

THE UNIVERSITY OF WYOMING
BOARD OF TRUSTEES' MINUTES

March 6-8, 2008

The Final Minutes can be found on the University of Wyoming Board of Trustees website
at 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.

TRUSTEES OF THE UNIVERSITY OF WYOMING AGENDA
March 6-8, 2008

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**UNIVERSITY OF WYOMING
MINUTES OF THE TRUSTEES
March 6-8, 2008**

The Board adjourned Executive Session at approximately 8:24 a.m.

Public Session began immediately following adjournment at 8:25 a.m.

Trustee Rochelle made the following motion:

I move that, pursuant to University Regulation 254, the Board of Trustees revoke the Master of Arts in International Studies Degree of Marilyn D. Fedrizzi, awarded her by the University in 2003, based on clear and convincing evidence that Ms. Fedrizzi engaged in academic misconduct serious enough to negate bona fide completion of one or more of the substantive degree requirements, and therefore failed to complete the requirements for the degree that were in effect at the time of the degree conferral.

Trustee Fear abstained from voting being that she was not present at the Marilyn Fedrizzi hearing during the Board of Trustees meeting in Cheyenne, January 22-24, 2008.

Trustee Haynes seconded the motion. There was no discussion. The motion passed unanimously.

The Board took a brief break then began a conversation regarding the Cooperative Extension Service (CES). Trustee Neiman led the discussion on the topics of extension services, recruiting, and changing our services in the future. Trustee Fear commented on the services provided in her area and new ways/methods which should be considered. Trustee Haynes provided comments regarding 4-H advisors and middle school involvement.

Discussion continued regarding what qualifies cooperative extension service personnel in areas around the state, the training CES personnel provide to their communities, salaries as they compare from county to county, using these CES positions to assist in recruiting students to UW, UW's public relations and marketing plans, and the Hathaway scholarships and their role in recruiting.

President Buchanan stated that College of Ag Dean Frank Galey would be on the agenda for the May Board meeting to discuss funding and financing of CES. He would also be providing some of the background for these services and issues that were addressed at today's meeting. This is a complicated structure spread throughout the state.

The Board of Trustees moved into Executive Session at 8:59 a.m.

Thursday, March 6, 2008
UW Conference Center, Salon C

Public Session began at approximately 2:52 p.m.

AGENDA ITEM TITLE: Legislative Update, Buchanan

CHECK THE APPROPRIATE BOX(ES):

- Work Session
 Education Session
 Information Item
 Other Specify:

MINUTES OF THE MEETING

President Buchanan led the discussion regarding the biennial budget request. He stated that the Governor has signed the bill, so it is now official. President Buchanan stated that Vice President for Governmental, Community and Legal Affairs Rick Miller and Vice President for Administration Phill Harris were in attendance to answer any questions as he walked through the request.

President Buchanan stated that, for the most part, the recommendations that the Governor made initially are the recommendations that made it through the process. President Buchanan then walked through the budget request, line by line, providing the board with the information about what was funded and the amount of funding.

President Buchanan gave a special "thank you" to Vice President Rick Miller for his hard work and to Vice President Phill Harris for his service before and during the legislative session. He also thanked Vice President for Academic Affairs Myron Allen, Vice President for Research and Economic Development Bill Gern and others who played a part in such a successful budget session.

Vice President Miller asked that Trustees recognize legislators in their districts for their support on many of these important issues. President Buchanan noted that the University has great legislative support all over the state.

Vice President Miller stated that a motion must be made approving the match for the intertribal facility, noting that Vice President for Institutional Advancement Ben Blalock needs Board approval to move forward with this project.

The following motion was read by Board of Trustees Deputy Secretary Shannon Sanchez:

That the UW Outreach space at the Intertribal and Community Center at Central Wyoming College be approved as a project for fundraising for academic facilities matching funds, and President Buchanan be directed to develop, in conjunction with Central Wyoming College, and provide to the UW Board of Trustees a draft proposal under which the University of Wyoming will secure UW Outreach space in the Center in exchange for \$1.1 million.

Trustee Brown moved to approve the motion as presented; Trustee Rochelle seconded the motion. There was discussion by the Board.

Vice President Rick Miller explained the project in greater detail and answered questions from the Board.

After the discussion, Trustee Davis noted that there was a motion on the floor. A vote was taken and the motion passed unanimously.

AGENDA ITEM TITLE: FY 2009 Salary Distribution Policy, Harris

CHECK THE APPROPRIATE BOX(ES):

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

MINUTES OF THE MEETING

Vice President for Administration Phill Harris led the discussion with the Board regarding the FY 2009 Salary Distribution Policy. He referred the Board to the Board Report and explained the different sections. He also noted that there was a change in item two on page 3. [The revised narrative follows this narrative].

Vice President Harris discussed the market discrepancies, merit based increases, and other specifics about the policy. Trustee Fear inquired about the market discrepancy, and Vice President Harris provided examples.

Trustee Lauer noted that this topic was discussed last March and asked Vice President Harris to explain the changes/differences from last year to this year.

BACKGROUND AND POLICY CONTEXT OF ISSUE:

Funding is available to provide salary increases for University employees during FY 2009. The Trustees must approve a distribution policy before the administration can implement the increases. Specific instructions for implementing the policy will be provided to all colleges and departments in late March or early April to coincide with development of the FY 2009 operating budget. The operating budget will be submitted to the Board for approval at the May, 2008 meeting.

PRIOR RELATED BOARD DISCUSSIONS/ACTIONS:

Approval of the salary administration policy is presented annually to the Board when funds are available to increase salaries.

WHY THIS ITEM IS BEFORE THE BOARD:

The Board's approval is required to implement the salary policy.

University of Wyoming Salary Adjustment Funding

Table 1 (below) shows the funding that is available to distribute for salary increases, for regular benefited, Section I-funded, employees in Fiscal Year 2009, as a result of appropriations provided during the 2008 legislative session. A similar amount will be reserved for salary increases that will be implemented in the second year of the biennium.

Table 1. Sources of Section-1 Salary Increases for 067-UW

Source	Short Description	Amount	Remark
2008 Legislature	FY 2009 Base Pay Increase	\$4.8 M	Funding for a 4% salary increase for each year of the biennium.

Note: numbers above exclude employer paid benefits

Medical Education Salary Adjustment Funding

The Medical Education appropriation is separate from the block grant appropriation for the University. The table below shows the salary funds available for Agency 167.

Table 2. Sources of Salary Increases for 167-UW, Medical Education

Source	Short Description	Amount	Remark
2008 Legislature	FY 2009 Base Pay Increase	\$214,000	Funding for a 4% salary increase for each year of the biennium.

Note: numbers above exclude employer paid benefits

Employees funded by Section II – Self-sustaining budgets

The policies that follow will be applied to all eligible Section II employees, (a) to the extent that revenue is available to fund the increases during development of the FY 2009 operating budget and (b) as scheduled grant activities permit during the fiscal year.

FY 2009 SALARY POLICY

The following guidelines are proposed to govern the distribution of the salary increase.

1. All full-time and part-time benefited employees who are performing at a satisfactory or better level and who were hired on or before December 31, 2007, are eligible for a salary increase. Graduate Assistants will receive an increase as well. Employees who are on work improvement or who are implementing performance improvement plans are not eligible for salary increases. Eligibility alone does not guarantee that any particular employee will receive an increase.
2. The University salary matrix for classified staff will be adjusted slightly effective July 1, 2008. Entry level salaries for the first four pay grades will be increased to reflect a \$20,000 annual salary as the lowest salary rate to be paid by the University.
3. Eligible classified staff with more than one year of service at the University and compensation lower than the market line for their pay grade will receive increases with the goal of moving their compensation toward the market line, subject to constraints on the available funding. Classified staff with a service date between July 1, 2007 and December 31, 2007 and compensation below 95% of the market line will receive increases with the goal of moving their compensation toward 95% of the market line, again subject to constraints on available funding. Provisions to adjust salaries for employees with service dates after December 30, 2007 are outlined below.
4. It is University policy that all newly hired classified staff will be hired at a minimum of 15% into the range for each pay grade.
5. All salary increases from this appropriation will be merit-based. Merit-based raises have three elements. First, meritorious performance – that is, performance that is satisfactory or better – is a necessary condition for a salary increase. Second,

- differences in performance justify differences in raises. Third, supervisors may take into account other factors, particularly equity, experience, and market discrepancies, when recommending raises for their employees.
6. Funding will be allocated from the appropriation for the purpose of addressing academic promotion raises as well as merit-based raises more generally.
 7. Any funding needed to provide salary adjustments for employees hired after December 31, 2007 and/or completing their initial probationary period during FY 2009 must be reserved from the Base Pay Increase allocations distributed to the colleges and departments. All vacant positions must have sufficient funds allocated to permit hiring at 15% into the pay grade.
 8. To ensure sufficient funding to address the most severe inequities and market discrepancies that might exist among different divisions or units, **the President and Vice Presidents may each reserve up to 10% of the salary appropriation** to distribute as salary increases in response to documented instances of unit or individual inequity.

ACTION REQUIRED AT THIS BOARD MEETING:
Approval of the salary policy for FY 2009 as described.

PRESIDENT'S RECOMMENDATION:
The President recommends Board approval of the FY 2009 salary policy.

AGENDA ITEM TITLE: Evaluation and Reappointment of External Auditors, Lowe

CHECK THE APPROPRIATE BOX(ES):

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

MINUTES OF THE MEETING

Associate Vice President for Administration Janet Lowe noted that the Audit and Fiscal Integrity Committee has evaluated the performance of the external audit firm, McGee, Hearne and Paiz, LLC. The Committee recommends that McGee, Hearne and Paiz be reappointed for the third year of their four year engagement.

Associate Vice President Lowe noted that the item is on the Consent Agenda.

Trustee Brown added that Associate Vice President Lowe and her people have done good work and are keeping our financial records in order. Thank you also to the Audit and Fiscal Integrity Committee members for their hard work.

At approximately 3:57 p.m. the Board of Trustees moved back into Executive Session.

**Friday, March 7, 2008
Old Main Boardroom**

The meeting was called to order at 9:05 a.m.

AGENDA ITEM TITLE: University Planning 2009-2014 (discussion), Allen

CHECK THE APPROPRIATE BOX(ES):

- Work Session
 Education Session
 Information Item
 Other Specify:

MINUTES OF THE MEETING

Associate Vice President for Academic Affairs Rollin Abernethy led a discussion of the University of Wyoming Self Study Overview, which is the precursor to the reaccreditation process. The self study is focused on preparing for the site visit of the accreditation team. It is important for the Board of Trustees to have a sense of where we are going and to be engaged in the process.

Associate Vice President Abernethy reminded the Board of the visit by Dr. Karen Solomon last fall, where she reviewed for the board the process of reaccreditation and what it means for the University of Wyoming. It is done every ten years and one of its functions determines eligibility for federal dollars.

The introduction of the overview addresses how we got to where we are. The Higher Learning Commission is focused mainly on learning. Its whole mission is to encourage all institutions to pay more attention to how much their students are learning. It used to be that we taught research and service, but now that has changed, and the push is more on assessing student learning and outcomes. This will be the first real test as to how well we are doing that.

He went on to emphasize that the likelihood of the University of Wyoming not being reaccredited is very, very low. We're a mature, established institution, but what they may do is make us do some more work and come back and visit us in three years or so. Our goal then, is not to have that happen. So we are focusing on this self study which will give us the highest chance of not having a revisit. As we progress through this process, the Board will have a chance to meet with members of the site visit team.

There are three emphasis areas in the Self Study: Access, Excellence in Learning, and Cultivating Leadership through Learning. These areas are also linked to the University planning process. Within these motifs, there will be three large committees composed of members of the student body in addition to other campus entities.

AGENDA ITEM TITLE: Transportation/Parking Study, Collins

CHECK THE APPROPRIATE BOX(ES):

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

MINUTES OF THE MEETING

Associate Vice President for Administration Mark Collins presented the results of the Transportation and Parking Study. It is an expansion of the Walker report undertaken in 2006, taking into account more of transportation options than just parking. This study was undertaken in partnership with the City of Laramie and WYDOT. Stantec Incorporated was the unanimous choice of the committee to be the consultant for the study.

The major goal of the study was to come up with short term, intermediate, and long term traffic and parking solutions for the University of Wyoming and the community of Laramie. Trustees were provided an executive summary of the report in their packets along with the PowerPoint presentation.

Identified key elements for the Transportation and Parking Master Plan are: Traffic and Roads, Bicycles and Pedestrians, and Parking Management. Contributing elements include: Safety, Wayfinding, Transit, and Growth and New Construction.

A parking garage facility was a topic of concern and interest for the group. According to the study and research, parking garages are not being used to solve parking problems as much as they used to be. And, in fact, a new parking garage in downtown Cheyenne is very underutilized. The location of a garage would determine how much it is used. If it is close to campus, it presents a congestion and safety issue, yet if placed too far away, people won't want to walk that far. From a sustainability standpoint, mass transit is much more sustainable and cost effective, according to the study.

There was discussion regarding first time visitors to Laramie and the campus and how to present a welcoming impression. Associate Vice President Collins said a parking lot for visitors in the Ivinson lot, plus signage around Laramie and campus would be a good solution.

A final proposal for parking and transportation will be presented to the trustees later this year.

AGENDA ITEM TITLE: FY 2009 Fee Book, Harris

CHECK THE APPROPRIATE BOX(ES):

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

MINUTES OF THE MEETING

Vice President for Administration Phill Harris presented an overview of the FY 2009 Fee Book, with some of the changes which include increases from 6 to 16 percent for all mandatory fees assessed to full time students in the amount of \$400.63. These proposals were developed last fall as units prepared for the upcoming fiscal year, anticipating four percent salary increases for Section I employees, to parallel their ability to fund the same increases for self-sustaining operations. These also include increases in utility and food costs for residence halls and a number of fee changes, from the State Veterinary Lab to copying costs to rental rates for rooms on campus. ASUW has a student fee committee that has reviewed all the mandatory fees. In addition Vice President Phill Harris has his own fee committee bringing in various entities from campus to review and vet these fees. The approval of the FY 2009 Fee book is on the consent agenda.

AGENDA ITEM TITLE: Election of Officers: Discussion on Process, Trustee Davis

CHECK THE APPROPRIATE BOX(ES):

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

MINUTES OF THE MEETING

Trustee President Davis stated that the election of officers will take place this year, the same way it has in the past and that the election committee will come prepared to present their recommendations at the May meeting.

AGENDA ITEM TITLE: Campus Safety, Trustee Haynes

CHECK THE APPROPRIATE BOX(ES):

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

MINUTES OF THE MEETING

Note: This item was not on the original agenda but added as time permitted.

Trustee Taylor Haynes brought up a safety concern. He stated that the program currently in place is a good one but that the Trustees should consider revisiting the fire arms policy on campus.

A discussion followed regarding the pros and cons of relaxing the “no firearms policy” on campus. It was decided to return to this issue at a later time after a review of the current safety policy, developed and implemented last year. The safety report prepared for President Buchanan last year will be distributed to the members of the Board, in the next week, following this meeting. President Buchanan suggested that Associate Vice President Mark Collins could possibly report to the Board in May on the progress made with safety and security since that report came out and where we go next. He said this is a topic on everyone’s mind and a very important one.

The Board then adjourned for “Take a Trustee to Class” at 9:45 a.m. followed by lunch.

**Friday, March 7, 2008
Old Main Boardroom**

Board of Trustees President Dick Davis called the meeting to order at 1:17 p.m.

AGENDA ITEM TITLE: Recognition of Alyssa Wechsler, Allen

CHECK THE APPROPRIATE BOX(ES):

- Work Session
 Education Session
 Information Item
 Other Specify: Recognition

MINUTES OF THE MEETING

Vice President for Academic Affairs Myron Allen introduced Alyssa Wechsler, 2007 Marshall Scholar. She is one of only thirty-seven college seniors nationwide selected to receive the award to study at Oxford University, where she plans to pursue a Masters degree in Nature, Society and Environmental Policy. She completed University of Wyoming bachelor's degrees in Zoology and Physiology and Environment and Natural Resources. In addition, she participated in numerous activities on and off campus. Those present congratulated her with a standing ovation and personal handshakes.

Friday, March 7, 2008

Business Meeting, Old Main Boardroom

The meeting was called to order at 2:55 p.m.

Roll Call

Board of Trustees Secretary James Trosper called the roll with those present being Dave Bostrom, Chuck Brown, Dick Davis, Betty Fear, Taylor Haynes, Warren Lauer, Jim Neiman, Dave Palmerlee, Ann Rochelle, Tom Spicer, James Trosper, and Howard Willson. Ex-Officios President Tom Buchanan and ASUW President David Kiren were also present. Chris Boswell from Governor Freudenthal's office and State Superintendant of Public Instruction Jim McBride were not present. Representing Jim McBride was Laurel Ballard.

Approval of Board of Trustees Meeting Minutes

Approval of the January Public Session Minutes will be deferred until the May meeting.

Approval of Executive Session Meeting Minutes

Tom Spicer moved and Taylor Haynes seconded a motion to approve the Executive Session minutes of January 24-26, 2008. Approval of the January Public Session minutes will be deferred until the May meeting. The motion passed.

Reports

ASUW

David Kiren reported on the gifting of a scholarship by the Chinese ambassador, to study for a full year in China. The first student to use the scholarship has been selected by a committee and will be name after qualifications are reviewed. Other scholarships given included one for a high school senior in Wyoming. March and April are very busy with all the student activities. He thanked the Board for the opportunities provided to him this year as this will be the last meeting he will attend as a Trustee.

President Davis thanked David for his hard work and wished him well in future endeavors.

Staff Senate

There is no report as Allen Tanner, President of Staff Senate was attending another meeting on campus.

Faculty Senate

Faculty Senate President Larry Hubbell reported that the Faculty Senate passed a UniReg regarding post-tenure review. Mr. Hubbell felt it is a good UniReg and should be up for review by the Board of Trustees soon. Another UniReg passed pertains to academic dishonesty and the creation of a central repository maintained by the Dean of Students. After two offenses, the student would be suspended for a year. Other legislation included the automatic stoppage of the tenure clock for certain instances such as birth of a child or child added to the family. There is also a resolution that suggests raising the faculty salaries to the national average.

This will be Larry Hubbell's last meeting as he is going to Sierra Leon soon on a Fullbright Scholarship.

Trustee Davis thanked him for his service this past year. He asked when the UniRegs will be coming to the Board. President Buchanan said that UniRegs must go through his office where he usually refers them to the legal office before they come before the Board.

Trustee Rochelle asked if the University subscribed to any service that scans theses into a database which could check for plagiarism. Larry was not sure about the storage of the theses. President Buchanan said two copies of theses were required at UW: one for permanent storage and one that could be checked out.

Public Testimony

Tara Hickerson, President of the Student Bar Association and Vice President Clayton Melinkovich, representing Law School students, commented on the recent tuition increase. Ms. Hickerson stated that the 6% University-wide increase and the 10% law school tuition increase resulted in a 16% increase in tuition, while the beginning salary of a lawyer in Wyoming is only around \$45,000. The law students are upset, and they have written a letter expressing their displeasure.

Mr. Melinkovich said they are speaking for 280 students and fielding a lot of questions. He hoped the increase isn't because of the national trend, because we have always bucked the trend. The increase was very unexpected and he realizes that even with the tuition increase the University of Wyoming is still at the bottom regarding tuition, and he feels we should stay there.

They both felt this put a tremendous burden on the students because of all the other rising costs. They entered law school with an estimate of what it would cost and this is totally unexpected.

Trustee Lauer asked if there were other funding mechanisms such as graduate assistantships. Ms. Hickerson said no. There are some scholarships from private donors.

Trustee Davis stated that, even with the increase, Wyoming is still at the bottom of the law school price range, and he asked if they saw any negatives flowing from that fact. Ms. Hickerson said absolutely not. If price equals quality or lack thereof, do you see any benefit to the law school as a result of the increase?

Trustee Haynes asked if they would feel better if we raised the undergrad tuition.

Ms. Hickerson said it would have been easier to bear if some of the costs were shared by undergrads.

Trustee Neiman stated that the University's mandate is for undergraduate education, not graduate schools.

Trustee Rochelle was concerned about law school scholarships. Has there been an effort at the law school to take a look at that as an area of fundraising and generating support?

David Kiren said at a recent town hall meeting that law students were opposed to putting the tuition increase back into scholarships.

Trustee Neiman asked if they had any opinion on in-state versus out of state tuition.

Ms. Hickerson said she thought out of state tuition should be low also.

Ms. Hickerson and Mr. Melinkovich thanked the Board of Trustees for their time.

Committee of the Whole (Regular Business)

1. Audit and Fiscal Integrity Committee Report, Lowe

Associate Vice President for Administration Janet Lowe presented the committee report to the Board. The committee met February 21, 2008 by conference call. They approved the minutes of the previous meetings. They reviewed an internal audit report by Van Jacobson. The audit committee had asked Mr. Jacobson to follow up throughout the year with reports and that is what was reviewed. The third item of business was the evaluation and reappointment of the external audit firm which she spoke of earlier in the meeting.

Trustee Brown as Chairman of the committee, thanked the committee members: Bostrom, Lauer, and Haynes.

Trustee Rochelle asked if there had ever been an audit of the Casper Family Practice and if it would be appropriate to take a look?

Vice President for Administration Phill Harris said, with respect to the educational side of the Family Medicine Program, the University Internal Auditor does audit them. He went on to clarify that the clinic CHC side undergoes an annual financial audit as is required because of federal funds. We do not currently have audit authority to step in and do an audit of their books. With respect to the relationship and funding, the clinic raises and spends its money in the clinic. The formula results in the University making no additional payment to the clinic outside of the educational side.

Trustee Rochelle said she is concerned about the revenue side, and if it would be helpful she would like the audit committee to be involved in that.

2. Recommendation from Honorary Degree Committee, Trustee Haynes

Trustee Fear moved that the Board of Trustees approve the recommendations of the Honorary Degree and Trustees' Award of Merit Committee as discussed in Executive Session.

Trustee Lauer seconded the motion which carried.

Vice President Harris noted that item three on the Consent Agenda is a place holder, as there are no construction contracts to be approved at this time. Trustee Lauer made the request to remove item three (3) Approval of Construction Contracts from the Consent Agenda.

Committee of the Whole- Consent Agenda

1. Approval of Contracts and Grants
2. Personnel
3. Approval of Construction Contracts (removed by request of Trustee Lauer per Vice President Harris' request.)
4. FY 2009 Fee Book
5. FY 2009 Salary Distribution Policy
6. Evaluation and Reappointment of External Auditors

Trustee Neiman moved to approve the consent agenda as amended. Trustee Taylor seconded the motion which passed unanimously.

Trustee Brown reported that the presidential review committee met and finalized the packet with the questionnaire which will be distributed Monday. There will be a meeting in April, in Casper, to formulate and finalize the document which will be available to the board at the May meeting.

Trustee President Davis asked for some feedback as to where they would meet. He would like to know preferences going forward.

New Business

There was no new business brought before the Board.

Date of Next Meeting

The date of the next meeting of the Board is May 7-9, 2008, in Laramie, Wyoming.

Adjournment

There being no other business before the board, Trustee Haynes moved for adjournment; Trustee Bostrom seconded the motion which passed.

The meeting was adjourned at 3:30 p.m.

Respectfully submitted,



Shannon Sanchez
Deputy Secretary, Board of Trustees



Cheryl Drake
President's Staff Assistant