.00 for Community Health Center of Central Wyoming (Casper Residency); and \$244,781.00 for the Wyoming Public Radio digital broadcasting upgrade. The balance of the supplemental appropriation will be budgeted in FY 2006.

**FY 2006 Section I Proposed Operating Budget**

The proposed Section I operating budget for FY 2006 has been prepared on the basis of the state general fund appropriation to the university for the 2005-2006 biennium, other state revenue sources such as UW Land Income Funds, and university funds that comprise the total operating budget to be approved by the Board of Trustees. The FY 2006 budget request includes adjustments based upon prior authorizations by the trustees, the balance of the supplemental appropriation discussed above, and additional university funds generated by tuition and fees. The proposed FY 2006 Section I operating budget includes the following adjustments:

<b><u>PROPOSED FY 2006 SECTION I OPERATING BUDGET</u></b>	
<b>FY 2005 SECTION I OPERATING BUDGET (as amended)</b>	<b>\$198,444,771.48</b>
<u>Adjustments Based On Prior Authorizations</u>	
Subtract one-time funding authorizations	(\$6,151,400.48)
Add continuing funding authorizations	144,090.00
<u>Supplemental Budget Appropriations</u>	
Casper Residency Program	1,033,825.00
CHCCW Clinic Income	(823,545.00)
Casper & Cheyenne Residency Program salary increases	309,000.00
Cheyenne Family Practice Center equipment	413,000.00
WWAMI equipment & lab remodeling for additional students	95,000.00
<u>University Income Funds</u>	
Academic scholarships	468,401.00
Athletics scholarships	164,286.00
Synergy	50,000.00
Biology curriculum	120,000.00
Law college tuition differential	246,060.00
Support budget increases	500,000.00
<b>NET OPERATING BUDGET ADJUSTMENTS</b>	<b>(\$3,431,283.48)</b>
<b>FY 2006 SECTION I OPERATING BUDGET (proposed)</b>	<b>\$195,013,488.00</b>

In addition to changes shown above, the FY06 Student Information System project results in a minor funding swap which decreases FMR's and increases state general funds by \$690,230; and the supplemental budget appropriation includes \$1,071,773 state general funds to replace medical contract repayments funds that are no longer available to the university.

The following table summarizes the sources of revenue and the total budget to support Section I operations for the 2005-2006 biennium, as recommended above:

**UNIVERSITY OF WYOMING  
 SECTION I OPERATING BUDGET  
 2005-2006 BIENNIUM**

<b>FUNDING SOURCE</b>	<b>FY 2005 Budget (Adjusted)</b>	<b>FY 2006 Budget (Proposed)</b>	<b>2005-2006 Biennium Total</b>
General Fund	\$138,638,347.00	\$137,360,429.00	\$275,998,776.00
UW Income Funds	35,640,332.48	35,052,515.00	70,692,847.48
UW Income Fund (Athletics)	1,832,500.00	1,832,500.00	3,665,000.00
Federal Mineral Royalties	11,625,950.00	11,965,720.00	23,591,670.00
Sales and Services	3,364,352.00	3,354,352.00	6,718,704.00
Federal Funds-Agr. Research	1,350,000.00	1,350,000.00	2,700,000.00
Federal Funds-Agr. Extension	1,107,809.00	1,107,809.00	2,215,618.00
Clinic Income	1,823,545.00	1,000,000.00	2,823,545.00
University Land Income Fund	1,100,000.00	887,000.00	1,987,000.00
Agriculture Land Income Fund	500,000.00	713,000.00	1,213,000.00
Medical Contract Repayments	1,071,773.00	0.00	1,071,773.00
Foundation Income	390,163.00	390,163.00	780,326.00
<b>Total Section I Budget</b>	<b>\$198,444,771.48</b>	<b>\$195,013,488.00</b>	<b>\$393,458,259.48</b>

Prior Related Board Discussions/Actions:

March 2004: Trustees approved the FY 2005 *Fee Book*.

May 2004: Trustees approved the Section I operating budget for fiscal year 2005.

September 2004: Trustees approved Section I operating budget increases.

November 2004: Trustees approved Section I operating budget increases.

March 2005: Trustees approved the FY 2006 *Fee Book*.

**WHY THIS ITEM IS BEFORE THE BOARD:**

The Board's approval of the Section I operating budget is required by Trustee Regulations and university budget procedures.

**ARGUMENTS IN SUPPORT:**

- The Section I operating budget has been prepared based on legislative appropriations, and estimated university resources. It has been reviewed by the university president, the vice

president for budget and planning, the university budget officer, and many other interested parties, all of whom support the recommendation for approval.

- The University of Wyoming will not be able to operate without approval of the operating budget.

ARGUMENTS AGAINST:

- None.

ACTION REQUIRED AT THIS BOARD MEETING:

This is an action item that requires approval, denial or modification by the Board of Trustees.

PRESIDENT'S RECOMMENDATION:

It is recommended that the Board of Trustees of the University of Wyoming approve the Section I operating budget for FY 2005 in the amount of \$198,444,771.48; and approve the Section I operating budget for FY 2006 in the amount of \$195,013,488.

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MINUTES OF THE MEETING:

Vice President Harris talked about the Section I operating budget for fiscal year 2006 as presented in the report. He talked about the several supplemental appropriations that were approved by the legislature at the last session, identified in the first chart in this section. The text that follows is a reconciliation of actions that have occurred this year to finalize the FY2005 budget. Mr. Harris said that in looking at page 9, there is the proposed budget for funding for 2006. The numbers are derived from looking at a number of transactions on page 8, and he would be glad to provide further information and explanation. The number is smaller in FY2006 in total budget than in 2005; a large portion of the reduction is that in the first year of the biennium, there were major equipment purchases for the student information system. That was the first piece to be paid out, and the general fund is from what is generated at UW and what the Board authorizes UW to spend. President Richards thanked Mr. Harris for noting the prior

Board discussions, which helps the Board to recall their previous reviews. She asked for a motion to move this to the Consent Agenda. Trustee Neiman moved to place the Section I operating budget on the Consent Agenda; Trustee Haynes seconded. The motion carried unanimously.

AGENDA ITEM TITLE: **FY 2006 Section II Operating Budget**, Harris

CHECK THE APPROPRIATE BOX(ES):

- Work Session
- Education Session
- Information Item
- Other Specify: BUSINESS MEETING, Action Item (Consent Agenda)

BACKGROUND AND POLICY CONTEXT OF ISSUE:

The Section II operating budget for the 2005-2006 biennium covers the university's need for its self-sustaining operations, consisting primarily of auxiliary services, gifts and contributions, sponsored funding for research, debt service, and other similar activities.

The FY 2005 budget and the proposed FY 2006 budget are shown below. Approval of the FY 2006 budget incorporates the budget authority for ASUW, Student Publications and the Wyoming Union, as shown in the information section of the report.

**UNIVERSITY OF WYOMING  
 SECTION II BUDGET  
2005-2006 BIENNIUM**

<b>Program/Activity</b>	<b>FY 2005 (Approved)</b>	<b>FY 2006 (Proposed)</b>	<b>2005-06 Biennium</b>
Sponsored Funding	\$49,767,551	\$49,767,551	\$99,535,102
Gifts and Contributions	5,581,555	5,581,555	11,163,110
Auxiliary Enterprises	45,961,870	46,057,138	92,019,008
ASUW	890,687	959,555	1,850,242
Student Publications	438,920	438,920	877,840
Debt Service *	4,288,383	5,485,048	9,773,431
Intercollegiate Athletics	6,688,221	6,688,221	13,376,442
<b>Total</b>	<b>\$113,617,187</b>	<b>\$114,977,988</b>	<b>228,595,175</b>

<b>Funding Sources</b>	<b>FY 2005 (Approved)</b>	<b>FY 2006 (Proposed)</b>	<b>2005-06 Biennium</b>
Federal Funds	\$43,670,811	\$43,546,942	\$87,217,753
University Funds	67,152,475	67,316,611	134,469,086
Mineral Royalties	2,793,901	4,114,435	6,908,336
<b>Total</b>	<b>\$113,617,187</b>	<b>\$114,977,988</b>	<b>228,595,175</b>

\* The debt service increase is due to required bond payments for the Archaeological and Anthropological Research Facility bond funding.

Prior Related Board Discussions/Actions:

January 2005: Trustees approved a \$10,000 increase for the ASUW operating budget for FY 2005.

May 2004: Trustees approved the Section II operating budget.

WHY THIS ITEM IS BEFORE THE BOARD:

The Board's approval of the Section II operating budget is required by Trustee Regulations and university budget procedures.

ARGUMENTS IN SUPPORT:

- The Section II operating budget has been prepared based on operating budget requests submitted by ASUW, Student Publications, the Wyoming Union, the athletics department, and other university units operating under Section II funding. It has been reviewed by the university president, the vice president for budget and planning, the university budget officer, and many other interested parties, all of whom support the recommendation for approval.
- The University of Wyoming will not be able to operate Section II programs without approval of the operating budget.

ARGUMENTS AGAINST:

- None.

ACTION REQUIRED AT THIS BOARD MEETING:

This is an action item that requires approval, denial or modification by the Board.

PRESIDENT'S RECOMMENDATION:

It is recommended that the Board of Trustees of the University of Wyoming approve the Section II operating budget for FY 2006 in the amount of \$114,977,988.

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MINUTES OF THE MEETING:

Vice President Harris asked the Board to look at page 11 at the Section II operating budget, and he again provided some background for the new trustees. He explained that UW's operating budget has been separated into two sections: Section I has the general fund

appropriation and the revenues that are generated typically from tuition, fees and other services; Section II is the self-sustaining operations of UW, dealing with sponsored funding, gifts and contributions, and primarily auxiliary services that are available. UW establishes a budget authority for those funds in terms of the amount of spending authority to go into the budget. The recommendation is for about \$114,977, 988 for this budget. The number in the column for debt service has been adjusted pending the Board's approval of the bond issue for the anthropology building at this meeting. Trustee Haynes moved to place the Section II budget on the Consent Agenda; Trustee Brown seconded. The motion carried unanimously.

AGENDA ITEM TITLE: **Capital Construction**, Harris

CHECK THE APPROPRIATE BOX(ES):

- Work Session  
 Education Session  
 Information Item  
 Other Specify:

BACKGROUND AND POLICY CONTEXT OF ISSUE:

The selection of architects and awarding of contracts for capital construction projects has been prescribed by trustee regulation. The regulation requires that the Physical Plant and Equipment Committee recommend to the Board of Trustees the selection of architects and awarding contracts. With the recent revision of Trustee By-Laws, the Physical Plant and Equipment Committee no longer exists.

The Facilities Planning Office will be advertising for numerous construction projects during the coming months (see details below) and it will be important to have a process in place to secure approval of construction bids within the 30 day window that is available to either accept or reject the bids.

Because the Board is not currently scheduled to meet during the summer months, it is necessary to establish an approval process for the numerous construction bids that will be received between May and August. Prior practice of the Board allowed the Physical Plant and Equipment Committee to approve contracts between Board meetings and most recently the contract approval for the artificial turf bid was presented to the Trustee Executive Committee for approval.

Prior Related Board Discussions/Actions:

April 7, 2005: Trustee Executive Committee approved bids for War Memorial Artificial Turf

March 3-5, 2005: Trustee work session on plans to renovate Classroom Building

January 6-8, 2005: Trustee approval of architect for White Hall project; Design-Build approval for SAREC facilities

September 23-35, 2004: Trustee approval of Construction Manager at Risk for Wyoming Technology Business Center

May 20-22, 2004: Trustee approval of construction bids for Early Care and Education Center

September 2002: Trustees approve Capital Facilities Plan

WHY THIS ITEM IS BEFORE THE BOARD:

The trustees must decide whether they intend to convene the Executive Committee to coincide with bid openings or whether approval of construction bids may be delegated to the

administration for the projects that will be scheduled this summer. The Facilities Planning Office evaluates all bids to determine contractor qualifications and project budgets. Bids would not be accepted if there was reason to believe that qualifications were unacceptable or if the price exceeded available funding.

**ARGUMENTS IN SUPPORT:**

- It is important that the proposed construction projects be sequenced this summer to avoid delaying subsequent capital projects such as the Coe Library addition and remodel that cannot be undertaken until the Anthropology and Archaeology Resource Facility is completed.
- Delaying renovation of the Classroom Building project is very disruptive to class scheduling and the problem would be exacerbated by further delays.
- Construction bids must be accepted or rejected with 30 days of bid opening.

**ARGUMENTS AGAINST:**

- None

**ACTION REQUIRED AT THIS BOARD MEETING:**

A process to permit timely approval of construction bids must be established at this meeting.

**PRESIDENT’S RECOMMENDATION:**

- N/A

The university’s capital design and construction program has the following projects planned for summer 2005.

Project	Anticipated Bid Date	Anticipated Construction Start	Construction Estimate
4 <sup>th</sup> Floor East Addition Health Sciences: This floor level was constructed as a shell. This construction provides a classroom and graduate student office within the shell.	April 21, 2005	May 2005	\$385,000.00 Appropriation, bond, and private funds available in current project budget
2 <sup>nd</sup> Floor North – Education Annex: Renovate existing industrial education space into three modern classrooms.	May 5, 2005	May 2005	\$320,000.00 Plus Budget

Classroom Building Asbestos Removal	May 10, 2005	May 2005	\$300,000.00 Part of general fund appropriation for this project.
Animal Facility – Pharmacy Building: The relocation of the animal facility from the upper floor of pharmacy to the basement. This will provide a facility that will not require the movement of contaminated animal maintenance materials through the building and provides a regulatory complying facility meeting research level requirements.	3 <sup>rd</sup> week of May, 2005	June 2005	\$740,000.00 Original capital appropriation and grant funds
Prexy’s Union Plaza/ 14 <sup>th</sup> Street Interbuilding Pathway: The plaza development on Prexy’s Pasture immediately in front of the Wyoming Union will be developed as indicated in the master plan. An accessible ramp from Lewis Street to the parking level north of the Education Building will be included with the Union Plaza. The ramp and landscaping was bid last fall and the bids were not acceptable. By packaging the project it is anticipated the project will be more economical.	3 <sup>rd</sup> or 4 <sup>th</sup> week of May, 2005	June 2005	\$500,000.00 Private Funds for plaza and ADA appropriation.
Centennial Complex Waterproofing Repairs: Repairs to leaking deck membranes at the building entry and the sculpture court to protect collections storage below.	3 <sup>rd</sup> /4 <sup>th</sup> week of May, 2005	June 2005	\$380,000.00 Major maintenance
Upper Concourse War Memorial Stadium Restroom and Concession Improvements.	3 <sup>rd</sup> /4 <sup>th</sup> week of May, 2005	June 2005	\$1,200,000.00 Appropriation, private funds
Classroom Building Renovations	Early July, 2005	July 2005	\$7,905,000.00 Appropriation

Archeological and Anthropological Resource Facility	Early August, 2005	August 2005	\$10,886,000.00 Bond Funds
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The Sustainable Agriculture Research and Extension Center (SAREC) located in Lingle, Wyoming was approved as a design/build project delivery process during the January 2005, Board of Trustees meeting. This project is estimated to cost \$1.2M and will be bid in May with anticipated completion later this fall.

The Wyoming Technology Business Center is proceeding with the Construction Manager-at-Risk (CMAR) and expects to receive the guaranteed maximum price (GMP) by May 2, 2005. If the GMP is acceptable the CMAR will begin accepting bids for the subcontracts in mid May with an anticipated construction completion in May 2006. This project is funded with a combination of appropriation, grant and private funds.

The Information Technology Facility (ITF) is in the early planning stages. A request for qualification of design teams to assist the Facilities Planning Office and the ITF planning team has been issued. It is anticipated that a recommendation for architectural firms could be available for the next meeting of the trustees. The planning goal is to achieve a Level II plan to submit to the State Building Commission and the legislature this fall.

A solution to the Fine Arts facility is also in the planning stages. The Facilities Planning Office with the aid of a planning consultant and a Fine Arts planning team will attempt to define a facility for the visual arts and the improvements necessary to the existing building to support the Departments of Music and Theater and Dance. Upon reaching consensus on a recommended facilities program (needs analysis) the acquisition of a design team (architectural design services) to analyze facility options and attempt to complete a Level II plan by late August would be necessary. However, achieving a complete Level II may not be possible with the level of work load among the state architectural and engineering firms. The goal will be to provide a reasonable estimate of the scope of the project to submit to the State Building Commission and the legislature this fall.

A planning process similar to Fine Arts is also occurring with the College of Business. While it is not anticipated at this time that the planning could proceed to the level of a request for the State Building Commission and the legislature, the acquisition of a design team to assist in the development of the Level II document could occur during the summer if the planning process proceeds quicker than expected.

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**MINUTES OF THE MEETING:**

Vice President Harris spoke to the Board about the Capital Construction information presented in the report. The tables identify a number of capital facilities projects and architectural selections that UW will be processing over the intervening months between this

month and the next meeting. One item that occurred with revision to the trustee by-laws in January was the elimination of the Physical Plant and Equipment Committee. Formerly, Mr. Harris needed to take his requests to the Physical Plant and Equipment Committee for approval, and still needs to gain approval from the Board. One item he is looking at is if the Board would authorize the Executive Committee to approve the projects within the budget on the recommendations as reviewed. Also he put an additional memo in the Board packets with three projects that are ready for action today if the Board is inclined to approve them. He asked if there were any questions on the projects narrated in the report.

Trustee Rounds asked about the average percentage fee for architects, and she believes that she got the answer as being from 7 ½ to 9%. Mr. Harris said that they may be a little higher on those estimates. He discussed some of the projects that may not cost as much as was anticipated. President Richards clarified that Mr. Harris was asking the Board to authorize the Executive Committee to grant approval of the construction projects, as well as the additional three projects from his memorandum.

President Richards asked for a motion to allow the Executive Committee to act on the projects as they come available. Trustee Davis asked if the motion shouldn't be to approve these projects and then authorize the Executive Committee to execute the contracts that come in with the bids within the parameters. Trustee Spicer seconded Trustee Davis' statement as a motion, and President Richards asked if the Board had already approved the projects. Mr. Harris said that was correct, but the execution of the bid or the selection of the architect had not been approved. President Richards reiterated the motion to allow the Executive Committee to okay the bids as they come in, as well as select the contracts. Motion carried unanimously.

Mr. Harris then talked about the three projects that could be approved at this meeting that he prepared in a supplemental recommendation for the Board. He talked about the projects individually, beginning with bids for work on the 4<sup>th</sup> Floor shell of the Health Sciences Building, which were favorable allowing UW to build a 4<sup>th</sup> level in the form of an exterior shell with a roof on it. If there was sufficient funding within the project, UW may bid a portion of the job to finish some levels within that fourth floor and there is availability of funding to construct a classroom, as well as some office space. UW solicited bids for the project and ended up with one bid at \$355,900 from Reiman Corporation out of Cheyenne. That was less than the \$385,000 estimated for the project and his office is recommending approval of that bid, which expires in seven days.

UW will open bids this week on asbestos removal for the Classroom Building to address the ceiling tiles and other surfaces. This is the first step of the project and needs asbestos abatement. They received two bids from non-resident firms for that work that was estimated at about \$200,000. The low bid from Colorado Environmental Services was \$179,000, and have completed due diligence over the last two days on the firm and believe they are a quality firm and recommend approval.

The last recommendation is for selection of an architect for the Information Technology building. This is a project that could not be accomplished with the construction of the Information and Library Service due to high prices. The planning team for that facility has been reconstituted. They have all of the level work done due to previous planning. The group of architects and UW did a request for qualifications, which were listed in priority order. The recommendation was to hire Tobin and Associates out of Cheyenne with Anderson-Mason-Dale out of Denver recommended as the firm that UW begins negotiations with. If UW is unable to

secure negotiations with that firm, the second-ranked firm on the list would be contacted.

President Richards asked Mr. Harris if he wanted the items acted on individually or in total.

Trustee Spicer asked if UW anticipates that the cost of the Information Technology facility plus the cost of the IL<sup>2</sup>C as it's currently envisioned is less or more than the IL<sup>2</sup>C when it had the technology part in its design. Mr. Harris said some of that will be less due to some of the changes. He cannot say if it will be less expensive as a stand-alone project due to increasing costs also. He noted that he didn't think that the Board had reviewed the RSM McGladrey discussions for what UW needs to do for information structure and technology. The expensive component in this will be the machine room. UW will have to make some decisions on the trade-off of the level of redundancy and back-up that will be put into the machine room. It can be as high as \$1500-1600 per square foot in the machine room. Trustee Rounds asked if reference checks had been done on all the bidders. Trustee Brown asked if there is an instance of only one bidder and the statement is made that the bid is below the estimate, who generates the estimate bid number. President Richards asked what the pleasure of the Board was, and Trustee Spicer moved to approve all three projects by placing them on the Consent Agenda. Trustee Davis seconded. The motion carried.

Mr. Harris noted that there would be more items for the Board, including the animal facility in Pharmacy and the Union Plaza bid that he hopes to have out in June. President Dubois said that Intercollegiate Athletic Director, Gary Barta also had a brief presentation for the Board.

### **Public Testimony**

President Richards then introduced Mr. John Hill, who requested an opportunity to speak briefly to the Board regarding the Classroom Building. Mr. Hill distributed some maps for the

Board to look at while he did a presentation. He said that the point he wanted to make remains the same as the one he made at the March Board of Trustees meeting with his urgent request that the Board keep the west view of the Classroom Building open from the windows to Ninth Street. Conversely, he also hopes that UW would keep the view from Ninth Street up to the glass entry doors and the murals of the Classroom Building unobstructed, with nothing above ground in that area. Many alumni have voiced their concern and support of this request, and Dick Evans, who is the designer of one of the mosaic murals in the southwest interior corner of the building commented that it's not just the murals, but also the view out toward the Snowy Range mountains that they feel should be left open. His request was that the Board not support the renovation to the Classroom Building.

President Dubois added that the legislative funding has been secured by UW and planning is well underway. Unless the Board wishes to stop the project, it will be up for vote during tomorrow's business meeting. Vice President Phill Harris added that the project will be out to bid in June, bids will be back during the summer and work would begin shortly.

AGENDA ITEM TITLE:

**Bond Issue – Archaeological and Anthropological Facility, Hardin**

CHECK THE APPROPRIATE BOX(ES):

- Work Session  
 Education Session  
 Information Item  
 Other           Specify: BUSINESS MEETING

BACKGROUND AND POLICY CONTEXT OF ISSUE:

Construction of a facility to replace the Anthropology Building was identified as a major priority in the Capital Facilities Plan, adopted by the Board of Trustees in 2002. This project is the first phase of a larger endeavor and is the cornerstone for construction of the Information, Library and Learning Center (IL<sup>2</sup>C).

The new Archaeological and Anthropological Research Facility (A<sup>2</sup>RF) will bring together in one facility several related units currently housed in various locations on the Laramie campus. Included in the new 53,000+/-gsf facility will be the Department of Anthropology, as well as the state archaeologist, the Cultural Records section of the State Historic Preservation Office, the Frison Institute (affiliated with the Anthropology Department), the UW Archaeological Repository, the Anthropology Museum, and large artifact collections associated with these units.

The university's 2005 supplemental budget request included the authority to issue \$16 million in revenue bonds for construction of the A<sup>2</sup>RF, using federal mineral royalty funds for payment of the debt and \$45 million from state General Funds for construction of IL<sup>2</sup>C. The legislature authorized these requests in March 2005.

The Board is being asked to approve the issuance of \$16 million in revenue bonds, referred to as The Trustees of the University of Wyoming Facilities Improvement Revenue Bonds Series 2005. The following bond documents will be presented to the trustees for review and approval: 1) the bond resolution 2) the Preliminary Official Statement (POS) 3) the bond purchase agreement and 4) the paying agent and registrar agreement.

The university's bond counsel, Frederic Marienthal of Kutak Rock (Denver, Colorado) and investment banker, Mary-Keating Scott of George K. Baum & Company (Cheyenne and Denver) will be present to provide an overview of the bond issue, explain the bond documents and discuss the process for pricing and marketing the bonds.

**Prior Related Board Discussions/Actions:**

September 2002: Trustees approve the Capital Facilities Plan.

September 2004: Trustees approve the 2005 capital construction supplemental budget request including \$16 million of bonding authority and \$45 million of state General Fund appropriation.

March 2005: The Board is informed that the 2005 legislature authorized the capital construction supplemental budget request and trustees give approval to appraise and purchase three properties adjacent to the A<sup>2</sup>RF construction site and to raze or sell an existing structure, in order to prepare the site for construction.

#### WHY THIS ITEM IS BEFORE THE BOARD:

The Board's approval to issue bonds is required by state law (University Securities Law W.S. 21-17-402 through 21-17-450) and Board policy. The officers of the Board must sign certain bond documents.

#### ARGUMENTS IN SUPPORT:

- Construction of these two facilities is consistent with priorities identified in the Capital Facilities Plan.
- Legislative approval has been given for the bond issue and funds have been appropriated for construction of the IL<sup>2</sup>C.
- A<sup>2</sup>RF is not a stand-alone project and issuance of the bonds is essential before proceeding with construction of IL<sup>2</sup>C.
- Architects are in the process of developing construction documents.

#### ARGUMENTS AGAINST:

- There are no material arguments against approval of the Facilities Improvement Revenue Bonds Series 2005.

#### ACTION REQUIRED AT THIS BOARD MEETING:

It is expected that the Board will approve issuance of \$16 million in revenue bonds as authorized by the 2005 legislature and that the officers of the Board of Trustees will sign the appropriate bond documents prior to adjournment.

#### PRESIDENT'S RECOMMENDATION:

President Dubois recommends immediate approval.

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MINUTES OF THE MEETING:

Vice President Hardin spoke about the bond issue in front of the Board for approval. She stated that the role of the Board today is to vote to issue \$16,000,000 in bonds for the purposes of constructing the anthropology building, as part of the capital facilities program. It was outlined in the report for the Board.

Ms. Hardin introduced Mr. Fred Marienthal, bond counsel from Kutak Rock and Ms. Mary Keating Scott, investment banker and underwriter with George K. Baum. The bonds will be issued with the approval of the Board at a AAA rating, and ensured with an underlying rating of AA-. UW's rating last year for the first time precipitated Standard and Poor's revision upward of the rating for the state of Wyoming that is now at AA for the underlying rating.

Ms. Scott began the conversation regarding the bond issue. The research element of UW was focused on more this year. They worked with UW and legislature to revise and update investment statutes for the bond proceeds. Previously, UW could only invest in direct general guarantees of the United States government, and effective July 1, they hope to provide a better yield than that on the investment of the bond proceeds. They went through the credit presentation in April 2005. Bonds were priced on Thursday while working with Megan Hanneman and Janet Lowe in Denver.

The bond purchase agreement and the bond resolution need to be taken care of today, and they will actually close on May 19, and transfer the bond proceeds to the university and assist in the bidding out of the bond proceeds and reinvestment. There were \$16 million dollars of bonds with a final maturity date of 2025 with annual payments of \$1,258,000. Bonds are callable in 10 years at par with no premium. The all-in cost was 4.33%. Last year's all-in cost was 4.86%.

Short-term rates have gone up, but the long-term rates have declined. She also spoke about a comparison of other institutions with similar ratings that she provided to the Board. The last page of the information she provided had highlights of the credit report from Standard and Poor's, and also provided a summary.

Mr. Fred Marienthal spoke about the legalities of the bond issue. He talked about his role as bond counsel, which is to provide the investors and the university an unqualified legal opinion that the bonds being issued by UW are valid and binding under state and federal law, and that the interest on those obligations (4.33%) is exempt from gross income for federal and state law purposes. They also provide an official statement or a prospectus to the investors describing UW and the security for the bonds. His firm will provide documentation that the materials do not contain any material misstatements or omit any material fact in terms at how investors' would look at the opportunity.

He further spoke about the bond resolution, which is the contract with the bond holders. These are relatively risk-free bonds. UW has pledged net pledge revenues of UW's facilities, minus operation and maintenance expenses of the facilities. UW promises to maintain a certain debt-service coverage ratio on the bonds. The bonds are also secured by the reserve fund and/or amounts that are in the capital fund, which is a repair and replacement fund if there were to be an event of default. Investors bought the bonds based on the Ambak municipal bond insurance policy that UW purchased, giving a AAA rating. Covenants in the bond resolution include the prompt payment of bonds when due; a rate covenant; and other undertakings in the resolution, such as maintaining the tax exemption on the bonds. The resolution has various funds in accounts that are segregated, and Mr. Marienthal explained what would happen if there was a default on the resolution. The resolution does not provide the bondholders or the insurers any

ability to accelerate the debt. The only right that the aforementioned would have would be in Wyoming Court under specific performance to fulfill the obligation. The resolution will approve the issuance of \$16 million dollars in bonds, approve the sale of the bonds to George K. Baum at a purchase price of \$16,805,707.83. The bonds were sold at a premium, so the 4.33% rate reflects the premium. The resolution contemplates the proceeds of the bonds being used for the construction of the Archaeology and the Anthropology building. These are fixed rate bonds, payable on June and December of each year, with the principle payable on June 1<sup>st</sup> and they are serial bonds.

Mr. Marienthal thanked Ms. Hardin and her team, President Dubois, Vice President Rick Miller, and all involved. He has enjoyed working with President Dubois and the smooth financing that has occurred.

Ms. Hardin asked the Board to vote in the affirmative to support the bond resolution and the issuance of bonds. President Dubois then stated that the Board needed to move into Business Session at this time to approve this today, as the documents must be signed today. Trustee Haynes moved that the Board move into Business Session; seconded by Trustee Lauer. Motion carried.

Trustee Rounds read the roll call for the Board. Those present included: Trustees Brown, Davis, Haynes, Lauer, Neiman, Palmerlee, Richards, Rounds, Spicer, Trosper, and Willson. Ex-officio Trustees Dubois and Hughes were also present. Trustee Spicer moved to approve the revenue bond resolution; Trustee Neiman seconded. Motion carried unanimously.

Vice President Hardin thanked the Board for their support of the culmination of an effort to plan, design and fund the construction of a new building that will have a long-lasting effect on UW. She also thanked Fred Marienthal and Mary Keating Scott for their efforts and sensitivity

to the cultural aspects of Wyoming and thanked all the internal UW participants who helped with this process. She mentioned that the president, treasurer and secretary of the Board must sign the bond documents this afternoon. She asked them to go to her office during the next break to sign the documents. Trustee Haynes moved to conclude this portion of the Business Meeting and take a break to allow the officers to sign. Trustee Palmerlee seconded. Motion carried unanimously, with the Board taking a ten-minute break to allow the officers to sign documents.

AGENDA ITEM TITLE:

**Accelerated Nursing Program Tuition Differential**, Buchanan

CHECK THE APPROPRIATE BOX(ES):

- Work Session  
 Education Session  
 Information Item  
 Other Specify:

WHY THIS ITEM IS BEFORE THE BOARD:

Justification

The American Nurses Association (ANA) reports that the nursing shortage will have a significant impact on health care delivery throughout the nation. Wyoming is predicted to have one of the worst nursing workforce shortages in the country by 2010. Because most frontier and rural communities are distant from hospitals, residents rely on non-hospital based care for a greater proportion of their health care than their urban counterparts. Nurses serving in home health, public health, primary care, school health or a faith-based setting are important resources in communities that may otherwise have no locally-based provider.

Last year 22 accelerated baccalaureate programs were launched in the US, a 43% increase since fall 2002. Nurse employers, like Tenet Healthcare, Carondelet Health Network, and others actively support the development and growth of accelerated nursing programs.

Current Enrollment Limitations

The University of Wyoming Nursing Program has been limited to 48 undergraduate slots based on faculty size and state Board requirements that require a 1:8 faculty to student ratio in clinical settings. Last year, a national survey found that 32,797 qualified applicants were not accepted at four-year colleges and university schools of nursing due primarily to shortages of faculty and resource constraints. Nationally, the application acceptance rate was only 44.7%. At the University of Wyoming the acceptance rate in 2005 was 40%.

Target Market

The UW School of Nursing has had a steady number of students with baccalaureate degrees in other fields who apply to the Nursing Program. With general education requirements completed students can move quickly through required nursing courses and clinical practica. For those who have already completed a four-year degree, accelerated programs are the most efficient educational path to careers in professional nursing. Students in accelerated programs tend to be older, with established families, and are more likely to stay in the area.

Fast Track Accelerated Outreach Program

The accelerated program proposed at UW would use an innovative combination of online and off campus intensive outreach instruction, thereby making courses available to students throughout the state. Clinical instruction will be shifted to the end of the program so that students can study acute care and specialty content in an intensive format over the summer.

A special cohort of 12 students who had completed bachelor's degrees in other fields was admitted in fall 2004 in an attempt to expand the number of undergraduate students and provide nursing education in a more efficient format for mature students. Ten students are currently taking courses. The nursing faculty formed a special task force to address curriculum and progression issues. A consultant from the University of Rochester (a school with an established accelerated program) came to campus to help faculty refine the curriculum and develop policies appropriate for an accelerated program.

Initially, faculty resources (1.5 FTE) will be needed to ensure program coordination and availability for teaching over 12 months as well as a .5 FTE staff. The School of Nursing and the Outreach School are recommending an initial tuition rate of \$390 per credit hour for the accelerated option. This is competitive with regional schools and national programs similar to the one proposed. The program will require a total of 58 credit hours earned over a 16 month period. The business plan allows for one "paid" slot for a student who may be interested in the program but unable to afford the \$390/credit hour tuition. An initial enrollment of 10-12 students per year, growing to a maximum of 14-16, is anticipated. Total 12 month revenues would range from \$203,580 to \$271,440 for a class of 10-16 students. Total annual expenses for the Fast Track Program, including 1.5 full-time faculty, 1 part-time staff, the scholarship, travel supplies, and marketing would total \$175,884.

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#### MINUTES OF THE MEETING:

Dr. Buchanan began the discussion by introducing Kimberly Coffrin, academic professional in Academic Affairs who has recently received her MBA from the College of Business. She will provide staff support to the Board for the presidential search. The purpose of the presentation is to discuss student performance coming into UW as well as going out. He said the presentation and the information collected was prepared by Ms. Coffrin. They showed a snapshot of high school GPAs, UW GPAs, and ACT scores of students coming into UW. They will also take a look at retention and graduation rates, numbers of degrees awarded, etc. He presented the information to the Board. Dr. Buchanan and President Dubois answered questions from the Board.

Dr. Buchanan and Dean Clark spoke about the item for the accelerated nursing program tuition differential. Nationwide, there is a nursing shortage and many institutions have

implemented accelerated baccalaureate programs, allowing students with their bachelor's can return to school to complete the bachelor's in nursing. There are statistics in the report about UW's nursing program and current enrollment limitations for the program largely as a result of the required faculty to student ratios, drive by clinical requirements, etc. Dean Pam Clark and Dean Maggi Murdock constructed the proposal for the Board to review.

The program is an intensive on-line and off-campus degree program with a clinical component being shifted towards the end of the program to allow students to study acute care and specialty content over the summer. The proposal is for the program to proceed subject to the Board's approval; the pilot program is already in place. This would offer 10-16 students a year the opportunity to pursue the bachelor's in nursing in the accelerated program with a differential tuition of \$390 per credit hour. The funds from those credit hours would go to Outreach School and then be used to supplement the staffing and instructional workforce in nursing to be able to accommodate the program. Academic Affairs believes that the credit hour rate is consistent with what is seen elsewhere, and they feel there would be good subscription to the program. The program cannot be built with the current faculty in place who are already at maximum in their teaching. If it cannot support itself, it will not be continued.

Dr. Buchanan answered questions from the Board regarding whether the tuition rate would be the \$390 for anyone, regardless of resident or non-resident. Dean Clark noted there is one scholarship built into their estimates. Trustee Rounds said she commends the work on this program and is aware that the demand is out in the state. Other trustees commented that the smaller communities are recruiting nurses literally from around the world, and appreciate work to expand the pool of availability. Other questions from the Board included questions on how the clinicals would be tailored.

Trustee Haynes moved to place the item on the Consent Agenda; Trustee Spicer seconded. The motion carried unanimously.

AGENDA ITEM TITLE:

**Amendment to Trustee Regulations, VP for Research and Economic Development**, Dubois/Miller

CHECK THE APPROPRIATE BOX(ES):

- Work Session  
 Education Session  
 Information Item  
 Other Specify: BUSINESS MEETING (Consent Agenda)

BACKGROUND AND POLICY CONTEXT OF ISSUE:

At its January 2005 meeting, the Board of Trustees discussed and approved the concept of changing the title of the vice president of research to "Vice President for Research and Economic Development". Changing that title requires amendments to Trustee Regulations that establish or otherwise refer to that office.

According to Article IX of the By-Laws of the Trustees set out below, a formal motion for action by the trustees is required to change regulations of the trustees.

**Article IX. REGULATIONS OF THE TRUSTEES**

Rules for the government of the University and all its branches shall be designated as "Regulations of the Trustees," which may be adopted, changed or amended at any regular or special meeting of the Trustees without prior formal notice. In order to have the status of a standing regulation, any intention to adopt, change or amend such Regulations must be presented as a formal motion for action by the Trustees.

**Prior Related Board Discussions/Actions:**

January, 2005: Discussed as described above.

WHY THIS ITEM IS BEFORE THE BOARD:

Amendments to Regulations of the Trustees require formal action by the trustees.

ARGUMENTS IN SUPPORT:

- The trustees previously agreed that the changing this title is appropriate.

ARGUMENTS AGAINST:

- None

**ACTION REQUIRED AT THIS BOARD MEETING:**

Approve the amendment to the Regulations of the Trustees as provided.

**PRESIDENT'S RECOMMENDATION:**

Approve the amendment.

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**MINUTES OF THE MEETING:**

President Dubois spoke to the Board about his previous comments to change the title of the vice president for research to include economic development that requires a three-word amendment to a Trustee Regulation. Trustee Spicer moved to place the item on the Consent Agenda; Trustee Rounds seconded. The motion carried unanimously.

## **II. THE ADMINISTRATIVE ORGANIZATION OF THE UNIVERSITY**

### **A. PRESIDENT OF THE UNIVERSITY**

Subject to control of the Trustees, the President of the University is the chief executive officer of the University and is vested with powers and duties as provided bylaws of this State and the Bylaws of the Trustees of the University of Wyoming. In addition to such duties, the President shall enforce these Regulations and other University regulations adopted pursuant to Chapter IV hereof, and the President is hereby clothed with all authority requisite to these ends. Any authority or responsibility of the President may be delegated by him/her to any other member of academic personnel (faculty or academic professional) or staff of the University, but delegation of major areas of authority or responsibility shall have the prior consent of the Trustees.

In the event of the resignation, death or incapacity of the President, the Trustees may appoint an acting president who shall perform the duties and have the powers of the President during such time as the Trustees may direct. If no acting President has been appointed by the Trustees, the duties of the President shall be performed by the Vice President for Academic Affairs.

The President shall serve as the ordinary channel of communication between the Trustees and academic personnel and between the Trustees and all subordinate administrative officers and staff of the internal organization. This regulation shall not be interpreted to limit the right of communication between academic personnel or other officers of the University and the Trustees or to limit the manner in which the Trustees may gain information as to the work and operation of the University.

The President shall have as principal administrative officers a Vice President for Academic Affairs, a Vice President for Student Affairs, a Vice President for Administration, a Vice President for Research and Economic Development, a Vice President for Institutional Advancement, a Vice President for Information Technology, a Vice President for Budget and Planning, a Vice President for Governmental, Community and Legal Affairs and Special Assistant to the President. He also may have other assistants as are authorized from time to time.

### **H. VICE PRESIDENT FOR RESEARCH AND ECONOMIC DEVELOPMENT**

The Vice President for Research and Economic Development shall be responsible to the President for the general administrative supervision and coordination of research programs conducted by units of the University, review and evaluation of proposed research and economic development programs, and continuing review of the status of existing contracts and grants to assure that they meet University objectives and comply with the terms and conditions of such contracts and grants.

The Vice President shall be responsible for maintaining an assessment of the available research capabilities of the University and shall interact with governmental agencies or other entities sponsoring or seeking research or investigatory studies.

The Vice President shall maintain general administrative supervision of Contracts and Grants Accounting, the Institute for Environment and Natural Resources, The Wyoming Small Business Development Center, the Mid-American Manufacturing Technology Center-Wyoming, the Small Business Innovation Research Initiative, the Research Products Center, the UW-National Park Service Research Center, the Office of Water Programs, EPSCoR and IDEA Projects, the Wyoming Natural Diversity Database and any such other units as may be designated by the President.

### **III. THE ACADEMIC ORGANIZATION OF THE UNIVERSITY**

#### **C. THE GRADUATE SCHOOL**

The Graduate School shall be headed by a Dean who shall be responsible for the recommendation of the Graduate School budget and for the administration of the programs and functions of the School. The Dean shall report to the Vice President for Academic Affairs.

The Graduate Faculty shall consist of appropriately qualified and selected faculty, regardless of rank, the President, the Vice President for Academic Affairs, the Vice President for Research and Economic Development, and the deans of the colleges and independent schools, the heads of departments, divisions and schools in which work for graduate credit is authorized, and the Directors of the University Library and the Division of Computer Services. Persons holding faculty rank who may have occasion to direct graduate research may be members of the Graduate Faculty upon the recommendation of the Graduate Dean and approval of the Graduate Faculty.

The Graduate Faculty may, at its discretion, delegate its powers to a duly constituted and representative group. The Graduate Faculty shall review proposals for new graduate programs and make recommendations through the Dean of the Graduate School and the Vice President for Academic Affairs to the President.

Candidates for advanced degrees and diplomas shall be recommended to the President and the Trustees by the Graduate Faculty through the Dean of the Graduate School.

### **VII. EMPLOYMENT PROVISIONS APPLICABLE TO ALL PERSONNEL**

#### **K. CLASSIFIED RESEARCH AND SECURITY CLEARANCE**

The University of Wyoming does not prejudge the appropriateness of participating in classified research. Rather, it reserves the right to examine each proposed project in the context of scientific merit as well as contributions the research may make to the general welfare of the state, the nation and the whole of humankind. As the governing body for the University, the trustees have authority to accept or reject all research grants, contracts and gifts. In order to make special judgments about research projects, the Trustees must have access to research protocols, including classified research to be conducted at the University of Wyoming.

1. The Trustees shall be fully apprised of the character of all proposed classified research to be conducted at the University of Wyoming. The University, its academic personnel and staff, shall enter into contracts for classified research only with the express approval of the Trustees. (Amended, 2/16/91)

2. A Security Management Team (SMT) shall be designated for each classified research project to be conducted at the University of Wyoming. All members of the SMT shall be subject to security clearance investigation by the Defense Investigation Service and must be awarded clearance at the appropriate level in order to function as a member of the team.

The Security Management Team will consist of the President of the University, the Vice President for Research and Economic Development, the Associate Vice President for Research and Economic Development(as Security Officer), two representatives from membership of the Trustees, the faculty involved in the research and others as may be required by the grantor or contractor.

AGENDA ITEM TITLE:

**International Admission, University Regulation 248**, Buchanan/Axelson/Miller

CHECK THE APPROPRIATE BOX(ES):

- Work Session  
 Education Session  
 Information Item  
 Other                   Specify: BUSINESS MEETING (Consent Agenda)

BACKGROUND AND POLICY CONTEXT OF ISSUE:

For many years, the university has had regulations in place that require some demonstration of English proficiency as a condition for admission for international students. These regulations are similar to those in place for other higher education institutions like the University of Wyoming. The current UniReg specifies the use of one test to determine English proficiency, but in recent years, a number of reliable tests have been developed and are in widespread use. UW's International Education Steering Committee and the Graduate Council recommend modifying the existing regulation to authorize use of other tests. The versions of the tests vary occasionally, so establishing a specific passing score in the UniReg would require regular revision of the UniReg based on differences in the tests. Instead, the proposed UniReg would allow the Division of Academic Affairs to establish acceptable scores for admission.

Under trustee regulation IV.C. (a copy of which follows), proposed UniRegs must be referred to the Trustees for consideration before the university president takes action to adopt them if they "involve substantial changes to the functions, programs and procedures of academic units or the organization and operation of the offices of the principal administrative officers or which involve significant matters of University-wide concern and policy." In addition, the president has discretion to "approve regulations which are ministerial in nature or which are in furtherance of and necessary to implementation of functions, responsibilities or organizational changes established by action of the trustees". But the president may also refer those regulations to the trustees for consideration.

This proposed amendment is likely not a substantial change to programs and procedures, but it might be construed as a significant matter of university-wide policy. Even if not, changes to implement functions established by action of the trustees may be referred to the trustees for consideration. Thus, this proposed change is being referred for Board of Trustees consideration.

Prior Related Board Discussions/Actions: None

WHY THIS ITEM IS BEFORE THE BOARD:

Trustee regulation IV.C. provides for trustee consideration of modifications to UniRegs.

ARGUMENTS IN SUPPORT:

The change permits the use of a variety of available tests to assess English proficiency as a condition of admission for international students.

ARGUMENTS AGAINST:

None

ACTION REQUIRED AT THIS BOARD MEETING:

Trustee approval

PRESIDENT'S RECOMMENDATION:

Approval

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MINUTES OF THE MEETING:

Vice President Rick Miller noted that the previous amendment to the trustee regulations provided information on how those are amended. University Regulations have a process that requires the Board to tell the university how to handle the UniRegs. He provided a detailed explanation to the Board on the necessary process and let the Board know that the UniRegs do change at times without the Board having to be involved. The President has the opportunity to bring the UniRegs to the Board at his/her discretion. The UniReg under review, UniReg 248 has been brought to the Board for their review and information. He commented that UW will err on the side of even the most ministerial changes may be brought to the Board. Associate Vice President Sara Axelson talked about the proposed changes to the UniReg.

Trustee Davis moved to place the item on the Consent Agenda; Trustee Neiman seconded the motion. The motion carried unanimously.

#### **IV. REGULATIONS OF THE PRINCIPAL ADMINISTRATIVE AND ACADEMIC UNITS OF THE UNIVERSITY**

##### **C. REVIEW AND APPROVAL OF PROPOSED REGULATIONS**

All proposed regulations shall be reviewed by the President of the University. Incident to such review, the President shall consider the need for such regulations, the duties and authority of the officer or academic unit proposing the regulation, possible conflicts with other existing regulations, and such other matters as the President may deem relevant to the best interests of the University.

The President may cause the proposed regulations to be reviewed by any affected units of the University, and any officers or committees concerned with the substance of the proposal in order to elicit their recommendations.

In his/her discretion, the President may return the proposed regulation for consideration of matters requested by him/her. But, if in the case of a regulation which has been proposed by the Faculty Senate, the Senate, after consideration of the President's views, shall agree to repass the regulation by a three-fourths vote of the members present and voting (there being a quorum of at least two-thirds of the voting members present), the President shall refer the regulation to the Trustees, at their next regularly scheduled meeting, for final approval, disapproval or other disposition of the regulation. At this meeting, the President shall present his/her views on the proposed regulation to the Trustees and the Chairperson of the Faculty Senate or his/her designated representative shall be invited by the Trustees to represent the view of the Faculty Senate on the proposed regulation.

Except as provided for in the preceding paragraph no regulations authorized under this Chapter shall become effective unless and until approved by the President. In his/her discretion, the President may approve regulations which are ministerial in nature or which are in furtherance of and necessary to implementation of functions, responsibilities or organizational changes established by action of the Trustees. The President may refer such regulations to the Trustees for consideration before he/she takes action thereon.

Proposed regulations which involve substantial changes to the functions, programs and procedures of academic units or the organization and operation of the offices of the principal administrative officers or which involve significant matters of University-wide concern and policy shall be referred to the Trustees for consideration before the President takes action thereon.

**THE UNIVERSITY OF WYOMING**  
**Laramie, Wyoming**

**UNIREG 248, Revision 3**  
**June 8, 2005**

**UNIVERSITY REGULATION 248, Revision 3**

**Initiating**

**Authority:** Vice President for Academic Affairs

**Subject:** Admission of Foreign Students

**References:** (a) University Regulation 248 and Change 3 thereto  
(b) Faculty Senate Bill 177 (adopted February 11, 1985) and Faculty Senate Bill 180 (adopted April 15, 1985)

1. **PURPOSE.** To revise University Regulation 248 by incorporating Change 3 and reference (b), which requires international student applicants for whom English is not the native language to furnish scores from the "Test of English as a Foreign Language" (TOEFL) and which allows an international student to apply for admission to the University for fall and spring semesters, or summer sessions.
2. **DIRECTIVE.** Effective immediately, the following regulation shall supersede reference (a) and shall be the established policy for the admission of international students to the University of Wyoming and to specific programs offered by academic subunits, which policy shall be supplementary to existing general admission policies and procedures.
3. **GENERAL INFORMATION.** Pre-existing admission policies have recognized the desirability of having various cultures of the world represented by international students and the potential contribution such students provide the general student body with regard to the understanding of the nations and cultures represented. However, the basic objective of the University of Wyoming is to provide for the education of the people of the State and only limited resources are available to provide specialized services and assistance to international students. Experience has demonstrated that cultural and language differences do impair the ability of members of the University community to facilitate and contribute toward the international student's academic progress and goal. At the same time, all concerned recognize that extraordinary efforts should be made to assist the individual international student who has been admitted to the University, but that such efforts must necessarily be limited so as to fairly serve the needs of all students. Past and projected increases in numbers of enrolled international students require that policies and standards for the future admission of international students be established which will restrict the admission of international students in a manner that will provide for the admission of those applicants who are deemed

highly qualified and whose enrollment can be readily accommodated within the resources of the specific degree program to which admission is sought.

- 4. GENERAL ADMISSION STANDARDS FOR ALL INTERNATIONAL STUDENT APPLICANTS.** The Director of Admissions is responsible for the establishment and maintenance of such procedures as may be necessary to control the initial admission of international students to the University of Wyoming in accordance with the provisions of this regulation. Such procedures shall provide for review and consultation with the various academic colleges and departments concerning such matters as may be relevant to the final admission of international student applicants and the making of the admission decision by the department in accordance with any governing college and University standards.
- a. After the effective date of this regulation, the admission of all new international students shall be subject to the provisions herein contained.
  - b. The admission of an international student to the University is conditioned upon pursuit of the specific degree objective for which application was originally made. Abandonment of such a degree objective, denial by a college of continuation in the original degree objective, or academic suspension from the University, shall cause termination of any continued enrollment in the University. However, in the foregoing situations, the student may petition a department of the same or other college for acceptance in a specific degree program.
  - c. Undergraduate or graduate international students may be admitted to the University of Wyoming for fall, spring, or summer semester. International students must submit all application materials by November 1st for spring semester, April 1st for summer, and June 1st for fall semester. Basic requirements shall include the following:
    - (1) Applicants must provide an English translation of all required academic records, and complete all applications and correspondence in English.
    - (2) International student applicants for whom English is not the native language must furnish scores from the "Test of English as a Foreign Language" (TOEFL). Attendance at other educational institutions within the United States, or foreign schools in which English is utilized, will not be accepted as a substitute for this requirement even though the University may accept the applicant as a transfer student or graduate student. The Division of Academic Affairs shall establish minimum acceptable scores for admission for each test of English proficiency used by applicants. The requirement for the TOEFL examination can be waived in special cases by the Director of Admissions (for undergraduate students) or by the Dean of the Graduate School (for graduate students) upon the appropriate recommendation. Individual colleges of the University, as a part of its consideration of

credentials of international student applicants, may utilize a higher TOEFL score.

(3) Applicants must demonstrate that financial resources are available to them which are sufficient to meet the costs of registration fees, books and supplies, living expenses during their stay in the United States, and transportation expenses to return to their country. In making such demonstration, they may not utilize University forms of student aid as a substitute for financial resources represented to be available. International students may be afforded the privilege of participating in limited student loan programs when justified by emergency situations. Nothing in this provision should be construed as prohibiting international students from competing for awards, scholarships and assistantships which are determined on the basis of merit. Further, if such an award, scholarship or assistantship is granted to an international student, he/she will be able to use the funds thus obtained for the normal expenses associated with attendance at the University of Wyoming.

- d. In addition to the requirements delineated above in Sections 4.c.(1), (2), and (3), international students must meet all other applicable standards for admission as indicated in University Regulation 251, as amended.
- e. Applicants must agree that they will undergo a tuberculosis examination by a medically valid test at the University Student Health Service prior to registering as a student. Each semester or summer session, all foreign students are required, as part of their registration fees, to purchase health and accident coverage available through the University of Wyoming sponsored student health insurance program, unless their government specifically provides them with adequate insurance; determination of adequate insurance shall be made by the Office of International Programs. Active tuberculosis or failure to make payment for the University sponsored student health insurance when due shall constitute cause for cancellation of the student's admission.

**5. SELECTION OF APPLICANTS FOR ADMISSION.** The credentials of all international applicants for admission who meet minimum standards shall be considered for the purpose of selecting those who are judged best qualified and whose enrollment can be accommodated within the available resources, programs and interests of the University. The following factors may be considered:

- a. Academic record and English ability.
- b. Distribution and representation of various cultures and countries of the world.
- c. Current enrollments of international students within particular departments and degree programs.

- d. Contractual or other formalized programs providing for the admission and sponsorship of international students.
  - e. Availability or offer of University scholarships, assistantships, or other form of assistance.
6. **GENERAL PROCEDURES.** The Director of Admissions will develop and establish procedures for the admission of international students in accordance with this policy.

APPROVED: June 8, 2005

Philip L. Dubois  
President

AGENDA ITEM TITLE:

**University Regulation 715, Revision 7. “Scholastic Probation, Suspension, Reinstatement and Academic Renewal for Undergraduate Students”**,  
Abernethy/Miller

CHECK THE APPROPRIATE BOX(ES):

- Work Session  
 Education Session  
 Information Item  
 Other           Specify: BUSINESS MEETING (Consent Agenda)

BACKGROUND AND POLICY CONTEXT OF ISSUE

University policy for reinstatement of students suspended for scholastic reasons, outlined in University Regulation 715, requires revision as a result of a series of concurrent events. The UniReg follows with revisions in **bold** type and deletions bracketed [ ]. The revisions provide that: 1) a scholastically suspended student will not normally be allowed to petition for reinstatement until one full semester, exclusive of summer term, has elapsed, 2) a college may have a more restrictive scholastic reinstatement policy than the general university policy, and, 3) students are eligible for a maximum of three reinstatements.

The central event that led to this revision was a U.S. Department of Education program review audit of UW student financial aid programs. The audit revealed that some students were not meeting the standard definition of reasonable academic progress, a few students with recurring academic suspension had been reinstated an inordinate number of times without progress toward a degree. Maintaining eligibility for federal financial aid programs necessitates institutional policy that insures students receiving financial aid maintain reasonable academic progress. The revisions to this UniReg provide policy that supports reasonable academic progress.

It is well documented that “sitting out” for a full semester often provides for improved scholastic success after students have been academically suspended. There is also an ethical issue raised by the accumulation of failing credit hours that make improvement of the grade point average increasingly difficult.

The university registrar and the Academic Deans/Student Affairs Advisory Council (AD/SAAC) developed the revisions. They were reviewed and approved by the Office of Academic Affairs and Faculty Senate.

Prior Related Board Discussions/Actions:

None

WHY THIS ITEM IS BEFORE THE BOARD:

The Board of Trustees approves substantive changes to university regulations.

**ACTION REQUIRED AT THIS BOARD MEETING:**

Approval of UniReg 715, Revision 7.

**PRESIDENT'S RECOMMENDATION:**

President Dubois recommends approval.

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**MINUTES OF THE MEETING:**

Associate Vice President Rollin Abernethy spoke about the key elements of the changes to UniReg 715. They outline rules that a student that has been academically suspended would not normally be allowed to petition for reinstatement until one full semester, exclusive of summer; students are eligible for a maximum of three reinstatements; and a college might have more restrictive policies than the unireg specifies for the university—the latter being that three reinstatements is fairly generous. Some colleges choose to have only two reinstatements. The changes were brought about initially as a result of an audit by the U.S. Department of Education, on student financial aid practices and a few students that had been reinstated an inordinate number of times. This brings UW into line with reasonable academic progress within the Academic Plan, and the Vice President for Academic Affairs can agree to review cases with a serious request for exception. Trustee Davis moved to place the item on the Consent Agenda; Trustee Haynes seconded. Motion carried unanimously.

**THE UNIVERSITY OF WYOMING**  
**Laramie, Wyoming**

**UNIREG 715, Revision 7**  
**May 31, 2005**

**UNIVERSITY REGULATION 715, Revision 7**

**Initiating**

**Authority:** University Faculty

**Subject:** Scholastic Probation, Suspension, Reinstatement and Academic Renewal for Undergraduate Students

**Reference:** University Regulation 715, as amended

**1. PURPOSE.** To amend University Regulation 715, Revision 6, by incorporating Faculty Senate Bill 300 (January 31, 2005).

**2. DIRECTIVE.** Effective immediately, University Regulation 715, as amended, shall read:

**a. Scholastic Probation**

- i. Scholastic probation shall constitute notice that a student is not progressing satisfactorily toward the bachelor's degree.
- ii. A student enrolled at the University shall be placed on scholastic probation at the end of the semester or summer term when his/her cumulative grade point average at the University of Wyoming falls below a 2.00.
- iii. A student placed on scholastic probation will be so notified by letter.
- iv. A student shall be removed from scholastic probation at the end of the semester or summer term in which his/her cumulative grade point average is 2.00 or above.
- v. A student who fails to remove himself/herself from probation after one semester will be suspended from the University.
- vi. An exception to the suspension rule in 2.(a).(v.) is made when the current semester grade point average is at least 2.00, in which case the student may continue on scholastic probation.

**b. Scholastic Suspension**

- i. Scholastic suspension shall constitute notice to a student that his/her enrollment in the University of Wyoming has been terminated because of unsatisfactory progress toward the bachelor's degree.

- ii. A student who is suspended for unsatisfactory scholastic performance should not be permitted to petition for reinstatement until one full semester, exclusive of summer term, has elapsed. Students may petition once per semester for reinstatement, and, if denied by any college or the Center for Advising and Career Services, cannot petition for reinstatement until the next fall or spring semester, unless there are documented extenuating circumstances justifying immediate reinstatement.
- iii. A suspended student may not enroll for any University of Wyoming credit classes (including on-campus, online, correspondence, and outreach).
  1. Credit earned at another accredited college or university while a student is suspended from the University may be accepted under the usual regulations governing the transfer of credit after the student has been reinstated.
- v. A student placed on scholastic suspension will be so notified by letter.

**c. Scholastic Reinstatement**

1. A college may have a scholastic reinstatement policy that is more restrictive than the general university policy.
2. Scholastic reinstatement shall constitute notice that a suspended student has been reinstated to the University, and is eligible to be considered for readmission. The reinstated student shall be on scholastic probation during his/her first semester or summer term of reinstatement after which he/she may be removed from this probation under the provisions of 2.(a).(iv.) above.
- iii. A petition for reinstatement must be submitted not later than 15 days before the beginning of the semester or summer term in which the student wishes to register. A petition received after this deadline may not be processed until after the regular registration period and the petitioner shall then be subject to the late registration fee.
- iv. The decision on a petition for reinstatement shall be made by the dean (or designee) of the college in which the student wishes to enroll. Undeclared students should contact the Director of the Center for Advising and Career Services. A student who has been reinstated must remain in the college in which he/she has been reinstated for that semester.
- v. Students placed on scholastic suspension are eligible for a maximum of three reinstatements. Any student placed on scholastic suspension for the fourth time is not eligible for reinstatement for a minimum of five years from the end of the last term of attendance.

**d. Academic Renewal**

1. An undergraduate student who returns to the University of Wyoming and who has not completed a college course at UW 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 class days before the last day of classes of the semester in which the student returns to the University.

- ii. The entire UW transcript will remain intact. A note indicating the policy will precede the new part of the UW transcript if the student opts for academic renewal. At the discretion of the academic department in which the student is enrolled, credit hours for which the student earned the grade of "C" or better may be applied toward the completion of the degree requirements. The list of departmentally approved courses (if any) will be submitted to the Registrar with the request for academic renewal.
1. A student's grade point average and completed courses that were applied to a baccalaureate are not eligible for academic renewal.
2. This policy can be exercised only once by any given individual student and is only applicable to undergraduate students.

**e. Definitions**

- i. Cumulative semester hours attempted shall be the total of all credit hours attempted through the University of Wyoming, except for those attempted in repeating a course and for those in which a grade of W was assigned, and those accepted in transfer from other institutions.
- ii. The cumulative grade point average is defined as the sum of all grade points earned through the University of Wyoming divided by the sum of all credit hours attempted through the University except for credit hours in which grades of W, S, U, or X were assigned. When a course has been repeated to change a grade, the second and all subsequent grade points and credit hours assigned shall all be entered in the computation of the cumulative average.
- iii. Current academic status will be indicated on internal documents and grade reports as:
  1. good standing
  1. on probation
  1. scholastic suspension

**f. Exceptions**

- i. These regulations governing scholastic probation, suspension, and reinstatement do not apply to a student enrolled in the College of Law or to a student enrolled in the Graduate School.
- ii. Upon the request of a student placed on scholastic suspension or denied reinstatement, the Vice President for Academic Affairs may review the circumstances and reverse the decision of the dean or the Director of the Center for Advising and Career Services for undeclared students if, in his/her judgment, the student has suffered a gross injustice.

**APPROVED:** May 31, 2005

Philip L. Dubois  
President

AGENDA ITEM TITLE:

**U.S. and Wyoming State Constitution Legislative Requirement,  
SF 116, Abernethy/Miller**

CHECK THE APPROPRIATE BOX(ES):

- Work Session  
 Education Session  
 Information Item  
 Other Specify:

BACKGROUND AND POLICY CONTEXT OF THE ISSUE

Since at least 1947 the University of Wyoming has required satisfactory completion of a course addressing the role of the United States and Wyoming state constitutions and history in our society. Over this researched 58 year period, UW's students have been required to complete a course in American and Wyoming Government, or could substitute a combination of courses in U.S. History and Wyoming History. The specific titles and course numbers have varied. Most certainly prior to 1947, the expectations of W.S. 21-9-102 were met.

In 1991 the university faculty adopted university-wide curriculum requirements, known as the University Studies Program (USP). The United States and Wyoming Constitution requirement was incorporated in USP at that time. Recently, in response to UW's Academic Plan I, the USP program was reviewed and revised to streamline the university wide curriculum requirements and approved by the Board of Trustees in 2002. The U.S. and Wyoming Constitution requirement was not changed with the revision. The rationale adopted by the faculty for this specific requirement in USP 2003 states that, "in order to prepare students to be active citizens, a university education should provide graduates with an understanding of the history, cultural context, and principles of the institutions by which they are governed. Wyoming state statutes require this study and the USP endorses its importance for developing a responsible citizenry".

Courses approved for this requirement must meet three outcomes:

- 1) Students will demonstrate the ability to analyze and evaluate the formal and informal principles, processes, and structures of the U.S. and Wyoming constitutions and political systems,
- 2) Students will demonstrate an understanding of the historical development and cultural context of these constitutions and political systems, and
- 3) Students will demonstrate knowledge of the relationship between understanding of the institutions by which they are governed and their roles as responsible citizens.

Courses are submitted by departments/colleges to a faculty USP committee for review, and to determine satisfaction of the required outcomes. The USP committee has widespread university representation including the Wyoming community colleges. The following courses are currently approved as meeting the U.S. and Wyoming Constitution outcomes:

- POLS 1000 American and Wyoming Government (3 credit hours)
- HIST 1211 United States History to 1865 (3 credit hours)
- HIST 1221 US from 1865 (3 credit hours)
- HIST 1251 Wyoming History (3 credit hours)
- ECON 1200 Economics, Law and Government (3 credit hours)

Students who transfer to UW with an approved U.S. Constitution/government course from another institution may satisfy the Wyoming Constitution requirement by completing POLS 1100 (online - Wyoming Government) or may be eligible to take the Wyoming Government challenge exam to complete the requirement.

Nearly 2200 students were enrolled in these courses for academic year 2004-05. Another 91 students enrolled during summer session 2004. Details on enrollments by course and with the number of sections are shown below for summer session 2004 and AY 2004-05. These enrollment figures have been consistent over the recent past.

<b>Course</b>	Sect S 04	Enrllmt S 04	Sect F 04	Enrllmt F 04	Sect S 05	Enrllmt S 05
POLS 1000	4 (2)*	81	7 (3)	601	3 (1)	365
HIST 1211	2	10	1	163	1	115
HIST 1221	0	0	1	39	1	104
HIST 1251	0	0	1	232	1	119
ECON 1200	0	0	2	312	1	108
<b>TOTALS</b>	6	91	12	1347	8	841

\*() Sections offered through the Outreach School

The proposal to increase the U.S. and Wyoming Constitution requirement to two courses would add three additional dedicated credit hours to the USP program. Some programs, specifically majors in engineering, some of the health sciences, education and other professional curricula are already striving to meet the university's maximum expectation of 128 credit hours for the baccalaureate degree, outlined in our Academic Plans. University instructional resources would likewise be impacted.

Other programs aimed at supporting the university's commitment to United States and Wyoming Constitution and history education are either in place or planned. An annual Constitution Day was recently mandated by federal legislation for post-secondary institutions to maintain eligibility for federal funding. The first U.S. Constitution Day will be observed at UW on September 17, 2005.

In June of 2004, what is now the Partnership for Civic Education (PCE) was established at UW to build a statewide network and partnership among civic education stakeholders with the goal of strengthening civic participation in Wyoming. The UW American Heritage Center and College of Education, in partnership with Youth for Justice, established the PCE and a statewide coordinator is in place. The PCE is presently serving as an information gathering clearinghouse

for civic education teachers across Wyoming, and to support other civic education programs funded by federal and state grants with a business office. The PCE will be holding, this summer, its second workshop for K-12 teachers to improve their knowledge of civic education and constitutional issues, to promote the use of primary resources in their teaching, and to support lesson plans for the federal Constitution Day programs to be used in Wyoming's K-12 schools. The PCE will also be developing UW's Constitution Day program.

Other university programs foster civic engagement through community volunteer service, academic learning communities, and the required first year Intellectual Community courses.

**WHY THIS ITEM IS BEFORE THE BOARD:**

To provide information regarding Wyoming State Legislature's discussion and the university's current programs for education about Wyoming and the U.S. Constitutions. An update on curricular articulation statewide will be provided.

**ACTION REQUIRED AT THIS BOARD MEETING:**

None

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**MINUTES OF THE MEETING:**

President Dubois said that Vice President Miller will provide the background on this topic that was introduced into the legislature during the past session having to do with the requirements that UW teach United States and Wyoming state constitutions. Associate Vice President Rollin Abernethy will then advise the Board where UW stands with this. He wanted to share this with the Board to ensure that they are aware of what policymakers are talking about. There is a statutory requirement that was on the trustees' agenda in March, but the document was not time-sensitive. There was some concern about the existing statute 21-9-102, which has been on the books for a long time. The statute talks about the requirement for constitutions to be taught. There was dialogue about civic awareness discussed during the legislative session. Other topics discussed included credit hours required for students and what the desired outcome should be.

Dr. Abernethy noted that UW needs to be doing is to use the instance to foster, encourage and accelerate UW's activities as a way to look at the outcomes. The idea is to pay more attention to what students learn and less attention to what the regulations said about how long they had to sit in a classroom. This ties into timely graduation and other related issues discussed at this meeting. He noted they mapped out the instruction that is in all community colleges and UW and had a group meeting to work on meeting the statutory regulation. He hopes to identify approaches that UW will have to assess how effectively students are meeting the expectations in ways that will help the faculty go back into the courses and address the deficiencies. It would also cost the students and the institution to add any additional requirements to meet the requirements. There were representatives from all the colleges and UW. Ed Haenisch and Dr. Abernethy hoped to come back to UW's Board and each of the community college Boards to say here is what has been done and work to gain support and encouragement, as well as allowing proactive discussion with legislators. Trustee Rounds asked Mr. Miller if this was a committee vote, and he said it was not. Trustee Rounds asked if there were individual sponsors. Mr. Miller responded that there was a particular instructor at a particular institution who was concerned about the list of courses offered by UW. There also seemed to be some general frustration on the interpretation of the statute. President Dubois also shared that he listened to the argument of the faculty member, and he believes the complaint was primarily with the curriculum in high school. Trustee Lauer asked more questions on the legislative dialogue and the content of it.

President Richards took time to ask members of the Board if the meeting that was scheduled for Saturday, May 14 was needed or if the Board would prefer not to have it. This was proposed from some previous meetings to build some ideas into things and would be a work session, so her question was whether or not this is needed. Trustee Haynes moved to cancel the work session of the Board scheduled for Saturday, May 14; Trustee Spicer seconded. After taking a poll of the Board, it was decided to cancel lunch and the afternoon work session. President Dubois noted that there was one more work session and some education items with brief presentations. He also advised the Board, primarily for the new trustees, that the information items are not discussed unless there is a specific request to do so.

AGENDA ITEM TITLE: **Discussion of Site for Indoor Practice Facility**, Harris/Barta

CHECK THE APPROPRIATE BOX(ES):

- Work Session
- Education Session
- Information Item
- Other Specify:

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MINUTES OF THE MEETING:

President Dubois spoke briefly about this item, saying that as a result of the MacMurray/Martin gift, UW will be able to move forward fairly aggressively on the construction of this facility. The location is what will be discussed at the meeting, as the location will dictate the cost. If it's more remote with less aesthetic impact, it would be different than one of the locations that will be seen in the presentation. He said that he brought this to the Board, although these decisions are typically delegated to the president. The Board is advised of all the suggestions and recommendations so that they are fully informed. Since President Dubois is leaving, he'd like the discussion for some input from the Board, and he doesn't know if a decision is needed at this meeting.

Mr. Harris and Mr. Barta spoke about the proposed indoor track facility site. Mr. Harris spoke about the planning process. The planning team has completed a site analysis evaluation. Five sites were initially considered and three are probably not suitable for locating a facility of this size. Roger Baalman of Facilities Planning, described the facility, and where the sites are. One of the sites is just east of the Rochelle Athletic Center and the stadium. President Richards asked for length by width measurement of the size of the facility, proposed to be 85,000 square feet. Mr. Baalman said the building would be 200 feet wide and 425 feet long. It would be 65 feet to the peak. By comparison, the upper portion of the football stadium is 89 feet at the back

row. The top of the Rochelle Center is 43 feet. The top of the Arena Auditorium is 95 feet. Mr. Barta wanted to comment on the pros and cons of the two different locations. The top of the tennis facility is 42 ½ feet and the trees on Willett are around 40-45 feet. The proposed facility will be lower than the stadium and the uppermost part of the three structures, and much taller than the Rochelle Center, tennis facility and the trees. Members of the Board discussed the location and height of the building. President Dubois noted that one of the options for construction of this facility is a “soft-sided” structure that is built of materials similar to those used at DIA.

Mr. Barta said that the facility should be located next to the RAC. He’d rather delay the building or raise more money to put it in the right place so it will be located where it needs to be located. He made the suggestion that this building would become the attractive front to the stadium. Other questions from the Board included if there were potentially non-athletic uses for the facility, and President Dubois said there were. Dr. Buchanan said that he wanted the Board to recall that the AHC is a world-class facility in the vicinity. He also suggested looking at simulation software that would show more clearly what the facility would look like. Trustee Lauer asked about the impact on local schools, etc. on the “north 40.” He commented that he thinks the Laramie community would be more inclined to have the athletic facilities stay together, and maintain the green areas.

President Dubois said that Mr. Barta and the planning team will continue to do the planning on this with a preference that it be closer to the RAC if possible, do the CAD drawings, have conversations with the city about the various issues, examine parking issues, and then at the September meeting, the Board can move on it. Trustee Palmerlee wanted the statement to be put in the form of a motion to advance the preferred site and specifically asked that what President

Dubois said could happen during the interim happen to give the Board a sense of what they're talking about. He also requested the budget numbers that would be more clearly identified; Trustee Haynes seconded the motion. Trustee Willson said he would feel more comfortable to have all the simulations as discussed before deciding on the site. Trustee Haynes asked if Trustee Palmerlee would consider this as a friendly amendment, and having the affirmative, he seconded the friendly amendment to the motion.

President Dubois said that there has been a lot of good staff work on this, and unless the Board wants to go back and start over, he hopes the Board will carefully consider the two sites that were proposed. The Board asked what the best timetable would be to proceed. President Richards restated the motion, which read it is to advance the preferred site through CAD drawings and not eliminate the north 40 nor the Grand Avenue practice field site. She asked if they want CAD drawings on the other two sides as well, and Trustee Palmerlee said that was correct. The other comment is that the Board doesn't want to wait for three months before the next meeting occurs. Trustee Willson said he hoped that his comments and friendly amendment were understood, and that is to give equal weight to discussion of the city to both of the locations. He also commented that he would like to remove his amendment and have the motion change. President Richards restated the motion, saying that it is to advance the preferred site, not eliminating the north 40 or the one by Grand using a pad development. Trustee Palmerlee said he feels that what he's seen is the preferred site. He said that the motion will advance the preferred site but not make a decision to eliminate the other site. Mr. Harris said that his feeling is that there will be additional landscaping with the city, and he is concerned about not starting the discussion with the city as soon as possible.

Trustee Brown asked President Richards if another amendment is needed. President

Richards asked Trustee Willson if he had withdrawn his amendment and he indicated in the negative. She clarified that Trustee Willson still requested multiple scenarios to be reviewed and “mocked up” through the use of a CAD program. She then asked Trustee Spicer if he had accepted the friendly amendment, and he said no. President Richards said that she thinks the statement needs to be brought back as a new motion. Trustee Haynes reiterated the motion on the floor is from Trustee Palmerlee with no amendments. Trustee Brown said that his friendly amendment is to add the word “the RAC site” in place of the word “preferred” site. Trustee Palmerlee accepted the friendly amendment, and Trustee Haynes, as the second also accepted the friendly amendment.

President Richards said the motion is to advance the RAC site but not eliminate the north 40 or the one near Grand Avenue, and to start creating a CAD mock-up, and also to start talking with the City on the RAC site, and to bring back to the Board at the next meeting the information. Trustee Lauer asked if this takes out the word “preferred” and substitutes the words the RAC site.” He indicated he was not in favor of this. He said that for a point of discussion, he recognizes there are some issues in front of the Board and more will be seen before the site is decided. He likes the idea that the Athletic Department has looked at this and has given us their recommendation, they have a preference and he would like to stand behind that. He’d also like to be able to allow them to have a torch to carry in the community.

President Richards asked for a vote on the amendment to the motion; the amendment is defeated. She then returned to the motion, and Trustee Rounds asked to add an amendment. Trustee Rounds said she would like to add the statement that the “preferred site is the RAC.” President Dubois clarified that the preferred site is directly east of the Rochelle Athletic Center. Motion carried; Trustees Willson and Brown voted no.

AGENDA ITEM TITLE: **Board Recognition of President Phillip L. Dubois**

CHECK THE APPROPRIATE BOX(ES):

- Work Session
- Education Session
- Information Item
- Other Specify: Recognition

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MINUTES OF THE MEETING:

President Richards read a resolution of appreciation from the Board of Trustees for President and Mrs. Dubois and their service to the University of Wyoming. She noted that the Board was unable to offer this resolution on Thursday evening at the dinner.

President Dubois thanked the Board for the resolution, and wanted to do a ‘torch-passing.’ He spoke about what was and what is, and acknowledged the university and its history. He noted that presidents symbolize seasons at a university. In his case, he decided that the current president would be in color, and his photo will change to black and white. He presented a photo to Tom Buchanan as the new president, and President Dubois gave him a book called “You’re in Charge—Now What?”

A copy of the resolution follows the minutes.

AGENDA ITEM TITLE: **David Willms Recognition**, Dubois

CHECK APPROPRIATE BOX(ES):

- Work Session  
 Education Session  
 Information Item  
 Other           Specify: Recognition

BACKGROUND AND POLICY CONTEXT OF ISSUE:

The president of the Associated Students of the University of Wyoming (ASUW) serves a one-year term as an *ex officio* member of the Board of Trustees, which begins and ends with the May Board meeting. The trustees will recognize the service of the student trustee on the Board.

David Willms, the 2004-05 president of ASUW, is a native of Cheyenne, Wyoming, and a 1998 graduate from Cheyenne Central High School. David earned his Bachelor of Science degree from the University of Wyoming in 2001 with majors in Wildlife & Fish Biology and Management and in Environment and Natural Resources. David was admitted and enrolled in the College of Law at Gonzaga University for one year before returning to UW to complete his law degree in May 2005.

David has been involved actively in campus life at UW over the last seven years serving as a resident assistant, a New Student Orientation leader, an ASUW senator, and a student representative on several university committees. As an undergraduate, he was selected for membership in Omicron Delta Kappa and Cardinal Key honoraries. In his spare time, David volunteers as a Big Brother and plays the alto saxophone in jazz ensembles.

During 2004-05, President Willms and Vice President Mary McGinty improved the Safe Ride program, initiated a successful pilot shuttle for UW students to Denver International Airport, implemented changes to the Students' Attorney Program and a new Student Legal Services Clinic employing third-year law students and established a process for UW students to have a stronger voice in the review and adjustment of mandatory student fees. These accomplishments occurred in addition to an exemplary record of managing a staff of paid employees and volunteers, monitoring and directing a budget of approximately one million dollars and representing UW students in a myriad of forums.

With sincere appreciation, the UW Board of Trustees recognizes the work of David Willms as an *ex officio* trustee and commends him for his excellent leadership during the last year.

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MINUTES OF THE MEETING:

President Richards read the resolution of appreciation for David Willms on behalf of the Board.

UNIVERSITY OF WYOMING  
RESOLUTION OF APPRECIATION

DAVID WILLMS  
President, Associated Students of the University of Wyoming

WHEREAS, 27 years after the University of Wyoming was established by the Wyoming State Legislature in 1886, the Associated Students of the University of Wyoming (ASUW) was created to provide a voice and leadership opportunities for university students;

WHEREAS, David Willms has just completed an especially effective term as its president;

WHEREAS, President Willms was responsible for initiating a successful pilot program to demonstrate the need for and positive response of students to having a ground shuttle transporting UW students between Laramie and Denver International Airport during breaks when classes are not in session;

WHEREAS, the Safe Ride program—providing alternative transportation in Laramie for UW students—has been evaluated and proposals for a more effective and accountable program have been developed under the leadership of President Willms;

WHEREAS, President Willms has been instrumental in implementing a well-utilized Student Legal Services Clinic as part of an effort to restructure the ASUW Students' Attorney Program;

WHEREAS, ASUW has developed a five-year strategic plan under President Willms' stewardship to guide future student government leaders and provide for smoother transitions from one year to the next;

WHEREAS, President Willms led the effort to define and prepare a Memorandum of Understanding with university administrators to more carefully outline a process insuring a greater voice for students in the establishment and modification of mandatory student fees;

WHEREAS, UW students were strongly encouraged by ASUW to participate in national elections in November 2004 as a result of an initiative of President Willms and his executives;

WHEREAS, the ASUW Senate, at the recommendation of President Willms, demonstrated its support for the STOP Violence Against Women project by appropriating \$10,000 to help continue the program; and

WHEREAS, President Willms has represented the student body with excellence, candor, and class during New Student Orientation sessions, the President's Fall Convocation, Discovery Days, graduation ceremonies, and numerous other forums including the Board of Trustee meetings;

THEREFORE, BE IT RESOLVED, that the University of Wyoming Board of Trustees expresses its appreciation, on behalf of the entire campus community, to David Willms for his service to the university. In witness whereof, we have hereunto set our hands and caused the great seal of the University of Wyoming to be affixed this 13<sup>th</sup> day of May, 2005.

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Philip L. Dubois  
President, University of Wyoming

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Judy Richards  
President, UW Board of Trustees

AGENDA ITEM TITLE:

**Tobin & Spitaleri Outstanding Graduate Award Recipients**, Brigman

CHECK APPROPRIATE BOX(ES):

- Work Session  
 Education Session  
 Information Item  
 Other           Specify: Recognition

BACKGROUND AND POLICY CONTEXT OF ISSUE:

Each year, the Tobin Memorial Award and the Rosemarie Martha Spitaleri Award recognize the outstanding graduates from the University of Wyoming based on scholarship, leadership, character and contributions to the university. For the 2005 awards, UW faculty, staff, and recognized student organizations nominated 21 men and 28 women representing every undergraduate college at UW.

The 2005 **Tobin Memorial Award** winner is Shawn Shelley. Undergraduate research has played a significant role in Shawn's education at UW. While in high school, Shawn attended and published the research findings from the UW Summer Research Apprenticeship Program. The summer of his freshman year at UW, he was awarded an EPSCoR Research Fellowship to pursue biomedical research involving the enteric nervous system. The following summer Shawn participated in the Minority Medical Education Program, a preparatory program for pre-med students, at the University of Washington. In the summer of 2004, Shawn was selected for the highly competitive Four Directions Summer Research Program at Harvard Medical School, where he researched insulin infusion protocol for critically ill patients. This summer, Shawn will conduct research at the National Institutes of Health. Shawn is also an honors student and the co-author of an article in *Molecular Phylogenetics and Evolution*.

Shawn's passion for research is accompanied by a passion to voice and address multicultural issues through student organizations and to share his cultural experiences with other UW students. As an officer in several student organizations at UW, he helped restore the UW chapter of the American Indian Science and Engineering Society, participated in the Keepers of the Fire, helped organize the Wyoming Aids Walk and the University's biannual powwows, and served as a student mentor for the Minority Student Leadership Initiative. Shawn has funded his education through merit scholarships and two part-time jobs each semester, including work with the Dean of Students Office. Shawn graduated in May 2005 with a Bachelor of Science degree in Zoology/Physiology and will pursue a career in dentistry or medicine after a year abroad.

The 2005 **Rosemarie Martha Spitaleri Award** winner is Emilene Ostlind. In four and one-half years she has completed a triple major in humanities/fine arts, Spanish, and environment and natural resources, with a near perfect grade point average. She was elected to Phi Beta Kappa and selected as the Wyoming representative in the national Rhodes Scholarship competition. Emilene led the UW team that won first prize in an international creative problem-

solving competition last summer. She had a one-woman show of her drawings and paintings, was an assistant editor for *The Owen Wister Review*, and will have some of her work as an essayist published this year.

In addition, Emilene served as a resident assistant for the Honors House and contributed to a floor-to-ceiling mural for its entry hall. She is an accomplished rock climber, backpacker, snowBoarder, and all-around outdoors person who for two years has led wilderness excursions for UW's Outdoor Adventure Program. Emilene participated in international study abroad for a semester at the Universidad de las Americas in Cholula, Mexico, to study language and art, did funded behavioral adaptation research with mountain bluebirds through a Summer Undergraduate Research Experience in Biology program at Towson University and helped construct a Habitat for Humanity house in Guatemala. Emilene graduated *magna cum laude* in December 2004. This summer, Emilene will take a 900-mile canoe trip on the Peace River in British Columbia with family and friends before she begins an internship in Washington, D.C. with the Clark Group, LLC, an international environmental lobbying firm.

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#### MINUTES OF THE MEETING:

Vice President Leellen Brigman introduced the Tobin and Spitaleri award recipients and provided a brief background on the nomination process and the number of nominees. She noted in particular the quality of the students nominated for these awards.

AGENDA ITEM TITLE: **Tenure and Promotion**, Buchanan/Allen

CHECK THE APPROPRIATE BOX(ES):

- Work Session
- Education Session
- Information Item
- Other Specify:

A presentation was made to the Board during a breakfast meeting.

AGENDA ITEM TITLE: **Athletic Academic Progress Rate**, Barta

CHECK THE APPROPRIATE BOX(ES):

- Work Session
- Education Session
- Information Item
- Other Specify:

The NCAA is in the midst of a significant effort to improve graduation rates among student-athletes. This academic reform movement has been in various stages of planning and implementation the past two years.

Following the 2004-05 academic year, a series of short term and long term disincentives (penalties) will begin to be applied. Virtually every university, including Wyoming, will experience some degree of penalty.

At the center of the reform, is a measuring methodology called the “APR” (Academic Progress Rate). The APR considers eligibility, retention and ultimately graduation rates of student-athletes. The APR uses a scoring system in which a student-athlete can earn up to four points per year. (One point per semester for remaining at the institution and one point per semester for being in good academic standing.) If a team’s APR falls below 925 (925 is a score which data suggest will ultimately lead to a graduation rate of at least 50%) that team will receive a contemporaneous penalty. The penalty will consist of not being able to fill the scholarship(s) of student-athletes who still have eligibility, but leave the university in poor academic standing.

The best way to help simplify this complex discussion may be through illustration:

- Team “A” has 10 student-athletes on scholarship
- Following the 2004-05 academic year the student-athlete scores are as follows:

	1 <sup>st</sup> Sem Eligible @ UW	2 <sup>nd</sup> Sem Eligible @ UW	Full Yr
S/A #1	1/1	1/1	4/4
S/A #2	0/1	0/0	1/4
S/A #3	1/1	1/1	4/4
S/A #4	1/1	1/1	4/4
S/A #5	0/1	0/1	2/4
S/A #6	1/1	1/1	4/4
S/A #7	1/1	1/1	4/4
S/A #8	1/1	1/1	4/4
S/A #9	1/1	1/1	4/4
S/A #10	1/1	1/1	4/4
TOTAL	18/20	17/20	35/40
	Score 875	(35/40 = 87.5% X 100)	

Because Team “A” fell below 925, the scholarship for student-athlete #2 would not be allowed to be filled the following year (assuming he/she had eligibility remaining).

The APR data was calculated and recorded for 2003-04. This spring, the NCAA will be sending letters to schools for any team that fell below the 925 score to explain that they would have been subject to contemporaneous penalties had the program been in place.

Based upon our preliminary calculations, Wyoming has six teams that may be receiving this letter. It is estimated that for the year 2003-04 80% of the football programs in the country would have received some level of contemporaneous penalties using the 925 benchmark.

Long term, teams that consistently fall below the new academic standards will receive additional penalties. These may include scholarship reductions and/or being prohibited from participating in post-season play. The future cut-off points for additional sanctions have not yet been determined.

The University of Wyoming athletics department continues to be committed to maintaining a balance between academics and athletics. In 2003-04 the 6-year graduation rate for student-athletes was 62%. This compared favorable to the overall Wyoming student body graduation rate of 58% during that same time period.

The NCAA academic reform movement is a positive step toward maintaining a separation between intercollegiate and professional athletics. There will likely be short-term glitches and adjustments, but over time the changes will produce positive outcomes on university campuses.

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#### MINUTES OF THE MEETING:

President Dubois spoke about the NCAA adopting a new set of athletic standards, and noted that this first year is basically a dry run. There are no significant consequences to not making the NCAA’s academic progress numbers this year, but next year the contemporaneous penalties kick in, which means a school could lose scholarship authorization by sport, depending on how they are doing in terms of academic progress.

Mr. Barta talked about the athletic academic progress rate, noting that the Board had received two items in their packets—a copy of the NCAA news article called “APR 101” that started to explain what the new process is about. Athletics needed to simplify this explanation

even further, and the bottom line is this is a good thing and is a movement of academic reform that is fully embraced by Athletics. UW's goal is to continue increased graduation rates, and this is a new tool that will help athletics get to where they need to be. He introduced Eric Brey, associate athletic director for support and academic services for student athletes.

Mr. Brey had a handout that shows that two of UW's sports would have been penalized this year had APR 101 gone into effect; they were football and men's basketball. Since that time, data is still being processed and it now shows that football is now in compliance, and men's basketball would have potentially been subject to penalties this year. He also noted that UW would not have lost any scholarships this year. Mr. Barta explained the numbers that are current at UW, and Athletics goal to raise the graduation rate to more than 50%. UW will work with this new tool this year and see how it works out, as well as manage to that.

Questions from the Board were UW stands currently with taking intercollegiate athletes and comparing their graduation rates to our general student body's 4, 5 and 6 year graduation rates. Mr. Barta said that will be available in the next presentation. President Dubois added that this is a compromise way to measure academic progress, while holding the coaches' feet to the fire somewhat to not run off players that are in good academic standing, but may have conflict with certain players. The idea is for coaches to see the kids through to graduation. The consequence after next year is that Athletics will lose scholarships if they don't. Mr. Barta invited any member of the Board to stop by and see Eric and his staff as they work in the evenings.

Trustee Rounds said it seems as though the university will be penalized when students transfer with their coach. Mr. Barta agreed with that observation. Trustee Spicer commented that it strikes him that there is a lot of potential for unexpected consequences, and wondered if

the NCAA has provisions to address this year by year as they see what those consequences are.

President Dubois said the NCAA has appointed an academic progress committee to make adjustments as they go along.

AGENDA ITEM TITLE: **Student Retention and Graduation**, Buchanan

CHECK THE APPROPRIATE BOX(ES):

- Work Session
- Education Session
- Information Item
- Other Specify:

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MINUTES OF THE MEETING:

An oral presentation was made by Dr. Buchanan. Trustee Rounds commented that she would like to have UW go to the high school level and try to go further down to promote continuing education. Many students from a low income background don't have a choice of looking at their teachers, but are simply working on survival. UW could take a leadership role. She suggested that Kathy Emmons come to a Board meeting and do a presentation on what is ahead with students.

Dr. Buchanan added that he felt that strengthening the connection between the presentation seen today and the university's relationship with K-12 system out in the state is prominent in the Academic Plan II. There are many significant connections on UW's part to building the connections more aggressively than in the past. President Richards said she felt that in summarization of the presentation, she thinks that the more information from a variety of different avenues, the better off the Board will be in working on the issue.

AGENDA ITEM TITLE: **Trustee By-Laws – Filling Officer Vacancies**, Miller

CHECK THE APPROPRIATE BOX(ES):

- Work Session  
 Education Session  
 Information Item  
 Other Specify:

**Trustee By-Laws  
Filling Vacancies of Board Offices**

Issue: The Trustees requested information regarding the practices of other University governing Boards with regard to filling vacancies in Board offices, particularly where vacancies in the office of Chairman/President and Vice Chairman/Vice President occur simultaneously.

Current University of Wyoming Trustee By-Laws:

Section 4-3 - In the event of a vacancy in any office of the Trustees, an election shall be held for the unexpired term at the next regular or special meeting of the Trustees.

Section 5-2 - The President of the Trustees shall have power to make temporary appointments to fill vacancies in the officers or appointees of the Trustees during the interval between Trustees meetings.

Section 5-3 - In the absence of the President of the Trustees or in the event that the office becomes vacant, or of the president's inability or refusal to act, the Vice President shall perform the duties of the President.

By-Laws for Other Universities

By-Laws regarding this issue from 29 universities of diverse size and geographic location were reviewed. A list of those is attached.

Of those reviewed, 22 had provisions similar to Sections 4-3 and 5-3, but otherwise made no specific provision for addressing the situation where both the President and Vice President of the Board were either absent or their offices vacant. Note too that the provision which is part of Section 5-2 providing for temporary appointments of officers between meetings is relatively rare among the By-Laws reviewed.

The seven remaining universities made specific provision for some form of a temporary chair to conduct the meeting (if an absence) or the election to fill the unexpired term (if a vacancy).

Three approaches emerged:

1. Elect a temporary chairman at the meeting – Three schools (Delaware, Eastern Illinois and South Carolina) provide that a temporary chairman (or chairman pro tempore) be elected as the first order of business if there is an absence or vacancy in the office of both the Chairman and Vice Chairman. No specific direction is provided for the means to

accomplish that election, but once elected, that Temporary Chairman presides over the meeting. If it is an absence rather than a vacancy, the Temporary Chairman simply conducts the meeting. If there are vacancies, the Temporary Chairman presides over the election of the new Chairman to fill the unexpired term.

2. Seniority to determine a temporary chairman – Three schools (Illinois, Tennessee and Western Michigan) provide for some form of seniority to determine who will serve as temporary chairman, either to preside over the meeting (if an absence) or to conduct the election (if a vacancy). Tennessee and Western Michigan simply provide that the Trustee present with longest service as a Trustee will serve as Temporary Chair. No provision is made where more than one Trustee is of equal seniority. Illinois establishes an Executive Committee upon which both the Chairman and Vice Chairman serve and then elects other Trustees to that Committee. The Temporary Chairman is the most senior member of the Executive Committee remaining in office.
3. Succession to determine a temporary chairman – East Carolina provides that the Secretary of the Board shall serve as Temporary Chairman in the absence or vacancy in the offices of Chairman and Vice Chairman. There is a provision that if a vacancy in all three offices (Chairman, Vice Chairman and Secretary) will occur prior to the next meeting, the Executive Committee will select a temporary chair to conduct the elections to fill the unexpired term.

Note: Three schools (Indiana, Northern Illinois and Southern Utah) had By-Law provisions which specified voting procedures for election of officers. Those are attached.

#### University By-laws reviewed

No specific provision (22)

Colorado State, Utah State, New Mexico, Ohio State, Georgetown

Western Illinois, Florida, North Carolina State, Richmond, Michigan State

Northern Colorado, Auburn, Northern Illinois, South Alabama, Louisville

Dayton, Montana system, Indiana State, Colorado, Indiana

South Dakota system, Southern Utah

Elect a temporary chairman (3)

Delaware, Eastern Illinois and South Carolina

Seniority to determine a temporary chairman (3)

Illinois, Tennessee and Western Michigan

Succession to determine a temporary chairman (1)

East Carolina

#### **SECTION 4. Other Board Leadership Positions**

In addition to the above officers, other Board leadership positions shall be the elected delegate to the State Universities Civil Service Merit Board, appointed chairs of the Board standing committees, and appointed liaisons to the Northern Illinois University Foundation and the Illinois Board of Higher Education. These positions shall be filled with voting Members of the Board.

#### **SECTION 5. Election of Officers**

Elections of Board officers shall take place by secret ballot (except in instances of election by acclamation) at the meeting preceding July 1. Officers will assume their duties on July 1. All voting Members shall be entitled to vote, including Members whose terms have expired if the Governor has not acted to fill the vacancy. Elections shall not be postponed because of such expired terms or pending gubernatorial or Senate action on appointments.

##### **A. Procedures for the election of officers in instances of election by acclamation:**

1. Officers may be elected on unanimously approved motions to elect either slates of officers or individual officers.
2. When at the close of nominations only one candidate or slate of candidates is nominated, the Chair can, unless there is an objection, take a voice vote in lieu of a secret ballot, or can declare the nominee(s) elected, thus effecting the election by unanimous consent or "acclamation."
3. Only the voting Members of the Board shall be entitled to cast votes in officer elections.
4. Board Members shall be entitled to vote by written absentee ballot. However, absentee ballots shall be counted only for Members who have been nominated. Absentee ballots must be filed with the Board Parliamentarian in writing prior to the meeting at which the elections are to occur.

##### **B. Procedures for the election of officers (other than instances of election by acclamation) shall be as follows:**

1. Nominations for a given officer position can be made in any number by any Member of the Board and shall be closed only by a motion to close the nominations;
2. Only the voting Members of the Board shall be entitled to cast votes in officer elections.
3. If a majority of votes cast is not achieved by one nominee in the first balloting, the nominee with the fewest number of votes shall be dropped on the succeeding ballot. This process shall continue through three successive ballots. If at the conclusion no nominee shall have achieved a majority, the Board Chair shall declare the election at a stalemate and reopen nominations;

4. An absolute majority of the voting Members of the Board shall be required to be elected, even if fewer than all eligible Board Members choose to vote;

5. Board Members shall be entitled to vote by written absentee ballot. However, absentee ballots shall be counted only for Members who have been nominated. Absentee ballots must be filed with the Board General Counsel/Parliamentarian in writing prior to the meeting at which the elections are to occur.

#### **SECTION 5. Duties of Officers**

##### **A. Board Chair**

The Board Chair shall:

1. Preside at all Board meetings, with full power to discuss all matters before the Board and to vote in roll calls, secret ballots, and when necessary to break a tie if no vote has otherwise been cast by the Chair;
2. Serve as member and presiding officer of the Board Executive Committee and as ex officio member of all Board standing committees;
3. Appoint the chairs and vice chairs of the Board standing committees and make committee assignments from among the Board membership;
4. Sign, with the Secretary or an Assistant Secretary of the Board as attesting official, any contracts and other legal documents approved by the Board, provided others delegated by the Board may sign such documents in accordance with their respective delegations.
5. Coordinate Board business with the President and foster communications among Board Members;
6. Assist new Board Members in becoming familiar with the operations of the Board and the University and identify and develop potential Board leadership;
7. Engage in external activities in behalf of the Board and the University, and represent the Board and the University in a ceremonial capacity at public functions.

##### **B. Board Vice Chair**

The Board Vice Chair shall:

1. Serve as presiding officer of the Board in the absence of the Board Chair with full power to vote on and discuss all matters before the Board;
2. Serve as a member of the Board Executive Committee;
3. Assist the Board Chair in facilitating communications among Board Members and in identifying and developing Board leadership;



**SOUTHERN UTAH UNIVERSITY**  
**Policies and Procedures**

**Policy # 5.4**  
**Date Approved: 03/08/91**  
**Date Amended: 10/15/93**  
**Page 2 of 5**

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**SUBJECT: BOARD OF TRUSTEES BYLAWS**

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The Board will select an executive secretary upon the recommendation of the President of the University. A recording secretary will be appointed by the President of the University to keep minutes of Board meetings.

**ARTICLE III**  
**ELECTION AND APPOINTMENT OF OFFICERS**

The procedure for electing officer shall be as follows:

- a. The chairperson calls for nominations for the new chairperson.
- b. When all nominations have been received, the chairperson will close nominations. When nominations have been closed, the chairperson will call for a vote (ballots are provided).
- c. When the votes are received and tabulated, the chairperson announces the name of the new chairperson. The new chairperson then presides and calls for nominations for vice chairperson.
- d. Voting proceeds for the vice chairperson as it did for the chairperson.

Three committee chairpersons are appointed by the new chairperson and committee assignments are made as provided herein below.

**ARTICLE IV**  
**POWERS AND DUTIES**

In accordance with Section 53B-2-103, Utah Code Annotated, 1953, as amended, the Board of Trustees may act in behalf of the University in performing duties, responsibilities, and functions as may be specifically authorized by the State Board of Regents. Further, the Board of Trustees has the following powers and duties:

1. facilitate communication between the institution and the community,
2. assist in planning, implementing, and executing fund raising and development projects aimed at supplementing institutional appropriations,
3. perpetuate and strengthen alumni and community identification with the University's traditions and goals, and
4. select recipients of honorary degrees.

(1) President of the Board

The President of the Board shall preside at the meetings of the Board of Trustees. The President of the Board shall name and identify the duties and responsibilities of all committees of the board, and shall fill committee vacancies. The President of the Board shall be empowered and authorized to execute such instruments and documents, which would devolve upon the principal corporate officer.

(2) Vice President of the Board

In the absence of the President, the Vice President of the Board shall perform the duties ordinarily performed by the President of the Board of Trustees.

(3) Secretary

It shall be the duty of the Secretary to record all of the proceedings of the Board of Trustees, and to preserve all of its books and papers. The Secretary shall be the custodian of the University seal of the Trustees of Indiana University and shall duly execute for and on behalf of the "Trustees of Indiana University" such instruments and documents as directed by the board. The Secretary shall cause all notices to be given in accordance with the Indiana Code and shall perform such other duties as the Board of Trustees may direct.

(4) Treasurer

The Treasurer shall keep a true and faithful account of all moneys received and paid out and shall give bonds for faithful performance as the duties of the Board of Trustees may require. The powers and duties of the treasurer are described in a policy approved by the Board of Trustees on September 10, 1988, and June 20, 1991.

Section D. Election of Officers

The election of the officers of the Board of Trustees shall be conducted at the organizational meeting in August in accordance with the following procedures:

- The Nominating Committee shall prepare a slate of at least one candidate for President, Vice President, Secretary, Assistant Secretary, Treasurer and Assistant Treasurer of the Board of Trustees.
- The report of the Nominating Committee shall be sent by United States mail to each member of the Board of Trustees at least ten (10) calendar days prior to the organizational meeting.
- After the report of the Nominating Committee has been presented at the organizational meeting, nominations may be received from the floor.
- If there is only one nominee for each office, a member may move election of the nominated slate. It shall be by unanimous consent.
- If there are two or more nominees, election of each officer shall be conducted separately by roll call and the first nominee receiving at least five votes is elected.
- If there are three or more nominees and no one is elected on the first ballot, the nominee who received the least number of votes will be dropped. This procedure shall continue until a member has been elected.

Section E. Vacancy of An Office of the Board of Trustees

In the event of a vacancy in the office of President of the Board, the Vice President of the Board shall assume the duties of President, and shall serve as Interim President until the next organizational meeting, at which time a President shall be elected.

Vice President Miller spoke to the Board regarding filling officer vacancies. He advised that this is not an item for action, but he was asked to address the situation of what other universities do for the filling of vacancies on their Boards regarding officers. He reviewed 29 different universities and found one common theme: that being that no one pays attention to this. They are similarly unclear as to this process. There are three that do have a process for thought. One theme is to elect a temporary chairman at the meeting. The person is elected solely for the purpose of presiding at the meeting.

The second theme is seniority used to determine a temporary chairman and that is in terms of Board service, not chronological age. One of the problems with that is that people of identical seniority in terms of Board service and that creates other issues.

The third theme is succession, meaning that the Board reviews the chairs of Board officers and whoever is next serves as the temporary chairman. He added information from when they had the previous election that he had located from three other universities regarding what they do in those situations.

He said the notion of the temporary chairman by election or designation through some mechanism when there are vacancies in presiding officers. The temporary chairman would preside over the meeting at which the vacancies would be filled by election. If the Board would like to revise the By-Laws, he would be glad to develop some appropriate language.

AGENDA ITEM TITLE: **Overview – New Legislation on Open Meetings**, Miller

CHECK THE APPROPRIATE BOX(ES):

- Work Session  
 Education Session  
 Information Item  
 Other Specify:

**Open Meetings Law – New Legislation  
HB 165 – 2005 Wyoming Session Laws, Chapter 194  
Summary for University of Wyoming Trustees**

Changes to procedure

1. Motion - An executive session can be held only after a motion is made and seconded during a business meeting, which motion must pass by a majority of the members of the Board in attendance.

In the past, the Board has often simply gone into executive session as the first order of business of the day without a motion or vote. To comply with the new law, the Board will need to first convene in public session, and then entertain a motion and second, followed by a vote to move into executive session.

2. Minutes – Minutes of the executive session must be maintained. They are confidential and can be produced only in response to a court order, subject to the exception described in #3 below.

In the past, the Board has not prepared minutes for executive sessions. There will need to be a means of ensuring minutes are drafted and distributed for review and approval in a confidential manner. That can be accomplished by staff who are designated to prepare minutes for open public sessions. In some instances, the Board has met in executive session without any staff, and in some cases without the President of the University, being present. If that is desired, then a Board member will need to be designated to prepare minutes for those sessions.

Regarding the review and approval of minutes of an executive session to ensure accuracy, that is itself in executive session. One possibility is to distribute draft executive session minutes to Board members at, or shortly before, the next Board meeting by separate mailing indicating that minutes are confidential. The Board could then approve the minutes of that executive session as a business item in executive session.

3. Sanctions and objections – Knowingly and willfully taking an action or conspiring to take an action in violation of the open meetings law is a misdemeanor punishable of up to \$750. If a Trustee attends or remains at a Board meeting where an action is taken

knowing that the action is in violation of the open meetings law, then such is a violation. However, the Trustee is not guilty of a violation if either:

- A. Minutes are taken and the parts of the minutes recording the Trustee's objections are made public; or
- B. At the next regular public meeting, the Trustee objects to the meeting where the violation occurred and asks that the objection be recorded in the minutes.

The provisions regarding objections are intended to provide a method so that an agency member who believes a violation is occurring is not required to make an unreasonable choice, i.e. either leave a meeting to avoid criminal sanction, or stay and not be aware of agency discussions and actions. Thus, an agency member can stay and participate if an objection is noted and made public. Note that the objection might be in regard to an executive session or a public session that violates the open meetings act. For example, if the Board holds a special meeting and takes action on matters not listed in the agenda as disclosed in the notice, a Trustee would likely object indicating a violation of the open meetings law, even though the business was transacted in public.

The current practice is that minutes for a meeting are prepared and approved at the subsequent meeting. That subsequent meeting might be two months or more following the meeting at which the objection was lodged. Waiting that long to make objections public may be in technical compliance with the statute, but it would likely generate some practical problems, e.g. a Trustee who made such an objection would undoubtedly want that to be made public sooner than two months following its being made. It is suggested that whenever an objection is lodged by a Trustee regarding an open meetings law violation, that on the next business day following adjournment of the meeting, or as soon thereafter as practicable, draft minutes of the meeting limited to describing that objection be prepared and posted on the University's web site. The posting would clearly indicate that these partial minutes had not been approved by the full Board. These partial minutes could be first reviewed by the Board President (both the President and Vice President? Executive Committee? Other options including reconvening a special meeting to approve a portion of the minutes?) to ensure that someone other than staff has reviewed the draft, and then final approval of the minutes would occur at the next meeting. Obviously, if there were an issue regarding the accuracy of the draft minutes, the full Board would need to address it.

4. Executive Committee – Under current law, the Executive Committee is entitled to transact business in certain instances. Specifically, “all routine business may be entrusted to an Executive Committee of three (3) members subject to the conditions as the bylaws of the Board prescribe.” Since agency action can be taken by the Executive Committee it is suggested that the same procedures be followed with regard to executive sessions, minutes, and objections as indicated in #1 through 3 above.

As a reminder, attached is a short summary regarding the open meetings law that is included in the new Trustee briefing materials.

## **Open Meetings Law W.S. 16-4-401 et. seq.**

### **What's a meeting?**

A meeting is an assembly of at least a quorum of the Trustees which has been called by proper authority for the purpose of discussion, deliberation, presentation of information or taking action regarding public business.

### **Types of meetings**

Regular meetings - Under the Trustees By-Laws, notice of all regular Trustee meetings are required to be given to each Trustee at least five days in advance of the meeting. Public notice is given well in advance of each Trustee meeting by news release to all Wyoming media. Regular meetings are scheduled for the ensuing year at the annual meeting in May.

Special meetings – Under the Trustee By-laws, Special meetings can be held on 24 hours notice to each Trustee. Special meetings can be called by the President or by any 3 members of the Board.

Emergency meetings – State law authorizes emergency meetings at which temporary action can be taken that is valid for 48 hours.

### **Executive Sessions**

All meetings are public, except where the topic is a matter for which state law authorizes the Trustees to meet in executive session. Executive session may be held for consideration of the following in meetings:

- With officers of the law, on matters posing a threat to the security of public or private property, or a threat to the public's right of access;
- To consider certain personnel matters regarding employees and candidates for employment, including offers of employment;
- On matters concerning litigation to which the Board is a party or proposed litigation to which the Board may be a party;
- To consider the selection of a site or the purchase of real estate when the publicity regarding the consideration would cause a likelihood of an increase in price;
- To consider acceptance of gifts, donations and bequests which the donor has requested in writing be kept confidential;
- To consider or receive any information classified as confidential by law;
- To consider suspensions, expulsions or other disciplinary action in connection with any student as provided by law.

MINUTES OF THE MEETING:

Vice President Miller spoke about the new legislation on the open meetings law. He said that the Board will have to consider how they wish to handle their meetings going forward, as July 1 is when the law will change. There are three points and a fourth that may or may not be relevant that he wanted to share with the Board.

First, he spoke about going into executive session, and that the Board must have a motion made and seconded. He said that in the past, the Board has scheduled the Executive Committee as the first meeting of the day.

Second, there must be minutes of the executive session. He noted that in some cases, it is attended by many different parties, and the Board must provide for minutes. Those minutes will not be subject to public disclosure except through appropriate judicial proceedings, with one notable exception, which is item 3 in the report on page 60.

Third, if the Board violates the open meetings law, such as participating in an executive session that does not conform with the open meetings law and knowingly do that, the Board is subject to penalty as a misdemeanor and subject to fines up to \$750. The legislature felt that, in terms of public policy, they recognized that that placed someone who objected to an executive session in a dilemma. If the person felt the meeting was in violation to the law and if they participated, they would be subject to criminal sanctions: if they didn't participate, the Board on which they were designated to serve would conduct the public's business with the person sitting elsewhere and not participating. The practice is that someone who objects can attend without being subject to criminal sanction if they object to the executive session. The minutes of the executive session must reflect that and just that piece is published, indicating that the person

objected, relieving him/her of any responsibility. The past has had the Board with minutes from their regular meetings that will be approved at their next regular meeting. He observed that if someone objected, he would not want to wait until the next meeting for the objection to be published. The institution would need to publish that shortly after the meeting. After any executive session, at least draft minutes or something similar, they need to be published as soon as possible.

Fourth, he spoke about the Executive Committee meetings. If that committee goes into executive session and talks about matters that are subject to the open meetings law, he would argue that the same procedures would need to apply. The Executive Committee does not need solely an executive session if it's doing the public business of the university, then the meeting is open to the public. He cautioned the Board to be very thoughtful about having an executive session of the Executive Committee, which they may or may not wish to do. At the next meeting, on or after July 1, they will need to ensure that minutes are taken, that the minutes are subject to review and approval by the Board, and not available to the public unless there is a court order or if there is an objection to a portion of the executive session in the sense that it is inappropriate to discuss it in executive session. Trustee Rounds asked who holds the records when the Board is in executive session; Vice President Miller said that as of this point, there are no minutes. Since there will be, she asked who would hold them. Trustee Trosper said he thought that the secretary should hold them per the by-laws. Mr. Miller said the minutes don't have to be extremely detailed, but provide an indication of what was discussed. The Board had discussion on the issue of preparing the minutes of executive session. Trustee Lauer said it would be helpful to have a brief outline of procedure for reference after July 1 for the Board. Trustee Rounds then asked if the minutes are approved in public session at the next meeting.

Mr. Miller said the Board will approve the minutes but the public will not have access to the minutes, except any portion that clarifies an objection. He suggested that at the second meeting after July 1, when the Board approves the executive session minutes, they will be shared in executive session and the staff will pick them up. In public session, the Board will move to approve the minutes of executive session and the only public part would be to reflect an objection.

AGENDA ITEM TITLE: **Leadership Wyoming – Budget and Structure**, Miller

CHECK THE APPROPRIATE BOX(ES):

- Work Session
- Education Session
- Information Item
- Other Specify:

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MINUTES OF THE MEETING:

Mr. Miller talked about Leadership Wyoming and his thought that the Board will need to make a policy decision. Since there are several new members of the Board, he distributed information for their review.

He noted that Trustee True has a relationship with Wyoming Heritage Foundation, and said that in 1997-98, the university and the Heritage Foundation began discussions on a statewide leadership program. In 1999, UW Trustees and the Wyoming Heritage Foundation announced the creation of the Leadership Wyoming program. He provided a sheet with the objectives of the program, and it is consistent with statewide leadership programs elsewhere. Part of the structure is that there is a governing Board appointed by each entity: the president appointing seven members and the Heritage Foundation appointing another seven members, and the president of the Wyoming Heritage Foundation (also serving as the president of the Wyoming Business Alliance) would be the fifteenth member of the Board. Mr. Miller serves as co-chair of that Board, and Rick Cassen is the co-chair from the WHS co-chair. There was enthusiasm in the program, and the first class was in the fall of 2000. The governing Board did not meet and organize until the first class was nearly half over. There were many people on the committee to create the program. His involvement began with the organizational meeting with President Dubois where he became the co-chair. Not everyone appointed by President Dubois is from the university. The trend of the Board is to include people who have gone through the

program.

After five years the program has matured, and early on, UW identified it as a component of the Distinction campaign. An endowment was created with donations from the Wyoming Heritage Foundation, as well as individual donors, leaving the endowment currently at approximately \$1.3 million dollars. There will be a 5-year celebration in June to celebrate another milestone with respect to the endowment. Once the endowment is fully funded and the investments are in place, it will generate nearly \$100,000. The issue is that when the program was created, it was the understanding that the Wyoming Heritage Foundation staff would staff the program. 40% of the time of the individual who was the director of the program would be devoted to the program. The demands on the director's time have increased, and there is now a full-time administrative support person. There are additional demands for support services, and he talked about the budget. There was also a legislative appropriation when the program began. The Wyoming Business Alliance and the Wyoming Heritage Foundation went to the Business Council and asked for a grant for this economic development. The program now needs to sustain itself.

He noted that there is great support for the program from the graduates and other interested parties. There is also a contract person in Casper who does work on this training. Leadership Wyoming Board members are interested in making the appropriation permanent and increasing it. Mr. Miller feels that is a policy decision. This is part of the university's funding as a partner in this program. He asked the Board to consider this for decision in September. He hopes that the staff of the program will be accountable to the partners. He asked Trustee True to add any comments he might have as a partner from the Wyoming Business Alliance.

Trustee True felt Mr. Miller had provided an excellent summary of the program. He feels

that due to the structure of the organization, something needs to be done to separate the functions out of the Wyoming Business Alliance, and engage the university more in the process and program. The responsibilities are becoming quite robust, this program needs more of a full-time director and staff.

Mr. Miller asked the Board to let him know if they have any questions. He will be visiting with the governing Board in June. He hopes the Board will make a conscious policy decision to support this program.

Trustee Davis agreed with Mr. Miller's direction, but if the Board makes a commitment to fund it annually, there will need to be an understanding similar to previous discussion about what sort of role and control will the Board have. Mr. Miller hopes the Board will discuss it in September at length and make a decision as one of the partners. Trustee True added contributions from both parties will need to be discussed, whether it be financial, in-kind services, or a combination of both. President Richards recommended that this be placed on the September agenda and that information come from all parties to the Board. Trustee Rounds clarified that she wants the request for information be all-inclusive. Trustee Haynes said as a trustee, he wants to know what the interests are as the University of Wyoming in Leadership Wyoming.

Trustee Spicer also asked Mr. Miller to provide a specific proposal for the Board to talk about. The second thing he commented on is the one failure of this program, which was designed to develop new leadership in young people (25-35) and he doesn't think it's been very successful in developing the new young leaders. Trustee Rounds said she thinks that training people in leadership role is very important. Trustee Neiman commends the person(s) responsible for creating this program.

AGENDA ITEM TITLE: **Update on Interim Studies**, Miller

CHECK THE APPROPRIATE BOX(ES):

- Work Session
- Education Session
- Information Item
- Other Specify:

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MINUTES OF THE MEETING:

Mr. Miller passed out an outline on the five interim studies as discussed at the March meeting of the Board. The first one was the Energy Institute, due October 1. UW has consulted with the co-chairs of the committee and they are developing a preliminary plan. Associate Vice President Myron Allen is the point person on this project. He noted that he did not have the plan, but it should be considered the prospectus that will lead to a plan. His point was that the management council of the legislature brought this up in its discussions with respect to petroleum engineering and the baccalaureate degree. They suggested reinstatement of the baccalaureate degree in petroleum engineering. This may be more of a parallel discussion.

Dr. Allen said UW has the responsibility to produce a proposal for a multi-faceted energy institute. The plan will be developed through the summer with the assistance of a faculty committee and with mechanisms for input from the industry and appropriate legislative persons. The energy institute would be a significant addition to UW's structure. As a parallel, Dr. Buchanan has asked the dean of engineering and the department head of chemical and petroleum engineering to estimate what it would take to restart the bachelor's of petroleum engineering. He noted UW previously had this bachelor's degree until 1997 or 1998, and UW still has a ph.D. in the program, as well as a master's of science. There is also a concentration in petroleum engineering as one way to the bachelor's degree in chemical engineering.

Dr. Allen noted this would be a small part of UW's energy efforts and could take it independently of a newer, large structure. Estimates of the costs are available and he hopes to discuss the details of this program with the Board in the fall. Mr. Miller said there will be information on the energy institute and the petroleum engineering baccalaureate.

The parking study will be discussed more over the summer and will be on the agenda in the fall. With respect to faculty endowments, there is an attachment regarding the public hearing list to discuss the faculty endowment piece. The results will be summarized for the October 1 deadline. Comments can be sent to [greatfaculty@uwyo.edu](mailto:greatfaculty@uwyo.edu) by members of the Board.

The Hathaway scholarship program is not being staffed by UW. The committee will hold their first meeting in late May.

The Executive Training Institute is up and running. The oversight and steering committees have met several times and a websight has been developed for the public. The steering committee is finalizing rfp's to get advice on marketing for the executive education program. The website is the Teton School of Business and is located on UW's website.

AGENDA ITEM TITLE: **FY 2006 ASUW Budget**, Harris

CHECK THE APPROPRIATE BOX(ES):

- Work Session  
 Education Session  
 Information Item  
 Other Specify:

BACKGROUND AND POLICY CONTEXT OF ISSUE:

Section 3 of University Regulation 239 provides that the annual budget for the Associated Students of the University of Wyoming (ASUW) is to be presented to the Board of Trustees for consideration. The ASUW Student Senate approved the FY 2006 proposed operating budget on April 12, 2005 (Senate Bill #2110).

The ASUW student fee of \$39.30 per semester is the major revenue source supporting this budget. The budget is based on an estimated 9,500 students per semester, plus about 15,000 credit hours for summer students. Total student fees available for FY 2006 are \$795,500 for budgeting purposes.

The ASUW budget request for FY 2006 is summarized below.

**ASUW**  
**FY 2006 Section II Operating Budget**

<b>Fund Sources</b>	<b>FY05 Approved Budget</b>	<b>FY06 Proposed Budget</b>
ASUW Fee	\$732,200	\$795,500
ASUW Reserve	32,145	28,230
ASUW Equipment Reserve	10,680	22,875
ASUW Endowment	4,000	19,725
ASUW Student Loan	36,932	21,275
Other Revenue	74,730	81,950
<b>Total Fund Sources</b>	<b>\$890,687</b>	<b>\$969,555</b>

<b>Fund Uses</b>	<b>FY05 Approved Budget</b>	<b>FY06 Proposed Budget</b>
ASUW Government and Services	\$508,295	\$579,001
ASUW Activities	251,450	250,676
Recognized Student Organizations	114,442	117,218
ASUW Equipment Reserve	16,500	22,660
<b>Total Fund Uses</b>	<b>\$890,687</b>	<b>\$969,555</b>

The ASUW Reserve fund balance as of March 31, 2005 was \$326,098.50. Use of the funds from the reserve in the ASUW FY 06 budget will include money for two contingency funds. One fund will be available to the Safe Ride Program and the other fund will be available

to the student government and student services. Both funds are budgeted at \$5,000 each. A reserve allocation has also been made for the Students' Attorney Program to fund a potential need for two part-time student positions to provide clerical support and for an extern. The reserve may provide funding for the DIA student shuttle, if other funding sources are not found.

The ASUW Equipment Reserve fund balance as of March 31, 2005 was \$40,324.64. Funds from this account will be used to purchase three new computers for the ASUW president and executive assistants; technical equipment replacements and upgrades and a van to replace a 1980 van for ASTEC; and other sundry equipment replacements. The annual allocation of 2.75% from FY 06 student fees is budgeted at \$22,660.00, which will be transferred at the end of the fiscal year.

Prior Related Board Discussions/Actions:

January 2005: Trustees approved a \$10,000 increase for the ASUW operating budget for FY 2005.

May 2004: Trustees approved the Section II operating budget for FY 2005.

**WHY THIS ITEM IS BEFORE THE BOARD:**

The Board's approval of the ASUW operating budget is required by UNIREG 239, trustee regulations, and university budget procedures.

**ARGUMENTS IN SUPPORT:**

- The ASUW business manager, with the assistance of various ASUW committees, prepared a budget that was adopted by the ASUW Senate.
- ASUW will not be able to operate without approval of the fiscal year budget.

**ARGUMENTS AGAINST:**

- None.

**ACTION REQUIRED AT THIS BOARD MEETING:**

Approval of the Section II operating budget by the Board will incorporate approval of this budget. No specific action is required on this information item.

**PRESIDENT'S RECOMMENDATION:**

See the Section II operating budget recommendation.

AGENDA ITEM TITLE: **FY 2006 Student Publications Budget**, Harris

CHECK THE APPROPRIATE BOX(ES):

- Work Session
- Education Session
- Information Item
- Other Specify:

BACKGROUND AND POLICY CONTEXT OF ISSUE:

The Student Publications Board approved the following budget at their April 15, 2005 meeting. The Student Publications budget request is based upon expected revenue from student fees, advertising and publications sales, and graphic design work. A student fee of \$11.40 per student per semester is used for the FY 06 budget. Based on the student fee rate, estimated student fee income for FY 2006 is \$235,420. The estimated student fee revenue will fund about 53% of the budget. Generated revenues will fund the remainder of the proposed budget. No reserve funds will be used to fund the FY06 budget.

The Student Publications budget request for FY 2006 is summarized below.

**Student Publications**  
**FY 2006 Section II Operating Budget**

<b>Sources of Funds</b>	<b>FY05 Approved Budget</b>	<b>FY06 Proposed Budget</b>
Student Fees	\$235,420	\$235,420
Reserve <sup>(1)</sup>	0	0
Other Revenue	203,500	206,680
<b>Total Fund Sources</b>	<b>\$438,920</b>	<b>\$442,100</b>

<b>Uses of Funds</b>	<b>FY05 Approved Budget</b>	<b>FY06 Proposed Budget</b>
Staff Salaries and Benefits	\$219,402	\$227,835
Student Salaries	76,804	75,807
Travel	10,400	9,400
Equipment	5,750	5,558
Operations	126,564	123,500
<b>Total Fund Uses</b>	<b>\$438,920</b>	<b>\$442,100</b>

<sup>(1)</sup> As of March 31, 2005, the Student Publications Reserve fund balance was \$182,769.36.

Prior Related Board Discussions/Actions:

May 2004: Trustees approved the Section II operating budget for fiscal year 2005.

**WHY THIS ITEM IS BEFORE THE BOARD:**

The Board's approval of the Student Publications operating budget is required by UNIREG 38 and University budget procedures.

**ARGUMENTS IN SUPPORT:**

- The supervisor of Student Publications prepared a budget that was adopted by the Student Publications Board.
- The Student Publications Board will not be able to operate without approval of the fiscal year budget.

**ARGUMENTS AGAINST:**

- None.

**ACTION REQUIRED AT THIS BOARD MEETING:**

Approval of the Section II operating budget by the Board will incorporate approval of this budget. No specific action is required on this information item.

**PRESIDENT'S RECOMMENDATION:**

See the Section II operating budget recommendation.

AGENDA ITEM TITLE: **FY 2006 Wyoming Union Budget**, Harris

CHECK THE APPROPRIATE BOX(ES):

- Work Session
- Education Session
- Information Item
- Other Specify:

BACKGROUND AND POLICY CONTEXT OF ISSUE:

The Wyoming Union operating budget request was developed in consultation with and approved by the Wyoming Union Board. The budget request for FY 2006 is \$1,602,840, which is an increase of \$95,268 from the FY 2005 actual budget. The following table shows the actual FY 2005 operating budget and the proposed budget for FY 2006:

**Wyoming Union**  
**Section II Operating Budget for FY 2006**

<b>Revenue</b>	<b>FY05 Actual Budget</b>	<b>FY06 Proposed Budget</b>
Food Services	\$ 67,300	\$ 66,019
ATM	1,500	1,500
Retail Space	10,310	15,609
Gardens	17,250	50,850
Copy Shop	16,400	16,892
Events Office	34,200	28,700
Bookstore	98,078	101,020
Info Desk/Ticket Office	5,250	3,700
Fall-Spring Fees	1,159,930	1,187,400
Summer Fees	96,000	126,100
Miscellaneous	500	250
Interest Income	2,650	4,800
<b>Total Revenue</b>	<b>\$1,509,368</b>	<b>\$1,602,840</b>

<b>Expenses</b>	<b>FY05 Approved Budget</b>	<b>FY06 Proposed Budget</b>
Advertising/Promo	\$ 10,700	\$ 6,500
Assessments	86,020	92,879
Copy Machine	3,600	3,500
Union Board	600	600
Clothing	700	500
Courtesy	750	750
Depreciation	7,507	6,826
Dues/Memberships	1,060	3,000
Insurance	46,303	41,012
Maintenance/Repair	64,200	53,600
Salaries, Full Time	588,460	635,352

Salaries, Part Time	135,704	155,550
Miscellaneous	3,250	5,250
Benefits	271,203	279,122
Retirement	500	385
Laundry, Linen	900	900
Programming	113,250	145,610
Postage	900	900
Subscriptions	675	530
Supplies, Building	23,500	16,000
Supplies, Office	13,590	16,200
Supplies, Custodial	40,000	30,000
Supplies, Equipment	29,200	27,500
Water Dispenser	1,800	1,600
Telephone	30,000	35,200
Ticket expenses	3,025	200
Training/Development	7,230	8,520
Travel	19,965	19,325
Utilities	100,000	265,000
<i>Utility Reimbursement</i>	(100,000)	(265,000)
Cable Television	480	529
Bldg. Programming	2,500	5,000
Marketing	0	10,000
<b>Total Expenses</b>	<b>\$1,507,572</b>	<b>\$1,602,840</b>
<b>Difference (Revenue to Expenses)</b>	<b>\$1,796</b>	<b>\$ 0</b>

Prior Related Board Discussions/Actions:

May 2004: Trustees approved the Section II operating budget for FY 2005.

**WHY THIS ITEM IS BEFORE THE BOARD:**

The Board's approval of the Wyoming Union operating budget is required by UNIREG 245, trustee regulations, and university budget procedures.

**ARGUMENTS IN SUPPORT:**

- The Wyoming Union operating budget request was developed in consultation with and approved by the Wyoming Union Board. It has been reviewed by the university president, the vice president for student affairs, the vice president for administration, the vice president for budget and planning, the university budget officer, and many other interested parties, all of whom support the recommendation for approval.

- The Wyoming Union will not be able to operate without approval of the operating budget.

ARGUMENTS AGAINST:

- None.

ACTION REQUIRED AT THIS BOARD MEETING:

Approval of the Section II operating budget by the Board will incorporate approval of this budget. No specific action is required on this information item.

PRESIDENT'S RECOMMENDATION:

See the Section II operating budget recommendation.

AGENDA ITEM TITLE: **Progress Report on the WTBC**, Gern

CHECK THE APPROPRIATE BOX(ES):

- Work Session
- Education Session
- Information Item
- Other Specify:

BACKGROUND AND POLICY CONTEXT OF ISSUE:

The Wyoming Technology Business Center is becoming a reality. It is projected to be completed in June, 2006. Below is an update on the current funding picture, the timetable for the project and the proposed schedule of the Construction Manager at Risk (CMAR).

Project funding. Below is a table describing the status of the various funding pieces. Remember that the Wyoming State Legislature initially provided \$250,000 in 2001 to initiate the planning process by funding the design work necessary to carry the project through Phase II of state building planning required of all state capital construction projects. Subsequently the State Legislature provided \$5.3 million in funding in the 2003 session with the proviso that an additional \$3.2 million in non-state funds were raised for the project. During the 2005 session the legislature changed the \$5.3 million in state bonds to \$5.3 million in cash (Senate File 1, 2005 Wyoming Session Laws, Chapter 191).

**Funding for the WTBC Construction, Furniture, Fixtures and Equipment**

Source	Amount	Status
State of Wyoming	\$5,300,000	Secured
McMurry Foundation	\$1,600,000	Pledged
Economic Development Administration	\$1,600,000	Secured
HUD Economic Development Initiative	\$994,600	Secured
HUD Economic Development Initiative	\$750,000	Secured
<b>Total as of May 2005</b>	<b>\$10,364,000</b>	
HUD Economic Development Initiative	\$500,000	Requested/Pending

As can be seen, as of May, 2005 \$10,364,000 has been raised for the project (approximately \$2,000,000 more than required by the legislature). In addition to the funds secured for construction, furniture, fixtures and equipment, \$120,000 was secured through the Wyoming National Science Foundation EPSCoR proposal (recently funded) to be used in developing various program elements for the incubator. And, another \$150,000 per year (continuing) is being provided by the University of Wyoming for salaries and fringe benefits. Finally, an additional proposal to the HUD Economic Development Initiative has been developed to provide more funds for the data center that is being installed in the building.

The building has been modified during the final stages of the planning process. Originally conceived of as a two story building consisting of a incubator “wing” and a central services “core” the building has been modified by adding a basement underneath the core and one end of the wing to house mechanical rooms, and IT service facilities. This will allow the development of a state-of-the-art data center without using any of the building’s rentable space on the first and second floors of the building.

During the September 2004 meeting the trustees approved the hiring of Delta Construction as the CMAR. Delta has requested bids for each of the segments of the project and has projected the starting and ending dates for each of the elements to be constructed. This timing will result in a completed building in June 2006. Thus the CMAR process is well underway.

At this time, a search for the CEO of the WTBC is being completed. More than 80 applications were received. Several entities participated in this search including the WTBC Board of Directors, the research office, academic affairs, vice president for administration, UW’s economic development groups, the College of Business, and the Wyoming Business Council. The McMurry Foundation was also invited to participate. Many management elements have been put into place, and it is anticipated that the WTBC CEO will be in place by July, 2005 allowing approximately a year to develop procedures and to identify and recruit companies to serve as the first set of clients.

AGENDA ITEM TITLE: **Athletic Campaign/Match Update**, Barta

CHECK APPROPRIATE BOX(ES):

- Work Session  
 Education Session  
 Information Item  
 Other Specify:

As of April 26<sup>th</sup>, 2005, UW had received just over \$4.5 million in contributions/commitments to the Athletic Fundraising Campaign. The goal of the campaign is to raise \$10 million in private gifts, which, combined with the state matching funds, will enable UW to invest a minimum of \$20 million into the construction or renovation of four athletic facilities. The following is a summary of the Campaign, a reminder of the facilities the money will help fund, and a list of some of the significant contributions:

- The State match of \$10 million was established in March 2004.
- Gifts of \$25,000 or more are eligible for the match.
- The Campaign began its “Quiet” phase March 2004.
- A total of 59 contributions of \$25,000 or more have already been received.
- We are holding \$200,000 of the match for the “Memorial 8” Challenge. (A bill was passed this spring allowing all gifts to the track to be matched regardless of amount. The track will bear the name “Memorial 8 Track” in honor of the eight young cross country men killed in the September 2001 auto accident. The effective date for this amendment to the matching legislation is July 1, 2005)
- List of commitments \$500,000 or more
  - \* Unnamed Donor \$1 million#
  - \* Anonymous \$625,000
  - \* George and Dianna Archuleta \$500,000
  - \* Ron and Linda Flack \$500,000
  - \* First Interstate Bank \$500,000#
  - \* Estate of Louis Madrid \$500,000

# Commitment made...details pending

- The money is to be used to construct or renovate facilities identified in the Athletics Strategic Plan.
  - War Memorial Stadium renovations
    1. New turf
    2. Improved fan experience (restrooms, concessions, etc.)
    3. VIP seating (suites)
  - Indoor practice facility
  - Indoor tennis courts
  - Outdoor track
  
- From the beginning, it was anticipated we will require more than \$20 million to complete all the projects. We are currently working on the strategy to raise the additional funds.
  
- We have had discussions recently with several potential donors who have expressed an interest in making large gifts to the campaign. If these gifts are realized, it is possible that all of the remaining state matching dollars could be committed in the very near future.

AGENDA ITEM TITLE: **Athletics Facilities Update**, Barta

CHECK APPROPRIATE BOX(ES):

- Work Session  
 Education Session  
 Information Item  
 Other            Specify:

Thanks to a successful 14-month capital campaign, the University of Wyoming has secured \$20 million in funding for its athletic facilities campaign (\$10 million in private contributions and \$10 million in matching dollars from the State of Wyoming).

While the state match has been exhausted, the athletics department is continuing its fundraising efforts in order to fulfill the mission of the University's Strategic Plan for Intercollegiate Athletics.

The first three projects listed are currently underway.

Turf for War Memorial Stadium:

- Installation of the new playing surface is underway. The project is due to be completed by August 1, 2005. It is anticipated that this project will come in at just under \$1 million.

Upper East & West Stadium Improvements:

- Bathroom and concession stand renovations will get underway in June 2005 and will be completed by September 2005. The budget for this project is \$1.2 million.

Outdoor Track:

- We are in the initial design phase of this project. A bid for the construction work will be awarded in the fall of 2005. Construction will begin spring of 2006 and will be completed by the summer. The outdoor track will be situated around the existing soccer field and is a resurfacing project over the existing surface. The budget for this project is \$800,000.

The following projects will move to a faster track with the finalization of a large gift:

Lower East & West Stadium Improvements, Corporate/Donor Suites and Press Box:

- Programming for this project and early design concepts are currently under way. The construction timeline of these elements will be determined in conjunction with the indoor practice facility timeline. Ideally, the stadium renovations would be completed in time for the 2007 sports seasons. The estimated budget for these projects is as follows:  
Corporate/Donor Suites - \$4.5 million

Lower East & West Stadium Improvements - \$2.2 million  
Press Box Renovation - \$400,000

Indoor Practice Facility:

- Following the site analysis process, a preferred site has been identified for the indoor practice facility (adjacent to the Rochelle Athletics Center). Pending final approval of the site and financing, we will begin the pre-programming and design process. The goal is to begin construction in 2006, with completion prior to the sports seasons in 2007. The budget for this facility is \$8 million.

Indoor Tennis Facility:

- The indoor tennis facility will house four new indoor tennis courts. The anticipated location is just north of the current indoor tennis building, located near the "North 40." The design currently calls for a permanent soft-sided structure, similar to the concept used in the Denver airport. This facility will need to be completed in concert with the lower east and west War Memorial Stadium renovations (the existing tennis structure will be converted to an athletic facilities maintenance building at a cost of approximately \$400,000). The anticipated budget for tennis complex project is \$1.5 million.

AGENDA ITEM TITLE: **Residence Hall Renovation**, Brigman

CHECK APPROPRIATE BOX(ES):

- Work Session  
 Education Session  
 Information Item  
 Other Specify:

BACKGROUND AND POLICY CONTEXT OF ISSUE:

At the January 2003 meeting of the Board of Trustees, a long range plan for UW's residential facilities was presented. For the initial phase of the long range plan, the Board approved the plan to renovate the four Washakie halls during the March 2003 meeting. To house UW students through this initial phase, Washakie halls are scheduled sequentially for renovations as follows: McIntyre, Orr, White, and Downey.

The 2004 Wyoming State Legislature authorized UW to issue \$8.6 million in bonds for the renovation of the first two Washakie halls and the trustees approved issuance of these bonds at the May 2004 meeting.

The renovations to McIntyre Hall began in summer 2004 and are on schedule. The recent work focuses on the installation of the life safety, electrical, mechanical and plumbing systems, the construction of the new main entrance into the hall, and the installation of doors and hardware. The contractor is working from the top floor down with the 11<sup>th</sup> and 12<sup>th</sup> floor nearly completed. Code inspections are conducted as the work is completed. During summer 2005, carpeting and furnishings will be installed and ready for new student occupants in August 2005. UW residential students and the community are updated periodically on the renovations via the web at <http://www.uwyo.edu/reslife-dining/halls/mcintyrehall/>

Orr Hall closed for renovations when students moved out at the end of spring semester 2005. Thus, summer 2005 brings the challenge of having two Washakie halls out of service for summer conferences—McIntyre and Orr—and this pattern will be repeated each summer until the final hall begins renovations. The Residence Life & Dining Services staff, with the cooperation of other UW departments that need summer housing facilities, expects to accommodate all summer groups within the available halls this summer.

Because White Hall is slated to become a hotel-style residential facility with a bathroom in each room, it requires a unique design process. GSG Architecture was selected as the project architect and the initial design phase has begun with the appointed design team.

WHY THIS ITEM IS BEFORE THE BOARD:

To provide a periodic update on the long range plan for UW's residential facilities, the progress of the projects and their impacts on the campus. No action is required at this time.

AGENDA ITEM TITLE: **SIS/Portal Progress**, Brigman/Aylward

CHECK APPROPRIATE BOX(ES):

- Work Session  
 Education Session  
 Information Item  
 Other           Specify:

BACKGROUND AND POLICY CONTEXT OF ISSUE:

In fall 2003, the university decided to replace its 19-year old computerized student information system (SIS) and web interface. At the November 2003 meeting, the Board of Trustees was provided an overview of the issues and a plan for replacement. The trustees approved financing of the project during the review of the Fiscal Year 2005 Section I budget in May 2004. A contract was signed with SCT Corporation to provide the new software, training, and support. This is a brief update on the SIS replacement project.

**WyoWeb**, the portal, will become a primary source of enhanced information and communication for the UW community and the first visible sign to users that a new SIS is being implemented. At the beginning of fall semester 2005, WyoWeb will be available to UW students, and to faculty and staff later in the semester. The portal is accessible using any Web browser. WyoWeb will provide individually-customized information with links to frequently used on- and off-campus databases as well as a single security sign-on for certain authorized Web sites. Users will be placed in any number of interest groups based on a variety of demographic, class or employment status, and voluntary subscriptions. Tailored announcements pertinent to the user will provide information of value and tools to supplement course instruction and communication. Content for WyoWeb is being developed currently by UW departments. For students, the portal includes a much-improved e-mail system using Microsoft Exchange and its Outlook Web Access software. An example of a university portal for students and for faculty is available at <http://my.ucla.edu>

Student services offices, with the support of Division of Information Technology staff, are diligently working to design and populate the data structures for the admissions, registration, billing, and financial aid portions of the new computer system. Live use of the system will occur in stages starting in August 2005 with the processes needed to admit students for the fall 2006 entering class. The UW course catalog and class scheduling will be available in October 2005. Financial aid and registration processes will be live in March 2006, followed by student accounts, academic history and degree audits in summer 2006. Planners anticipate having the new SIS fully operational by fall 2006. 'Just in time' training for each of these modules will be provided.

WHY THIS ITEM IS BEFORE THE BOARD:

To provide a periodic update on the project's progress. No action is required.

AGENDA ITEM TITLE:

**Internal Audit Activity Conducted in Accordance with the Audit Plan for the Period  
January 1, 2005 to March 31, 2005**, Jacobson

CHECK APPROPRIATE BOX(ES):

- Work Session  
 Education Session  
 Information Item  
 Other Specify:

The following audits and related activities have been completed:

1. Admissions has been audited. The text of the audit report is on the following pages.
2. The NCAA certified audit verifying football attendance, which was in process, was cancelled when the NCAA dropped the requirement.

The following audits and related activities are in process:

1. TransPark is being audited.
2. Van Jacobson and Jim Byram have been participating in the upgrades to the PeopleSoft Financial Management System. The goals in this area are to evaluate the controls and functionality that are being configured into these systems, as they are being upgraded, and to assist with the upgrades.
3. Van Jacobson and Jim Byram are participating in the SIS Replacement Project serving on the Organizational Readiness and Security Project Teams. The goals in this area are to evaluate the controls and functionality that are being configured into these systems, as they are being implemented.

The audit recommendations from the following audits have been implemented:

1. Audit recommendations from the audit of the endowment and scholarship reporting process have been implemented.

Audit recommendations from the following audits have not been fully implemented:

1. The Stores and Reimbursable Labor audit report was issued in April of 2003. All recommendations have been implemented except old accounts receivable from other UW departments amounting to \$219,000 were uncollected. A payment of \$23,000 has reduced this to \$196,000. The associate director of physical plant is working with the vice president of administration and other vice presidents to collect the accounts receivable during fiscal year 2004-05.
2. The PC Maintenance and Sales audit report was issued in October of 2004. Audit recommendations will be fully implemented by March 2006.

## ADMISSIONS

### Internal Audit

Dept. 3314  
1000 E. University Avenue  
Laramie, Wyoming 82071  
(307) 766-4835

February 8, 2005

To the Board of Trustees  
University of Wyoming

This report is submitted relative to our findings and conclusions as a result of our review and analysis of Admissions cash handling procedures. The review included the following:

- Interviewed Director of Admissions and Office Associate Senior about the roles and functions associated with cash handling.
- Reviewed office policies and procedures set up to accomplish these functions.
- Prepared both narrative and flow chart documentation of cash handling procedures.
- Assisted in risk/control analysis for the cash handling procedures.
- Calculated fees to be received and compared to actual receipts.

### BACKGROUND

The primary responsibility of the Admissions Office is to identify, attract, and admit new undergraduate students that meet the admission standards of the University of Wyoming. The staff is available to assist prospective students, parents, and counselors by providing information about admission and residency policies and University of Wyoming degree offerings. The New Student Orientation program is a major responsibility of the Admissions Office, as is the supervision of the Visitor Services Center.

### SCOPE OF REVIEW

For the purpose of identifying areas for improvement, our review and analysis of present Admissions cash handling policies and procedures, review of financial accounts, and collection of student orientation fees included the following:

#### Meetings with personnel

- Meetings with the Director of Admissions and Office Associate, Senior, to discuss and plan the process of developing the risk/control, risk assessment and mitigation strategies for the cash handling process of Admissions and procedures to verify the collection of student fees.

### OBJECTIVES

The objectives of the review were:

- To identify the work being performed by Admissions personnel in order to document present procedures as well as to make observations and recommendations about the manner in which immediate and short-term improvements could be realized.
- To determine if Admissions is receiving the correct amount of student orientation fees.
- Review the number of accounts and determine if some might be eliminated.

## SUMMARY OF FINDINGS, RECOMMENDATIONS, AND CURRENT STATUS

### ORIENTATION PROGRAM FEE

#### Background

A mandatory fee is assessed the first semester for all first time attendees to the university in the amount of \$22.00 for the Fall Semester 2001, \$30.00 beginning the Fall Semester 2002 and increased to \$35.00 beginning Fall Semester 2004. There is no refund to the students of this fee if the student withdraws from school. The fee is used to support the Orientation Program for new attendees and beginning Fall 2004 \$5.00 of the fee is to be given to the Campus Express office to support the campus ID system.

#### Observation

- The Fee Book has continuously listed an account into which the fee was supposed to be deposited and in the FY 2004 Fee Book the account the Campus Express portion was to be deposited. The actual account that received the money has been different than the account listed in the Fee Book.
- Over a three-year period beginning academic year 2002 through academic year 2004 the fee has not been totally collected in any one-year, however, an average of 96% over the three years has been collected.

#### Recommendation

- The Fee Book should be changed to reflect the actual accounts receiving the money.

#### Response

We agree that the Fee Book should reflect the actual accounts. We will work with the Vice President for Student Affairs' Office and Administration to do so in the fiscal year 2006 Fee Book.

### ORIENTATION ROOM AND BOARD FEES

#### Background

Parents and their children have the opportunity to spend the night in the residence halls and eat their meals in the dining hall during orientation. There are currently four options to choose for room and Board in addition there is a ten-dollar parent orientation fee. Admissions personnel communicate the number of rooms and meals needed to Residence Life and Dining Services (RL&DS) so reservations

can be made. The number of rooms used and the meals used is reconciled after each orientation. All money is collected and deposited by the Admissions office. After the last orientation session RL&DS sends Admissions a bill for all room and Board provided for orientation.

#### Observation

Although the numbers of rooms and meals provided by Residence Life and Dining is reconciled with Admissions records after each orientation session no overall reconciliation of money received, room and Board requested and provided, and room and Board billed and paid for is performed.

#### Recommendation

After the last orientation session a reconciliation as mentioned above should be performed. This is a fairly quick way to test that registration and cash handling procedures are in place and working.

#### Response

We will implement the reconciliation procedure after the last orientation sessions of summer 2005. I agree with the recommendation.

### ADMISSIONS FEE

#### Background

All prospective students pay a \$30.00 application fee for admission to the university. There are some instances where the application fee is waived however this is rare. Unless the fee has been waived the application is not processed until the fee is received.

#### Observation

Beginning fall of 2004 a spreadsheet is maintained that contains the number of applications processed, waived and unpaid, this provides management with timely information and a means of monitoring cash collections.

#### Recommendation

Currently there is no reconciliation of number of applications processed and the amount of money deposited into the appropriate accounts. An administrator not involved in the handling of cash should perform this reconciliation at least once a year. This provides a quick check of the overall application and cash handling processes.

#### Response

The Office of Admissions has implemented a system where an Office Associate Senior in Admissions, not involved in the handling of cash, will perform a reconciliation at least once a year of the number of applications processed and the amount of money deposited into the appropriate accounts.

## CASH HANDLING PROCEDURES

### Background

Three areas in Admissions receive monetary payments from outside sources: Application Fee, College Planning, and Orientation Room and Board Fees. Money is received through the mail in the form of checks and credit cards, which is processed and deposited in accordance with each area's cash handling procedures.

### Observation

The cash handling procedures of each area were reviewed with appropriate personnel. In each area there was a lack of segregation of duties, which increases the risk of potential loss.

### Current Status

As a result of discussions with Admissions personnel the following changes have been implemented:

- The areas of Application Fee and College Planning have implemented the recommendation of including more than one person in the process of receiving, recording, and depositing money received.
- Orientation Room and Board Fees has hired a new employee and is changing the cash handling process to include recommendations of segregation of duties at this time. After the new procedures are in place they will be documented and reviewed to ensure control weaknesses are mitigated.

Jim Byram  
Auditor, Senior

Copy: Philip Dubois, President  
University of Wyoming

Leellen Brigman, Vice President  
Student Affairs

Sara Axelson, Associate Vice President for Enrollment  
Management/ Director of Admissions

AGENDA ITEM TITLE: **Internal Audit Plan for Fiscal Year 05-06**, Jacobson

CHECK APPROPRIATE BOX(ES):

- Work Session  
 Education Session  
 Information Item  
 Other           Specify:

The goal of Internal Audit is to audit as many areas of the university as possible and to provide audit services to certain affiliated organizations. To determine the specific university areas to be audited the following factors are taken into consideration: audit work performed by external auditors, an assessment of risk, and the resources of Internal Audit. Whenever possible, internal controls are reviewed, as they are being developed for new systems or when they are revised within existing systems.

The Internal Audit Plan for the year ending June 30, 2006 consists of the following:

- A. Participation in the upgrades of the PeopleSoft Financial Management System, Asset Management and Human Resources Management System will continue. The goals in this area are to evaluate the controls and functionality that are being configured into these systems as they are being upgraded and to assist with the upgrades.
- B. Participation in the SIS Replacement Project by serving on the Organizational Readiness and Security Project Teams will continue. The goals in this area are to evaluate the controls and functionality that are being configured into these systems, as they are being implemented.
- C. Audit services will be provided to the following affiliated organizations:
  1. Cowboy Joe Club will be audited and financial statements will be prepared for the fiscal year ending June 30, 2005.
  2. The Wyoming State 4-H Foundation will receive a limited examination for the fiscal year ending September 30, 2006.
- D. NCAA rules compliance will be audited for activity that occurred during fiscal year 2004-05 in the areas of: Student-Athlete Eligibility, Representatives of Athletics Interests, Extra Benefits, and Team Travel. This is the first audit in a series of four annual audits that will cover all of the NCAA rules compliance areas.
- E. Audits of self-sustaining operations will continue. Self-sustaining operations typically involve one or more of the following: cash handling, sales, expense reimbursement, accounts receivable and inventory. Specific operations to be audited in the coming year are: Cheyenne Family Practice Center, Student Health Service, Outreach School, Bookstore, Department of Intercollegiate Athletics, and the College of Agriculture.
- F. The UW Purchasing Card System will be audited.

G. The Cashier's Office will be audited.

H. Cash counts will be performed when appropriate.

I. Internal Audit will perform audits of UW licensees when requested by the Trademark Licensing Office. The Trademark Licensing Office licenses manufacturers to produce products bearing the university's trademarks. As part of the agreement the university has the right to audit their books to ensure that they are paying the appropriate royalties on their sales.

AGENDA ITEM TITLE: **Change Orders and Progress Reports**, Harris

CHECK APPROPRIATE BOX(ES):

- Work Session  
 Education Session  
 Information Item  
 Other Specify:

The following gives an accounting of the progress and activity of construction and design since the February, 2005 trustees meeting. Also reported are approved change orders.

**PROJECTS IN CONSTRUCTION**

**1. Health Science – Biochemistry Addition & Remodel**

Contractor Groathouse Construction, Inc.  
 Bid Price \$11,597,000.00  
 Contract Substantial Completion Date May 1, 2005  
 Extended – Biochemistry Building & East Addition May 20, 2005  
 – North Addition, Link, and Pharmacy June 24, 2005  
 – Site (weather permitting) June 10, 2005

	Total	Administration	Construction	Design	Technology	FF & E	Contingency	Misc
Budget	17,984,000	600,000	11,597,000	1,680,000	1,386,000	915,000	1,556,000	250,000
Expended	12,296,434	220,689	10,486,390	1,560,591			28,051	713
Obligated	1,526,719		1,110,610	16,869		45,036	354,204	
Un-obligated	4,160,847	379,311	0	102,540	1,386,000	869,964	1,173,745	249,287

Remarks The building will be completed in phases. The biochemistry and east addition is to be substantially complete on May 20<sup>th</sup>. The landscaping will be completed on June 10<sup>th</sup>, and the link and west addition will be completed on June 20<sup>th</sup>. Work is focusing on the biochemistry and east addition. Painting is 95% complete in that area and the upper two floors have been carpeted. Ceiling grid has been installed and final mechanical and electrical trim is in progress. The gypsum Board installation and the mechanical and electrical rough in is completed in the link and west addition.

**2. Washakie Housing Renovations – McIntyre and Orr Hall**

Contractor Delta Construction Incorporated  
 Bid Price – McIntyre Hall \$3,713,741.00  
 Bid Price – Orr Hall \$2,345,029.00  
 Contract Substantial Completion Date  
 - McIntyre Hall July 1, 2005  
 - Orr Hall July 1, 2006

	Total	Administration	Construction	Technology	Design	Contingency	Furnishings
Budget	8,600,000	275,180	6,344,329	50,000	800,000	380,000	750,491
Expended	5,297,659	84,380	4,601,086		612,193		
Obligated	2,128,844		1,743,852		162,607		222,385
Un-obligated	1,173,497	190,800	-609	50,000	25,200	380,000	528,106
Funded by Other Sources	29,966		29,966				
Un-obligated	1,203,463	190,800	29,357	50,000	25,200	380,000	528,106

**NOTE:** Change Order #4 for security doors is being funded from other sources

**Remarks** Substantial completion inspection was conducted on the upper two floors. Inspection of two floor every two weeks will continue until the building is completed. Work is progressing on schedule. In late April, Residence Life and Dining Service will begin preparing rooms on the upper floor for fall occupancy. Contractor is cooperating with Residence Life and Dining Service's needs.

**3. Early Care and Education Center**

Contractor	Spiegelberg Lumber and Building Company
Bid Price	\$2,037,900.00
Contract Substantial Completion Date	March 31, 2005
Extended –	May 20, 2005

	Total	Administration	Construction	Design	Contingency	Misc
Budget	2,344,800	58,500	2,037,900	146,000	73,000	29,400
Expended	1,891,435	51,885	1,711,660	127,890		
Obligated	378,220		326,240	7,210	44,770	
Un-obligated	75,145	6,615	0	10,900	28,230	29,400

**Remarks** Contractor is in the process of finishing up the site work and installing finishes on the interior of the building. The east half has been painted and the ceiling grid installed with finish work proceeding clockwise around the building. Landscaping is to begin in early May. Substantial completion changed to May 20<sup>th</sup> due to incorporating code items noted by the State Fire Marshal and to allow landscaping to occur at the beginning of the growing season.

**PROJECTS IN DESIGN PHASE**

- 1. Information Library and Learning Center (IL<sup>2</sup>C)**
- 2. Wyoming Technology Business Center (WTBC)**
- 3. Classroom Building Renovation**
- 4. Anthropology and Archaeology Resource Facility**
- 5. Washakie Housing Renovations – White Hall**

**CHANGE ORDERS**

**1. Health Science – Biochemistry Addition & Remodel**

**Change Order No. 14**

Item 1	Modification to Architectural Brackets	Deduct:	1,500.00
Item 2	Addition of Angle Supports at Brackets	Add:	14,815.00
Item 3	Slab In-fills at Biochemistry	Add:	4,522.00
Item 4	Installation of Fire Safing and Clips	Add:	1,490.00
Item 5	Revisions to Cabinets and Counters	Deduct:	2,229.00
Item 6	Change Selection of Floor Tile Material	Deduct:	1,000.00
		<u>Total Change Order No. 14</u>	Add: \$16,098.00

**Change Order No. 15**

Item 1	Time Extension – Biochemistry Building & South Addition	May 20, 2005
Item 2	Time Extension – North Addition, Link, and Pharmacy	June 24, 2005
Item 3	Time Extension – Site (weather permitting)	June 10, 2005

**Change Order No. 16**

Item 1	Replace Storm Line at Drive Approach	Add:	3,240.00
Item 2	Change Selection of Wall Tile Material	Add:	1,922.00
Item 3	Extend Walls to Ceiling on 4th Floor Biochemistry	Add:	15,805.00
Item 4	Relocation of Wall in Waiting Room	Add:	1,127.00
		<u>Total Change Order No. 16</u>	Add: \$22,094.00

**Statement of Contract Amount**

Original Contract	\$11,597,000.00
Change Orders 1-16	+ 354,204.00
Adjusted Contract	\$11,951,204.00

**2. Washakie Housing Renovations – McIntyre and Orr Hall**

**Change Order No. 7**

Item 1	Removal of Cork Board	Add:	3,810.00
Item 2	Add Texture in Sleeping Rooms	Add:	3,483.00
Item 3	Replace Student Room Closers with Spring Hinges	Add:	7,663.00
Item 4	Credit for Fir Sprinkler Line Elimination	Deduct:	9,714.00
Item 5	Add Sheet Metal at Radiator Covers	Add:	1,281.00
Item 6	Change Outlets to Deep Boxes	Add:	606.00
Item 7	Revise Vanity Electrical Outlets	Add:	9,370.00
Item 8	Replace Receptacle with Shallow Box	Add:	6,378.00
		<u>Total Change Order No. 7</u>	Add: \$22,039.00

**Statement of Contract Amount**

Original Contract	\$6,058,770.00
Change Order 1-7	<u>+ 308,207.00</u>
Adjusted Contract	\$6,366,977.00

**3. Early Care and Education Center**

**Change Order No. 4**

Item 1 Sink Modifications	Add:	509.00
Item 2 Minor Door Modification	Add:	94.00
Item 3 Hardware Modification	Add:	533.00
Item 4 Stone Modification	Add:	503.00
Item 5 Additional Joists	<u>Add</u>	<u>1,586.00</u>
	<u>Total Change Order No. 4</u>	Add: \$3,225.00

**Statement of Contract Amount**

Original Contract	\$2,037,900.00
Change Order 1-4	<u>+ 44,770.00</u>
Adjusted Contract	\$2,082,670.00

AGENDA ITEM TITLE: **UW Quarterly Report on Investments**, Hardin

CHECK APPROPRIATE BOX(ES):

- Work Session  
 Education Session  
 Information Item  
 Other Specify:

UNIVERSITY OF WYOMING  
 FIXED INCOME INVESTMENTS - COST BASIS  
 SUMMARY FOR THE PERIOD  
 01/1/05 - 03/31/05

	University Managed	
	Prior Quarter 12\31\04	Current Quarter 03\31\05
Current Unrestricted, Auxiliary & Other Funds	41,474,340	56,917,601
Other Restricted Funds	2,745,457	2,405,681
Unrestricted Gifts and Grants	9,320,059	9,643,675
Contract and Grants	7,557,347	7,189,237
Student Loans	6,180,105	6,259,655
Bond Series 2004 Construction Funds	3,203,263	2,985,776
Plant Funds	3,948,450	2,726,863
Agency Funds	55,252	47,586
APHEC	2,475,146	1,772,133
Total Pooled Investments	<u>76,959,419</u>	<u>89,948,207</u>
Bond Series 2004 Construction Funds	<u>5,058,797</u>	<u>3,291,219</u>
Total Investments	<u>82,018,216</u>	<u>93,239,426</u>
Average Return - Pooled Investments	<u>1.92%</u>	<u>2.38%</u>
Merrill Lynch FlexiCash Program - Bank of New York Custodian (US Agency Securities investments pool with daily access)	8,500,000	13,000,000
Certificate of Deposit	2,400,000	2,400,000
Gov't Sponsored Enterprises Discount Notes	68,490,216	75,211,426
US Agency Securities	<u>2,628,000</u>	<u>2,628,000</u>
Total Investments	<u>82,018,216</u>	<u>93,239,426</u>

Investments are changed every Monday for increases or decreases in available cash, regardless of the amount. Investments are changed on any day on which the increase or decrease is a minimum of \$10,000.

AGENDA ITEM TITLE: **Foundation Quarterly Report on Investments**, Blalock

CHECK APPROPRIATE BOX(ES):

- Work Session  
 Education Session  
 Information Item  
 Other Specify:

BACKGROUND AND POLICY CONTEXT OF ISSUE:

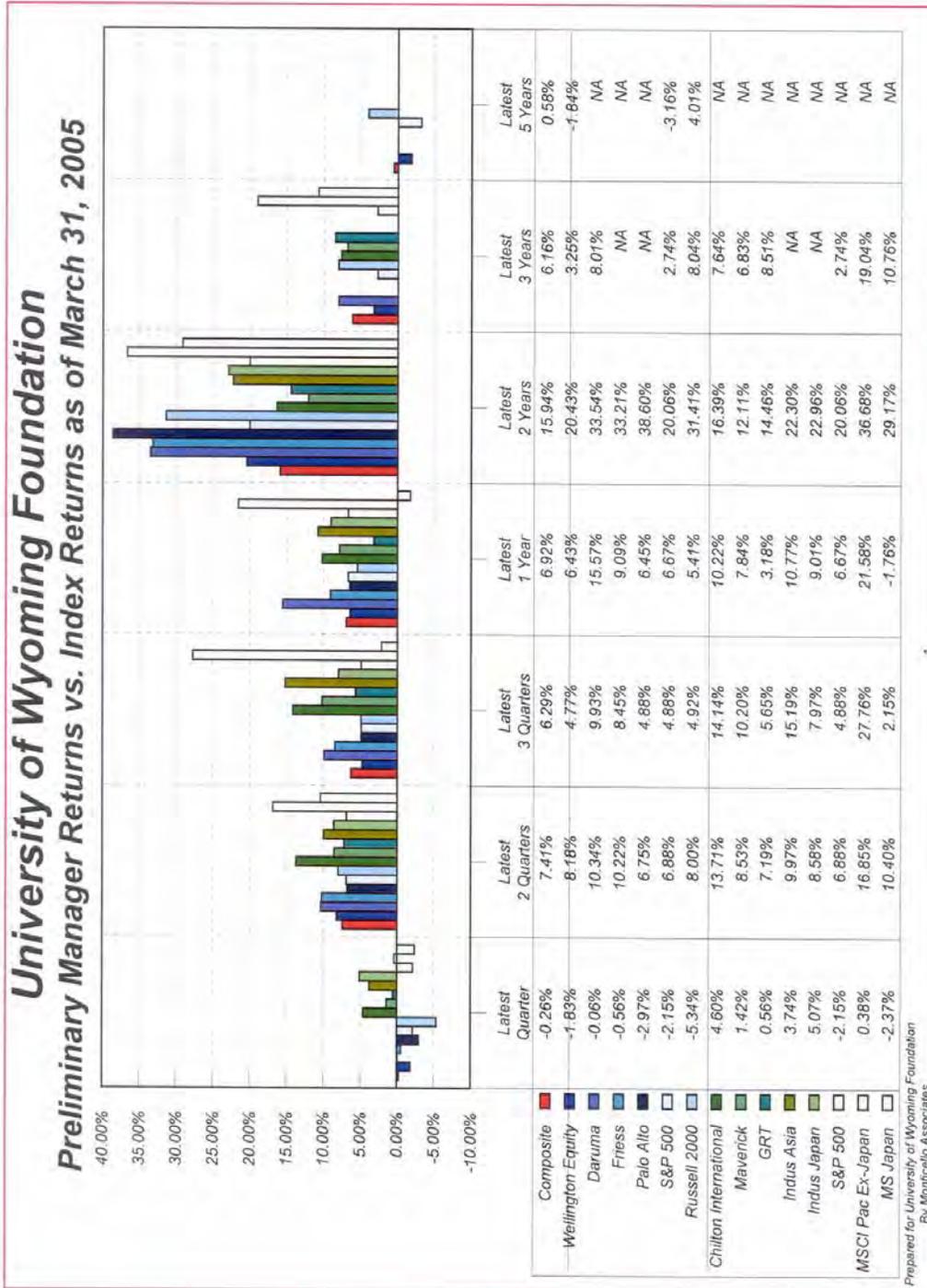
It was agreed when UW assets were transferred to the UW Foundation that the UW Foundation would report on the performance of those assets regularly.

WHY THIS ITEM IS BEFORE THE BOARD:

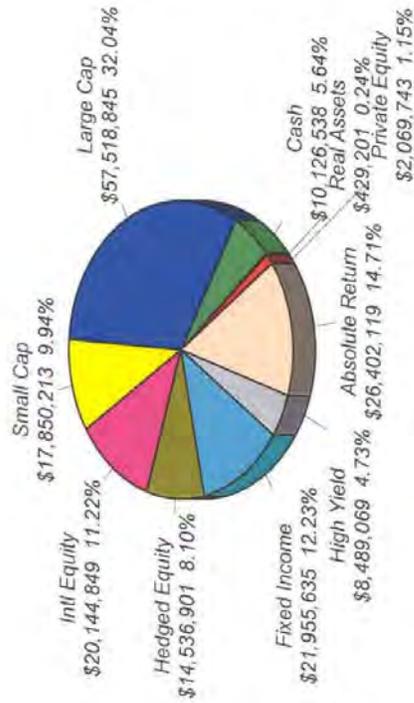
Based upon that understanding, the performance results compiled by Monticello Associates on the University of Wyoming Foundation pooled endowments as of March 31, 2005 are in the booklet for your reference.

COMMENTS:

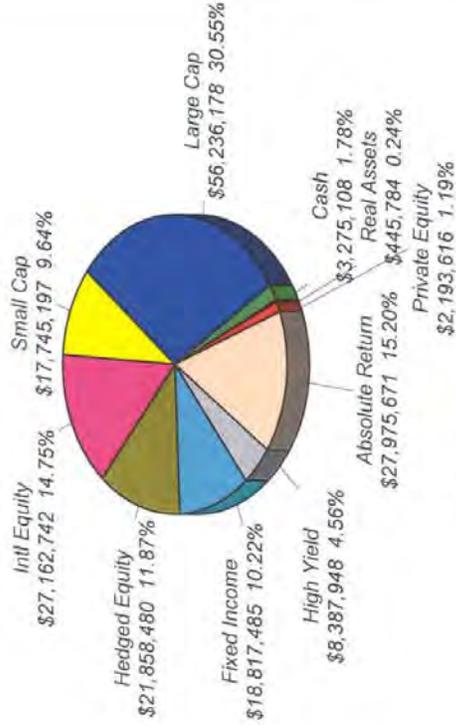
These performance results include all of endowment assets managed for the University of Wyoming Foundation, including the assets transferred from the university and the state match monies.



## University of Wyoming Foundation Preliminary Asset Allocation



**As of December 31, 2004**  
**\$179,523,112\***



**As of March 31, 2005**  
**\$184,098,209\*\***

\*\$7,049,000 added into Cash. This includes \$5,100,000 in gifts/state match at year end.  
 \*\*\$1,000,000 added to each Inklus Asia and Inklus Japan on 4/1/05. \$5,000,000 added to Tudor Raptor on 4/1/05. \$3,265,108 added to Cash



**University of Wyoming Foundation  
 Preliminary Asset Allocation  
 March 31, 2005**

Total Foundation  
 \$184,098,209\*

	<b>Market Value</b>	<b>Actual Allocation</b>	<b>Target Allocation</b>
Large Cap Equity	\$56,236,178	31%	20%
Small Cap Equity	\$17,745,197	10%	10%
Int'l Equity	\$27,162,742	15%	15%
Hedged Equity	\$21,858,480	12%	10%
Fixed Income	\$18,817,485	10%	10%
High Yield	\$8,387,948	5%	0%
Absolute Return	\$27,975,671	15%	15%
Private Equity	\$2,193,616	1%	10%
Real Assets	\$445,784	0%	10%
Cash	\$3,275,108	2%	0%

Prepared for University of Wyoming Foundation  
 By Monticello Associates

\*\$1,000,000 added to each India Asia and India Japan on 4/1/05. \$5,000,000 added to  
 Turbo Raptor on 4/1/05. \$3,265,109 added to Cash.

AGENDA ITEM TITLE: Development Report, Blalock

**FY 2005 Monthly Giving Report through March 31, 2005**

ALL GIFTS												
FUND	New Commitments FY 2005 GOALS	Current Month (cash received only)		FY 2005 to date						FY 2004 Commitments YTD		
		DONORS	FACE VALUE	DONORS	OUTRIGHT	CASH & CASH EQUIVALENT		PLEDGE PMTS	NEW PLEDGES	TOTAL	DONORS	FACE VALUE
						FACE	NPV					
AGRIC	\$ 1,000,000	107	\$7,905	1112	\$447,712			(\$205,141)	\$733,949	\$976,520	1012	\$639,583
AHC	\$ 1,380,000	29	\$54,698	359	\$519,730			(\$461,000)	\$100,000	\$158,730	258	\$230,610
ALUMNI		5	\$600	218	\$39,500			(\$10,000)		\$29,500	14	\$1,900
A & S	\$ 3,000,000	265	\$123,640	2909	\$2,478,856	\$90,218	\$35,842	(\$1,000,163)	\$649,500	\$2,218,412	2695	\$2,556,259
ATHLETICS	\$ 8,000,000	966	\$258,952	5817	\$2,755,493			(\$1,041,742)	\$2,042,000	\$3,755,751	5633	\$2,522,893
BUSINESS	\$ 2,700,000	127	\$6,963	1224	\$771,408			(\$473,931)	\$1,637,500	\$1,934,977	1137	\$2,086,593
EDUCATION	\$ 400,000	121	\$138,763	1353	\$909,160			(\$353,018)	\$642,000	\$1,198,142	1081	\$666,288
ENGINEERING	\$ 3,000,000	133	\$44,319	1895	\$651,589	\$50,000	\$25,463	(\$185,654)	\$50,000	\$565,935	1802	\$668,951
IENR	\$ 750,000	13	\$2,052	133	\$794,286			(\$723,702)	\$3,050,000	\$3,120,585	148	\$89,957
HEALTH SCI	\$ 1,200,000	58	\$3,477	895	\$615,110	\$113,525	\$57,904	(\$500,665)	\$250,000	\$477,970	831	\$770,494
LAW	\$ 1,000,000	29	\$159,620	343	\$496,041			(\$250,602)	\$50,000	\$295,440	363	\$205,078
LIBRARY	\$ 300,000	16	\$201,808	240	\$858,503			(\$826,956)	\$75,000	\$106,547	266	\$67,927
OUTREACH	\$ 635,000	1700	\$91,208	6448	\$558,420			(\$11,355)	\$15,000	\$562,065	6227	\$468,818
STU AFFRS	\$ 57,800	145	\$4,795	896	\$34,385			(\$195)		\$34,190	998	\$64,495
UW ART MUS	\$ 317,000	65	\$21,327	650	\$596,910			(\$305,872)		\$291,038	616	\$244,418
UNIV. FUND	\$ 174,500	71	\$5,690	1320	\$128,993			(\$4,739)		\$124,254	1307	\$148,285
OTHER	\$ 2,085,700	81	\$9,876	449	\$3,009,649	\$349,305	\$237,072	(\$2,406,286)	\$2,503,550	\$3,456,218	464	\$3,930,890
GIFTS NOT YET BOOKED										\$0		
<b>TOTAL</b>	<b>\$ 26,000,000</b>	3,732	\$1,135,693	21,885	<b>OUTRIGHT &amp; FACE:</b>	\$16,268,795		(\$8,761,021)	\$11,798,499	<b>\$19,306,273</b>	21,129	\$15,363,439

\*\* Total Dnrs do not reflect Column totals. Donors may give to more than one unit/division.

**FY 2005 Monthly Giving Report through March 31, 2005**

<b>ANNUAL FUND GIFTS (cash received)</b>							
<b>FUND</b>	<b>FY 2005 GOALS</b>	<b>Current Month</b>		<b>FY 2005 to date</b>		<b>FY 2004 to same date</b>	
		<b>DONORS</b>	<b>AMOUNT</b>	<b>DONORS</b>	<b>TOTAL</b>	<b>DONORS</b>	<b>TOTAL</b>
<b>AGRIC</b>	\$ 98,600	78	\$3,290	934	\$107,845	925	\$73,515
<b>AHC</b>	\$ 36,000	23	\$2,345	318	\$35,790	209	\$29,431
<b>ALUMNI</b>	\$ -	2	\$500	7	\$1,700	14	\$1,900
<b>A &amp; S</b>	\$ 387,000	229	\$ 20,327	2585	\$337,280	2358	\$292,841
<b>ATHLETICS</b>	\$ 1,297,400	883	\$132,375	5421	\$1,166,303	5200	\$1,005,426
<b>BUSINESS</b>	\$ 170,000	114	\$6,510	1120	\$168,763	1014	\$137,455
<b>EDUCATION</b>	\$ 80,000	114	\$6,243	1121	\$62,351	1037	\$60,296
<b>ENGINEERING</b>	\$ 288,000	124	\$18,785	1684	\$229,466	1652	\$230,534
<b>IENR</b>	\$ 59,700	13	\$2,052	121	\$40,035	127	\$45,637
<b>HEALTH SCI</b>	\$ 94,000	53	\$3,202	784	\$70,040	770	\$77,431
<b>LAW</b>	\$ 51,700	24	\$2,360	303	\$48,410	298	\$39,166
<b>LIBRARY</b>	\$ 50,600	12	\$808	224	\$28,896	255	\$34,842
<b>OUTREACH</b>	\$ 522,000	1698	\$90,708	6420	\$533,572	6197	\$464,429
<b>STU AFFRS</b>	\$ 57,800	138	\$4,450	879	\$26,465	969	\$46,102
<b>UW ART MUS</b>	\$ 70,000	59	\$4,035	325	\$56,240	240	\$46,343
<b>UNIV. FUND</b>	\$ 174,500	71	\$5,690	1322	\$123,213	1297	\$147,002
<b>OTHER</b>	\$ 62,700	24	\$695	254	\$13,046	178	\$56,125
<b>GIFTS NOT YET BOOKED</b>							
<b>TOTAL</b>	<b>\$3,500,000</b>	<b>3,522</b>	<b>\$304,374</b>	<b>20,613</b>	<b>\$3,049,413</b>	<b>19,878</b>	<b>\$2,788,474</b>

\*\* Total Dnrs do not reflect Column totals. Donors may give to more than one unit/division.

AGENDA ITEM TITLE: **Faculty and Staff Awards**

CHECK APPROPRIATE BOX(ES):

- Work Session  
 Education Session  
 Information Item  
 Other Specify:

**Faculty Awards:**

**John P. Ellbogen Meritorious Classroom Teaching Award for 2005 (\$3,000)**

John M. Burman – College of Law  
Matthew James Gray – Psychology  
David L. Jones – Communication Disorders  
Paul A. Ludden – Animal Science  
Khama-Bassili Tolo – Modern and Classical Languages  
Cynthia E. Vadnais – Mathematics  
Bonnie S. Zare – Women’s Studies

**John P. “Jack” Ellbogen Lifetime Teaching Award (\$5,000)**

Charles J. Ksir – Psychology

**Hollon Award for Teaching Excellence in Off-Campus Programs (\$1,000)**

Mark A. Sunderman – Economics and Finance

**George "Duke" Humphrey Distinguished Faculty Award for 2003 (\$3,800)**

Randolph V. Lewis – Molecular Biology

**Pepsi Presidential Award for Excellence (\$2,500)**

Joseph I. Stepan – Secondary Education

**President's Achievement Award (\$2,500)**

Terry Leigh Deshler – Atmospheric Sciences

**UW Alumni Association/Student Alumni Association Outstanding Faculty Award (\$500)**

Brian F. Towler – Chemical and Petroleum Engineering

**Outstanding Faculty Commitment to Internationalization Award**

Theresa Lynn Bogard - Music

**Agnes Milstead Distinguished Librarianship Award**

Sally J. Scott – Brinkerhoff Library

**John P. Ellbogen Outstanding Graduate Assistant Award - 2005 (\$1,500)**

Bradley Bakken – Zoology & Physiology

Dan May – Mathematics

Cassandra Paul – Physics & Astronomy

Jeanne Rothaupt – Family & Consumer Sciences

Mary Katherine Scott – Modern & Classical Languages

John Solis – Adult Learning & Technology/Instructional Technology

Justin Stewart – Communication & Journalism

**Staff Awards:**

"Outstanding Employee of the Year"

Nancy Kipper, office associate senior, Department of Modern and Classical Languages

E.G. Meyer Family Outstanding Staff Service Award

Rimvyda Dreher, executive business manager, Department of Atmospheric Science

Jody Humphrey Inspirational Staff Award

Rhonda Baccari, coordinator of student advising, College of Business

UW Staff Incentive award:

Christi Hutchinson, office assistant senior, Department of Electrical and Computer Engineering;

Svetlana Nelson, facilities grounds attendant, Residence Life and Dining Services; and  
Karin Sybert, College of Business, office associate

Skilled Crafts/Services Awards:

Eddie Wold and Dennis Teague, facilities/grounds attendant seniors, Residence Life and Dining Services; and,

Woody Lundmark and Guy Hampton, Physical Plant project teams

Unsung Hero full-time award:

Shannon Jaeger, coordinator, University Public Relations; and,

Deb Meryhew, manager, facilities/grounds, Residence Life and Dining Services

Unsung Hero part-time award:

Esther Jarvis, office associate senior, Department of Management and Marketing; and,

Sam Tihen, credentials analyst/academic adviser, Center for Advising and Career Services

UW Off-campus Award:

Linda Calhoun, Gillette, office associate, Small Business Development Center; and,

Jayne Pearce, Riverton, office assistant senior, Outreach School.

35 years of service to the university:

John Thomas Arnett, Genevieve Lacy, Gary Marshall, and Edward C. Rasmussen

30 years of service to the university:

William Lee Bonger, Sharon A. Britton, Carmen Candelaria, Jacque Cook, Monty Cramer, Julianne King Davis, Carolyn S. Foster, Kathleen J. Fowler, Rebecca A. Patterson, Kris Rowles, and Elvita Ruby Sanchez

25 years of service to the university:

Michael Aanonsen, Helen P. Figgins, Alice M. Hamilton, Richard O. Hays, Beth Lee Howell, James C. Kearns, Theresa A. Lucero, Barbara Rouse, Bernadine Roybal, Guy W. Scarpelli, Debra Shoefelt, Christine Ida Stimson, Kevin A. White, and Michael D. Yake

**Friday, May 13, 2005**

**1:45-2:00 p.m. – Business Meeting**

- 1. Approval of Bond Funding, Hardin, Harris .....17

**Saturday, May 14, 2005**

**10:00 a.m. – Business Meeting, Old Main Boardroom**

President Richards called the Business Meeting to order at 10:10 a.m. She asked Trustee Rounds to do roll call.

**Roll Call .....**

Trustee Rounds took roll. The following were present: Trustees Brown, Davis, Haynes, Lauer, Neiman, Palmerlee, Richards, Rounds, Spicer, Trospen, True (via phone), and Willson. Ex-officio trustees Dubois and Hughes were present. Ex-officio trustees Blankenship and Freudenthal were unable to attend.

Approval of March 3-5, 2005 Minutes of the Trustees (distributed under separate cover).....

Approval of March 22, 2005 Minutes of the Trustees (distributed under separate cover).....

Approval of March 30, 2005 Minutes of the Trustees (distributed under separate cover).....

Approval of April 7, 2005 Minutes of the Trustees Executive Committee (distributed under separate cover) .....

Approval of April 23, 2005 Minutes of the Trustees (distributed under separate cover).....

President Richards told the Board that she would like to have one motion to approve all the minutes. Trustee Rounds advised that she didn't receive the March 3-5, 2005 minutes until last Saturday and she would like to table the approval until she's had an opportunity to read them. Trustee Rounds made the motion to table the March 3-5, 2005 minutes until the next official Board meeting; Trustee Willson seconded. Trustee Haynes called a point of order on

having at least one or two Board meetings this summer, so he feels the Board could approve them at one of those meetings. President Richards clarified that she thought the meetings were just information only; Trustee Haynes said he feels if the conference call is not a full formal Board meeting, then that doesn't help UW. Trustee Rounds indicated that she had said to not approve the minutes of March 3-5, 2005 until the next official meeting. The vote was split and the chair called for a division. The vote was 6-6; motion failed. Trustee True added if anyone has a problem with not reading the minutes, it would be better to abstain rather than tabling the motion.

Trustee Spicer moved to accept all the minutes; Trustee Haynes seconded. President Richards asked for a roll call vote. Trustee Rounds and Willson abstained from the vote.

Election of Officers, True, Chair of Nominating Committee .....  
President, Vice President, Secretary, Treasurer

President Richards asked Trustee True to if he was prepared to report on the nominating committee. Trustee True said the nominating committee met as directed and asked that it be noted that although there was notification of the time for the conference call, Trustee Willson was not able to attend due to conflicts. The slate of officers presented were: President, Judy Richards; Vice President, Taylor Haynes; Secretary, Richard Davis; Treasurer, James Neiman.

Election of Two Members to Executive Committee.....

The nominating committee recommended Trustee James Neiman and Trustee Chuck Brown. Trustee True moved acceptance of the nominating committee report. Trustee Haynes

called a point of order, saying that Trustee True would need two motions. Trustee Haynes seconded Trustee True's motion. Motion carried unanimously.

Trustee True moved that the slate of candidates be elected as nominated by the nominating committee. Point of order from Trustee Willson regarding the Trustees' By-Laws that do not address the procedure for the nominations from Robert's Rules of Order on page 220, stating that the committee nominations are treated just as if made by members from the floor. No vote is taken on accepting; Trustee Willson said he thinks it out of order and proposed that the votes on each candidate be taken individually as referred to in Robert's Rules of Order on page 219. A slate is not what Robert's Rules of Order calls for.

Trustee Spicer said he felt the appropriate thing is to open up the slate of nominations for each office individually to the floor, can add to them or not, and then vote on each one as the Board proceeds. Trustee True withdrew his nomination for the acceptance of the slate of officers as presented by the nominating committee.

President Richards opened up nominations for president of the Board of Trustees. Trustee True nominated President Richards as president for the Board of Trustees for the next year.

Trustee Lauer commented that at his first meeting with the Board, he noted that he had to vote three or four times, and was part of the Board that had to retire from the Boardroom to count votes. He noted that when there was a tie, he changed his vote since he didn't know anyone. He felt that afterwards he possibly shouldn't have participated at all without knowing the Board members better. He later had a conversation with Trustee Brown about the slate of officers and his thoughts. His comments were that he felt there was some balance in the officers of the Board. He sees today that there are some changes as presented by the nominated committee, and

his point of discussion is that he would like to have the opportunity to vote and hear people say what they bring to the table and are interested in being officers for the next year. Trustee Lauer nominated Trustee Haynes for the president.

President Richards called for a motion to close nominations; moved by Trustee True. Trustee Spicer seconded. Trustee Rounds asked to hear from the two nominees as to what they want to accomplish in the next year before the vote.

Trustee Haynes stated that he feels he needs to pull the Board together and work to coalesce it, meaning using information effectively for everyone. He also intends to add to it the workforce study coming out soon that will tell the overall situation of UW's faculty and staff, in light of the planning processes. He wants to communicate more often than just before Board meetings and frequently with Dr. Buchanan. He wants to work more with the Committee of the Whole with information, exchanging information, participation in the development and progress of ideas will in and of itself pull the Board together.

President Richards said her focus for the past two months has been to interact with each and every trustee in a timely manner, sharing every piece of information she receives. The other piece that is so important to her, is each of the trustees as individuals have been appointed for differing reason, having different backgrounds, different thoughts to the table and all is very important to the Board as a whole in its working. They represent different parts of the state and different types of business or philanthropy or other interests. They all have differing strengths that builds a whole that is workable and usable, and collectively sets the scene for the whole state of Wyoming. She has been active in the development of the past couple of months, and her hopes for the next year includes putting the process in place for a successful presidential search using every member of the Board to help direct that and reach out to the communities. She

thinks UW is in an incredible position and have had eight very successful years. She hopes to bring the Board together.

Trustee Willson read the following: “If the chair appears to be partisan, he or she loses much of their ability to control those who are on opposite sides of the question. One who expects to take an active part in the debate should never accept the chair.” He then asked if the two nominees would be able to accept those ground rules as stated in Robert’s Rules of Order. Trustee Palmerlee said before they answered that, he doesn’t feel that is applicable to this Board. He expects the president to be an active part of the Board, and he would not want and would not vote, and would not want anyone else to vote for either nominees anticipating that takes you out of the discussion or debate. Trustee Willson said he thinks the Board needs to reflect on Trustee Lauer’s initial discussion at the previous meeting regarding the Board needing a real serious look at the Trustee By-Laws. He agrees with Trustee Palmerlee that we need an active president, but the Board does not have guidelines that control the directions the Board has recently taken. He urged the Board to take a strong look at the By-Laws. Trustee Haynes spoke to the comments, and said that he would like to form an opinion planning to the Board, based on whatever facts he’s bringing forward.

Trustee Neiman noted there is a set of By-Laws and guidelines in place that the Board should follow in this process. He said some of those overshadow and overrule Robert’s Rules of Order which allows the president to participate and he feels the Board should follow those. If they need to be changed down the road, he concurs with that—in the meantime he thinks the Board should follow the current rules. Trustee Brown called for the question.

President Richards said the Board has the voting papers, and Trustee True said he doesn't need a separate call. He will vote for President Richards. Vice President Gern collected the papers and left the room to count the votes.

Vice President Gern reported the vote, saying there were seven votes for President Richards; five votes for Trustee Haynes.

Trustee True nominated Trustee Haynes as Vice President of the Board for the next year; Trustee Davis seconded. Trustee Davis then moved to cease nominations for Vice President; Trustee Spicer seconded. Trustee Spicer moved Trustee Haynes' nomination by acclamation. Trustee Brown seconded. The motion carried.

Trustee True nominated Trustee Davis for Secretary of the Board for the next year; Trustee Palmerlee seconded. Trustee Willson nominated Trustee Rounds; Trustee Trospen seconded. Trustee Spicer moved to cease nominations; Trustee Haynes seconded. Vice President Gern collected the paper votes, and Trustee True stood by his nomination.

Vice President Gern reported the vote, stating there were seven votes for Trustee Davis; five votes for Trustee Rounds.

Trustee True nominated Trustee Neiman for Treasurer to the Board for the next year; seconded by Trustee Davis. Trustee Haynes nominated Trustee Lauer, who then declined the nomination. Trustee True moved to cease nominations; Trustee Palmerlee seconded. Trustee Neiman was elected unanimously.

President Richards then said to Trustee True that they needed to elect members to the Executive Committee. Trustee True nominated Trustee Neiman and Trustee Brown be elected to the Executive Committee for the next year; Trustee Palmerlee seconded. Trustee True moved to

have nominations cease; Trustee Palmerlee seconded. Trustee Neiman and Trustee Brown were elected unanimously.

Trustee Spicer had a question regarding by-law application. The By-Laws provide for the Executive Committee to have five members, including the most recent past president, the current president, the vice president, and the two elected members. He says the language in the by-laws says that the most immediate past president, and he's ended up filling that position in the past. He indicated that he doesn't have any problem giving up the spot. Trustee True spoke about the discussion he has had about this point, and he has had conversations with several people for an interpretation of Robert's Rules of Order, and to a person, the interpretation goes to the precedent established by the previous Board. It would thus go to Trustee Spicer to remain on the Executive Committee, and he recommends his presence there due to his bringing a historic matter and a very balanced approach. He recommends that the Board accept the precedence established by the prior Boards and continue with Trustee Spicer serve as the most recent past president. He also thanked all the members of the nominating committee for all of their work in bringing the slate forward and for the discussions of the entire Board in the election process that they've just gone through. He also apologized to all the members of the Board and President Dubois for his physical absence.

Appointment of Three Members to Audit and Fiscal Integrity Committee.....

President Richards then said that the next matter is to appoint three members to the Audit and Fiscal Integrity Committee. She noted that Trustee Rounds has expressed interest in serving on this committee and she would like to appoint her for the two-year appointment. She asked

Trustee True if he would accept a one-year appointment, which he accepted. Trustee Brown was asked to serve the three-year appointment to the Audit and Fiscal Integrity Committee.

Appointment of Member to UW Foundation Board.....

President Richards said the Board needed to appoint a member to the UW Foundation Board, and she asked Trustee Spicer to continue his service on that Board for the next year. Trustee Spicer agreed. She then asked Trustee Davis to also continue his service on the Foundation Board.

Appointment of Member to RIENR Board.....

President Richards noted that Trustee Neiman was appointed to the RIENR Board last year, and she asked him to continue in that role for one more year. He agreed to serve for one more year.

Appointment on the National Ambassadors Group.....

President Richards said that there has been an appointment to this group in the past, and they contacted her to say if she was elected president, would she make an appointment to that group. They are a group of people that live out of state that contact UW alums that are living in a variety of places across the country and are a big proponent of the university and of bringing together alums in a variety of different areas. Former Trustee Schaefer served, and since his term ended, there has not been a representative. She visited with Trustee Palmerlee and asked if he would be interested in serving for the next year, noting they meet twice a year. Trustee Palmerlee indicated he doesn't know because he doesn't know anything about it. She will ask Kelly Krueger to contact him to provide him with more information.

## **Reports**

### **ASUW**

President Jon Hughes reported for ASUW. He reported that his experience the last couple of weeks and days have already proven to be an interesting experience. He's been in office for two and a half weeks. He provided his goals for the future: 1) leadership on campus, in Wyoming and in young people; 2) improving transportation with the two major transportation programs currently in place, including Safe Ride and the pilot program to DIA; and 3) continuing to make this a safe campus for the students, faculty and staff. Those are discussions for the future. He's also hired six executives during the past couple of weeks, and noted there are two more issues for ASUW today, including the budget and a constitutional change—both items included in the report.

The last item they've been working on is the student fee MOU and they have had discussions with Dr. Brigman's office, and another meeting scheduled with Mr. Barta. They will also have a meeting with Associate Dean of A&S, Henry Bauer, to discuss his participation in this as well.

Trustee Lauer asked if there continues to be ongoing discussion and awareness amongst the student body with regard to responsible drinking. This issue continually is considered by the parents in the outside communities, inside the campus and it's certainly an issue in the Laramie community. He'd like to stay informed as to what ASUW is doing on alcohol awareness and drinking responsibly. Trustee Hughes indicated his agreement with Trustee Lauer, noting that his vice president is going through the selection process for a new director of AWARE. They hope to strengthen those programs and have also talked to First Lady Freudenthal. Dr. Brigman

stated that her office has scheduled a briefing for the Board in September on the AWARE program. Trustee Neiman agreed with Trustee Lauer's comment and has an additional question on meth use on campus and how big an issue it is or may be on campus. He asked for additional information from ASUW at a future meeting. Trustees Rounds and Trosper talked further about responsible and underage drinking on campus and across the state. Trustee Trosper noted that they are two completely different issues.

### **Staff Senate**

Staff Senate President-Elect Cary Berry-Smith and Norm Hardesty, current president, were unable to attend the meeting. Vice President Hardin reported for Staff Senate. She shared anecdotal information regarding Norm's concern with electricity use on campus and read a statement from Norm:

“The broad consensus of my 1600+ constituents is to extend a very sincere thank you from the staff to the Board of Trustees for several things: First, for pay and benefits, for insurance and retirement; second, for access to facilities, pools, gyms, libraries, dining facilities; third, for the opportunity for education and the opportunity to grow as professionals; and finally, because the University of Wyoming provides the opportunity to devote one's life and career to the community and the state of Wyoming to benefit the citizens of Wyoming and not simply to pursue a profit margin. May this meeting's minutes reflect the last words from the Staff Senate President to the Board of Trustees—our thank you.”

President Richards noted that Cary Berry-Smith will be joining the Board at the next meeting.

## **Faculty Senate**

President Richards noted that there were two Faculty Senate chairpersons at this meeting: the outgoing is Michael Harkin, and the incoming is Dr. Hannelore Mundt, introduced by Dr. Harkin.

His final report on Faculty Senate included a handout noting their accomplishments since the last meeting. They passed a resolution supporting continued discussion for the laptop requirement; passed the final version of two bills that were offered. They passed a resolution establishing a committee to oversee UW READ, a new freshman reading program. They have met intensively over the last couple of weeks on how they will proceed in the pilot year. Dr. Harkin will be the coordinator of the program over the summer. They also had their election of officers over the summer and have elected Mark Sunderman as chair-elect and Elizabeth Simpson as secretary. Tara Lynn Anderson is the member at-large of the executive committee.

The items in process include a questionnaire sent out to faculty regarding their hopes and dreams in the presidential search, and he and Dr. Mundt will be working together compiling that data. They have informed faculty senators on the legislative endowments, and have encouraged them to support them. The future actions include presentation of a letter to the Board summarizing the feeling of the faculty regarding the presidential search. They are continuing consultation with the administration on the endowments. He said it has been a privilege to serve in this capacity on the Board for the past year and echoed the sentiments of Norm Hardesty.

Trustee True advised the Board that he needed to leave and looks forward to seeing them all at the next Board meeting.

**Public Testimony**.....

President Richards asked if there was any public testimony. There was none.

**Committee of the Whole (Consent Agenda)**

1. Approval of Sponsored Programs, Gern.....	164
2. Personnel, Buchanan.....	170
3. Amendment to Trustee Regulations, VP for Research and Economic Development, Dubois .....	55, 200
4. Approval of Supplemental Employee Retirement Plans, Hardin/Miller .....	201
5. Approval of University Regulation 248, Buchanan/Axelson/Miller .....	60, 208
6. Approval of University Regulation 715, Abernethy/Miller.....	67, 209
7. Approval of University Regulation 180, Hardin/Miller .....	210
8. Master List of Degrees, Abernethy.....	213
9. Fiscal Year 2006 Budgets: W.R. Coe Estate, W.R. Coe School and Charles Chacey Kuehn Estate, Hardin.....	221
10. ASUW Constitutional Change on Officer Qualification, Brigman .....	223
11. FY 2006 PLUS Budget Allocations, Harris.....	17, 232
12. FY 2006 Section I Operating Budget, Harris.....	29, 233
13. FY 2006 Section II Operating Budget, Harris .....	34, 234
14. Approval of Construction Bids for Health Sciences Building (4 <sup>th</sup> floor) and Classroom Building (asbestos removal) and Architect Recommendation for Information Technology Building, Harris (5/11/05 letter) .....	235
15. Approval of Accelerated Nursing Program Tuition Differential, Buchanan.....	51, 236
16. Advance the Preferred Site for the Indoor Practice Field but not Eliminate the North 40 or the Practice Field by Grand and to Create CAD on Preferred site and Talk w/City of Laramie on Preferred Site and Bring Back to the Board at the Next Meeting, Harris/Barta.....	78, 237
17. AHC Classroom Naming, Buchanan .....	238
18. Multi Purpose Gym Naming, Barta/Blalock.....	239
19. War Memorial Field Naming, Barta/Blalock.....	240
20. Property Acquisition at 466 North 11 <sup>th</sup> and 470 North 11 <sup>th</sup> , Hardin.....	241
21. Appointment to University of Wyoming Research Corporation (i.e.WRI) Board of Directors, Gern .....	244

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**MINUTES OF THE MEETING:**

Trustee Spicer moved the adoption of the Consent Agenda; Trustee Willson asked to extract item 11. Trustee Trosper asked for confirmation on the work of the capital construction being approved by the Executive Committee. Trustee Spicer said with the new idea of having

off-monthly calls as a full Board, it might be possible that some of these things would be approved at that time.

Trustee Haynes said he would defer an answer to that question to Vice President Harris. Mr. Harris said if the timing is such in terms of where UW is with the bid that falls within the window for a Board meeting that will occur. Trustee Trospen asked about the capital construction item on p. 13 from yesterday's discussion that included other items also. Mr. Harris said the table that occurs are the projects that UW will be getting solicitation of the bids or other work, and is the summer activity report he prepared. It is the summary of approval for the series of contracts that may be needing approval during the summer at a variety of times. Trustee Spicer said his understanding was that all of the items were things that the Executive Committee could decide on. Item 14 was pulled off the Consent Agenda. President Richards asked for a second; second from Trustee Davis. Motion carried with the removal of items 11 and 14 for further discussion.

Trustee Willson said that in light of correspondence from the last Board meeting, he asked Vice President Buchanan to comment on priority of the items. Dr. Buchanan said if the Board does not act on the PLUS budget recommendations at this meeting, he will bring a revised set of allocations to the next meeting. Trustee Spicer said would that happen at the next conference call meeting. Mr. Harris said there are a couple of items on the PLUS budget that need to have approval so they can move forward in July and cannot be delayed. He noted the hardware acquisition for the upgrade of the payroll system for the university. Dr. Buchanan noted that the ones that can clearly wait are the ones he has concerns with. Trustee Spicer moved that the Board approve the PLUS budget allocations with the exception of the item for the Foundation; Dr. Buchanan said there are several others that he has concerns about totaling

\$386,000. Mr. Harris noted that UW has to publish and put on the accounting system the budget for the institution. He will allocate those items as a line item within that for subsequent distribution. If it is not approved, he will have to amend the Section I budget now that is embedded in there for the total dollars. Trustee Palmerlee asked if the items that are of question could be withheld. Dr. Buchanan asked the Board to approve the distribution of the PLUS budget funds and Mr. Harris will hold them centrally. He will bring back a counter proposal in June and they can decide at that time. Trustee Lauer moved to accept Dr. Buchanan's suggestion; Trustee Neiman seconded. The question was called. President Richards restated the motion for the benefit of the Board, which is to approve the PLUS budget allocation. Motion carried unanimously.

The next item for discussion was item 14. Trustee Spicer moved that the Board approve allowing the Executive Committee to approve construction bids for the Health Sciences Building, the Classroom Building asbestos removal, and the architect's recommendation for the Info Tech Building, and to approve bids within estimates for the projects could approve the three projects that were supplemental, and could approve projects that are listed on the pages within the scope of project budgets available if that's required by timing. Trustee Spicer withdrew his motion and restated it.

Trustee Spicer moved approval for the construction bids for the Health Sciences Building, the Classroom Building asbestos removal, and the architect's recommendation for the Info Tech building, and move approval for allowing the Executive Committee to approve the bids within estimates that are provided for projects listed on pages 14-16 of the Trustees' report. Trustee Rounds seconded. Trustee Trosper stated that the only reason he wanted clarification is that those items were listed and the list of other things that action is being taken on today were

also things he questioned. Trustee Spicer said the motion included allowing the Executive Committee to approve the bids on those projects as long as those bids came within the construction estimates listed. Trustee Neiman asked Mr. Harris what impact that will have on the new business incubator building. Mr. Harris said UW will have a guaranteed maximum price on that project, and the Board approved the construction manager at risk. He expects that if the price is within what was estimated, he doesn't think that he will come back for approval from the Board but will certainly let the Board know what the price was. To move forward in the needed timeline, the project needs to move ahead. Trustee Neiman said if it does not meet what was anticipated, then the project would be halted. Mr. Harris indicated that many people at UW have had regular meetings with all those involved.

Trustee Trosper said that he plans to vote no, with the reason being that there were things that he wanted to discuss further. He stated that when the minutes of April 7 were approved of the Executive Committee, he did not agree with them. He is concerned about the Prexy's Plaza project, and he doesn't want the public to get the wrong impression. The input he recalls on Prexy's was regarding the removal of trees, and he doesn't want the perception that the Board will not listen. He also takes exception with the Classroom Building renovations, and has received calls on the renovations as he thinks many members of the Board did. He wants these items to be out in front of the public and don't appear to be pushed through by the Board.

Mr. Harris spoke about the planning for the Classroom Building that has been ongoing, and noted that he has had public meetings for input on the Prexy's Plaza during the last month, as well as publishing information in the newspaper. Trustee Davis asked what Trustee Trosper would suggest in regards to the two items that he brought up, and what more can the Board do. Trustee Rounds suggested that the Board orientation that has started again includes tours of

campus, and if those would be publicized that the public could join. Trustee Hughes said he thinks the efforts that Mr. Harris has made for sharing the information are good, but the timing may not have been the best. He commented that the students love the work that has occurred on Prexy's to date, but perhaps the Board is moving ahead too fast.

Dr. Buchanan said that any time this type of decision is made, there will be opposition. The question is if UW has provided ample and adequate opportunity to hear and listen to the different points of view. If the Board doesn't believe that this has occurred, he would say that it is the Board's responsibility to say not move forward. If the Board feels UW has put good programs and information in place, it is time to move forward. He feels that the Board will be in the same position a month from today. Trustee Spicer said the idea was to have the project bid and completed during the summer, so that it is in place in the fall when the Distinction Campaign Gala occurs. Trustee Lauer responded to Trustee Trosper's comments, and feels that a great deal of information has been provided on the Classroom Building renovation. Trustee Trosper again stated that his main concern is the attitude that UW is perceived to have. He feels that the concerns, whether raised at the beginning or the end of the process, need to be addressed.

President Richards suggested that Jay Fromkin be utilized more to put out press releases to provide information to the public. Trustee Haynes said that communication would be very good, and the public can easily access the minutes to see the process that UW and the Board has engaged in to get to this point. Trustee Rounds asked if she could amend her motion to table Prexy's and Classroom until next meeting, in the hope that Jay Fromkin would be able to create some press releases, and then vote on it in June. Trustee Willson seconded the motion, and suggested that the Trustees make an invitation to be published in the paper for a question and answer session and a tour, and make it available to the public. Vote had division. Amendment

passes. There was a vote on the original motion restated by President Richards: The motion is approval for the construction bids for the Health Sciences, 4<sup>th</sup> floor; the Classroom Building asbestos removal and architectural recommendations for Info Tech; and for the Executive Committee to approve bids within the estimates on pgs. 14-15 with the exclusion of the Classroom renovations and Prexy's Union Plaza. Motion carried unanimously.

Trustee Willson asked if there is any further description needed for the meeting in June regarding the PLUS budget allocation.

AGENDA ITEM TITLE: **Approval of Sponsored Programs**, Gern

CHECK THE APPROPRIATE BOX(ES):

- Work Session  
 Education Session  
 Information Item  
 Other Specify: BUSINESS MEETING, (Consent Agenda)

The following sponsored programs are accepted subject to compliance with the University's policies on classified information and protection of human subjects. This report covers the period February 12, 2005 through April 21, 2005.

<b>ALASKA DEPARTMENT OF FISH AND GAME - 06/07/2004 - 06/30/2007</b> Merav Ben-David; Zoology - Sex-Specific Diet Individual Identification of Harbor Seals from Fecal DNA.	\$	15,600
<b>AMERICAN STRING TEACHERS ASSOCIATION - 09/01/2000 - 08/31/2005</b> James Przygocki/Sherry Sinift; Music - National string project consortium.	\$	5,000
<b>ARCHER DANIELS MIDLAND COMPANY - 06/22/1999 - OPEN</b> Abdel Mesbah; Plant Sciences - Crop-Weed Research.	\$	5,200
<b>ARIZONA GAME AND FISH DEPARTMENT - 09/01/2004 - 08/31/2005</b> Carlos Martinez Del Rio/Scott Carleton; Zoology - Isotopic and Genetic Characterization of White-winged Doves.	\$	6,000
<b>BASF CORPORATION - 06/22/1999 - OPEN</b> Abdel Mesbah; Plant Sciences - Crop-Weed Research.	\$	3,000
<b>BASF CORPORATION - 01/01/1999 - OPEN</b> Stephen Miller; Plant Sciences - Weed Biology Control	\$	2,500
<b>BONNEVILLE POWER ADMINISTRATION - 01/05/2004 - 09/30/2005</b> John Pierre; Electrical Engineering - Power System Identification Using Injected Probe Signals.	\$	33,000
<b>BUREAU OF LAND MANAGEMENT - 02/01/2005 - 07/31/2007</b> Wayne Hubert; Zoology - Upper Muddy Creek Native Fishes Research.	\$	92,000
<b>CALIFORNIA, UNIVERSITY OF - 10/01/2004 - 09/30/2005</b> Robert Stobart; Animal Science - Developing Institutions and Capacity for Sheep and Fiber Marketing in Central Asia.	\$	254,999
<b>CENTENNIAL LIVESTOCK AUCTION - 01/01/2002 - 12/31/2005</b> Stephen Ford; Animal Science - Center for Fetal Programming.	\$	654
<b>CHEVRON TEXACO - 01/12/1993 - OPEN</b> Norman Morrow; Petroleum Engineering - Reservoir Wettability Effect on Oil	\$	15,000

Recovery.

<b>CHILD DEVELOPMENT SERVICES OF WYOMING - 12/01/1999 - OPEN</b> Kenneth Heinlein; Wyoming Institute for Disabilities - Child Development Assessments.	\$	5,664
<b>COLORADO STATE UNIVERSITY - 09/15/2004 - 09/14/2008</b> Quentin Skinner/Katta Reddy; Renewable Resources - Coordinated Agricultural Water Quality Programming for the Northern Plains and Mountains Region.	\$	15,000
<b>CORPORATION OF PUBLIC BROADCASTING - 1/1/2004 - 09/30/2007</b> Jon Schwartz; Wyoming Public Radio - Digital Fund Grant Agreement.	\$	841,264
<b>CORPORATION OF PUBLIC BROADCASTING - 12/1/2004 - 09/30/2007</b> Jon Schwartz; Wyoming Public Radio - Station Grant for Internet Services.	\$	15,000
<b>DELTANU, LLC - 08/26/2004 - 05/07/2005</b> Keith Carron; Chemistry - Intergovernmental personnel agreement.	\$	7,433
<b>DENVER, UNIVERSITY OF - 01/15/2005 - 06/30/2005</b> Mark Shelstad; American Heritage Center - Rocky Mountain Online Archive.	\$	2,247
<b>FISCHER, CAROL , M.D., P.C. - 02/22/1994 - OPEN</b> Pamela Clarke; Nursing - Develop nursing programs.	\$	378
<b>FORT BELKNAP COLLEGE - 09/15/2004 - 09/15/2006</b> Peter Stahl; Renewable Resources - Structure and Function of Microbial Communities in Mine Impacted and Non-impacted Environments.	\$	22,500
<b>FREMONT COUNTY SCHOOL DISTRICT NUMBER 38 - 08/20/2002 - OPEN</b> Walter Scott; Psychology - Dropout prevention.	\$	26,120
<b>HARVARD UNIVERSITY - 11/01/2004 - 10/31/2006</b> Eric Dearing; Psychology - Individual and Contextual Preditors of Participation in Out-of-School Time Activities.	\$	42,200
<b>IDAHO STATE UNIVERSITY - 10/01/2004 - 09/29/2005</b> Matthew Gray; Psychology - Rural, Frontier, and Tribal Child Traumatic Stress Intervention.	\$	35,695
<b>IDAHO, UNIVERSITY OF - 01/01/2005 - 04/30/2006</b> Paul Meiman; Renewable Resources - Building Knowledge of Sustainable Rangeland Management Using Information Technology.	\$	4,000
<b>INTERMOUNTAIN INTERNAL MEDICINE, P.C. - 02/22/1994 - OPEN</b> Pamela Clarke; Nursing - Develop nursing programs.	\$	332
<b>JACKSON AND TULL - 09/01/2004 - 06/30/2005</b> Mark Balas; Electrical Engineering - Adaptive Balancing for Magnetic Bearings.	\$	16,000
<b>JET PROPULSION LABORATORY - 12/15/2001 - 12/31/2005</b>	\$	47,250

Daniel Dale; Physics and Astronomy - SIRTf Nearby Galaxy Survey.

**JET PROPULSION LABORATORY - 07/10/2003 - 06/30/2006** \$ 12,980  
Henry Kobulnicky; Physics and Astronomy - Map the Plane of the Milky Way.

**MEMORIAL HOSPITAL OF CONVERSE COUNTY - 03/29/2005 - 06/30/2005** \$ 7,300  
Bistra Anatchkova/Thomas Furgeson; Wyoming Survey and Analysis Center -  
Converse County Community Survey.

**MICROPHAGE INCORPORATED - 11/04/2004 - 12/04/2005** \$ 11,858  
Lawrence Goodridge; Animal Science - Microphage evaluation of the Bacteriophage  
Amplification Assay in Feces and Chicken.

**MIDWEST RESEARCH INSTITUTE - 08/06/2002 - 10/30/2004** \$ 31,037  
Robert Kelly/Thomas Parish; Atmospheric Science - Low-dimension wind turbine inflow  
turbulence model.

**MIDWEST RESEARCH INSTITUTE - 08/06/2002 - 10/30/2004** \$ 31,037  
William Lindberg/Jonathan Naughton; Mechanical Engineering - Low-dimension wind  
turbine inflow turbulence model.

**MONTANA STATE UNIVERSITY - 01/15/2005 - 09/15/2005** \$ 11,527  
Jeffrey Hamerlinck; Wyoming Geographic Information Sciences Center - Regional  
carbon sequestration partnership.

**NATIONAL ACADEMY OF SCIENCES - 03/07/2005 - 03/06/2008** \$ 166,666  
Charles Dolan/Jennifer Tanner/David Mukai; Civil Engineering - Design Guidelines  
for Durability of Bonded CFRP Repair/Strengthening of Concrete Beams.

**NATIONAL CATTLEMEN'S BEEF ASSOCIATION - 02/01/2005 - 05/31/2006** \$ 75,000  
Lawrence Goodridge; Animal Science - Evaluation of a Bacteriophage Cocktail to  
Reduce Escherichia Coli 0157:H7 Shedding in Beef Cattle.

**NATIONAL SUNFLOWER ASSOCIATION - 01/01/1999 - OPEN** \$ 1,875  
Stephen Miller; Plant Sciences - Weed Biology and Control.

**NEBRASKA, STATE OF - 08/01/2001 - OPEN** \$ 2,070  
James Krall; Plant Sciences - Sustainable crop research.

**NORTH DAKOTA, UNIVERSITY OF - 12/21/2004 - 11/21/2005** \$ 18,800  
Alexandre Latchininsky; Renewable Resources - Replacing Insecticides with  
Info/Improving Locust Surveys in Kazakhstan.

**NORTH DAKOTA, UNIVERSITY OF - 12/21/2004 - 11/21/2005** \$ 61,100  
Alan Buss; Science and Mathematics Teaching Center - EdPARC Center for  
People and the Environment.

**NORTH DAKOTA, UNIVERSITY OF - 12/21/2004 - 11/21/2005** \$ 22,005  
Ramesh Sivanpillai/Kenneth Driese; Wyoming Geographic Information Sciences Center -

Team Express Crop and Range Alert System/Phase V NASA Synergy Progress.

**NORTH DAKOTA STATE UNIVERSITY - 07/01/2004 - 06/30/2005** \$ 17,024  
 Khaled Ksaibati; Civil Engineering - Tel-8 Equipment.

**NORTH DAKOTA STATE UNIVERSITY - 07/01/2004 - 06/30/2005** \$ 16,228  
 Khaled Ksaibati; Civil Engineering - The Legal Establishment of County Roads in Wyoming.

**NORTH DAKOTA STATE UNIVERSITY - 07/01/2004 - 06/30/2005** \$ 16,228  
 Jerry Parkinson; College of Law - The Legal Establishment of County Roads in Wyoming

**PLANNING, RESEARCH & EVALUATION SERVICES ASSOCIATES, INCORPORATED - 02/14/2005 - 05/15/2005** \$ 11,900  
 Bistra Anatchkova/Trish Huckfeldt; Wyoming Survey and Analysis Center - Site Recruitment for 2005-2006 Curricular Research Studies.

**ROCKEFELLER FOUNDATION BELLAGIO CENTER OFFICE - 02/01/2005 - 05/31/2005** \$ 11,100  
 Susan McKay; Women's Studies - Girl Mothers in Fighting Forces and Their Post-War Reintegration in Southern and Western Africa.

**SHELL EXPLORATION AND PRODUCTION - 03/17/2005 - 03/31/2006** \$ 16,082  
 Stanley Anderson; Zoology - Water Resources Data System.

**SPACE TELESCOPE SCIENCE INSTITUTE - 03/01/2005 - 02/28/2007** \$ 11,610  
 Henry Kobulnicky; Physics and Astronomy - Digital Imaging Experiments for High School Science.

**UINTA COUNTY SCHOOL DISTRICT NUMBER 6 - 07/01/1994 - 06/30/2005** \$ 1,100  
 Constance Currie; English - Wyoming writing project program income.

**UNITED STATES AIR FORCE - 08/19/2004 - 03/31/2006** \$ 30,000  
 Thomas Whitson; Plant Sciences - Native Seed Bank.

**UNITED STATES AIR FORCE - 08/13/2004 - 03/31/2006** \$ 9,870  
 Gary Beauvais; Wyoming Natural Diversity Database - Survey of Prebles Meadow Jumping Mouse.

**UNITED STATES AIR FORCE - 08/13/2004 - 03/31/2006** \$ 16,800  
 Bonnie Heidel; Wyoming Natural Diversity Database - Census of Colorado Butterfly Plant and Noxious Weeds.

**UNITED STATES DEPARTMENT OF AGRICULTURE ANIMAL AND PLANT HEALTH INSPECTION SERVICE - 01/01/2005 - 12/31/2005** \$ 33,416  
 Timothy Collier; Renewable Resources - Salt Cedar Biocontrol and Monitoring.

<b>UNITED STATES DEPARTMENT OF AGRICULTURE ANIMAL AND PLANT HEALTH INSPECTION SERVICE - 01/01/2005 - 12/31/2005</b>	\$ 36,143
Alexandre Latchininsky; Renewable Resources - Grasshopper Management Workshops.	
<b>UNITED STATES DEPARTMENT OF AGRICULTURE COOPERATIVE STATE RESEARCH EDUCATION AND EXTENSION SERVICE - 04/01/2005 - 03/31/2007</b>	\$ 27,780
Robert Stobart; Animal Science - Objective Measures of Wool Fiber Characteristics.	
<b>UNITED STATES DEPARTMENT OF AGRICULTURE COOPERATIVE STATE RESEARCH EDUCATION AND EXTENSION SERVICE - 03/15/2005 - 09/14/2005</b>	\$ 4,000
Christine Pasley; Cooperative Extension Service - Healthy Food for Healthy Homes.	
<b>UNITED STATES DEPARTMENT OF AGRICULTURE ECONOMICS RESEARCH SERVICE - 9/3/2004 - 09/30/2005</b>	\$ 23,926
Jason Shogren; Economics and Finance - Estimating Consumer Benefits of Improving Food Safety.	
<b>UNITED STATES DEPARTMENT OF AGRICULTURE FOREST SERVICE 01/01/2003 - 09/30/2005</b>	\$ 5,000
Ronald Hartman; Botany - Maintenance and Plant Identification.	
<b>UNITED STATES DEPARTMENT OF AGRICULTURE FOREST SERVICE 03/01/2005 - 05/31/2006</b>	\$ 9,000
Bonnie Heidel; Wyoming Natural Diversity Database - Wood River Sensitive Plant Survey.	
<b>UNITED STATES DEPARTMENT OF AGRICULTURE FOREST SERVICE 03/01/2005 - 09/30/2006</b>	\$ 11,500
Douglas Keinath; Wyoming Natural Diversity Database - Snow Compaction Mapping Across Medicine Bow Routt Forests.	
<b>UNITED STATES DEPARTMENT OF AGRICULTURE FOREST SERVICE 10/01/2004 - 09/30/2005</b>	\$ 13,520
Alan Redder; Wyoming Natural Diversity Database - Threatened and Endangered Plant and Animal Database.	
<b>UNITED STATES DEPARTMENT OF EDUCATION - 07/01/2004 - 06/30/2005</b>	\$ 46,515
David Gruen; Student Financial Aid - The 2004-2005 pell grant program.	
<b>UNITED STATES DEPARTMENT OF EDUCATION - 09/01/2005 - 08/31/2006</b>	\$ 471,338
Richard Miller; Student Educational Opportunity - Educational Opportunity Center, South.	
<b>UNITED STATES DEPARTMENT OF EDUCATION - 09/01/2005 - 08/31/2006</b>	\$ 204,000
Richard Miller; Student Educational Opportunity - Educational Opportunity Center, North.	
<b>UNITED STATES DEPARTMENT OF ENERGY - 12/01/2004 - 11/30/2005</b>	\$ 149,921
Dean Roddick; Chemistry - New Catalysts for Ionic Hydrogenations.	

<b>UNITED STATES DEPARTMENT OF HEALTH AND HUMAN SERVICES - 04/01/2005 - 03/31/2006</b> Jerry Johnson; Molecular Biology - Human Tryptophanyl-tRNA Synthetase-A Functional Analysis.	\$ 231,825
<b>UNITED STATES DEPARTMENT OF HEALTH AND HUMAN SERVICES - 04/01/2005 - 03/31/2006</b> Jun Ren; Pharmacy - Role of Acetadehyde in Alcoholic Cardiomyopathy.	\$ 219,531
<b>UNITED STATES FISH AND WILDLIFE SERVICE - 03/02/2005 - 12/31/2005</b> Angela Hild; Renewable Resources - Spatial Process Model Development to Access Canada Thistle Control.	\$ 5,000
<b>UNITED STATES GEOLOGICAL SURVEY - 03/01/2005 - 02/28/2006</b> Robert Ogden; Zoology - Land Use Impacts on Nitrogen Fixation in Jackson Hole Streams.	\$ 21,812
<b>UNITED STATES GEOLOGICAL SURVEY - 03/01/2005 - 02/28/2006</b> Paul Johnson; Physics - Realtime Monitoring of E Coli Contamination in Wyoming.	\$ 35,500
<b>UNITED STATES GEOLOGICAL SURVEY - 03/01/2005 - 02/28/2006</b> George Vance/Grisha Ganjgunte; Renewable Resources - Innovative Technology Development to Maximize Beneficial Use of Produced Water from Coal Bed Natural Gas.	\$ 35,100
<b>UNITED STATES NATIONAL AERONAUTICS AND SPACE ADMINISTRATION - 03/01/2001 - 05/31/2005</b> Paul Johnson; Physics and Astronomy - Wyoming Space Grant College and Fellowship Program.	\$ 92,000
<b>UNITED STATES NATIONAL AERONAUTICS AND SPACE ADMINISTRATION - 02/01/2001 - 01/31/2006</b> Michael Brotherton; Physics and Astronomy - A Deep Look at the (Relatively) X-Ray Bright BALQSO First J1556+3517.	\$ 44,159
<b>UNITED STATES NATIONAL AERONAUTICS AND SPACE ADMINISTRATION - 05/01/2005 - 04/30/2010</b> Michael Brotherton; Physics and Astronomy - Understanding the Post-Starburst Quasar Population.	\$ 121,252
<b>UNITED STATES NATIONAL AERONAUTICS AND SPACE ADMINISTRATION - 03/01/2005 - 02/28/2008</b> Zhaohui Shang; Physics and Astronomy - Quasar Spectral Energy Distributions: The Next Generation.	\$ 59,833
<b>UNITED STATES NATIONAL AERONAUTICS AND SPACE ADMINISTRATION - 03/15/2005 - 03/14/2006</b> Ronald Canterna; Physics and Astronomy - Ground-based Observational Support for Swift GRB Observations.	\$ 35,485

<b>UNITED STATES NATIONAL AERONAUTICS AND SPACE ADMINISTRATION - 03/01/2001 - 05/31/2005</b>	\$ 14,933
John McInroy/Paul Johnson; Electrical Engineering - Analysis of ARIS Data to Determine Synergy with the UW Hexapod Program.	
<b>UNITED STATES NATIONAL SCIENCE FOUNDATION - 03/15/2005 - 08/31/2006</b>	\$ 12,000
Elise Pendall/Laura Hudson; Botany - Drought Response and Altitude Trend of Limber Pine in the Central Rocky Mountains.	
<b>UNITED STATES NATIONAL SCIENCE FOUNDATION - 12/02/2002 - 02/28/2006</b>	\$ 94,986
Maciej Radosz; Chemical and Petroleum Engineering - Phase Behavior of Block and Styrene Copolymers in Solvents.	
<b>UNITED STATES NATIONAL SCIENCE FOUNDATION - 09/01/2005 - 08/31/2006</b>	\$ 99,684
Dianna Spears; Computer Science - Robotic Sensor Networks for Chemical Plume Tracing.	
<b>UNITED STATES NATIONAL SCIENCE FOUNDATION - 03/01/2002 - 02/28/2006</b>	\$ 24,145
Steven Barrett; Electrical Engineering - Undergraduate Design Projects to Aid Wyoming Persons with Disabilities.	
<b>UNITED STATES NATIONAL SCIENCE FOUNDATION - 03/01/2005 - 02/28/2007</b>	\$ 181,743
W. Steven Holbrook; Geology - Analyze data to image the internal structure of the Norwegian Sea.	
<b>UNITED STATES NATIONAL SCIENCE FOUNDATION - 03/01/2005 - 02/28/2006</b>	\$ 55,001
Jonathan Naughton/William Armstrong/William Lindberg; Mechanical Engineering - A Dynamic Resonant Approach for Measuring Wall Shear Stress.	
<b>UNITED STATES NATIONAL SCIENCE FOUNDATION - 09/01/2003 - 08/31/2006</b>	\$ 152,576
Randolph Lewis; Molecular Biology - Spider Tubuliform Silk.	
<b>UNITED STATES NATIONAL SCIENCE FOUNDATION - 07/01/2004 - 06/30/2007</b>	\$ 12,000
Carlos Martinez Del Rios; Zoology - Using Stable Isotopes/Understand Trophic Relationships:Mass Balance Models.	
<b>UNITED STATES NATIONAL SCIENCE FOUNDATION - 03/15/2005 - 02/29/2008</b>	\$ 202,719
James Lovvorn; Zoology - Climate-Driven Changes in Impacts of Bethnic Predators in the Northern Bearing Sea.	

<b>VARIOUS SPONSORS - 09/01/1994 - OPEN</b>	\$ 1,000
William Gribb/Linda Marston/Ronald Beiswenger; Geography and Recreation - Summer institute for Wyoming geographic alliance.	
<b>VARIOUS SPONSORS - 12/01/2004 - 05/31/2005</b>	\$ 600
John Turpen; Music - Sound Equipment for Jazz Program.	
<b>VARIOUS SPONSORS - 10/01/2004 - 09/30/2005</b>	\$ 21,362
Diane Wolverton; Small Business Development Center - Fees for workshops presented by the Small Business Development Center for 2004-2005.	
<b>VARIOUS SPONSORS - 07/01/1998 - OPEN</b>	\$ 771
Jeffrey Hamerlinck; Wyoming Geographic Information Science Center - Fees received for services provided by the Geographic Information Science Center.	
<b>WASHAKIE COUNTY EMERGENCY MANAGEMENT - 02/22/2005 - 06/30/2005</b>	\$ 14,675
Antony Bergantino; Civil Engineering - Washakie County GPS.	
<b>WESTERN SUGAR COMPANY - 06/22/1999 - OPEN</b>	\$ 5,000
Abdel Mesbah; Plant Sciences - Crop-Weed Research.	
<b>WESTERN SUGAR COMPANY - 01/01/1999 - OPEN</b>	\$ 6,400
Gary Franc; Plant Sciences - Spatial Data and Visualization Center.	
<b>WESTERN SUGAR COMPANY - 01/01/1999 - OPEN</b>	\$ 4,538
Stephen Miller; Plant Sciences - Weed Biology and Control.	
<b>WILDLIFE DISEASE ASSOCIATION - 08/25/2000 - OPEN</b>	\$ 10,400
Elizabeth Williams; Veterinary Sciences - Wildlife Disease Association Journal.	
<b>WYOMING ANIMAL DAMAGE MANAGEMENT BOARD - 10/20/2004 - 06/30/2005</b>	\$ 15,000
Steven Horn/Muhammad Hussain; Animal Science - Develop an Effective Single Dosage Form of Mifepristone (RU 486) to Prevent Pregnancy in Free-Ranging Coyotes.	
<b>WYOMING ARTS COUNCIL - 02/22/2005 - 03/04/2005</b>	\$ 1,204
Wendy Fanning; Cultural Programs - Christopher O'Riley piano tour across Wyoming.	
<b>WYOMING COMMUNITY COLLEGE COMMISSION - 02/01/2005 - 01/31/2006</b>	\$ 20,000
Burke Grandjean/William Butler; Wyoming Survey and Analysis Center - Wyoming Community College Commission Statistical Research.	
<b>WYOMING COUNCIL FOR THE HUMANITIES - 02/14/2005 - 09/30/2005</b>	\$ 3,390
Susan Moldenhauer; Art Museum - Toro the Bull in Human History, Art and Sports.	
<b>WYOMING COUNCIL FOR THE HUMANITIES - 02/14/2005 - 04/30/2005</b>	\$ 3,500
Allen Trent; Education Dean's Office - Shepard Symposium on Social Justice Keynote Address.	

<b>WYOMING DENTAL ASSOCIATION - 10/01/2004 - 08/30/2007</b> Colleen Hubbell; Medical Education and Public Health - Dental Pipeline Program.	\$ 13,000
<b>WYOMING DEPARTMENT OF ADMINISTRATION AND INFORMATION, HUMAN RESOURCE DIVISION - 02/22/2005 - 06/30/2005</b> Patricia Taylor/Burke Grandjean; Wyoming Survey and Analysis Center - Information on the Competencies of State Employees.	\$ 12,000
<b>WYOMING DEPARTMENT OF EDUCATION - 02/01/2005 - 09/30/2006</b> Jerry Hamann; Electrical Engineering - Thinking and Doing Mathematics.	\$ 96,389
<b>WYOMING DEPARTMENT OF EDUCATION- 02/01/2005 - 09/30/2006</b> Katherine Muir/Scott Chamberlin; Science and Math Teaching Center - Projects to Provide Inservice Education for Teachers of Grades K-12.	\$ 130,000
<b>WYOMING DEPARTMENT OF EDUCATION - 02/01/2005 - 09/30/2006</b> Linda Hutchinson; Science and Mathematics Teaching Center - Thinking and Doing Mathematics.	\$ 96,389
<b>WYOMING DEPARTMENT OF EDUCATION - 02/01/2005 - 09/30/2006</b> Ann Tollefson; Science and Mathematics Teaching Center - Professional Development for Standards-Based Foreign Language Teaching and Learning.	\$ 54,047
<b>WYOMING DEPARTMENT OF EDUCATION - 02/01/2005 - 09/30/2006</b> Mark Lyford; Science and Mathematics Teaching Center - Coordinated Resource Management in the Classroom.	\$ 115,000
<b>WYOMING DEPARTMENT OF EDUCATION SPECIAL PROGRAMS UNIT 07/01/2004 - 06/30/2005</b> Sandra Root-Elledge; Wyoming Institute For Disabilities - Pathways/Connect Wyoming.	\$ 10,000
<b>WYOMING DEPARTMENT OF HEALTH - 07/01/2002 - 12/31/2005</b> John Lloyd; Renewable Resources - Ecology of Vector Mosquitos in Eastern Wyoming.	\$ 15,000
<b>WYOMING DEPARTMENT OF HEALTH - 02/03/2005 - 06/30/2005</b> Hristiyan Beshkov/Robert Cruickshank/Robert Leduc; Wyoming Survey and Analysis Center - Chemical Testing Ranger Database.	\$ 40,000
<b>WYOMING DEPARTMENT OF HEALTH AGING DIVISION - 02/23/2005 - 10/31/2005</b> Linda Martin; Pharmacy - Improving Diabetes Therapy Self-Management in Seniors.	\$ 58,094
<b>WYOMING DEPARTMENT OF TRANSPORTATION - 03/09/2005 - 01/31/2006</b> Khaled Ksaibati; Civil Engineering - Legal Establishment of County Roads in Wyoming.	\$ 10,757
<b>WYOMING DEPARTMENT OF TRANSPORTATION - 03/09/2005 - 01/31/2006</b> Jerry Parkinson; College of Law - Legal Establishment of County Roads in Wyoming.	\$ 10,757

<b>WYOMING DEPARTMENT OF TRANSPORTATION - 1/23/2004 - 07/31/2005</b>	\$	500
Gregory Jordan; Fleet Operation - Training for Maintenance Personnel for Vehicles Specified by the Transit Program.		
<b>WYOMING DIVISION OF VICTIM SERVICES - 02/01/2005 - 06/30/2005</b>	\$	2,324
Mary Stout; Student Life - Publish Materials which will be used to Educate and Prevent Sexual Violence.		
<b>WYOMING PRIMARY CARE ASSOCIATION - 02/24/2005 - 04/30/2005</b>	\$	4,000
Bistra Anatchkova; Wyoming Survey and Analysis Center - Survey on Workforce Issues as they Pertain to Primary Health Care Facilities.		
<b>WYOMING, STATE OF - 08/01/2001 - OPEN</b>	\$	3,000
James Krall; Plant Sciences - Sustainable crop research.		
<b>WYOMING STATE PARKS AND CULTURAL RESOURCES - 06/23/2004 - 12/31/2004</b>	\$	2,500
Patricia Taylor/Steven Butler; Wyoming Survey and Analysis Center - Wyoming State Parks and Historic Sites Customer Survey.		
<b>WYOMING WATER DEVELOPMENT COMMISSION - 03/01/2005 - 02/28/2006</b>	\$	61,624
Drew Johnson/Greg Kerr; Civil Engineering - Conveyance Losses Along Bear River.		
<b>WYOMING WATER DEVELOPMENT COMMISSION - 03/01/2005 - 02/28/2006</b>	\$	57,909
Drew Johnson/Renduo Zhang/George Vance; Civil Engineering - Subsurface Drip Irrigation Systems.		
<b>WYOMING WATER DEVELOPMENT COMMISSION - 03/01/05 - 02/28/06</b>	\$	24,185
George Vance/Grisha Ganjgunte; Renewable Resources - Innovative Technology Development to Maximize Beneficial Use of Produced Water from Coal Bed Natural Gas.		
<b>WYOMING WATER DEVELOPMENT COMMISSION - 03/01/2005 - 02/2/2006</b>	\$	61,510
Katta Reddy/Richard Olson/David Legg; Renewable Resources - Geochemistry of CBM Retention Ponds.		
<b>WYOMING WATER DEVELOPMENT COMMISSION - 03/01/2005 - 02/28/2006</b>	\$	24,458
Paul Johnson; Physics and Astronomy - Real-Time Monitoring of E. Coli in Wyoming Surface Waters.		
<b>WYOMING WATER DEVELOPMENT COMMISSION - 03/01/2005 - 02/28/2006</b>	\$	15,028
Robert Hall; Zoology - Land Use Impacts on Nitrogen Fixation in Jackson Hole Streams.		
<b>TOTAL - Sponsored programs approved February 12, 2005 through April 21, 2005.</b>	<b>\$</b>	<b>5,938,887</b>
<b>TOTAL - Sponsored programs previously approved:</b>		
07/01/04 - 09/31/04		\$27,027,924
09/01/04 - 10/19/04		\$10,467,614
10/20/04 - 12/10/04		\$4,341,837

12/11/04 - 02/11/05

\$9,645,690

\$ 51,483,065

**TOTAL - Sponsored programs approved July 1, 2004 through April 21, 2005**

**\$ 57,421,952**

AGENDA ITEM TITLE: **Personnel**, Buchanan

CHECK THE APPROPRIATE BOX(ES):

- Work Session  
 Education Session  
 Information Item  
 Other      Specify: BUSINESS MEETING, (Consent Agenda)

## APPOINTMENTS

### 1. Administrators

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

#### Academic Affairs

<u>Name</u>	<u>Rank</u>	<u>Salary</u>	<u>Appointment Period</u>
<i>Ellbogen Center for Teaching and Learning</i>			
<b>Nelson, Jane</b>	Director	\$78,000/FY	06/01/2005 to 06/30/2006

Jane Nelson received a B.A. (1969) in American Studies from the University of Wyoming, an M.A. (1972) and a Ph.D. (1976) in English from the University of Utah. Dr. Nelson has been the Director for the Writing Center at the University of Wyoming since 2000.

### 2. Faculty

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

#### College of Health Sciences

<u>Name</u>	<u>Rank</u>	<u>Salary</u>	<u>Appointment Period</u>
<i>Division of Medical Education and Public Health</i>			
<b>Fleming, Deborah K.</b>	Clinical Professor	\$85,008/FY	04/25/2005 to 06/30/2005

Deborah Fleming received a B.A. (1973) in Anthropology from Kalamazoo College, an M.A. (1978) in Educational Gerontology from the University of Michigan, and a Ph.D. (2000) in Adult Learning and Technology from the University of Wyoming. Dr. Fleming has been the Director of the Wyoming Department of Health since 2003.

#### University Libraries

<u>Name</u>	<u>Rank</u>	<u>Salary</u>	<u>Appointment Period</u>
<i>Science Reference</i>			
<b>Tronstad, Bryan P.</b>	Assistant Librarian	\$36,528/FY	02/21/2005 to 06/30/2005

Bryan Tronstad received a B.S. (2000) in Animal Science at Montana State University-Bozeman, and an M.S. (2003) in Library and Information Studies from the University of Alabama-Tuscaloosa. Mr. Tronstad has been a part-time library assistant at the University of Wyoming since 2003.

## PROMOTIONS

### 1. Faculty

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

#### College of Agriculture

<u>Name</u>	<u>New Rank</u>
<i>Department of Renewable Resources</i>	
<b>Reddy, Katta J.</b>	Professor

#### College of Arts & Sciences

<u>Name</u>	<u>New Rank</u>
<i>Department of Art</i>	
<b>Denney, Colleen J.</b>	Professor
<i>Department of Communication &amp; Journalism</i>	
<b>Gladney, George A.</b>	Professor
<b>Smith, Kenneth L.</b>	Professor
<i>Department of Modern &amp; Classical Languages</i>	
<b>Holt, Philip G.</b>	Professor
<i>Department of Music</i>	
<b>Przygocki, James T.</b>	Professor
<i>Department of Zoology &amp; Physiology</i>	
<b>Meyer, Joseph S.</b>	Professor

#### College of Education

<u>Name</u>	<u>New Rank</u>
<i>Dept. of Elementary &amp; Early Childhood Education</i>	
<b>Cooney, Margaret H.</b>	Professor

#### College of Health Sciences

<u>Name</u>	<u>New Rank</u>
<i>Division of Communication Disorders</i>	
<b>Hardin-Jones, Mary</b>	Professor
<i>Family Practice Residency Program - Cheyenne</i>	
<b>Broomfield, James F.</b>	Clinical Associate Professor
<b>Malm, Ronald L.</b>	Clinical Associate Professor
<i>School of Pharmacy</i>	
<b>Ren, Jun</b>	Professor

#### College of Law

<u>Name</u>	<u>New Rank</u>
<b>Benson, Reed D.</b>	Associate Professor
<b>Bridgeman, Jacquelyn</b>	Associate Professor
<b>Romero, Alan R.</b>	Associate Professor

## 2. Academic Professionals

It is recommended to the Trustees of the University of Wyoming that the following promotions of academic professionals be approved as indicated.

### College of Agriculture

<u>Name</u>	<u>New Rank</u>
<i>Cooperative Extension Service</i>	
<b>Heald, Tom</b>	Senior Extension Educator
<b>Hininger, Scott</b>	Senior Extension Educator
<b>Panter, Karen L.</b>	Senior Extension Educator
<b>Schafer, Stephen Ray</b>	Associate Extension Educator

### TENURE APPOINTMENTS WITH PROMOTION

It is recommended to the Trustees of the University of Wyoming that the following faculty be granted tenure with a promotion in rank.

### College of Agriculture

<u>Name</u>	<u>New Rank</u>
<i>Department of Molecular Biology</i>	
Gomelsky, Mark	Associate Professor
Professor Gomelsky (Ph.D., 1991, Institute for Genetics and Selection of Industrial Microorganisms, Russia, 1991) was appointed to the Department of Molecular Biology faculty in August 1999. His research is focused on understanding how environmental signals, such as oxygen and light, are perceived at the molecular level and, subsequently, how these signals control cellular behavior. His primary model organisms are bacteria, which are readily amenable for molecular genetic manipulations. This research has been funded by the National Science Foundation, Department of Energy and National Institutes of Health. Dr. Gomelsky was essential for winning by a team of UW researchers of a large interdisciplinary COBRE grant from the NIH.	

### TENURE APPOINTMENTS WITH PROMOTION

### College of Agriculture

<u>Name</u>	<u>New Rank</u>
<i>Department of Renewable Resources</i>	
Stahl, Peter D.	Associate Professor
Professor Stahl's (Ph.D., 1989, University of Wyoming) research program is directed towards applied ecological studies relating to land remediation and reclamation and ecosystem management as well as basic ecological studies of structure and function of microbial communities in soil. His research accomplishments include numerous projects on management practices that facilitate recovery of nutrient cycling processes in reclaimed soils on surface coal mine reclamation sites, sequestration of carbon in reclaimed soils, remediation of contaminated soils, and impacts of land management practices on the quality of rangeland soils. Dr. Stahl is currently a member of the Western Coordinating Committee on Revegetation and Stabilization of Deteriorated and Altered Lands and is President-elect of the Western Society of Soil Science.	

### *Department of Veterinary Sciences*

Cornish, Todd E.	Associate Professor
Professor Cornish (Ph.D., 1999, University of Georgia) was appointed to the Department of Veterinary Sciences faculty in August 1999. His responsibilities include providing professional service at the Wyoming State Veterinary Laboratory (WSVL), performing research on diseases of livestock and wildlife, and teaching and advising of undergraduate and graduate students in Animal and Veterinary Sciences and Pathobiology. His professional service activities include diagnostic pathology investigations and supervision of the West Nile virus, necropsy, and virology laboratory sections at the WSVL. Current areas of research include studies on Brucellosis in cattle and livestock, including improved diagnostic tests and control and prevention strategies in	

wildlife, work on the epidemiology of chronic wasting disease in deer, improvement of diagnostic tests for bovine viral diarrhea in cattle, and studies on the impacts of West Nile virus on domestic and wild animals in Wyoming.

### College of Arts & Sciences

Name

New Rank

#### *Department of Communication & Journalism*

Price, Cynthia J. Associate Professor

Professor Price (Ph.D., 2000, Southern Illinois University) was appointed to the Communication and Journalism Department in 1999 after holding positions at the University of Sioux Falls and Southern Illinois University. Her research and teaching is in the area of public relations and advertising. A recent published article concerned network television news correspondents and their feeling about ownership and advertiser influence on news stories.

#### *Department of History*

Kamp, Marianne R. Associate Professor

Professor Kamp (Ph.D., 1998, University of Chicago) was appointed to the History Department in 2000. Her book, *The New Woman in Uzbekistan: Islam, the Soviet Project, and the Unveiling of Uzbek Women*, has been accepted by the University of Washington Press for publication. Her teaching includes courses on the Middle East and Islam. She is noted around Wyoming for her many talks after 9/11 giving insight to Islam and the problems of the Middle East.

#### *Department of Mathematics*

Yeung, Man-Chung Associate Professor

Professor Yeung (Ph.D., 1997, University of California-Los Angeles) was appointed to the Mathematics Department in 2001. His research focuses on numerical analysis and numerical linear algebra arising in problems from engineering and the computational sciences. His teaching extends from beginning calculus courses through advanced numerical methods.

#### *Department of Music*

Zook, Katrina J. Associate Professor

Professor Zook (Doctor of Musical Arts, 1999, University of Rochester, Rochester, New York) was appointed to the Music Department in 1999. As a mezzo-soprano, she has been invited to perform regionally and nationally. She has taught introduction to music, vocal methods and voice at all levels.

#### *Department of Physics & Astronomy*

Dale, Daniel A. Associate Professor

Professor Dale (Ph.D., 1998, Cornell University) was appointed to the Physics and Astronomy Department in 2001. Besides being an innovative teacher in lower-division physics and advanced astronomy classrooms, he conducts research into the astrophysics of galaxies.

Pierce, Michael J. Associate Professor

Professor Pierce (Ph.D., 1988, University of Hawaii) was appointed to the Physics and Astronomy Department faculty in 2001 after research appointments at the Dominion Astrophysical Observatory in Victoria, British Columbia and the National Optical Astronomy Observatories in Tucson, Arizona. His research to develop a wide-field, near-infrared camera and its uses has been funded by NASA and NSF for over \$1 million. His classroom teaching has primarily been in General Physics and General Astronomy.

#### *Department of Psychology*

Pepper, Carolyn M. Associate Professor

Professor Pepper (Ph.D., 1995, University of Stony Brook) was appointed to the Psychology Department in 2002. She came to the university from various appointments at the State University of New York at Binghamton. Her research and teaching interests in clinical psychology include depression, behavior therapy,

and suicide among college students.

### *Department of Statistics*

Wulff, Shaun S. Associate Professor

Professor Wulff (Ph.D., 1999, Oregon State University) was appointed to the Statistics Department in 1999.

His research includes unbiased estimations in a variety of application areas. His teaching includes engineering statistics, statistical inference and model theory, primarily at the upper-division and graduate levels.

### *Department of Zoology & Physiology*

Skinner, Donal C. Associate Professor

Professor Skinner (Ph.D., 1994, University of Cambridge) was appointed to the Zoology and Physiology Department in 2002 after serving in a position at the University of Bristol, England. He has an extensive publication record in mammalian endocrinology. His teaching includes mammalian physiology and neuroscience courses.

## **College of Business**

Name

New Rank

### *Department of Economics & Finance*

Aadland, David M. Associate Professor

Professor Aadland (Ph.D., 1997, University of Oregon) was appointed to the Department of Economics and Finance in August 2003. His teaching interests include macroeconomics and applied econometrics. Dr. Aadland's research includes business-cycle analysis and various applied microeconomic issues related to agriculture, natural resources and the environment.

### *Department of Management & Marketing*

Baker, Stacey K. Associate Professor

Professor Baker (Ph.D., 1996, University of Nebraska-Lincoln) was appointed to the Department of Management and Marketing in January 2003. Dr. Baker's teaching interests are in consumer behavior, marketing analysis and strategy, retailing, and services marketing. Dr. Baker's research is focused on possession and image meaning, collecting, shopping, and consumer welfare and protection.

Ferrell, Linda K. Associate Professor

Professor Ferrell (Ph.D., 1996, University of Memphis) was appointed to the Department of Management and Marketing in August 2002. Her teaching interests include marketing ethics and corporate social responsibility, the legalization of business ethics, ethics training, and strategic philanthropy. Dr Ferrell's research has examined the influence of the Federal Sentencing Guidelines on organizations and public policy, the effectiveness of mail and wire fraud regulations, stakeholder orientation in managing business ethics initiatives, and the use of ethics training devices such as games and behavioral simulations.

Valentine, Sean R. Associate Professor

Professor Valentine (D.B.A., 1999, Louisiana Tech University) was appointed to the Department of Management and Marketing in August 2000. His teaching and research interests include business ethics, diversity in the workplace and organizational culture. His research has appeared in publications such as the Journal of Business Research, Journal of Business Ethics, Human Relations and Journal of Personal Selling and Sales Management.

## **College of Education**

Name

New Rank

### *Dept. of Elementary & Early Childhood Education*

Bialostok, Steven M. Associate Professor

Professor Bialostok (Ph.D., 2000, University of Arizona) was honored by the National Council of Teachers of English with their annual "Promising Researcher in the Teaching of English" award. His work is interdisciplinary, integrating socio-cognitive, cultural, historical, and linguistic analysis into his scholarship. Dr. Bialostok's research focuses on middle-class ideologies surrounding literacy; the second involves elite

forms of discourse surrounding new forms of racism.

Locke, Steven Associate Professor

Professor Locke's (Ph.D., 1997, Indiana University) research in multicultural education has focused on the development of teacher awareness and sensitivity to student diversity in the classroom. His work in Costa Rica has prompted him to examine issues of diversity, social justice, and democracy in a global context. Since 1999, he has been the co-director and instructor of the International Education Field Project in Costa Rica. The intensive four-week course contains Spanish language and culture, research, and service learning components and is open to University of Wyoming students and Wyoming K-12 classroom teachers. Dr. Locke presently teaches courses in social studies methods and curriculum development.

## **TENURE APPOINTMENTS WITH PROMOTION** **College of Engineering**

Name New Rank

### *Department of Atmospheric Science*

Geerts, Bart Associate Professor

Professor Geerts (Ph.D., 1990, University of Washington-Seattle) held academic appointments in Australia and the United States. His research interests include the dynamics and structure of cloud systems, and he is active in interpreting research aircraft and radar observations of those systems. Dr. Geerts is very involved in the development of the Earth System Science curriculum for UW.

### *Department of Civil & Architectural Engineering*

Mukai, David J. Associate Professor

Professor Mukai (Ph.D., 1991, University of Washington) worked as an engineer for the Washington State Department of Natural Resources and then as an assistant professor at Louisiana State University. Dr. Mukai joined the faculty of the Civil and Architectural Engineering department in 2001. Dr. Mukai has obtained funding from a variety of sources and published in the areas of self-consolidating concrete, heat-straightening repair of steel, rehabilitation of concrete, modeling of concrete, theoretical fracture mechanics, and engineering education. He also teaches a wide variety of structural engineering courses. His service activities include reviewing proposals and manuscripts, college and departmental committees, and advising students and student organizations.

Yavuzturk, Cenk Associate Professor

Professor Yavuzturk (Ph.D., 1999, Oklahoma State University) held various engineering positions in the US defense industry. Dr. Yavuzturk's research interests include thermal systems modeling and simulation, building thermodynamics, energy analysis and management, thermal energy storage, numerical modeling and inverse methods, HVAC-R equipment, and ground source heat pump systems.

### *Department of Electrical and Computer Engineering*

Barrett, Steven F. Associate Professor

Professor Barrett's (Ph.D., 1993, University of Texas at Austin) research is in a highly visible area of Biomimetics: Modeling the L4 Neuron of the Fly (*Musca Domestica*) Vision System. He also works in the areas of Image Processing, Medical Applications of Lasers, and Embedded Controllers. Support for this work has been the National Institutes of Health and the Naval Air Warfare Center, as well as Wyoming state agencies. He has developed new courses in Microprocessors, Bioinstrumentation and Embedded Systems and is the co-author of two highly regarded textbooks, one of which has been adopted by over 40 universities in the US, Canada, and Australia. He has received numerous teaching awards including the Carnegie Foundation Wyoming Professor of the Year, the Ellbogen Meritorious Classroom Teaching Award, and the ASEE Rocky Mountain Outstanding Teaching Award.

### *Department of Electrical and Computer Engineering*

Pikal, Jon M. Associate Professor

Professor Pikal's (Ph.D., 1999, Colorado State University) research areas are semiconductor materials and devices, optoelectronics, and semiconductor lasers. He has published in IEEE Journal of Quantum Electronics, Applied Physics Letters, and IEEE Photonics Technology Letters. Dr. Pikal has been supported on a multi-

year grant from the Army Research Office, as well as Wyoming state agencies. He is an active member of the IEEE Lasers and Electro-Optics Society.

### *Department of Mechanical Engineering*

Armstrong, William D. Associate Professor

Professor Armstrong (Ph.D., 1991, University of Washington) held a series of research appointments in Denmark, Japan, and the United States. Prior to his arrival at UW in August of 2001, he served for two years as an Assistant Professor at SUNY Binghamton. Dr. Armstrong's research interests include materials processing, experimental investigation and theoretical mechanics of nonlinear, shape-active, homogenous and composite materials.

## **College of Health Sciences**

Name

New Rank

### *Division of Communication Disorders*

Jones, David L. Professor

Professor Jones (Ph.D., 1987, University of Iowa) was a clinical fellow in the Department of Otolaryngology-Head & Neck Surgery, University of Iowa Hospitals and Clinics. Dr. Jones has had several grants funded by PHS and one from NIH. He is active in professional organizations, has many publications, and is one of this year's winners of the John P. Ellbogen Meritorious Classroom Teaching Award. His field is speech characteristics in individuals with craniofacial malformations.

### *Division of Kinesiology and Health*

Jenkins, Jayne M. Associate Professor

Professor Jenkins (Ph.D., 1999, University of North Carolina at Greensboro) has won several teaching awards, including the College of Health Sciences Outstanding Teacher Award in 2003. She has had four grant applications funded, published eleven articles, and is active in professional organizations. Her field is kinesiology as related to teacher education, with a specialty emphasis in studies evaluating and assessing the role of peer-coaching and student-led play.

### *Division of Social Work*

Smith, James Emory Associate Professor

Professor Smith (Ph.D., 2000, Kansas State University) was appointed to the faculty in the Division of Social Work in January 1999. His research interests are in the field of emotional intelligence and its relationship to behavior, gender, race and socialization. He is active on university and college committees and is a licensed clinical social worker.

### *School of Pharmacy*

Dolence, Eric Kurt Associate Professor

Professor Dolence (Ph.D., 1987, University of Kentucky, Lexington) is a collaborator on the COBRE (Center for Biomedical Excellence) grant, and has had several other grants funded, among them an academic research enhancement award from the National Institute of General Medical Sciences Division of NIH. Dr. Dolence is the recipient of two teaching awards in Pharmacy, and was recognized in 2002 with the College of Health Sciences New Investigator Award. He is a reviewer for several professional journals, and active in professional organizations. His discipline is synthetic chemistry, and his teaching involves the application of that knowledge to pharmacology and medicinal chemistry.



*Department of Plant Sciences*

**Enloe, Stephen F.** Assistant Professor 2

*Department of Renewable Resources*

**Collier, Timothy** Assistant Professor 3

**Latchininsky, Alexandre** Assistant Professor 3

**College of Arts & Sciences**

<u>Name</u>	<u>Rank</u>	<u>Review Year</u>
<i>Department of Anthropology</i>		
<b>Ahern, James C.</b>	Assistant Professor	5
<b>Innes, Pamela J.</b>	Assistant Professor	4
<b>Surovell, Todd A.</b>	Assistant Professor	2
<b>Waguespack, Nicole M.</b>	Assistant Professor	2
<i>Department of Art</i>		
<b>Carlisle, Ashley H.</b>	Assistant Professor	2
<b>Egnaczak, R. Charles</b>	Assistant Professor	2
<b>Hardy, Leah M.</b>	Assistant Professor	4
<b>Haydon, Margaret K.</b>	Assistant Professor	3
<i>Department of Botany</i>		
<b>Ewers, Brent E.</b>	Assistant Professor	3
<b>Pendall, Elise G.</b>	Assistant Professor	3
<i>Department of Chemistry</i>		
<b>Basile, Francisco</b>	Assistant Professor	2
<i>Department of Communication &amp; Journalism</i>		
<b>Hsu, Chia-Fang</b>	Assistant Professor	2
<b>Patton, Tracey M.</b>	Assistant Professor	5
<i>Department of Criminal Justice</i>		
<b>Freng, Adrienne</b>	Assistant Professor	3
<b>Munoz, Ed A.</b>	Assistant Professor	4
<i>Department of English</i>		
<b>Knieval, Michael</b>	Assistant Professor	3
<i>Department of Geography</i>		
<b>Daniels, J. Michael</b>	Assistant Professor	3
<i>Department of Geology &amp; Geophysics</i>		
<b>Dueker, Kenneth G.</b>	Assistant Professor	5
<i>Department of History</i>		
<b>Bauer, William J.</b>	Assistant Professor	2
<b>Brose, Michael C.</b>	Assistant Professor	5
<i>Department of Mathematics</i>		
<b>Stanescu, Dan</b>	Assistant Professor	2
<i>Department of Music</i>		
<b>Gjevre, Naomi</b>	Assistant Professor	3
<b>Krueger, Michael T.</b>	Assistant Professor	4
<i>Department of Music</i>		
<b>Pfotenhauer, Thomas R.</b>	Assistant Professor	4
<b>Pinell, Javier</b>	Assistant Professor	3
<b>Turpen, John S.</b>	Assistant Professor	5
<i>Department of Philosophy</i>		
<b>Griesmaier, Franz-Peter</b>	Assistant Professor	5
<b>Moffett, Mark A.</b>	Assistant Professor	2

*Department of Physics & Astronomy*

<b>Brotherton, Michael</b>	Assistant Professor	3
<b>Kobulnicky, Henry</b>	Assistant Professor	3

*Department of Political Science*

<b>Skopek, Tracy A.</b>	Assistant Professor	2
<b>Van Winkle, Steven R.</b>	Assistant Professor	4

*Department of Psychology*

<b>Dearing, Eric C.</b>	Assistant Professor	2
<b>Gray, Matthew J.</b>	Assistant Professor	3

*Department of Sociology*

<b>Zamudio, Margaret M.</b>	Assistant Professor	3
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*Department of Statistics*

<b>Robinson, Timothy J.</b>	Assistant Professor	5
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*Department of Theatre & Dance*

<b>Claridge, Melvin R.</b>	Assistant Professor	5
<b>Earl, Robert Michael</b>	Assistant Professor	5
<b>Sherrill, Kevin J.</b>	Assistant Professor	2

*Department of Zoology & Physiology*

<b>Woodbury, Charles J.</b>	Assistant Professor	3
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*Women's Studies Program*

<b>Zare, Bonnie Sue</b>	Assistant Professor	5
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**College of Business**

<u>Name</u>	<u>Rank</u>	<u>Review Year</u>
<i>Department of Economics &amp; Finance</i>		
<b>Villanueva, Oswaldo M.</b>	Assistant Professor	2
<i>Department of Management &amp; Marketing</i>		
<b>Faircloth, James B. III</b>	Assistant Professor	5

**College of Education**

<u>Name</u>	<u>Rank</u>	<u>Review Year</u>
<i>Department of Adult Learning &amp; Technology</i>		
<b>Armstrong, Keith B.</b>	Assistant Professor	5
<b>Sun, Qi</b>	Assistant Professor	3
<i>Department of Counselor Education</i>		
<b>McGriff, Deborah L.</b>	Assistant Professor	3
<b>Morgan, Michael M.</b>	Assistant Professor	2
<i>Department of Educational Leadership</i>		
<b>Dexter, Robin R.</b>	Assistant Professor	2
<b>McCarthy, Robert J.</b>	Assistant Professor	3
<i>Department of Educational Studies</i>		
<b>Castaneda, Carmelita P.</b>	Assistant Professor	3
<b>Kambutu, John N.</b>	Assistant Professor	3
<i>Department of Educational Studies</i>		
<b>Trent, Allen W.</b>	Assistant Professor	5
<i>Department of Secondary Education</i>		
<b>Rush, Leslie S.</b>	Assistant Professor	3
<i>Department of Special Education</i>		
<b>Simpson, Elizabeth S.</b>	Assistant Professor	4

*Dept. of Elementary & Early Childhood Education*

<b>Chamberlin, Scott A.</b>	Assistant Professor	2
<b>Manyak, Patrick</b>	Assistant Professor	4
<b>Moran, Peter W.</b>	Assistant Professor	5
<b>Muir, Katherine</b>	Assistant Professor	3
<b>Parkinson, Debra D.</b>	Assistant Professor	4

**College of Engineering**

<u>Name</u>	<u>Rank</u>	<u>Review Year</u>
<i>Department of Chemical &amp; Petroleum Engineering</i>		
<b>Argyle, Morris D.</b>	Assistant Professor	2
<b>Shen, Youqing</b>	Assistant Professor	3
<i>Department of Civil &amp; Architectural Engineering</i>		
<b>Tanner, Jennifer E.</b>	Assistant Professor	2
<b>Urynowicz, Michael A.</b>	Assistant Professor	3
<b>Young, Rhonda K.</b>	Assistant Professor	3
<i>Department of Computer Science</i>		
<b>Gamboa, Ruben</b>	Assistant Professor	4
<b>Hitchcock, John</b>	Assistant Professor	2
<i>Department of Computer Science</i>		
<b>Yu, Byunggu</b>	Assistant Professor	5
<i>Department of Electrical and Computer Engineering</i>		
<b>O'Brien, John F.</b>	Assistant Professor	2
<b>Wright, Cameron H.G.</b>	Assistant Professor	3
<i>Department of Mechanical Engineering</i>		
<b>Mavriplis, Dimitri J.</b>	Professor	5

**College of Health Sciences**

<u>Name</u>	<u>Rank</u>	<u>Review Year</u>
<i>Division of Communication Disorders</i>		
<b>Zajdo, Krisztina</b>	Assistant Professor	2
<i>Division of Kinesiology and Health</i>		
<b>Bartee, Roderick Todd</b>	Assistant Professor	5
<b>Domire, Zachary J.</b>	Assistant Professor	2
<b>Smith, Derek T.</b>	Assistant Professor	2
<i>Division of Social Work</i>		
<b>Murdock, Victoria</b>	Assistant Professor	2
<i>School of Nursing</i>		
<b>Conley, Virginia Mary</b>	Assistant Professor	3
<b>Hart, Ann Marie</b>	Assistant Professor	2
<b>Ouzts, Karen N.</b>	Assistant Professor	2
<i>School of Pharmacy</i>		
<b>Baher, Tracy D.</b>	Assistant Professor	5
<b>Martin, Linda G.</b>	Assistant Professor	5
<b>Ontko, Allyn C.</b>	Assistant Professor	3
<i>School of Pharmacy</i>		
<b>Sreejayan</b>	Assistant Professor	3

### College of Law

<u>Name</u>	<u>Rank</u>	<u>Review Year</u>
<b>Delaney, James M.</b>	Assistant Professor	2
<b>Romero, Alan R.</b>	Associate Professor	4

### EXTENDED-TERM APPOINTMENTS WITH PROMOTION

#### 1. Faculty

It is recommended to the Trustees of the University of Wyoming that five-year extended-term appointments with promotion in rank for the following faculty be approved

#### Academic Affairs

<u>Name</u>	<u>New Rank</u>	<u>Extended Term Number</u>
<i>American Heritage Center</i>		
<b>Kilander, Ginny L.</b>	Associate Archivist	1

#### University Libraries

<u>Name</u>	<u>New Rank</u>	<u>Extended Term Number</u>
<i>Science Reference</i>		
<b>Mayer, Jennifer</b>	Associate Librarian	1

#### 2. Academic Professionals

It is recommended to the Trustees of the University of Wyoming that six-year extended-term appointments with promotion in rank for the following academic professionals be approved as indicated.

#### College of Agriculture

<u>Name</u>	<u>New Rank</u>	<u>Extended Term Number</u>
<i>Cooperative Extension Service</i>		
<b>Mount, Dallas</b>	Associate Extension Educator	1
<i>Department of Agricultural and Applied Economics</i>		
<b>Foulke, Thomas K.</b>	Associate Research Scientist	1
<i>Department of Animal Science</i>		
<b>Nayigihugu, Venerand</b>	Associate Research Scientist	1

#### College of Arts & Sciences

<u>Name</u>	<u>New Rank</u>	<u>Extended Term Number</u>
<i>American Indian Studies Program</i>		
<b>Antell, Judith A.</b>	Senior Lecturer	2
<i>Department of Communication &amp; Journalism</i>		
<b>Roberts, Rebecca Lynne</b>	Associate Lecturer	1
<b>Stannard, Matthew J.</b>	Associate Lecturer	1
<i>Department of English</i>		
<b>Garner, Margaret J.</b>	Senior Lecturer	2
<i>Department of Mathematics</i>		
<b>Weber, William S. Jr.</b>	Associate Lecturer	1
<i>Department of Modern &amp; Classical Languages</i>		
<b>Krafczik, Joseph F. III</b>	Senior Lecturer	2

**EXTENDED-TERM APPOINTMENTS WITH PROMOTION  
 College of Health Sciences**

<u>Name</u>	<u>New Rank</u>	<u>Extended Term Number</u>
<i>Division of Social Work</i>		
<b>Hart, Mary B.</b>	Associate Lecturer	1

**College of Law**

<u>Name</u>	<u>New Rank</u>	<u>Extended Term Number</u>
<b>Person, Debora A.</b>	Associate Librarian	1

**EXTENDED-TERM APPOINTMENTS**

**1. Faculty**

It is recommended to the Trustees of the University of Wyoming that five-year extended-term appointments with no promotion in rank for the following faculty be approved as indicated.

**Academic Affairs**

<u>Name</u>	<u>Rank</u>	<u>Extended Term Number</u>
<i>American Heritage Center</i>		
<b>Ewig, Richard G.</b>	Associate Archivist	3

**University Libraries**

<u>Name</u>	<u>Rank</u>	<u>Extended Term Number</u>
<b>Leath, Janis L.</b>	Associate Librarian	3
<i>Cataloging Department</i>		
<b>Hanscom, Martha J.</b>	Associate Librarian	5

**2. Academic Professionals**

It is recommended to the Trustees of the University of Wyoming that six-year extended-term appointments with no promotion in rank for the following academic professionals be approved as indicated.

**College of Agriculture**

<u>Name</u>	<u>Rank</u>	<u>Extended Term Number</u>
<i>Cooperative Extension Service</i>		
<b>Daniels, Tanya Keigh</b>	Assistant Extension Educator	1
<b>Gade, Arnold Gene</b>	Senior Extension Educator	3
<b>Green, Milton</b>	Assistant Extension Educator	2
<b>McKinstry, Stella</b>	Senior Extension Educator	3
<b>Shipp, Rhonda</b>	Senior Extension Educator	3
<b>Taylor, William R.</b>	Senior Extension Educator	3
<i>Department of Plant Sciences</i>		
<b>Ferrell, Mark</b>	Senior Extension Educator	2
<b>Mesbah, Abdelouhab</b>	Research Scientist	2
<b>Spence, Raina</b>	Assistant Research Scientist	1
<i>Department of Renewable Resources</i>		
<b>Larson, Richard M.</b>	Research Scientist	1

### College of Arts & Sciences

<u>Name</u>	<u>Rank</u>	<u>Extended Term Number</u>
<i>Department of Botany</i>		
<b>Nelson, Burrell E.</b>	Associate Research Scientist	3
<i>Department of Geology &amp; Geophysics</i>		
<b>Swapp, Susan M.</b>	Senior Research Scientist	3
<i>Department of Mathematics</i>		
<b>Spitler, John</b>	Associate Lecturer	2

### College of Business

<u>Name</u>	<u>Rank</u>	<u>Extended Term Number</u>
<i>Department of Management &amp; Marketing</i>		
<b>Mitchell, James Brooks</b>	Senior Lecturer	3

## EXTENDED-TERM-TRACK REAPPOINTMENTS

### 1. Faculty

It is recommended to the Trustees of the University of Wyoming that probationary, one-year reappointments for the following extended-term-track faculty be approved as indicated.

#### Academic Affairs

<u>Name</u>	<u>Rank</u>	<u>Review Year</u>
<i>American Heritage Center</i>		
<b>Bowen, Shannon E.</b>	Assistant Archivist	3
<b>Jaehnig, Kenton G.</b>	Assistant Archivist	4
<b>Shores, Leslie</b>	Assistant Archivist	4
<b>Waggener, John R.</b>	Assistant Archivist	4

#### University Libraries

<u>Name</u>	<u>Rank</u>	<u>Review Year</u>
<b>Garcia, Jenny L.</b>	Assistant Librarian	2
<i>Coe Reference Department</i>		
<b>Goldenstein, Cheryl E.</b>	Assistant Librarian	2
<i>Science Reference</i>		
<b>Munoz, Paula</b>	Assistant Librarian	2

### 2. Academic Professionals

It is recommended to the Trustees of the University of Wyoming that probationary, one-year reappointments for the following extended-term-track academic professionals be approved as indicated.

#### Academic Affairs

<u>Name</u>	<u>Rank</u>	<u>Review Year</u>
<i>Art Museum</i>		
<b>Gadd, Sarah Marie</b>	Assistant Research Scientist	4
<i>Ellbogen Center for Teaching and Learning</i>		
<b>Hill, Robin K.</b>	Assistant Lecturer	3

### College of Agriculture

<u>Name</u>	<u>Rank</u>	<u>Review Year</u>
<i>Cooperative Extension Service</i>		
<b>Crawford, Warren K.</b>	Assistant Extension Educator	2
<b>Griffith, Patricia</b>	Assistant Extension Educator	2
<b>Hill, Hudson R.</b>	Assistant Extension Educator	3
<i>Department of Molecular Biology</i>		
<b>Gomelsky, Larissa A.</b>	Assistant Research Scientist	5

### College of Arts & Sciences

<u>Name</u>	<u>Rank</u>	<u>Review Year</u>
<i>Department of Botany</i>		
<b>Driese, Kenneth I.</b>	Assistant Research Scientist	5
<b>Meyer, Carolyn B.</b>	Assistant Lecturer	3
<i>Department of Chemistry</i>		
<b>Sommer, Michael S.</b>	Assistant Lecturer	5
<i>Department of English</i>		
<b>Couch, Julianne M.</b>	Assistant Lecturer	2
<i>Department of Mathematics</i>		
<b>Prewett, Jonathan L.</b>	Assistant Lecturer	4
<i>Department of Music</i>		
<b>Nicholas, Christopher J.</b>	Assistant Lecturer	4
<i>Department of Physics &amp; Astronomy</i>		
<b>Thayer, David R.</b>	Assistant Lecturer	5
<i>Department of Psychology</i>		
<b>Freng, Scott A.</b>	Assistant Lecturer	3

### College of Engineering

<u>Name</u>	<u>Rank</u>	<u>Review Year</u>
<i>Department of Computer Science</i>		
<b>Ward, James S.</b>	Assistant Lecturer	5

### College of Health Sciences

<u>Name</u>	<u>Rank</u>	<u>Review Year</u>
<i>Division of Kinesiology and Health</i>		
<b>Werhonig, Gary</b>	Assistant Lecturer	3

### College of Law

<u>Name</u>	<u>Rank</u>	<u>Review Year</u>
<i>Dean's Office</i>		
<b>Burke, N. Denise</b>	Assistant Lecturer	2

### Outreach School

<u>Name</u>	<u>Rank</u>	<u>Review Year</u>
<i>Outreach Regional Offices</i>		
<b>McClure, Amy Lee</b>	Assistant Lecturer	5

## GLOSSARY OF PERSONNEL TERMS

### **Academic Professional**

Person other than faculty, engaged primarily in activities that extend and support the teaching, research, extension, and service missions of the University. There are four categories of academic professional: Extension Educators, Lecturers, Research Scientists, Post-Doctoral Research Associates. Individuals belonging to any of the first three categories can hold extended-term-track appointments under certain conditions.

### **Academic-Year (AY) Appointments**

Appointments in which the regular period of employment includes the fall and spring semesters (nine months) of each year, with no accrual of vacation leave. Most faculty members and academic professionals hold AY appointments. AY employees typically receive their nine-month salaries and benefits spread out over the 12 months of each calendar year.

### **Adjunct Faculty**

An adjunct appointment is the appointment of an individual to an academic unit that recognizes special discipline-related expertise but carries no financial obligation per se. Adjunct appointments can include qualified non-academic personnel or faculty with other academic affiliations. Adjunct appointments carry no rights to remuneration, tenure, or employment-related privileges and are normally for three years, with renewal possible.

### **Archives Faculty**

This special faculty designation is reserved for archivists of the American Heritage Center. Archivists are responsible for acquiring original resource material to support academic research and teaching, organizing the material physically and intellectually, and teaching faculty, students and others to use these materials. There are three archivist ranks: Assistant Archivist, Associate Archivist, Archivist.

### **Assistant Professor**

Indicates tenure-track appointments of individuals who hold the terminal degree in their discipline. This is the usual entry-level faculty rank.

### **Associate Professor**

In addition to the qualifications of an Assistant Professor, Associate Professors have established a strong reputation in scholarship and teaching. Generally, faculty hired as Assistant Professors are promoted to the rank of Associate Professor at the time tenure is granted.

### **Clinical Faculty**

Clinical faculty appointments allow experts in health-related fields to contribute to the training of UW students in allied disciplines. Clinical appointments are for at most one year at a time and carry no rights to tenure or extended terms. Clinical faculty members may be salaried members of the UW faculty, in which case their reappointment is subject to annual performance reviews. There are also adjunct clinical faculty appointments, which typically involve health-care professionals whose normal employment is outside the university. Adjunct clinical appointments carry no financial commitment from the University.

### **Emeritus Faculty**

Tenured faculty who retire after long and distinguished service are eligible for emeritus status upon their retirement. The designation is honorary and carries no necessary commitment of space or remunerative employment. By analogy, extended-term academic professionals may be eligible for emeritus status upon retirement. (Emeritus=masculine, emerita=feminine, emeriti=plural.)

### **Extended-Term Appointment**

Academic professionals who have successfully completed probationary terms (usually six years) may receive six-year appointments called extended-term appointments. The term also applies to certain librarians and archivists who hold faculty status. These employees are eligible for extended-term appointments after five-year probationary periods. Extended terms for these employees are five years in length. Academic professionals, librarians, and archivists who are in the probationary period are on the extended-term-track.

### **Extension Educator**

These academic professionals provide non-credit education to off-campus clientele through UW's Cooperative Extension Service. There are three ranks of Extension Educators: Assistant University Extension Educator, Associate University Extension Educator, Senior University Extension Educator. All Extension Educators are in the College of Agriculture.

### **Faculty**

Members of the permanent faculty include tenured or tenure-track Assistant Professors, Associate Professors,

and Professors. Also included are tenure-track individuals who hold the rank of Instructor while completing their terminal degrees. Librarians and archivists also hold faculty status. They are eligible for extended terms instead of tenure.

**Fiscal-Year (FY) Appointments.**

Appointments in which the regular period of employment is the entire calendar year, with accrual of annual vacation leave. Faculty members who hold administrative positions with summer responsibilities often have FY appointments for the duration of their administrative terms.

**Full-Time Equivalent (FTE)**

A measure of the time commitment expected of an employee or a set of employees. For example, two full-time employees or four half-time employees constitute 2.0 FTE.

**Instructor**

Tenure-track faculty member who does not yet hold the terminal degree in the appropriate field. UW requires verification of degrees in the form of official transcripts. UW does not grant tenure to faculty members who hold Instructor status at the time of the decision.

**Leave of Absence Without Pay**

Academic and administrative personnel may request leaves without pay for periods normally not in excess of one year, for purposes consistent with the professional enhancement of the employee and the advancement of the University's stature.

**Lecturer**

A category of academic professional involved largely in classroom instruction. Lecturers may be appointed to three ranks: Assistant Lecturer, Associate Lecturer, Senior Lecturer.

**Library Faculty**

This faculty designation applies to employees of the University Libraries. There are three ranks of library faculty: Assistant Librarian, Associate Librarian, Librarian.

**Part-Time Employee**

Any employee holding less than a full-time equivalent position (FTE less than 1.0).

**Post-Doctoral Research Associate**

Post-Docs are doctorally qualified academic professionals seeking greater professional development and research investigation, before obtaining permanent employment. Post-Doctoral appointments are temporary.

**Probationary Faculty**

This term refers to tenure-track faculty members who are working toward tenure and to academic professionals, library faculty, and archive faculty who are working toward extended-term contracts. The probationary term for academic professionals is generally six years, with yearly reviews and re-appointments. For librarians and archivists, it is five years. Faculty members who are on tenure-track appointments typically undergo the review for tenure in the sixth year of employment.

**Professional Development Leave**

Extended-term academic professionals who have completed six years of service at the University are eligible for professional development leave. The purpose of development leave is to enhance performance, to conduct special studies, or in some other way to enhance an individual's ability to contribute to the University.

Development leaves can be granted with or without pay, are the prerogative of the academic unit in which the academic professional is located, and are generally similar to sabbatical leaves for faculty.

**Professor**

In addition to the qualification of an Associate Professor, "full" Professors have attained wide recognition in their professional fields for scholarship or other creative activity and have gained recognition for superior teaching and service.

**Research Professor**

Person with demonstrated superior capacity for research contributions, who is employed solely on external funds, and who holds a terminal degree. These appointments are made only at the Professor level and for not more than one year at a time. They are renewable.

**Research Scientist**

An academic professional whose primary responsibility is to conduct research. There are three ranks for Research Scientists: Assistant Research Scientist, Associate Research Scientist, Research Scientist.

**Review Year**

Year in which a reappointment review occurs for probationary employees. Normally, tenure-track faculty

members undergo mandatory reappointment reviews in their first, second, and fourth years, with optional reviews in the third and fifth years. A review for the tenure decision occurs no later than the sixth year. An explanatory flow chart appears at the end of this glossary. In some cases employees start with credit toward a tenure or extended-term decision, based on their previous experience. In these cases the review year is the number of years of service at UW plus the number of years of credit.

**Sabbatical Leave**

Sabbatical leave may be granted to any tenured member of the faculty for the purposes of increasing professional competence and usefulness to the University. A minimum of six years service at the University must precede each period of sabbatical leave, although no right accrues automatically through lapse of time. Sabbatical leaves are normally granted for either a half year (full pay) or a full year (60% of salary). A faculty member who fails to return to the University after a sabbatical leave must repay the amount of compensation received from the University during the sabbatical. Faculty members may not use sabbatical leaves to pursue

**Temporary Appointment**

A short-term appointment without rights to tenure or extended term. Most temporary appointments are for one semester or one academic year.

**Tenure-Track Appointment**

Indicates a probationary faculty appointment prior to the award of tenure. Tenure-track positions generally require six years to tenure, but fewer years may be required based upon level of previous experience and accomplishments.

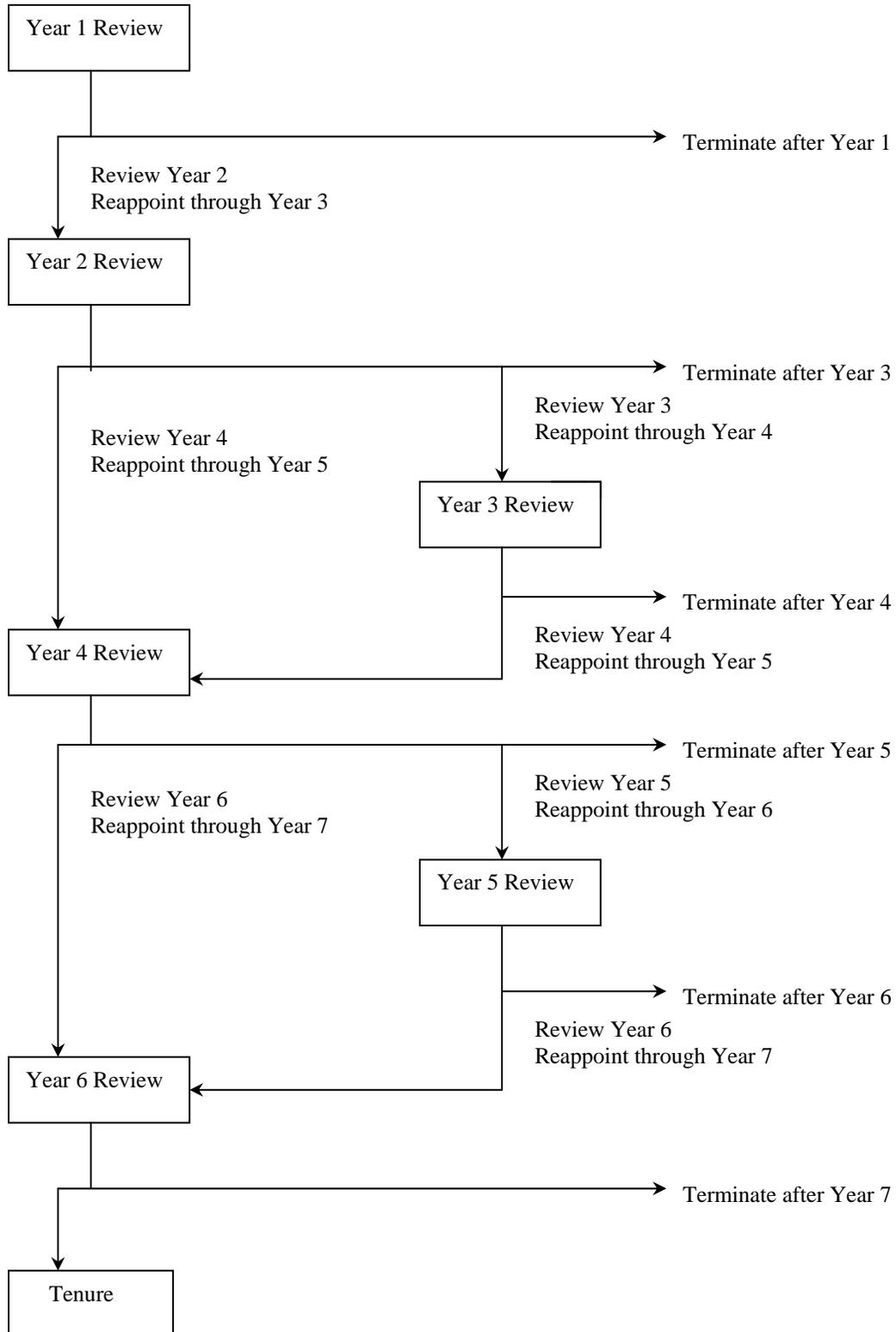
**Terminal Degree**

Typically the highest earned degree in a field of study. Examples include the Ph.D. (a variety of fields), the M.D. (medicine), the Ed.D. (education), M.F.A. (fine arts), M.Arch. (architecture), and J.D. (law).

**Visiting Appointment**

Indicates a non-permanent, non-tenure-track faculty appointment. Most visiting appointments are for one year.

### FLOW CHART FOR FACULTY REAPPOINTMENTS



AGENDA ITEM TITLE:

**Amendment to Trustee Regulations, VP for Research and Economic Development**, Dubois (see page 55)

CHECK THE APPROPRIATE BOX(ES):

- Work Session
- Education Session
- Information Item
- Other      Specify: BUSINESS MEETING, (Consent Agenda)

AGENDA ITEM TITLE:

**Approval of Supplemental Employee Retirement Plans, Hardin/Miller**

CHECK THE APPROPRIATE BOX(ES):

- Work Session  
 Education Session  
 Information Item  
 Other Specify: BUSINESS MEETING, (Consent Agenda)

1. Amendments to Existing Plans – The university has supplemental employee retirement plans for several categories of employees including a 401(a) Plan for the head men’s basketball coach and the 457(b) Plan for all employees. The IRS has made changes in the regulations governing these plans that relate to automatic rollover requirements. The trustees of the university will need to approve a resolution for plan amendments to conform to IRS regulations.
2. Approval and Amendment of New Plans – In accordance with the contract amendments for Head Football Coach Joe Glenn and Head Women’s Basketball Coach Joe Legerski, supplemental retirement plans have been created for these positions. The trustees of the university will need to approve resolutions creating these plans and approve plan amendments to conform to IRS regulations.

1. Resolution to create a new supplemental retirement plan for Joe Glenn as Head Football Coach pursuant to previously approved contract amendment.

RESOLUTION

Adopting University of Wyoming Head Football Coach's Retirement Plan

University of Wyoming (hereinafter "Employer") hereby certifies that the following resolutions were duly adopted by Employer, and that such resolutions have not been modified or rescinded as of the date hereof:

RESOLVED, that the form of Profit Sharing Plan effective July 1, 2005, presented to this meeting is hereby approved and adopted and that the duly authorized agents of the Employer are hereby authorized and directed to execute and deliver to the Insurer of the Plan on e or more counterparts of the Plan.

RESOLVED, that for purposes of the limitations on contributions and benefits under the Plan, prescribed by Section 415 of the Internal Revenue Code, the "limitation year" shall be the Plan Year.

RESOLVED, that not later than the due date under the Internal Revenue Code, the Employer shall contribute to the plan for each such fiscal year such amount as shall be determined by the Employer and that a duly authorized agent of the Employer is authorized and directed to pay such contribution to the Trustees of the plan in cash and to designate to the Insurer that the year for which such contribution is made.

The undersigned further certifies that attached hereto as Exhibit A is a true copy of the University of Wyoming Head Football Coach Profit Sharing Plan approved and adopted in the foregoing resolution.

-----

The Undersigned does hereby certify that the above and foregoing was unanimously adopted by the Board of Trustees at their meeting held at Laramie, Wyoming on the \_\_\_\_\_ day of May 2005.

\_\_\_\_\_  
Elizabeth A. Hardin

Witness:

\_\_\_\_\_

2. Resolution to create a new supplemental retirement plan for Joe Legerski as Women's Head Basketball Coach pursuant to previously approved contract amendment.

RESOLUTION

Adopting University of Wyoming Women's Head Basketball Coach's Retirement Plan

University of Wyoming (hereinafter "Employer") hereby certifies that the following resolutions were duly adopted by Employer, and that such resolutions have not been modified or rescinded as of the date hereof:

RESOLVED, that the form of Profit Sharing Plan effective July 1, 2005, presented to this meeting is hereby approved and adopted and that the duly authorized agents of the Employer are hereby authorized and directed to execute and deliver to the Insurer of the Plan on e or more counterparts of the Plan.

RESOLVED, that for purposes of the limitations on contributions and benefits under the Plan, prescribed by Section 415 of the Internal Revenue Code, the "limitation year" shall be the Plan Year.

RESOLVED, that not later than the due date under the Internal Revenue Code, the Employer shall contribute to the plan for each such fiscal year such amount as shall be determined by the Employer and that a duly authorized agent of the Employer is authorized and directed to pay such contribution to the Trustees of the plan in cash and to designate to the Insurer that the year for which such contribution is made.

The undersigned further certifies that attached hereto as Exhibit A is a true copy of the University of Wyoming Women's Head Basketball Coach Profit Sharing Plan approved and adopted in the foregoing resolution.

-----

The Undersigned does hereby certify that the above and foregoing was unanimously adopted by the Board of Trustees at their meeting held at Laramie, Wyoming on the \_\_\_\_\_ day of May 2005.

\_\_\_\_\_  
Elizabeth A. Hardin

Witness:

\_\_\_\_\_

3. Resolution to amend plans pursuant to changes in IRS regulations for Glenn, Legerski and McClain.

Certificate of Resolution

University of Wyoming Head Football Coach

**The undersigned representative of the University of Wyoming (“Employer”) hereby certifies that the following resolution was duly adopted by the governing body of the Employer on May \_\_\_\_\_, 2005, and that such resolution has not been modified or rescinded as of the date hereof:**

**RESOLVED, that the Amendment to the University of Wyoming Head Football Coach’s Exclusive Benefit Governmental 401(A) Nontrusteed Retirement Plan (the “Plan”) which addresses the Plan’s compliance with the “automatic rollover” requirements of Internal Revenue Code Section 401(a)(31) (B), is hereby approved and adopted, and proper officers of the Employer are hereby authorized and directed to execute and deliver to the Administrator of the Plan one or more counterparts of the amendment, the same to be effective as of March 28, 2005**

**RESOLVED, that the proper officers of the Employer shall act as soon as possible to notify employees of the Employer of the adoption of this Amendment to the Plan by delivering to each employee a copy of the summary description of the changes to the Plan.**

-----

The Undersigned further certifies that the attached Exhibit A is a true copy of the Amendment to the Plan approved and adopted in the foregoing resolutions.

\_\_\_\_\_  
Elizabeth A. Hardin  
Vice President for Administration

Date \_\_\_\_\_

Certificate of Resolution

University of Wyoming Women's  
Head Basketball Coach

**The undersigned representative of the University of Wyoming ("Employer") hereby certifies that the following resolution was duly adopted by the governing body of the Employer on May \_\_\_\_\_, 2005, and that such resolution has not been modified or rescinded as of the date hereof:**

**RESOLVED, that the Amendment to the University of Wyoming Women's Head Basketball Coach's Exclusive Benefit Governmental 401(A) Nontrusteed Retirement Plan (the "Plan") which addresses the Plan's compliance with the "automatic rollover" requirements of Internal Revenue Code Section 401(a)(31) (B), is hereby approved and adopted, and proper officers of the Employer are hereby authorized and directed to execute and deliver to the Administrator of the Plan one or more counterparts of the amendment, the same to be effective as of March 28, 2005**

**RESOLVED, that the proper officers of the Employer shall act as soon as possible to notify employees of the Employer of the adoption of this Amendment to the Plan by delivering to each employee a copy of the summary description of the changes to the Plan.**

-----

The Undersigned further certifies that the attached Exhibit A is a true copy of the Amendment to the Plan approved and adopted in the foregoing resolutions.

\_\_\_\_\_  
Elizabeth A. Hardin  
Vice President for Administration

Date \_\_\_\_\_

Certificate of Resolution

University of Wyoming Head Basketball Coach

**The undersigned representative of the University of Wyoming (“Employer”) hereby certifies that the following resolution was duly adopted by the governing body of the Employer on May \_\_\_\_\_, 2005, and that such resolution has not been modified or rescinded as of the date hereof:**

**RESOLVED, that the Amendment to the University of Wyoming Head Basketball Coach’s Exclusive Benefit Governmental 401(A) Nontrusteed Retirement Plan (the “Plan”) which addresses the Plan’s compliance with the “automatic rollover” requirements of Internal Revenue Code Section 401(a)(31) (B), is hereby approved and adopted, and proper officers of the Employer are hereby authorized and directed to execute and deliver to the Administrator of the Plan one or more counterparts of the amendment, the same to be effective as of March 28, 2005**

**RESOLVED, that the proper officers of the Employer shall act as soon as possible to notify employees of the Employer of the adoption of this Amendment to the Plan by delivering to each employee a copy of the summary description of the changes to the Plan.**

-----

The Undersigned further certifies that the attached Exhibit A is a true copy of the Amendment to the Plan approved and adopted in the foregoing resolutions.

\_\_\_\_\_  
Elizabeth A. Hardin  
Vice President for Administration

Date \_\_\_\_\_

4. Resolution to amend plan pursuant to changes in IRS regulations for Employee 457(b) Deferred Compensation Plan.

Certificate of Resolution

University of Wyoming Deferred Compensation Plan

**The undersigned representative of the University of Wyoming (“Employer”) hereby certifies that the following resolution was duly adopted by the governing body of the Employer on May \_\_\_\_\_, 2005, and that such resolution has not been modified or rescinded as of the date hereof:**

**RESOLVED, that the Amendment to the University of Wyoming 457(b) Deferred Compensation Plan (the “Plan”) which addresses the Plan’s compliance with the “automatic rollover” requirements of Internal Revenue Code Section 401(a)(31) (B), is hereby approved and adopted, and proper officers of the Employer are hereby authorized and directed to execute and deliver to the Administrator of the Plan one or more counterparts of the amendment, the same to be effective as of March 28, 2005**

**RESOLVED, that the proper officers of the Employer shall act as soon as possible to notify employees of the Employer of the adoption of this Amendment to the Plan by delivering to each employee a copy of the summary description of the changes to the Plan.**

-----

The Undersigned further certifies that the attached Exhibit A is a true copy of the Amendment to the Plan approved and adopted in the foregoing resolutions.

\_\_\_\_\_  
Elizabeth A. Hardin  
Vice President for Administration

Date \_\_\_\_\_

AGENDA ITEM TITLE:

**Approval of University Regulation 248**, Buchanan/Axelson/Miller (see page 60)

CHECK THE APPROPRIATE BOX(ES):

- Work Session
- Education Session
- Information Item
- Other Specify: BUSINESS MEETING, (Consent Agenda)

AGENDA ITEM TITLE:

**Approval of University Regulation 715**, Abernethy/Miller (see page 67)

CHECK THE APPROPRIATE BOX(ES):

- Work Session
- Education Session
- Information Item
- Other Specify: BUSINESS MEETING, (Consent Agenda)

AGENDA ITEM TITLE: **Approval of University Regulation 180**, Hardin/Miller

CHECK THE APPROPRIATE BOX(ES):

- Work Session
- Education Session
- Information Item
- Other Specify: BUSINESS MEETING, (Consent Agenda)

BACKGROUND AND POLICY CONTEXT OF ISSUE:

The University of Wyoming has had a campus non-smoking policy since 1987 in its effort to promote a healthy work and educational environment. In April 2005, the City of Laramie adopted “no smoking” in public places. This revision of the university’s current regulation modifies the definitions to coincide with those of the City of Laramie.

Prior Related Board Discussions/Actions:

WHY THIS ITEM IS BEFORE THE BOARD:

The University of Wyoming’s administration seeks to inform the Board that the university has modified its policy to parallel the City of Laramie ordinance.

ARGUMENTS IN SUPPORT:

ARGUMENTS AGAINST:

ACTION REQUIRED AT THIS BOARD MEETING:

PRESIDENT’S RECOMMENDATION:

**THE UNIVERSITY OF WYOMING**  
**Laramie, Wyoming**

**UNIREG 180 Revision 2**  
**June 22, 2005**

**UNIVERSITY REGULATION 180, REVISION 2**

**Initiating**

**Authority:** Vice President for Administration

**Subject:** Regulating Smoking

1. **PURPOSE.** To prohibit the use of smoking devices in public places and in places of employment at the University of Wyoming.
  2. **POLICY.** It is the policy of the University of Wyoming to ensure that all of its facilities including public places and places of employment are smoke free.
  3. **DEFINITIONS.** For purposes of this regulation, the following definitions shall apply:
    - a. "University" means the University of Wyoming;
    - b. "Smoke or smoking" means the act of burning any tobacco product, weed filler or plant of any kind in a cigarette, cigar, pipe, water pipe, or in any other device;
    - c. "Smoking instrument" means any cigarette, cigar, pipe or other smoking device;
    - d. "Public places" means enclosed University facilities, all seating and general gathering areas where outdoor programs, events and activities are held and reasonable distances from all entranceways, passageways, operable windows or ventilation systems of any enclosed facility and inside any licensed vehicle owned by the University.
  4. **DIRECTIVE**
    - a. No University student or employee, or member of the general public shall smoke or carry any lighted smoking instrument in any public place of the University.
    - b. Any University student or employee, or member of the general public persisting in smoking contrary to the terms of this regulation, after an oral or written request or warning to cease smoking, shall be deemed to be in violation of this regulation.
    - c. Smoking is permitted in the following:
-

- i. Outdoor areas including University sidewalks, seating areas and grounds that are a reasonable distance from entranceways, passageways, operable windows or ventilation systems of public places.
5. **SANCTIONS.** Any University student or employee, or member of the general public violating any provision of this regulation may be required to forfeit the benefits of University programs, events or privileges pursuant to University Regulations.

**APPROVED:** June 22, 2005

Thomas Buchanan  
President

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AGENDA ITEM TITLE: **Master List of Degrees**, Abernethy

CHECK THE APPROPRIATE BOX(ES):

- Work Session
- Education Session
- Information Item
- Other Specify: BUSINESS MEETING, (Consent Agenda)

BACKGROUND AND POLICY CONTEXT OF ISSUE:

In March 1983, the Board of Trustees adopted the process of annually approving a composite list of all degrees and majors offered by the University of Wyoming. Because of the diversity of academic programs at UW, it was deemed prudent and helpful to have a single list, maintained by the Office of the Registrar. While the Board may make changes at any time, the list is annually updated in May and presented to the Board for confirmation.

The Board, on September 24, 2004, at the request of the College of Arts & Sciences approved the discontinuation of the Bachelor of Science degrees in History and in Recreation and Park Administration; at the request of the College of Business, voted to discontinue the Master of Science degree in e.Business; and at the request of the College of Health Sciences, voted to discontinue the Bachelor of Science degree in Health Education. On January 8, 2005, the Board, at the request of the College of Arts & Sciences, voted to offer the Master of Fine Arts in Creative Writing degree. On March 5, 2005, the Board, at the request of the Graduate School, voted to offer the Doctor of Philosophy degree in Ecology.

ACTION REQUIRED AT THIS BOARD MEETING:

The Board is asked to approve the updated Master List of Degrees and Majors – 2005.

PRESIDENT'S RECOMMENDATION:

President Dubois recommends approval.

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UNIVERSITY OF WYOMING  
**MASTER LIST OF DEGREES AND MAJORS**  
AS AUTHORIZED BY THE TRUSTEES  
MAY 2005  
*PREPARED BY THE OFFICE OF THE REGISTRAR*

By way of explanation, the degree title is listed in *bold italics* (for example, *Bachelor of Arts, Bachelor of Science in Chemical Engineering*). The list of majors for a specific degree in a specific college is listed below the degree title. Information in *italics* and parentheses ( ) following a major is explanatory data, and not part of the official major name. Majors with brackets { } require the insertion of a secondary program of study.

**COLLEGE OF AGRICULTURE**

***Bachelor of Science #***

Agricultural Business  
Agricultural Communications  
Agroecology  
Animal and Veterinary Science  
Microbiology (*also offered in the College of Arts & Sciences*)  
Molecular Biology  
Rangeland Ecology and Watershed Management

***Bachelor of Science in Family and Consumer Sciences***

***Master of Science #***

Agricultural Economics  
Agricultural Economics/Water Resources (*interdisciplinary*) #  
Agronomy  
Animal and Veterinary Science  
Entomology  
Family and Consumer Sciences  
Family and Consumer Sciences/Early Childhood Development (*interdisciplinary*) #  
Food Science and Human Nutrition (*interdisciplinary*)  
Molecular Biology  
Rangeland Ecology and Watershed Management  
Rangeland Ecology and Watershed Management/Water Resources (*interdisciplinary*) #  
Reproductive Biology (*interdisciplinary—also in A&S*)  
Soil Science  
Soil Science/Water Resources (*interdisciplinary*) #

***Doctor of Philosophy #***

Agronomy  
Animal and Veterinary Science  
Entomology  
Molecular Biology  
Rangeland Ecology and Watershed Management  
Reproductive Biology (*interdisciplinary—also in A&S*)  
Soil Science

**COLLEGE OF ARTS AND SCIENCES**

***Bachelor of Arts #***

American Studies  
Anthropology  
Art  
Biology  
Botany  
Chemistry  
Communication  
Criminal Justice  
English  
French  
Geography  
Geology and Earth Sciences  
German  
History  
Humanities/Fine Arts  
International Studies  
Journalism  
Mathematics  
Mathematics/Science  
Music  
Philosophy  
Political Science  
Psychology  
Russian  
Self-Designed Major  
Social Science  
Sociology  
Spanish  
Statistics  
Theatre and Dance  
Women's Studies  
Zoology and Physiology

***Bachelor of Fine Arts #***

Art \*  
Theatre and Dance \*

***Bachelor of Music #***

Music Education  
Music Performance  
Music Theory and Composition

\* = This major counted under previously-listed degree in this college (College of Arts and Sciences)

# = This listing not counted as a separate major

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**COLLEGE OF ARTS AND SCIENCES (CONT.)**

***Bachelor of Science #***

Astronomy/Astrophysics  
Biology \*  
Botany \*  
Chemistry \*  
Chemistry (ACS approved) #  
Communication \*  
Environmental Geology/Geohydrology  
Geography \*  
Geology  
Journalism \*  
Mathematics \*  
Mathematics/Science \*  
Microbiology \*\*  
Physics  
Physics Plus {affiliated concentration} #  
Political Science \*  
Self-Designed Major \*  
Social Science \*  
Sociology \*  
Statistics \*  
Theatre and Dance \*  
Wildlife and Fisheries Biology and Management (*professional*)  
Zoology and Physiology \*

***Master of Arts #***

American Studies (*interdisciplinary*)  
Anthropology  
Communication  
English  
French  
Geography  
Geography/Water Resources (*interdisciplinary*) #  
German  
History  
International Studies (*interdisciplinary*)  
Mathematics  
Music  
Philosophy  
Political Science  
Psychology  
Psychology/Early Childhood Development (*interdisciplinary*) #  
Sociology  
Spanish

\* = This major counted under previously-listed degree in this college (College of Arts and Sciences)

\*\* = This major counted under previously-listed degree in another college (College of Agriculture)

# = This listing not counted as a separate major

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**COLLEGE OF ARTS AND SCIENCES (CONT.)**

***Master of Arts in Teaching #***

History \*

Mathematics \*

***Master of Fine Arts in Creative Writing***

***Master of Music #***

***Master of Planning (Community and Regional)***

***Master of Public Administration***

***Master of Science #***

Botany

Botany/Water Resources (*interdisciplinary*) #

Chemistry

Geology

Geology/Water Resources (*interdisciplinary*) #

Geophysics

Mathematics \*

Natural Science (*interdisciplinary*)

Physics

Psychology \*

Psychology/Early Childhood Development (*interdisciplinary*) #

Reproductive Biology (*interdisciplinary*) \*\*

Statistics

Zoology and Physiology

Zoology and Physiology/Water Resources (*interdisciplinary*) #

***Master of Science in Teaching #***

Chemistry \*

Geography \*

Mathematics \*

Natural Science (*interdisciplinary*) \*

Physics \*

***Doctor of Philosophy #***

Anthropology

Botany

Chemistry

Geology

Geophysics

Mathematics

Neuroscience (*interdisciplinary*)

Physics

Psychology

Reproductive Biology (*interdisciplinary*)\*\*

Statistics

Zoology and Physiology

\* = This major counted under previously-listed degree in this college (College of Arts and Sciences)

\*\* = This major counted under previously-listed degree in another college (College of Agriculture)

# = This listing not counted as a separate major

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**COLLEGE OF BUSINESS**

***Bachelor of Science #***

Accounting  
Business Administration  
Business Economics  
Economics  
Finance  
Management  
Marketing

***Master of Business Administration***

***Master of Science #***

Accounting  
Economics  
Economics/Water Resources (*interdisciplinary*) #  
Finance

***Doctor of Philosophy #***

Economics

# = This listing not counted as a separate major

**COLLEGE OF EDUCATION**

***Bachelor of Arts #***

Elementary Education  
Elementary and Special Education  
Secondary Education  
Special Education

***Bachelor of Science #***

Industrial Technology Education (*only available through UW/CC Center*)  
Trades and Industrial Education  
Agricultural Education

***Master of Arts #***

Education  
Education/Curriculum and Instruction/Early Childhood Development (*interdisciplinary*) #

***Master of Science #***

Education \*

***Education Specialist***

***Doctor of Education***

***Doctor of Philosophy #***

Education #

\* = This major counted under previously-listed degree in this college (College of Education)

# = This listing not counted as a separate major

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**COLLEGE OF ENGINEERING**

***Bachelor of Arts***

Management Information Systems (*no new admissions, degree being eliminated*)

***Bachelor of Science in Architectural Engineering***

***Bachelor of Science in Chemical Engineering***

***Bachelor of Science in Chemical Engineering*** (petroleum engineering option) #

***Bachelor of Science in Civil Engineering***

***Bachelor of Science in Computer Engineering***

***Bachelor of Science in Computer Science***

***Bachelor of Science in Electrical Engineering***

***Bachelor of Science in Electrical Engineering*** (bioengineering option) #

***Bachelor of Science in Electrical Engineering*** (computer engineering option) #

***Bachelor of Science in Management Information Systems***

Management Information Systems (Business Option) #

Management Information Systems (Computer Science Option) #

***Bachelor of Science in Mechanical Engineering***

***Master of Science #***

Atmospheric Science

Chemical Engineering

Civil Engineering

Civil Engineering/Water Resources (*interdisciplinary*) #

Computer Science

Computer Science Professional #

Electrical Engineering

Environmental Engineering

Mechanical Engineering

Petroleum Engineering

***Doctor of Philosophy #***

Atmospheric Science

Chemical Engineering

Civil Engineering

Computer Science

Electrical Engineering

Mechanical Engineering

Petroleum Engineering

# = This listing not counted as a separate major

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**COLLEGE OF HEALTH SCIENCES**

***Bachelor of Science #***

Health Education  
Health Sciences  
Kinesiology and Health Promotion  
Physical Education Teaching  
Speech, Language and Hearing Sciences

***Bachelor of Science in Dental Hygiene***

***Bachelor of Science in Nursing***

***Bachelor of Social Work***

***Master of Science #***

Audiology  
Nursing  
Nursing/Early Childhood Development (*interdisciplinary*) #  
Kinesiology and Health  
Kinesiology and Health/Early Childhood Development (*interdisciplinary*) #  
Speech-Language Pathology  
Speech-Language Pathology/Early Childhood Development (*interdisciplinary*) #

***Master of Social Work***

***Doctor of Pharmacy***

# = This listing not counted as a separate major

**COLLEGE OF LAW**

***Juris Doctor***

**GRADUATE SCHOOL**

***Master of Arts #***

Interdisciplinary Studies

***Master of Science #***

Interdisciplinary Studies \*

***Doctor of Philosophy***

Ecology

\* = This major counted under previously-listed degree in this unit (Graduate School)

# = This listing not counted as a separate major

**SCHOOL OF ENVIRONMENT AND NATURAL RESOURCES**

***Bachelor of Science #***

Environment and Natural Resources/{affiliated major}

***Master of {affiliated degree}/Environment and Natural Resources***

# = This listing not counted as a separate major

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AGENDA ITEM TITLE:

**Fiscal Year 2006 Budgets: W.R. Coe Estate, W.R. Coe School and Charles Chacey Kuehn Estate, Hardin**

CHECK THE APPROPRIATE BOX(ES):

- Work Session  
 Education Session  
 Information Item  
 Other Specify: BUSINESS MEETING, (Consent Agenda)

BACKGROUND AND POLICY CONTEXT OF ISSUE:

The recommended fiscal year 2006 budget allocations for programs supported by the W.R. Coe and Charles Chacey Kuehn endowments are presented on the following page.

Prior Related Board Discussions/Actions:

Brought forward annually for Board information, discussion, and approval.

WHY THIS ITEM IS BEFORE THE BOARD:

Section 7-2 of Chapter VIII of the bylaws of the trustees of the University of Wyoming required that the trustees approve allocations of income from all endowment funds. Historically, the Coe-Kuehn budgets have been brought forward as separate action items, in addition to Investment Committee recommendations for all endowment payouts.

ARGUMENTS IN SUPPORT:

Recent modifications to the Investment Committee structure and responsibilities may have inadvertently removed the requirement to approve these budgets. An administrative review will be undertaken to determine if this item requires Board approval. In the meantime, we recommend approving the fiscal year 2006 Coe-Kuehn budgets.

ARGUMENTS AGAINST:

This item may not technically require Board approval.

ACTION REQUIRED AT THIS BOARD MEETING:

Board approval of the annual budgets.

PRESIDENT'S RECOMMENDATION:

Approval of the Coe-Kuehn budget for fiscal year 2006 as presented.

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Coe Kuehn Budgets

	Approved FY 2005	Proposed FY 2006	Percentage Change
<b>W R Coe Estate Funds</b>			
Expenditures			
American Studies Program	152,020	156,146	2.71%
Coe Chair	43,974	45,168	2.72%
Administrative Expenses			
	195,994	201,314	2.71%
Total	195,994	201,314	2.71%
<b>W R Coe School Funds</b>			
Expenditures			
American Heritage Center	224,689	230,787	2.71%
American Studies Program	10,794	11,087	2.71%
Administrative Expenses			
	235,483	241,874	2.71%
Total	235,483	241,874	2.71%
<b>Charles Chacey Kuehn Estate</b>			
Expenditures			
American Heritage Center	99,573	102,275	2.71%
American Studies Program	119,449	122,691	2.71%
College of Agriculture	101,424	104,176	2.71%
Administrative Expenses			
	320,446	329,142	2.71%
Total	320,446	329,142	2.71%
Total all Programs	751,923	772,330	2.71%
<b>Summary of All Budgets</b>			
American Heritage Center	324,262	333,062	2.71%
American Studies Program	282,263	289,924	2.71%
Coe Chair	43,974	45,168	2.72%
College of Agriculture	101,424	104,176	2.71%
Administrative Expenses			
	751,923	772,330	2.71%
Total all Programs	751,923	772,330	2.71%

AGENDA ITEM TITLE: **ASUW Constitutional Change on Officer Qualification**, Brigman

CHECK THE APPROPRIATE BOX(ES):

- Work Session  
 Education Session  
 Information Item  
 Other Specify: BUSINESS MEETING, (Consent Agenda)

BACKGROUND AND POLICY CONTEXT OF ISSUE:

A change to the Constitution of the Associated Students of the University of Wyoming (ASUW) to modify the qualifications to hold a student government office is presented for Board approval.

In May 2004, the trustees approved a change to the ASUW Constitution that eliminated the provision under which a student was prevented from running for or taking office, or automatically removed from office, when the student's actions resulted in the creation of a "citizenship" file in the Dean of Students Office. Trustee approval was granted "with the proviso that ASUW and the dean of students complete a thorough review of the academic and citizenship requirements to serve as an elected student leader at other universities and provide recommendations in the coming year." For 2004-05, a member of ASUW may be removed from office only through the impeachment procedures of the ASUW Senate.

With the guidance of the Dean of Students Office, the ASUW Senate has enacted legislation that called for a change in Article IV, Appointed or Elected Officers in their constitution. The 2005 proposed change provides that a student government officer or representative may be removed from office if s/he has been found to be on conduct probation as assigned by a Student Judicial Affairs Officer in the Dean of Students Office or if s/he has been found guilty of other acts that compromise the student's integrity as a student leader and representative. The constitutional amendment was placed on the April 2005 ballot for the student government election; the change was approved by a majority vote of UW students who voted in the election.

WHY THIS ITEM IS BEFORE THE BOARD:

Article VIII, Students, Section F of the Trustee Regulations provides that, "No revisions of, or amendment to, such constitution shall become effective until they have been submitted to and approved by the Trustees." A similar provision is included in Article X, Section 3 of the ASUW Constitution.

ARGUMENTS IN SUPPORT:

- Changes to officer qualification were unanimously approved by the ASUW Senate on February 15, 2005, in bill #2103
  - The change was approved in a UW student referendum on April 11-13, 2005
-

**ARGUMENTS AGAINST:**

None

**ACTION REQUIRED AT THIS BOARD MEETING:**

Formal approval of the proposed changes is requested by ASUW during the business meeting.

**PRESIDENT'S RECOMMENDATION:**

President Dubois recommends approval.

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**CONSTITUTION  
OF THE  
ASSOCIATED STUDENTS  
OF THE  
UNIVERSITY OF WYOMING  
LARAMIE, WYOMING**

No significance is to be attached to singular or plural designations or the use of masculine, feminine, or neuter gender in this Constitution. Each designation or gender shall be construed to include the others where appropriate. Wherever used in this Constitution, the term University refers to the University of Wyoming.

Approved by the ASUW Senate  
March 3, 1981

Approved by the Board of Trustees  
May 1981

Latest Revision  
May 2005

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## **CONSTITUTION OF THE ASSOCIATED STUDENTS OF THE UNIVERSITY OF WYOMING**

### **PREAMBLE**

In the belief that students have the right, as well as the obligation, to play a significant role in guiding their University, we, the student body of the University of Wyoming, seeking to provide an effective organization to promote the general welfare of all students at the University, to represent the concerns for the student body, and to provide for and regulate such other matters as are hereinafter set forth, do ordain and establish this Constitution.

### **ARTICLE I**

#### **Name**

The name of this organization shall be the Associated Students of the University of Wyoming, hereinafter referred to as the ASUW.

### **ARTICLE II**

#### **Delegation of Authority and Responsibility**

As an inseparable part of the University of Wyoming, the ASUW derives all power and authority from the Trustees of the University. The authority conferred upon the ASUW shall, along with the accompanying responsibilities, be vested exclusively in the ASUW Student Government established by this Constitution. Further, through the elected representatives to this body, the ASUW shall be responsible to the authority of the President of the University and shall serve as the means by which the governing and administrative authorities of the University may be apprised of representative concerns of the ASUW. The ASUW business, in addition to the services and programs of ASUW, shall, in accordance with the procedures and delegation of responsibility provided herein, be conducted through its Executive, Legislative and Judicial branches.

### **ARTICLE III**

#### **Membership**

**Section 1.** A student enrolled in the University of Wyoming shall be a member of the ASUW during each regular semester of registration when payment or remission of registration fees is made in the amount specified by the University to be recognized as and accorded the privileges of a full-time student.

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**Section 2.** Members of the ASUW shall, in accordance with specific provisions contained in this Constitution, be eligible to hold elected or appointed office in the ASUW; shall be entitled to take part in matters of issue or consideration before ASUW; and shall be entitled to participate in the programs or activities provided by the ASUW to include any special benefits provided as part of these programs and activities.

**Section 3.** The Student Government of the Associated Students of the University of Wyoming will not discriminate on the basis or race, color, religion, sex, sexual orientation, age, political belief, veteran status, disability, or national origin.

## ARTICLE IV

### Appointed or Elected Officers

The privilege of holding an elected or appointed position as an ASUW representative shall be in accordance with the following provisions.

**Section 1.** A member of the ASUW shall be removed from office in the ASUW Executive, Legislative, or Judicial branches if he has been found to be on conduct probation as assigned by a Student Judicial Affairs Officer in the Dean of Students Office, or if he has been found guilty of other acts which compromise his integrity as a student leader and representative of the ASUW. This standard must be maintained throughout the term of office.

**Section 2.** Except as provided elsewhere in this Constitution, a member of the ASUW shall not, at one time, hold office or fulfill responsibilities in more than one (1) of the Executive, Legislative or Judicial branches; however, an ASUW member may, as is provided or determined to be appropriate, maintain multiple responsibilities or positions within one (1) of the three (3) areas.

**Section 3.** With the exception of the Judicial Council, the term of office for each elected or appointed ASUW representative and officer shall be limited to one (1) year; however, this is not to be construed to prevent a student from being re-elected to successive terms in the same position or being appointed or elected to different positions in succeeding terms.

**Section 4.** An Ex-Officio member is a representative chosen by an entity, who shall enjoy all rights of senate membership except the right to vote.

**Section 5.** A Student-at-Large is any full fee paying member of the student body who is not a member of the ASUW Executive, Legislative, or Judicial branch. Students-at-Large who are appointed to ASUW standing or special committees have all rights and duties of committee membership.

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**Section 6.** Articles of impeachment may be brought against any member of the Executive, Legislative, or Judicial branch of the ASUW.

## ARTICLE V

### ASUW Executive Branch

The ASUW President, and such assistants as may, from time to time, be approved by the Legislative branch to assist the President, and such assistants as may, from time to time be appointed by the Vice President to assist the Vice President, will constitute the Executive branch. The ASUW President shall have the duty and accompanying authority to represent, promote, and pursue, in behalf of the ASUW, those programs and objectives of the ASUW as such relate to the welfare of students at the University and as such are approved by the duly elected student representatives of the ASUW Legislative branch. As well, the ASUW President shall, on behalf of the ASUW, exercise such discretion or authority as may be delegated by the ASUW Legislative branch in order to facilitate timely ASUW representation in decision-making and program effectuation.

## ARTICLE VI

### ASUW Legislative Branch

The Legislative Branch of the ASUW shall consist of the ASUW Vice President and a student senate, which shall be made up of the student senators annually elected by the ASUW membership. All legislative powers of the ASUW shall be vested in the ASUW Student Senate.

**Section 1.** The ASUW Student Senate shall include thirty (30) elected Senators. The defeated presidential and vice presidential candidates in the preceding ASUW General Election shall have the opportunity to hold Senator-at-Large positions. This body shall be constituted in accordance with the following provisions:

- A. Each of the University's seven (7) colleges shall have at least one (1) student senator; and
- B. The remaining twenty-three (23) senators shall be allocated to those colleges with more than one-thirtieth (1/30) of the total full-fee paying University students. This allocation shall be done in exact relation to the percentage of such students who are enrolled in the college; and
- C. All calculations will be based upon the enrollment in the colleges during the semester prior to the general election.

**Section 2.** In order to provide continuity in ASUW activities and business along with providing a mechanism for timely participation by the ASUW in University processes, the ASUW Senate may create Standing and Ad-Hoc committees.

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## ARTICLE VII

### ASUW Judicial Council

The Judicial powers of the ASUW and the University of Wyoming student body shall be vested in the ASUW Judicial Council, which shall conduct its business in accordance with the following provisions:

**Section 1.** The Judicial Council shall be composed of seven (7) Justices, appointed by the ASUW President with the advice and consent of three-fourths (3/4) of the voting ASUW Senate.

- A. The ASUW President should make all possible efforts to appoint a diverse group of students to the Judicial Council, making special efforts to see that the Council represents as many of UW's seven colleges as possible.
  - B. The term of office for each Justice shall be two (2) years; however, this is not to be construed to prevent a student from being reappointed to successive terms;
  - C. One (1) of the seven (7) Justices shall, with the advice and consent of three-fourths (3/4) of the voting Senate, be appointed by the ASUW President to serve as chairperson of the Judicial Council; for one (1) year of that justice's two (2) year term and shall be eligible to be appointed to successive terms as Chief Justice by successive ASUW Presidents.
  - D. There shall be an advisor appointed by the mutual agreement of the ASUW President and the Dean of Students with the advice and consent of a two-thirds (2/3) of the voting Senate.
  - E. Three (3) justices shall each be appointed to serve a two (2) year term in each ASUW Senate term beginning in an odd numbered year, and four (4) justices shall be appointed to serve a two (2) year term in each ASUW Senate term beginning in even numbered years, with the advice and consent of three-fourths (3/4) of the voting Senate.
-

## **ARTICLE VIII**

### **Meetings and Quorum**

**Section 1.** The business of the ASUW Senate shall be conducted in accordance with procedures set forth in the ASUW By-Laws and which shall include the following:

- A. Regular ASUW Senate meetings shall be held each week during Fall and Spring semester except for University vacations and holidays or by a two-thirds (2/3) vote of the Senate;
- B. Regular ASUW Senate meetings shall be relocated as determined by the

ASUW Senate a minimum of once per semester.

- C. Special meetings of the ASUW may be called by the Chairperson of the ASUW Senate, the ASUW Vice President, or upon written demand of one-third (1/3) of the current ASUW Senate membership;
- D. In order to conduct official business of the ASUW Senate, a quorum of

two-thirds (2/3) of the voting membership of the Senate shall be present; and

- E. Each ASUW Senator shall be entitled to one (1) vote on any issue before the Senate, and voting by proxy shall not be allowed.

## **ARTICLE IX**

### **Amendments**

Amendments to this constitution may be initiated by the ASUW Constitution committee or by a majority of the voting ASUW Senate, or by any ASUW member who presents a draft of the proposed amendment to the ASUW Senate along with a student petition, which includes the signatures of at least ten percent (10%) of the current ASUW membership. Two (2) weeks after initiation at the second reading of a proposed amendment before the Senate, the proposal must be passed the Student Senate by a two-thirds (2/3) vote. When this is obtained, the proposed amendment shall be scheduled for a vote in the next ASUW General Election; and, if the proposal receives a majority of the votes cast in this election, it shall be presented to the University Trustees for final approval.

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## ARTICLE X

### Enactment

**Section 1.** This Constitution shall become effective upon a two-thirds (2/3) vote of the ASUW Senate, a majority vote of ASUW members voting, and approval of the Trustees of the University of Wyoming.

**Section 2.** All revisions of or amendments to this Constitution shall be published in an official ASUW publication ten (10) days prior to the General ASUW election at which the student body votes on the revisions and amendments.

**Section 3.** No revisions of, or amendment to, this Constitution shall become effective until they have been submitted to and approved by the University's Trustees.

**Section 4.** This ASUW Constitution shall supersede all previous ASUW Constitutions.

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AGENDA ITEM TITLE: **FY 2006 PLUS Budget Allocations**, Harris (see page 17)

CHECK THE APPROPRIATE BOX(ES):

- Work Session
  - Education Session
  - Information Item
  - Other Specify: BUSINESS MEETING, (Consent Agenda)
-

AGENDA ITEM TITLE: **FY 2006 Section I Operating Budget**, Harris (see page 29)

CHECK THE APPROPRIATE BOX(ES):

- Work Session
  - Education Session
  - Information Item
  - Other Specify: BUSINESS MEETING, (Consent Agenda)
-

AGENDA ITEM TITLE: **FY 2006 Section II Operating Budget**, Harris (see page 34)

CHECK THE APPROPRIATE BOX(ES):

- Work Session
  - Education Session
  - Information Item
  - Other Specify: BUSINESS MEETING, (Consent Agenda)
-

AGENDA ITEM TITLE:

**Approval of Construction Bids for Health Sciences building (4<sup>th</sup> floor) and Classroom Building (asbestos removal) and Architect Recommendation for Information Technology Building**, Harris (5/11/05 letter)

CHECK THE APPROPRIATE BOX(ES):

- Work Session
  - Education Session
  - Information Item
  - Other Specify: BUSINESS MEETING, (Consent Agenda)
-

AGENDA ITEM TITLE:

**Approval of Accelerated Nursing Program Tuition Differential**, Buchanan

CHECK THE APPROPRIATE BOX(ES):

- Work Session
  - Education Session
  - Information Item
  - Other Specify: BUSINESS MEETING, (Consent Agenda)
-

AGENDA ITEM TITLE:

**Advance the Preferred Site for the Indoor Practice Field but not Eliminate the North 40 or the Practice Field by Grand and to Create CAD on Preferred site and Talk w/ City of Laramie on Preferred Site and Bring Back to the Board at the Next Meeting**, Harris/Barta

CHECK THE APPROPRIATE BOX(ES):

- Work Session
  - Education Session
  - Information Item
  - Other Specify: BUSINESS MEETING, (Consent Agenda)
-

AGENDA ITEM TITLE: **AHC Classroom Naming**, Buchanan

CHECK THE APPROPRIATE BOX(ES):

- Work Session
- Education Session
- Information Item
- Other Specify: BUSINESS MEETING, (Consent Agenda)

WHY THIS ITEM IS BEFORE THE BOARD:

The American Heritage Center is pleased to report that a donor has stepped forward to fund the *entire* cost of renovating a portion of the 4<sup>th</sup> floor of the Centennial Complex for use as a long-needed bibliographic classroom. The classroom, adjacent to the Owen Wister Western Writers Reading Room, will permit the AHC for the first time to comfortably and adequately welcome whole UW (and public school) classes for introduction and orientation to using the vast primary sources at the Center, thus increasing our already strong integration with UW curricula. The donation will cover the complete cost of renovation (\$100,000) and provide for a state matched endowment (\$50,000) to ensure that the classroom always has up-to-date equipment and functional furniture. The donor, the son of the couple who donated the renowned Alfred Jacob Miller paintings that hang permanently in the AHC loggia, has asked that the classroom be named for that important painter of early 19<sup>th</sup> century Wyoming landscapes. Therefore, we request formal consent to name the Alfred Jacob Miller Classroom at the American Heritage Center. The identity of the donor will be made known during the Board executive session.

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AGENDA ITEM TITLE: **Multi Purpose Gym Naming**, Barta/Blalock

CHECK THE APPROPRIATE BOX(ES):

- Work Session
  - Education Session
  - Information Item
  - Other Specify: BUSINESS MEETING, (Consent Agenda)
-

AGENDA ITEM TITLE: **War Memorial Field Naming**, Barta/Blalock

CHECK THE APPROPRIATE BOX(ES):

- Work Session
  - Education Session
  - Information Item
  - Other Specify: BUSINESS MEETING, (Consent Agenda)
-

AGENDA ITEM TITLE:

**Property Acquisition at 466 North 11<sup>th</sup> and 470 North 11<sup>th</sup>, Hardin**

CHECK THE APPROPRIATE BOX(ES):

- Work Session  
 Education Session  
 Information Item  
 Other Specify: BUSINESS MEETING, (Consent Agenda)

BACKGROUND AND POLICY CONTEXT OF ISSUE:

“It is the policy of the University of Wyoming that when a facility is no longer occupied, or upon request of the University administration, an evaluation of the subject facility or land shall be made to guide decisions regarding the retention or disposal of the facility and the land... The Vice President for Administration and Finance shall establish procedures, as appropriate, to determine necessary analyses to be used in the evaluation.”

Approved by the Board of Trustees of the University of Wyoming July 25, 1998

Prior Related Board Discussions/Actions:

Trustee Meeting, September 23-25, 2004.

Construction of an Archaeological and Anthropological Resources Facility (A<sup>2</sup>RF), which will replace the Anthropology Building.

Trustee Meeting, March 3-5, 2005.

Approval to appraise and purchase properties adjacent to the future A<sup>2</sup>RF at or below appraised value.

WHY THIS ITEM IS BEFORE THE BOARD:

An opportunity exists to purchase two properties currently owned by the same party. The two properties are located adjacent to University property and would allow for the development of parking and future growth of the academic portion of campus.

ARGUMENTS IN SUPPORT:

- The University of Wyoming currently owns 73% (9.5 of the 13 lots) within the city block where these properties are located.
  - The trustees approved the appraisal and purchase of property owned by the same party during the March 2005 meeting.
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- Based on the location and high demand, the apartment unit located at 466 N 11<sup>th</sup> could be utilized by Residence Life & Dining Services as rental units.
- The small home at 470 N. 11<sup>th</sup> would be razed to provide additional parking for the neighboring rental unit.
- The locations of these purchases are consistent with the Capital Facilities Plan adopted by the trustees in 2002.
- Once purchased, two homes remain and one of the owners has indicated that they would sell to the university.

ARGUMENTS AGAINST:

None

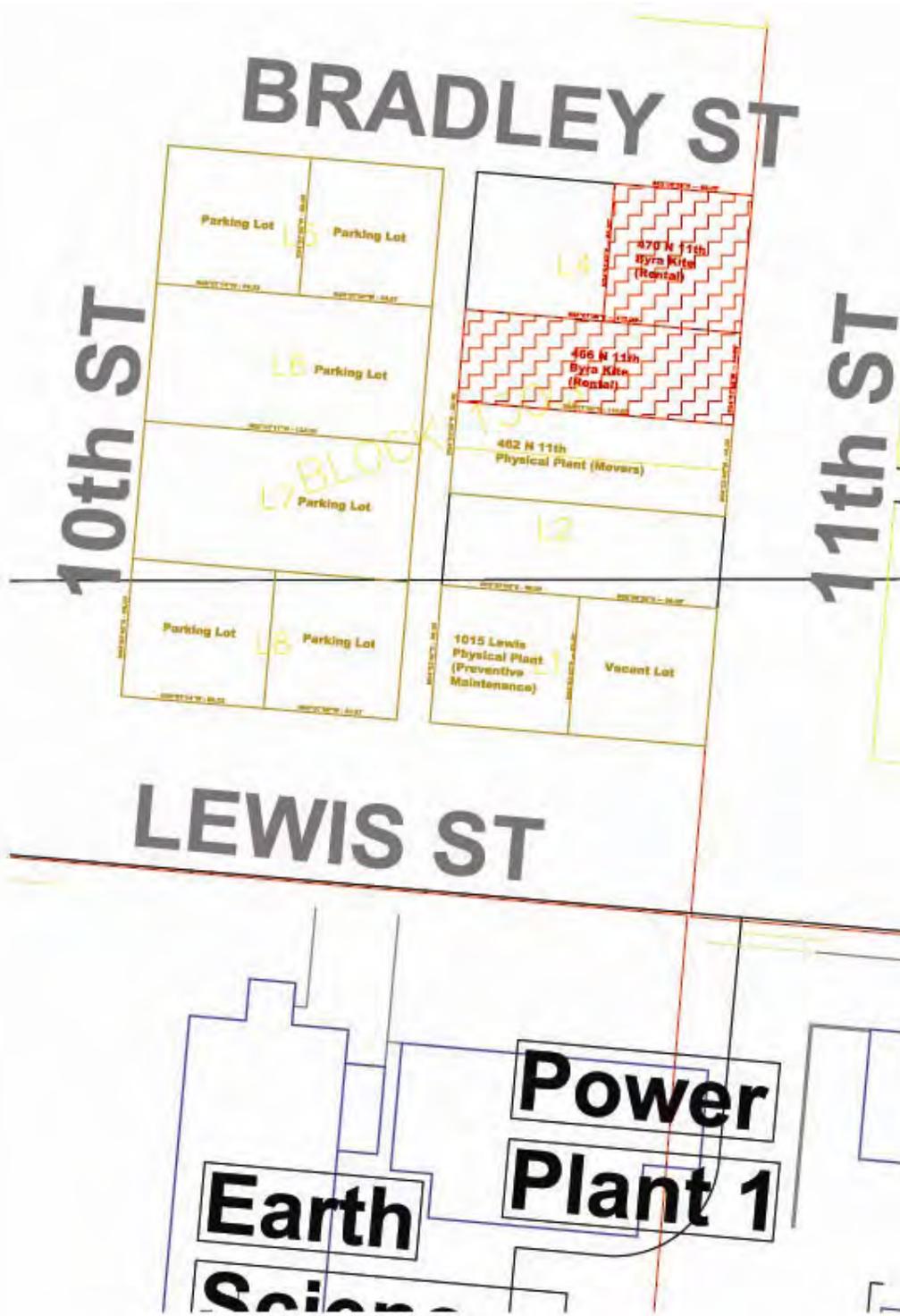
ACTION REQUIRED AT THIS BOARD MEETING:

The Board's specific approval to appraise and purchase properties located at 466 and 470 North 11<sup>th</sup> Street.

PRESIDENT'S RECOMMENDATION:

It is recommended that the Board of Trustees of the University of Wyoming authorize the appraisal and purchase of these two properties at or below appraised value.

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AGENDA ITEM TITLE:

**Appointment to University of Wyoming Research Corporation (i.e.WRI)  
Board of Directors, Gern**

CHECK THE APPROPRIATE BOX(ES):

- Work Session  
 Education Session  
 Information Item  
 Other Specify: BUSINESS MEETING, (Consent Agenda)

It is recommended that the Trustees of the University of Wyoming reappoint the following directors for the UWRC for one-year terms:

Mr. Ronald Benson

Dr. Ovid (Gus) Plumb

Mr. Brent Erickson

Mr. Richard Willson

Dr. William Gern

Lt. General (Ret.) Thad Wolfe

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### **Committee of the Whole (Regular Business)**

There was no regular business for the Committee of the Whole.

### **Unfinished Business**

Trustee Trosper asked about the minutes of the Special Meeting on April 23, as he was not able to attend. The minutes state that under the presidential search and processes, and he received an e-mail from Trustee Spicer on timelines. Trustee Spicer said he felt his timeline was too quick and there is no need to rush. He also asked about the search committee, and when will they be appointed. President Richards said that she has contacted a variety of search groups as of this morning, and asked them to send proposals to the Board. The Board has in place a Review of the Search Firm committee, and members are Trustees Spicer, Haynes, Palmerlee, Rounds and Richards. They will review the search firm information and bring a recommendation to the Board. The search firm will help build and develop a leadership statement. Kimberly Coffrin has been identified as administrative support for the search committee. Trustee Trosper talked about Trustee Rounds' comment in the minutes regarding that the search committee would be all-inclusive, and would there only be certain trustees on the committee. President Richards said that was not decided. There will also be a compensation committee to work on the contract and package. The requirement is that all members of the committee be at any and all meetings. Trustee Neiman stated that he feels that following the AGB guidelines is a good way to proceed.

### **New Business**

1. Trustee Retreat Agenda, Location, Date

President Richards talked about the date, which is August 19-21, 2005. The Board has directed staff to find the location for the retreat. Trustee Rounds said she thought the focus was

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around the Buffalo area first. Trustee Trosper asked if there would be any opposition to the Jackson area for the meeting. Dr. Buchanan said that staff will look at both locations and provide the information to the Board.

2. Proposed 2005-06 Board Meeting Schedule

<b>August 19-21</b>	<b>Proposed Board of Trustees Retreat</b>	(3 Trustees unable to attend)
<b>August 26-28</b>	<b>Proposed Board of Trustees Retreat</b>	(2 Trustees unable to attend, 1 unknown)
<b>September 22-24</b>	<b>Proposed Board Meeting</b>	UW FB at Ole Miss BBHC Patron's Ball
<b>September 29- October 1</b>	<b>Proposed Board Meeting</b>	Hall of Fame Banquet UW FB vs UNLV
<b>October 28-30</b>	<b>Proposed Board Retreat</b>	
<b>November 3-5</b>	<b>Proposed Board Meeting</b>	UW FB at Salt Lake Art Museum Gala
<b>November 10-12</b>	<b>Proposed Board Meeting</b>	UW FB vs BYU
<b>January 12-14</b>	<b>Proposed Board Meeting</b>	
<b>January 19-21</b>	<b>Proposed Board Meeting</b>	
<b>March 23-25</b>	<b>Board Meeting</b>	
<b>May 11-13</b>	<b>Board Meeting</b>	(week following Commencement)
<b>August 4-6</b>	<b>Proposed Board of Trustees Retreat</b>	
<b>August 11-13</b>	<b>Proposed Board of Trustees Retreat</b>	
<b>August 18-21</b>	<b>Proposed Board of Trustees Retreat</b>	

(4-22-05 nsm]

President Richards noted the 2005-06 meeting schedule, and said she hoped that the members of the Board have looked at the dates and let the staff know what dates will work and what won't.

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President Richards talked about the September meeting date, and said that there are some conflicts, but the September 29-October 1 date was selected for the September meeting. The members of the Board also discussed the future meeting dates beyond the September meeting.

November 10-12, 2005

January 19-21, 2006

March 23-25, 2006

May 11-13, 2006

August 4-6, 2006 for proposed Board retreat

She asked for a motion to accept the agenda. Trustee Haynes moved; Trustee Neiman seconded. Motion carried unanimously. The following list contains the approved 2005-06 meeting dates for the Board of Trustees

## **Approved 2005-06 Board of Trustees Meeting Schedule**

<b>June 15, 2005</b>	<b>Board of Trustees Meeting, Conference Call</b>
<b>August 19-21, 2005</b>	<b>Board of Trustees Retreat, Location TBD</b>
<b>September 29- October 1, 2005</b>	<b>Board of Trustees Meeting, Laramie</b>
<b>October 12, 2005</b>	<b>Board of Trustees Meeting, Conference Call</b>
<b>November 10-12, 2005</b>	<b>Board of Trustees Meeting, Laramie</b>
<b>December 14, 2005</b>	<b>Board of Trustees Meeting, Conference Call</b>
<b>January 19-21, 2006</b>	<b>Board of Trustees Meeting, Laramie</b>
<b>February 15, 2006</b>	<b>Board of Trustees Meeting, Conference Call</b>
<b>March 23-25, 2006</b>	<b>Board of Trustees Meeting, Laramie</b>
<b>April 12, 2006</b>	<b>Board of Trustees Meeting, Conference Call</b>
<b>May 11-13, 2006</b>	<b>Board of Trustees Meeting, Laramie</b>
<b>June 14, 2006</b>	<b>Board of Trustees Meeting, Conference Call</b>
<b>August 4-6, 2006</b>	<b>Board of Trustees Retreat, Location TBD</b>

(5-16-05 nsm]

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### **Date of Next Board Meeting**

The next Board of Trustees meeting is the conference call that will occur at the midpoint between the next two meetings, which will be at 4:00 p.m. on Wednesday, June 15, 2005. The next meeting will be in July, with the date to be determined. The presidential search will be discussed at the August Retreat.

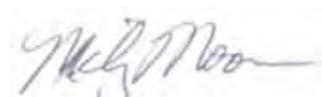
### **Adjournment**

Trustee Brown said he wanted to congratulate the UW campus community for hosting the Special Olympics.

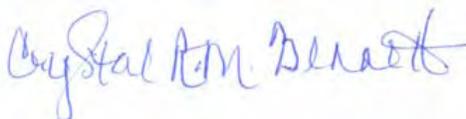
The Board moved to go into executive session at 1:10 pm.

The Board reconvened in Public Session for adjournment at 2:00 pm.

Respectfully submitted,



Nicky S. Moore  
Deputy Secretary, Board of Trustees



Crystal R.M. Bennett  
Asst. to the Vice President for Administration

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**UNIVERSITY OF WYOMING  
TRUSTEES' AWARD OF MERIT**

**Kathleen A. Hunt**

**W**HEREAS, Kathy Hunt served the University of Wyoming with uncommon common sense and style as a member of the UW Board of Trustees between 1999 and 2005, including progressively responsible positions as secretary (2000-2002), vice president (2002-2003), and president (2003-2005);

WHEREAS, with two degrees from UW (B.A., 1973; J.D., 1976), Kathy impressed her colleagues on the Board and in the administration with her deep understanding of the educational mission of the university and the importance of the university's service to the entire state.

WHEREAS, Kathy served on five separate Board committees, working for the benefit of students, employees, and the people of Wyoming. During her years as a trustee, the Board dealt with a wide range of issues, including the adoption of comprehensive academic, support services, capital facilities, and intercollegiate athletics plans for the university; development of a proposal to create a high-tech business incubator; enhanced recruitment and retention of students; and significant construction projects. As Board president, she wielded the gavel with diplomacy and grace;

THEREFORE, BE IT RESOLVED, that in recognition of her profound dedication and with gratitude for a job well done, the Trustees are pleased to recognize the accomplishments of Kathy Hunt with the 2005 Trustees' Award of Merit.

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Philip L. Dubois  
President, University of Wyoming

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Judy Richards  
President, UW Board of Trustees

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**UNIVERSITY OF WYOMING  
TRUSTEES' AWARD OF MERIT**

**John B. Patrick**

**W**HEREAS, John Patrick served the University of Wyoming with distinction between 1999 and 2005 as a member of the UW Board of Trustees, including two terms as treasurer (2000-2002) and one as secretary (2002-2003);

WHEREAS, throughout his term, John brought to the table the business skills he learned as a UW business administration graduate (B.S., 1969) and the logic he learned as a graduate of the UW College of Law (1971);

WHEREAS, John served on six separate Board committees, working for the benefit of students, employees, and the people of Wyoming. During his years as a trustee, the Board dealt with a wide range of issues, including the adoption of comprehensive academic, support services, capital facilities, and intercollegiate athletics plans for the university; development of a proposal to create a high-tech business incubator; enhanced recruitment and retention of students; and significant construction projects;

THEREFORE, BE IT RESOLVED, that in recognition of his profound dedication and with gratitude for a job well done, the Trustees are pleased to recognize the accomplishments of John Patrick with the 2005 Trustees' Award of Merit.

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Philip L. Dubois  
President, University of Wyoming

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Judy Richards  
President, UW Board of Trustees

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**UNIVERSITY OF WYOMING  
TRUSTEES' AWARD OF MERIT**

**Greg Schaefer**

**W**HEREAS, from 1999 through 2005, Greg Schaefer served the University of Wyoming with distinction as a member of the UW Board of Trustees, including a term as treasurer in 2002-2003;

WHEREAS, at every meeting during his six year term, Greg brought to the table the practical, common sense approach one would expect from a UW graduate with two degrees (B.S., civil engineering, 1978; M.S., civil engineering, 1982) and as a successful representative of one of Wyoming's most significant industries;

WHEREAS, as a member of the UW Trustees, Greg served on eight separate committees, working continually to make this university a better place for students, employees, and the people of Wyoming. During his years as a trustee, the Board dealt with a wide range of issues, including the adoption of comprehensive academic, support services, capital facilities, and intercollegiate athletics plans for the university; development of a proposal to create a high-tech business incubator; enhanced recruitment and retention of students; and significant construction projects;

THEREFORE, BE IT RESOLVED that in recognition of his profound dedication and with gratitude for a job well done, the Trustees are pleased to recognize the accomplishments of Greg Schaefer with the 2005 Trustees' Award of Merit

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Philip L. Dubois  
President, University of Wyoming

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Judy Richards  
President, UW Board of Trustees

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# UNIVERSITY OF WYOMING

## RESOLUTION OF APPRECIATION

### Philip L. Dubois President, University of Wyoming

**W**HEREAS, Philip L. Dubois, vice chancellor for academic affairs and provost of University of North Carolina at Charlotte, was chosen from among more than 120 applicants to become the 22<sup>nd</sup> president of the University of Wyoming;

WHEREAS, President Dubois quickly overcame the superstitious connotations of the inauspicious date on which he began his presidency – April 1, 1997;

WHEREAS, President Dubois, during his first summer on the job, visited all 23 Wyoming counties to introduce himself and learn about the concerns of Wyomingites in what has become known as the “Phil Dubois 1997 World Tour”;

WHEREAS, President Dubois early in his presidency initiated the University of Wyoming’s first comprehensive planning process, resulting in two iterations of the Academic Plan, a Support Services Plan, a Capital Facilities Plan, and a Strategic Plan for Intercollegiate Athletics, the latter of which resulted in 2004 in the University of Wyoming’s first bowl win since 1966;

WHEREAS, President Dubois, with the gracious assistance of his wife, Lisa, developed important relationships with Wyoming’s political leaders, building a sense of trust, mission, purpose, and credibility for the University of Wyoming, and resulting in strong political and financial investment by the state in its university and the university’s faculty, staff and students;

WHEREAS, President Dubois strengthened the university’s contributions to state economic development through partnerships with the Wyoming Business Council, creation of a technology transfer center, and development of a proposal to create a high-tech business incubator – the Wyoming Business Technology Center, for which ground will be broken this spring;

WHEREAS, President Dubois made as one of his goals the enhancement of recruitment and retention of students, reaching in fall 2003 the university’s 2005 enrollment goal of 13,000; implemented campus and community initiatives to reduce alcohol abuse; initiated the Greek Life Task force to strengthen fraternity and sorority life at UW; built strong relationships with a series of ASUW presidents; and made himself available to students through such innovative programs as “Pizza With the Prez”;

WHEREAS, President Dubois built a fund raising infrastructure that resulted in the quadrupling of annual private donations to UW; \$48 million in state matching funds for endowed donations and \$10 million for athletic facilities; and the initiation of the university’s largest private fundraising campaign, which has already exceeded its goal of \$125 million and which may, when combining private contributions and state matching dollars, bring the campaign to \$200 million by July 2005;

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WHEREAS, President Dubois championed a host of building projects to enhance academic, student, and athletic success, as well as campus aesthetics, including renovations of the Wyoming Union, Washakie Dining Complex, and Half Acre Gym; the Rochelle Athletics Center and War Memorial Stadium; the Health Sciences Center and the Early Childhood Education Center; Prexy's Pasture; and future projects including the University Plaza hotel and conference center project; Jacoby Ridge; the Information, Library, and Learning Center; the Archeological and Anthropological Resource Facility; and Classroom Building renovation;

WHEREAS, Philip L. Dubois was recognized by his peers in higher education through his involvement as inaugural chair and president of the Mountain West Conference; membership on the NCAA Division I Board of Directors; vice chair and chair-elect of the Western Interstate Commission on Higher Education (WICHE); membership on the Presidential Task Force on the Future of Intercollegiate Athletics; and selection as CASE District VI Chief Executive Office for 2004; and

WHEREAS, Philip L. and Lisa Lewis Dubois are returning to Charlotte, North Carolina where, on July 15, 2005 President Dubois will become 4<sup>th</sup> chancellor of University of North Carolina at Charlotte;

THEREFORE, BE IT RESOLVED, that the University of Wyoming Board of Trustees expresses its appreciation, on behalf of the entire campus community and the state of Wyoming, to Philip L. Dubois for his extraordinary leadership of the University of Wyoming and to Lisa Lewis Dubois for her tireless work in support of this university. In witness whereof, we have hereunto set our hands and caused the great seal of the University of Wyoming to be affixed this 13<sup>th</sup> day of May, 2005.