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.
TRUSTEES OF THE UNIVERSITY OF WYOMING AGENDA
March 22-24, 2007

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Members of the Board met with the Executive Council Thursday morning, March 22, 2007. President and Mrs. Thomas Buchanan hosted trustees and members of the Energy Resource Council for dinner in their home on Thursday, March 22, 2007. On Friday, March 23, 2007 the Board, the Energy Resource Council and the Enhanced Oil Recovery Commission had lunch at the Foundation House, and Trustee Lauer hosted the Board for dinner at his home.

Work sessions were conducted Thursday and Friday, March 22-23, 2007. The Board held their Business Meeting on Saturday, March 24, 2007.
AGENDA ITEM TITLE: Welcome New Trustees, Buchanan/Davis

CHECK THE APPROPRIATE BOX(ES):
- Work Session
- Education Session
- Information Item
- Other Specify:

President Tom Buchanan and Trustee Dick Davis introduced the two new Trustees, Ann Rochelle and Dave Bostrom, to the full Board.

MINUTES OF THE MEETING

Trustee President Dick Davis welcomed Ms. Ann Rochelle and Mr. Dave Bostrom to the Board. He noted that the new trustees had a meeting that morning for orientation. He also welcomed Dr. Cheryl Schroeder, representing Dr. Jim McBride, Superintendent of Education.
AGENDA ITEM TITLE: 2007 Legislative Report, Buchanan/Miller

CHECK THE APPROPRIATE BOX(ES):
- Work Session
- Education Session
- Information Item
- Other Specify:

President Tom Buchanan and Vice President for Government, Community and Legal Affairs Rick Miller provided an update to the Board. Materials were distributed at the meeting.

MINUTES OF THE MEETING

President Buchanan spoke to the Board, noting the revised agenda and the 2007 budget request summary he will speak about. Rick Miller, Vice President for Governmental, Community and Legal Affairs will also report on legislative activities. President Buchanan reviewed the items which were requested, the final actions taken by the legislature and any additional information available. UW received $95,000 to cover medical education expenses. He drew the Board’s attention to UW’s utility request for the coming year and the amount approved, and he noted the $1.6 million dollars that UW received for endowment matching funds which were not included in the request.

With regards to capital construction, UW received funding for the College of Business, IL²C, the SAREC web lab and capital facilities matching funds. UW did not receive funds for the BSL-3 lab, but will continue with planning in concert with the state building commission.

President Buchanan talked about the success UW has had with the capital facilities matching program, noting that the amounts are listed for each project. UW took a request for $25 million dollars in matching funds and received $31.35 million dollars for academic facilities matching funds. Additionally, the legislature has instituted a requirement for UW to create a sinking fund for operations and maintenance, to support the new facilities equal to 15% of the cost of new construction. President Buchanan stated that UW needs a motion from the Board, approving academic facilities matching funds for use for the College of Education renovation. Trustee Neiman made a motion to add the academic facilities matching fund for the College of Education
to the Consent Agenda; Trustee Haynes seconded. The motion carried. The Board had further
discussion about the state matching funds.

The NCAR (National Center for Atmospheric Research) supercomputing facility was discussed.
President Buchanan stated that it was a joint effort with several different groups and entities.
The state will contribute $20 million dollars to the center, and it has approved a multi-year
request for $1 million dollars each year from the State of Wyoming to NCAR, through UW.
Trustees discussed personnel distribution, scientists’ expertise and joint positions between UW
and NCAR. A retreat has been scheduled for late April, with UW and NCAR personnel to
discuss the specifics of various positions. UW will have opportunities for collaboration with the
different entities, as well as with NCAR.

Vice President Miller then reviewed bills of interest. He first spoke of Senate File 45 which
specifically allows and funds the University of Wyoming in taking an approach similar to
WWAMI on a dental student loan repayment program. He then introduced Dr. Earl Kincheloe,
dentist from Cheyenne, and Marian Schultz, who represents the Wyoming Dental Association in
the legislature. Ms. Schultz is a lobbyist for the Wyoming Dental Association, and she spoke to
the Board about the work they have done with the University of Nebraska and Creighton
University. The Wyoming Dental Association has developed a plan called Target Access, and it
has received federal funds to determine the need for dentistry in Wyoming considering the older
age of the population of dentists. On average, Wyoming needs five to ten new dentists coming
into the state per year and the Wyoming Dental Association has completed an intense
recruitment effort to encourage junior high and high school students to begin thinking about
entering dental programs. They’ve also worked to develop a WWAMI-like program for UW
dental students. Ms. Schulz said they plan to offer and contract five positions at each school
(UW and Creighton). The senate file was introduced because of the need to train new dentists
that will return to Wyoming.

Dr. Kincheloe, member of the Wyoming advisory committee for Creighton, spoke next. He said
the committee has a good relationship with the University of Nebraska and Creighton, and that is
where the majority of the new dentists are coming from. Students must be Wyoming residents
but don’t have to be UW students. Members of the Board asked about the repayment needs of
students; some return to the state to have their loans forgiven by working in the state, and some
work outside of the state and pay their loans back. Another piece of this program will require
that the students see a certain percentage of Medicaid patients. Vice President Miller also
explained the third agreement is with the Department of Health, and the structure for the dental
repayment program will be set up when UW has graduates. They will help administer the
practice piece.

Vice President Miller said the two Hathaway bills will be discussed later by Vice Presidents Sara
Axelson and Rollin Abernethy. He summarized other items of interest, including: clean coal
technology, investment of state funds for NCAR construction, UW license plate legislation, SF
585 on Wyoming Conversation Corps (Wyoming’s version of YCC) and law or emergency
officers dependents’ tuition, dealing with disability or death of a parent serving in the armed
services. Another item involved the Inviolate Higher Ed Funds Bill, created for the funds for
faculty endowment and Hathaway funds. The voters of Wyoming wanted the funds to be
permanent and inviolate under the constitution.

Finally, Vice President Miller spoke about the legislative interim studies that affect or interest
UW. The education study discusses the University of Wyoming, and there is also a list of
statutorily required reports to the legislature, including public policy legislation.
AGENDA ITEM TITLE: FY 2008 Salary Policy, Harris

CHECK THE APPROPRIATE BOX(ES):

- [x] Work Session
- [ ] Education Session
- [ ] Information Item
- [x] Other Specify: Committee of the Whole (Consent Agenda)

The President recommended Board approval of the FY 2008 salary policy.

MINUTES OF THE MEETING

Phill Harris, Vice President for Administration, spoke about the proposed salary policy, sources of funds and discussion that has taken place at UW. He talked about the highlights of the policy for salary increases, medical education budget increases and for UW EORC. He spoke about each of the items on the list (available in the Trustees’ Report). Vice President Harris clarified that those employees eligible for the raise will only be eligible if they were employed by UW prior to December 31, 2006 and have a satisfactory evaluation. Employees with less than one year will receive funds to move them to 90% of market compensation.

The proposal this year includes moving staff as close to market pay as possible and hiring future employees at 15% into the paygrade to eliminate the need for moving segments of staff up each time the entry salaries are adjusted. Trustees asked about the funds necessary for adjusting minimum wage, how that affects section II units and about training to address disparity in units as to how funds are shared with employees. President Buchanan stated that UW will pay the new minimum wage regardless of what the federal government does. Vice President Harris continued through an explanation of salary monies available, how they will be allocated to faculty and staff and what requirements will be met through performance planning for staff. He also addressed increases for academic staff. Approval of the salary policy is on the Consent Agenda, and Trustee President Davis asked members of the Board to ask any questions at that time. Other questions from the Board touched on whether or not this policy will address the market issue, and Vice President Harris responded that UW will probably not be the leading employer in attracting the best employees.
AGENDA ITEM TITLE:
Revised Investment Policy: Quasi Endowments (see also Appendix A), Lowe

CHECK THE APPROPRIATE BOX(ES):
☑ Work Session
☐ Education Session
☐ Information Item
☑ Other Specify: Committee of the Whole (Consent Agenda)

The revised policy is contained in Appendix A of this report.

The President recommended that the Trustees of the University of Wyoming approve the Investment Policy as presented.

MINUTES OF THE MEETING
Janet Lowe, Associate Vice President for Administration, spoke about the investment funds and the revised policy. She spoke about the functions of the committee, noting there are two main responsibilities: monitoring audits and overseeing the investment of university funds (includes endowment, operating and agency funds). Agency funds are slightly different in that the university holds them on behalf of someone else. She spoke about the money invested for the university, noting that the policy was last revised in January 2003. The purpose for revising the investment policy is two-fold: first, to update the policy in regards to the agency relationship with the Foundation, and secondly, to revise the quasi-endowment policy by changing the minimum amount needed to create a quasi-endowment from $20,000 to $50,000, and change the time that the money remains on deposit from one year to five years. Associate Vice President Lowe explained quasi-endowments as being those funds that function as endowments and, administratively, are treated as an endowment. Finally, UW needs its investment policy to provide a more formal process to approve requests for funds from the quasi-endowments. Associate Vice President Lowe also noted that UW can spend only the earnings and that no tuition or loan funds would be used for quasi-endowments. The proposal states that if a request is for $250,000 or more, it must be approved through the appropriate vice president, president and the Board. If a request is for less than $250,000, the vice president for administration could approve it, and subsequently, it would be reported annually to the Board. All funds (endowments and quasi-endowments) will continue to be invested by the Foundation. Additionally, if the state provides matching funds, those could be considered as true endowment
funds. Trustees suggested changing the wording in the policy to “a minimum of five years except in exceptional circumstances.” President Buchanan agreed with the Board’s proposed rewording. Trustees discussed revising the language and decided on the appropriate wording to be added to paragraph three of page three. The text will read, “unless there are exceptional circumstances as determined by…a request for an amount of $250,000 would require Board approval; less than $250,000 could be approved by the vice president for administration.” Trustee Spicer moved to approve the revision; Trustee Rochelle seconded. Associate Vice President Lowe said she would provide the revised version for the Board before the Business Meeting. The motion was to revise the wording of the investment policy and add the phrase ‘except in exceptional circumstances, regarding the minimum amount of time funds need to be held at the Foundation.
AGENDA ITEM TITLE: Scholarship Distribution Policy, Axelson

CHECK THE APPROPRIATE BOX(ES):

☐ Work Session
☒ Education Session
☐ Information Item
☒ Other Specify: Committee of the Whole (Consent Agenda)

MINUTES OF THE MEETING

Sarah Axelson, Vice President for Student Affairs, and Rollin Abernethy, Associate Vice President for Academic Affairs, provided an update on Hathaway and other scholarships. The focus of the presentation was on the Hathaway scholarships, the success curriculum and scholarships for both resident and non-resident students. She reviewed scholarships prior to the Hathaway and what the scholarships look like now. Vice President Axelson reviewed the scholarships available to transfer students and the effort to offer non-traditional students new programs such as the Pi Theta Kappa and Hoyt scholarships. The need-based component is very important insofar as award packages are concerned. Other information was shared regarding the non-resident scholarship programs being implemented by way of institutional discounts and endowed funds through the colleges.

Trustee President Davis clarified that the two proposed changes are in the consent agenda for Saturday. Members of the Board asked how the information is disseminated when changes are made, and Vice President Axelson answered that the information is shared in a variety of ways.

Associate Vice President Abernethy spoke about the success curriculum and the hard work that goes into earning a Hathaway scholarship. He discussed the honors and performance scholarships, noting that the Performance scholarship provides $1200 per semester. With regards to the success curriculum, Wyoming school districts will submit a listing of their curricula to be approved. The Wyoming Department of Education has the authority to grant exceptions to the curriculum if needed, and it will help the districts to determine if they have the necessary resources to comply or improve.
Another area of discussion was the bachelor of applied science and the related scholarship for that degree. This scholarship allows students that have an associate of arts degree and work experience to extend the time that they have available to complete their bachelor’s degree to ten years. In order for students to have scholarships when they return to school, they must have qualified for the Hathaway Scholarship.
Joint Meeting of the Energy Resources Council and the Board of Trustees

Trustee President Davis called the public meeting back to session. He thanked everyone for participating in the joint meetings. This was the second meeting of the Energy Resources Council and the UW Board of Trustees, and Trustee Davis noted that Professor Carol Frost does a wonderful job of keeping everyone apprised of the processes that are taking place. Mr. Ron Harper thanked those involved for their hard work. Myron Allen, Vice President for Academic Affairs, provided a financial overview of the School of Energy Resources (SER) budget for information.

The SER budget began with $12,071,997. The state budget was reduced this year by two million dollars for the NCAR facility, scheduled to be built west of Cheyenne. UW felt it was a very favorable endeavor and is pleased to be NCAR’s academic partner. The NCAR site selection did create a problem for the Wyoming government, requiring a proposal in the state budget to handle the contractual obligations for this endeavor. NCAR called for $20 million in capital construction to build the facility and an ongoing annual contribution of $1 million dollars, as a means to purchase the next supercomputer. If the entire cost was spread out over twenty years, the overall cost of the project will be about $530 million. The final resolution that the Wyoming legislature passed required allocating $19 million dollars from the general fund, with UW contributing $2 million dollars from SER funds. Vice President Allen and Professor Frost discussed possible implications the reduction would have for the SER, and they felt that the SER can manage the payment and still preserve the features of the school.

Vice President Allen then reviewed the key elements and sources of the SER budget. He reviewed the budgets for the next biennium and explained what funds the money can be taken from to cause the least impact in terms of programs that are not in place yet and/or faculty that are not yet hired.

President Tom Buchanan commented that this proposal was highly confidential before the final announcement of NCAR’s location. Many conversations took place, and in the final outcome, UW was given the opportunity to participate. He said that the overall state investment is approximately 9%, and UW will provide a small part of this. The Energy Resources Council
members concurred that this is going to be a leading edge, state-of-the-art facility. Vice President Allen thanked the governor as well as representatives Townsend and Lockhart for their support. He then said that 20% of the available computer time at the NCAR facility will go toward the UW/NCAR partnership. NCAR wants UW to have joint appointments with it, and the center plans on extensive collaboration. Regular interaction, sharing of intellectual information and sharing of positions will stimulate scientific research. Providing perspective, Vice President Allen said the first computer in Cheyenne will have a computational structure that is different from anything available today, and very few people will be able to understand its processes and do the programming. President Buchanan said that this will be a learning process for UW and experts will need to be developed.

Professor Frost then talked about the money that has been spent to date, from the SER budget. Four faculty positions are going through the search process. The current SER staffing includes the interim director and academic coordinator, one staff assistant, one office associate and a part-time business manager. Some of the upcoming programs include an energy summer institute for high school students, academic council, grad assistantships, course development, chemistry research undergraduate experience, the UW Read program and curriculum development. They are also working on research and provide support for faculty that have just come to UW this year. The School of Energy Resources also plans to offer funds to those seeking large external grants to leverage external funding available. Other projects include working on establishing research centers on campus to follow the academic plan. The School of Energy Resources inherited EORI (Enhanced Oil Recovery Institute) and will continue to work on centers in development this year. Other centers will be developed following SER hires.

Ben Blalock, Vice President for Institutional Advancement, spoke about his visit to Texas which involved information on the reservoir characterization and simulation center. Outreach also has many activities through the energy outreach center.
MINUTES OF THE MEETING

Phill Harris, Vice President for Administration, provided a recommendation to the Board on tuition policy, in response to the request from the Board to have ongoing discussion on this topic. It was clarified that this is just a discussion, and no decision will be made at this meeting. President Buchanan said he will bring this item back to the Board in May, for consideration. Vice President Harris said the discussion revisited the prior discussion in October. Questions from the Board included why the legislature provided the money for Hathaway scholarships, and President Buchanan said the fundamental funding increase UW experienced was to raise the number of undergraduate resident students that could attend UW. The Hathaway Scholarship has also had a dramatic impact on families because they are able to send their children to college with less financial burden. The Hathaway program has also propelled a philosophical change toward the success curriculum, for students coming from Wyoming highschools. The Board agreed to meet on Friday morning to have further discussion on this topic.
MINUTES OF THE MEETING

Myron Allen, Vice President for Academic Affairs, led the discussion on tenure and promotion for the information of the Board. These are fundamental employment arrangements in place at UW. His overview included basic principles, standards and criteria, faculty career paths, university processes, additional remarks and summary. Tenure is an employment contract, without a specified ending date, that is terminable for specific reasons embodied in the notion of cause. UW also has a means via post-tenure review, as is explained in Unireg 808. Members of the Board asked about programs to aid faculty with substance abuse problems and Vice President Allen said there are some non-formal processes in place and others under review. The main functions are teaching, research and service. He also shared some excerpts from previous tenure and promotion packets, for faculty at UW, with comments from internal and external parties.

Vice President Allen also talked about some key recommendations for faculty tenure and promotion processes, in response to the Ward Churchill case and his dismissal. The recommendations included: strengthening department head training, monitor voting and attrition rates and use differential workloads each day for tenured faculty members. Vice President Allen, President Buchanan and Faculty Senate Chair Mark Sunderman offered comments on the process. Trustee President Davis noted that this item will be on the Consent Agenda in May and will not be discussed separately unless there are concerns with specific questions.
AGENDA ITEM TITLE:  Equity Position with UW Start Up Companies, Miller/Gern

CHECK THE APPROPRIATE BOX(ES):

☒ Work Session
☐ Education Session
☐ Information Item
☐ Other Specify:

President Tom Buchanan was to give a presentation to the Board. Materials would have been distributed at the meeting. The item was deferred until the May meeting.

MINUTES OF THE MEETING

The item was deferred until the May meeting.
AGENDA ITEM TITLE: Concept of a University Research Park, Gern

CHECK THE APPROPRIATE BOX(ES):

☒ Work Session  ☐ Education Session  ☐ Information Item
☐ Other Specify:

Vice President for Research and Economic Development Bill Gern was to give a presentation to the Board. Materials would have been distributed at the meeting.

MINUTES OF THE MEETING

The item was deferred until the May meeting.
AGENDA ITEM TITLE: 2007-2008 BOT Calendar, Davis

CHECK THE APPROPRIATE BOX(ES):

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

Trustee Dick Davis discussed the 2007-2008 Board of Trustees Calendar with the Board. Materials were distributed at the meeting.

MINUTES OF THE MEETING

Members of the Board discussed the proposed calendar for 2007-08. The meeting schedule through September has been finalized. The fall meeting in September will be a joint meeting with the Foundation Board. Trustee President Davis said that the schedule is not set in stone, but he would appreciate trustees noting any conflicts they may have as soon as possible. He also commented that it would be nice to have the June Board meeting scheduled one week earlier and held in Casper rather than Laramie. Other members of the Board added that they would not mind having the retreat somewhere other than Jackson, a consideration for next year’s retreat. This year’s May meeting occurs immediately prior to Commencement, and trustees are invited to stay for those ceremonies.
Saturday, March 24, 2007
Business Meeting, Old Main Boardroom

Trustee President Dick Davis called the Business Meeting to order at 3:08 p.m.

Roll Call

Trustee Rounds took roll. The following trustees were present: Trustees Brown, Bostrom, Davis, Haynes, Lauer, Neiman, Palmerlee, Richards, Rochelle, Rounds, Spicer, and Willson. Trustee Trosper was unable to attend. Also present were ex-officio Trustees President Tom Buchanan and ASUW President Travis Jordan. Ex-officio Trustees Governor Dave Freudenthal and State Superintendent of Public Instruction Jim McBride were unable to attend and were represented by Mr. Chris Boswell and Dr. Cheryl Schroeder, respectively.

Approval of Minutes


Approval of Board of Trustees Meeting Minutes
January 25-27, 2007

Approval of Executive Session Meeting Minutes
January 25-27, 2007

Reports

ASUW
Trustee Jordan reported on the activities of ASUW. It is a busy time of year and ASUW is working to complete their budget of $1.1 million. They are currently involved with the election for the new ASUW officers, and Travis will join the Board in May to introduce the new ASUW executives. They are also working on several pieces of legislation including: SafeRide, transportation, budgeting and student attorney needs. SafeRide passed the 22,000 rider mark this
last weekend, and ASUW is working on the addition of a full-time position. They would like a permanent facility for SafeRide and are contemplating purchasing their own radios.

Prior to spring break, they received word that the contractor ASUW has worked with for shuttle service was no longer able to provide the service, but ASUW was able to rent vans to help transport students. The Associated Students of the University of Wyoming passed a resolution supporting the Half Acre expansion with the recommendation to make this a priority and voiced support for Phase I planning. The Wyoming Conservation Corp was a project that ASUW assisted with, and it was signed by the legislature. The program will be in place for the next three years, and seven major projects have already been identified and agreements have been signed. The students’ attorney program and improving it has also been an important matter for ASUW, and they now have an agreement between the dean of students and ASUW to ensure continuity. The agreement also provides clerical support for the student’s attorney and will institute new performance factors for this program. ASUW was approved by NCUA to become a member of Uni-Wyo Credit Union and allow students to have membership in the credit union. ASUW will have two constitutional amendments with a severability clause establishing procedures for ASUW to enter into executive session. This amendment was patterned in similar fashion to the trustees process in regards to the open meetings law. ASUW awarded 46 scholarships this year. Members of the Board asked about prioritization of the Half Acre renovation by UW and whether there were any comments from the Laramie community regarding student membership at Uni-Wyo FCU.

Staff Senate
Staff Senate President Birgit Burke reported on the activities of the Staff Senate. The Staff Recognition Day was very successful, and there were some surprise awards given to a couple of people on campus by President Buchanan and Vice President Harris. They also provided $2500 to the staff endowment. The Senate is in the second phase of the problem-solving exercise and looking to the third phase, which is implementation of the suggestions. They are working on having a greater presence with administration and improvement of communication. The elections will be held soon, and Ms. Burke introduced Alan Tanner, the staff senate president-elect. Trustee President Davis commended staff for the Staff Recognition Day and the planning
of the event. Ms. Burke also made special mention of Ms. Kara Enyeart for her and her committee’s work on the Staff Recognition Day and their outstanding efforts.

Faculty Senate
Faculty Senate Chairman Mark Sunderman reported on the work of Faculty Senate. They recently reviewed Unireg 238, concerning limitations on the number of times that students can take a class. The Senate is beginning work on Unired 808 to clean up the system for tenure and promotion as an item in the academic plan. He thanked the President and Vice President Allen for including faculty in the ongoing discussions regarding salary. Trustee President Davis noted that he had appreciated the printed results of the regular meetings of Faculty Senate that were shared with the Board.

Public Testimony
There was none.

Committee of the Whole (Regular Business)
1. Audit and Fiscal Integrity Committee Report, Lowe
Janet Lowe, Associate Vice President for Administration, reported that the Audit and Fiscal Integrity Committee had approved the revised Investment Policy, and the investment policy was included as an item on the Consent Agenda. No action was required.

Committee of the Whole (Consent Agenda)

1. Approval of Contracts and Grants, Gern
2. Personnel, Allen
3. FY 2008 Salary Policy, Harris
4. Revised Investment Policy: Quasi Endowments, Lowe
5. SAREC – Disposal of Main Residence, Harris
6. First-Year Reappointments of Faculty and Academic Professionals, Allen
7. Hoyt Scholarship Modification, Axelson
8. Academic Facilities Matching Funds to be used for the College of Education Facilities
9. Naming of Law Education Center

Trustee President Davis reviewed the items on the Consent Agenda. Trustee Rochelle moved to approve the Consent Agenda; Trustee Haynes seconded. The motion carried unanimously.
Date of next meeting
The next meeting of the Board will be May 2-4, 2007, in Laramie, Wyoming.

Adjournment
There being no further business to come before the Board, the meeting was adjourned at 10:52 a.m.

Respectfully submitted,

Shannon Sanchez          Crystal R.M. Bennett
Deputy Secretary, Board of Trustees  Assistant to the Vice President for Administration