

THE UNIVERSITY OF WYOMING

BOARD OF TRUSTEES' REPORT

March 5-7, 2009

The Final Report can be found on the University of Wyoming Board of Trustees website at <http://uwadmnweb.uwyo.edu/trustees>

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 5-7, 2009

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AGENDA ITEM TITLE: Long Range Development Plan Presentation, Harris

CHECK THE APPROPRIATE BOX(ES):

- Work Session
 Education Session
 Information Item
 Other Specify:

Consultants for the Long Range Development Plan (LRDP) will be providing the Board with an update on various elements of the LRDP including land and building use, housing, circulation and parking, and wayfinding.

AGENDA ITEM TITLE: K-12 Connections, Abernethy

CHECK THE APPROPRIATE BOX(ES):

- Work Session
 Education Session
 Information Item
 Other Specify:

Associate Provost Rollin Abernethy will provide a brief overview of UW's myriad of K-12 programs with colleagues in the College of Education and Student Affairs. The overview is intended to further Board discussion on UW's role in K-12 education.

AGENDA ITEM TITLE: FY 2010 Salary Distribution Policy, Harris

CHECK THE APPROPRIATE BOX(ES):

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

BACKGROUND AND POLICY CONTEXT OF ISSUE:

Funding is available to provide salary increases for university employees during FY 2010. 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 2010 Operating Budget. The Operating Budget will be submitted to the Board for approval at the May, 2009 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 2010 as a result of appropriations provided during the 2008 legislative session.

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

| Source | Short Description | Amount | Remark |
|------------------|---------------------------|---------------|-----------------------------------|
| 2008 Legislature | FY 2010 Base Pay Increase | \$4.8 M | Funding for a 4% salary increase. |

Note: number above excludes \$1.1 M for 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 2010 Base Pay Increase | \$224,000 | Funding for a 4% salary. |

Note: number above excludes \$31,000 for 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 2010 operating budget and (b) as scheduled grant activities permit during the fiscal year.

FY 2010 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, 2008, are eligible for a salary increase. Graduate Assistants may receive an increase as well. Eligibility alone does not guarantee that any particular employee will receive an increase.
2. It is university policy that all newly hired classified staff will be hired at 15% into the range for each pay grade.
3. All salary increases from this appropriation will be merit-based. Merit-based raises have three elements. First, 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.
4. Funding will be allocated from the appropriation for the purpose of addressing academic promotion raises as well as merit-based raises more generally.
5. Any funding needed to provide salary adjustments for employees hired after December 31, 2008, 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.
6. 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 2010 as described.

PRESIDENT'S RECOMMENDATION:
The President recommends Board approval of the FY 2010 salary policy.

AGENDA ITEM TITLE: Endowment Update, Blalock

CHECK THE APPROPRIATE BOX(ES):

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

Vice President for Institutional Advancement Ben Blalock will brief the Board on discussions from the Foundation Board Meeting which took place in Scottsdale, Arizona, February 5-7, 2009.

AGENDA ITEM TITLE: University Planning, Allen

CHECK THE APPROPRIATE BOX(ES):

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

Provost and Vice President for Academic Affairs Myron Allen will lead a discussion with the Board.

AGENDA ITEM TITLE: Legislative Briefing, Miller/Buchanan

CHECK THE APPROPRIATE BOX(ES):

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

Vice President for Governmental, Community and Legal Affairs, Rick Miller will brief the Board on the Legislative Session. Materials may be distributed at the meeting.

AGENDA ITEM TITLE: Budget Planning, Allen

CHECK THE APPROPRIATE BOX(ES):

- Work Session
 Education Session
 Information Item
 Other Specify:

Provost and Vice President for Academic Affairs Myron Allen will lead a discussion with the Board.

BACKGROUND AND POLICY CONTEXT OF ISSUE:

UNIVERSITY
OF WYOMING

Office of Academic Affairs
Dept. 3302, 1000 E. University Ave.
Laramie, WY 82071 USA
voice: 307 766 4286 fax: 307 766 2606

Myron B. Allen
Provost and Vice President
312 Old Main
allen@uwyo.edu

To: UW Vice Presidents, Academic Deans and Directors, Athletic Director, Staff Senate President, ASUW President, Faculty Senate Chair
From: Myron Allen
Subject: Budget Planning
Date: 12 February 2009, *REVISED 13 February 2009, as shown in italics*
Copies: President Buchanan, UW Associate Vice Presidents

In a memorandum dated January 20, 2009, President Buchanan directed the university community to examine UW's budgets, with the goal of resolving them into priority levels to guide future university-level decisions. The task is especially topical in light of the world-wide economy: although Wyoming enjoys a cushion against the harshest effects of the current recession, we cannot be sure that the cushion will shield the university against the need for difficult decisions within the next few months or years. In addition, unlike most state agencies, UW enjoys tremendous budgetary authority to move resources within its budgets, to adapt to new needs and priorities. While discussions about internal reallocation are inevitably stressful, the institution has a responsibility to undertake them. This responsibility is never clearer than in times like the present, when the institution's aspirations appear likely to outstrip the Legislature's continued ability to fund them through budget increases alone.

This memo outlines the ground rules, process, format, and timeline for conducting the budget planning examination called for in the President's January 20 memo. Also appended is a budget primer that may help inform the conversations.

Ground rules

Consistent with President Buchanan's memo, two ground rules will govern the discussion. First, the emphasis must be on preserving and advancing UW's academic quality and stature. The institution's

prospects are bright, having been amplified by a recent history of remarkable strides attributable to favorable state budgets and our collective willingness to focus on areas of distinction. Unfocused, dissipative measures, such as across-the-board budget cuts, are administratively convenient but antithetical to the strategies that build excellent universities. Priority setting — while difficult and inherently subjective — is essential.

Second, any budgetary measures, whether they involve increases, decreases, or reallocations, must be consistent with UW's mission statement, vision, and strategic plan.¹ Embedded in the vision is "our mission to explore, create, and share knowledge, in areas that are meaningful to our constituencies and at a level of accomplishment that garners international recognition." We must use our plans as guideposts.

Of primary interest is UW's Section 1 budget — the portion funded mainly by Legislature-authorized General Fund appropriations and tuition. However, it is reasonable to examine other portions of the budget, including those sustained by self-generated revenues.

Process

The process outlined below reflects my belief that priority setting and adherence to plans require the sharing of perspectives within and among constituencies. I am asking each of the following constituency groups to develop a white paper, addressed to the Office of Academic Affairs, discussing UW's budgets and the broadly defined priorities that should guide decisions about their use.

| Constituency Group | Leader |
|--|-------------------------------|
| ASUW | President Kelsey Day |
| Division of Administration | Vice President Phill Harris |
| Division of Government, Community, and Legal Affairs | Vice President Rick Miller |
| Division of Information Technology | Vice President Robert Aylward |
| Division of Intercollegiate Athletics | Director Tom Burman |
| Division of Institutional Advancement | Vice President Ben Blalock |
| Division of Research and Economic Development | Vice President Bill Gern |
| Division of Student Affairs | Vice President Sara Axelson |
| Staff Senate | President Jauque Schuman |
| Faculty Senate | Professor Hannelore Mundt |
| Deans' and Directors' Council | Dean Kay Persichitte |

Each constituent group will develop a white paper, no longer than 10 pages. The group's leader will submit an electronic draft to the Office of Academic Affairs by March 13. After review and feedback from the Office of Academic Affairs, the constituency groups will develop and submit final versions.

I owe President Buchanan a report, informed by the findings in these white papers. *In light of the Governor's February 12 memo to all state agencies, the deadline for that report is now April 30.* I expect the report to be comparable to the white papers in length and to be available for review by the university community.

Format for the white papers

Each white paper should consist of four sections:

¹ These texts appear in the draft of *Creation of the Future: University Plan 3, 2009-2014*, viewable at http://www.uwyo.edu/AcadAffairs/Univ_plan/up3_draft.pdf.

Section one. The first section should briefly define each tier in a three-tier framework for thinking about UW's expenditures:

Core elements of UW's mission
 High-priority activities that support the core
 Enhancements

This framework furnishes a lens through which to answer two questions, which are the topics for the second and third sections of the white paper. It is also a vehicle for establishing broad principles upon which to make budget-related decisions.

Section two. The second section should answer the question: Which major elements of UW's current overall operations belong to each of these three tiers? Answers to this question should include brief rationales, with reference to UW's mission statement and planning documents where possible.

Section three. The third section should answer the question: Which major elements of the constituency group's bailiwick belong to each of these three tiers? Again, answers should include brief rationales.

Section four. The last section of the white paper — no longer than one page — is an opportunity to propose other approaches to create budget flexibility and relieve persistent budget pressures. Measures of this type may not easily fit into the three-tier priority-setting framework. Examples include but need not be limited to:

- Concrete methods for organizing some operations or functions more efficiently
- Pruning the curriculum to minimize unnecessary overlap in courses.
- Capping salary increases at the highest salary levels.
- Requiring fundraising through philanthropy to operate on a self-sustaining budget.
- Delivering fewer sections of multi-section courses frequently staffed by temporary instructors.
- Limiting faculty hiring into ranks above assistant professor.
- Establishing a fixed institution-wide budget for faculty start-up packages.
- Eliminating University Studies requirements that faculty members appear reluctant to teach.
- Establishing a target national percentile to guide increases in UW's tuition rates.

Most measures in this category will have a few proponents and many detractors, so it is important to include brief rationales and to prioritize the measures proposed.

Timeline

| Dates | Task |
|----------|---|
| February | Discussions within constituent groups, coordinated by group leaders |
| 13 March | Draft white papers to the Office of Academic Affairs |
| 3 April | Feedback from Academic Affairs to constituent groups |
| 15 April | Revised recommendations by constituent groups to Academic Affairs |
| 30 April | Provost's recommendations to the President |

APPENDIX

UNIVERSITY OF WYOMING BUDGET PRIMER

This appendix provides a brief overview of UW's budgets, originally developed for members of the Board of Trustees. The overview is organized as follows:

1. ASSETS:

Overall asset categories

Section 1: specific funds

Section 2: specific funds

2. EXPENDITURES:

Expenditure categories

Programs supported by expenditures

Workbooks containing details of the Section 1 budget are viewable at the Academic Affairs website. Hard copies of the complete UW operating budget are available at the Coe Library circulation desk.² Three pie charts at the end of this appendix give analyses of the Section 1 budget by source, expenditure category, and program.

² "Operating budget for the fiscal year ending June 30, 2009," [LD6253 .U56](#)

1. ASSETS

| ASSET CATEGORY | DESCRIPTION |
|------------------------|--|
| SECTION 1 | <p>UW's general operating budget, supported by:</p> <ul style="list-style-type: none"> • Legislative appropriations from the state's general fund (often referred to as the "067 agency account" after the section of the biennial appropriation bill in which the budget appears), • Federal formula funds for the College of Agriculture • UW Income Fund (mostly tuition) • Certain other revenues (land income, federal mineral royalties) • Unrestricted income from the UW Foundation <p>It is common to refer to the Legislature-funded portion of the Section 1 budget as the "block grant", since UW has the authority to move money around within this account without seeking line-by-line approval.</p> |
| SECTION 2 | <p>Self-sustaining budgets, including:</p> <ul style="list-style-type: none"> • Sponsored research grants and contracts, • Revenue from auxiliary operations (e.g., residence halls, student union, duplicating, concessions) • Student fees. |
| SPECIAL APPROPRIATIONS | <p>Operating budgets for specific activities authorized by the Legislature outside of the Section 1 and Section 2 budgets. Included in this category are the UW-administered portion of the Western Interstate Commission for Higher Education ("069 agency account"), Enhanced Oil Recovery Commission ("070 agency account"), and UW - Medical Education ("167 agency account"). UW may not transfer funds among these accounts or between these accounts and the Section 1 budget. In addition, these accounts have constraints that do not apply to the block grant, such as caps on the number of employees.</p> |
| CAPITAL CONSTRUCTION | <p>Budgets for direct construction, architectural and engineering fees, equipment and furnishings, contingencies and associated costs. Funds for financing such projects may come from:</p> <ul style="list-style-type: none"> • State general funds • Bonds issued against predictable sources of revenue, such as student use fees and federal mineral royalties. • Gifts and state matching funds • A combination of these sources. |

SECTION 1: SPECIFIC FUNDS, SOURCES OF MONEY, AND CONSTRAINTS ON THEIR USE

| FUND | DESCRIPTION |
|--|--|
| UW INCOME FUND | Revenue deposited to this fund comes from three sources: (1) tuition and fees (by far the largest source); (2) sale of agricultural products; and (3) income from intercollegiate athletic events. These funds are unrestricted except that athletic income is utilized only for Intercollegiate Athletics. |
| FEDERAL MINERAL ROYALTIES FUND | The source of income for this fund is mineral royalties from production on federal lands in Wyoming. These restricted revenues are used for the payment of principal and interest on bonded debt, constructing and equipping new buildings, repair of existing buildings and purchase of improved or unimproved real estate. UW currently uses a portion of this fund in the Section I budget for "Maintenance, Operation and Repair of Plant." |
| SALES AND SERVICES FUND | The primary revenue sources for this fund are indirect costs recovery and interest income from the investment of funds held by the University. Other sources include library fines, parking fines, bad check charges, utility sales to fraternities and sororities, and sale of livestock and agricultural products produced as a result of instructional activities. This fund is unrestricted and may be used for any University purpose. |
| FEDERAL FUNDS - AGRICULTURAL RESEARCH | These funds are provided by Congressional appropriation under the McIntire-Stennis and Hatch Acts. They are restricted to uses supporting agricultural research. |
| FEDERAL FUNDS - AGRICULTURAL EXTENSION | These funds are provided by Congressional appropriation under the Smith-Lever Act, and are restricted to be used for agricultural extension programs. |
| AGRICULTURAL COLLEGE LAND INCOME FUND | This fund was created by the federal Morrill Act which provided for a land grant of 90,000 acres to the Territory of Wyoming. A permanent fund was created in conjunction with the act to receive all proceeds from the sale of such lands. The fund derives its income from interest on the permanent fund and from rental of lands. These revenues are restricted to use for teaching of agricultural and mechanical arts, including military tactics. |
| UNIVERSITY LAND INCOME FUND | The fund was created by Federal Land Grant of 72 sections, and proceeds from the sale of such lands are placed in a permanent fund. The fund derives its revenue from interest on the permanent fund and from rental of lands. These funds are unrestricted and may be used for any University purpose. |

SECTION 2: SPECIFIC FUNDS, SOURCES OF MONEY, AND CONSTRAINTS ON THEIR USE

| FUND | DESCRIPTION |
|---------------------------|---|
| AUXILIARY ENTERPRISES | Income from self-sustaining enterprises, such as the auto repair shop, motor pool, university golf course, TransPark, residence halls, dining services and other enterprises |
| GIFTS AND CONTRIBUTIONS | Non-federal support from corporations, foundations, and private contributors, in cases where there is no specific work for hire. |
| SPONSORED RESEARCH | Revenue primarily from Federal agencies, but also state, corporate, contracts and grants, as well as foundation funding supporting sponsored research and specific educational and service programs. Sponsored research generally involves work for hire. |
| ASUW | Revenue generated by student organizations (ASUW) and income received as gifts to support the student loan program. |
| DEBT SERVICE | Revenues, including federal mineral royalties, that are earmarked for interest and principal payments of the University's outstanding bonded indebtedness, and for other debt service charges such as sinking fund payments. |
| INTERCOLLEGIATE ATHLETICS | Revenues generated through gifts, grants and contracts, and auxiliary services used to support Athletic activities, as well as revenue from sport events. |

2. SUMMARY OF EXPENDITURES

EXPENDITURE CATEGORIES DEFINED BY THE NATIONAL ASSOCIATION OF COLLEGE AND UNIVERSITY BUSINESS OFFICERS (NACUBO)

| CATEGORY | DESCRIPTION |
|----------------------------|---|
| PERSONAL SERVICES | All salary and wage compensation for university employees and students and employee benefit programs in which the university participates. |
| SUPPORT SERVICES | Expenses for services required by the university in the discharge of its functions or to fulfill legal obligations of the university. Types of expenditures include, but are not limited to, commodities purchased for consumption, such as office supplies, printing, stationery, and small tools, continuing costs for rental of real estate or equipment, irrigation assessments, insurance premiums, and maintenance service contracts rendered on a predictable basis. |
| TRAVEL | Travel expenses for university employees, students, guests or the Board of Trustees to attend business-related meetings, conferences, etc. |
| EQUIPMENT | Expenditures for non-consumable items acquired with a net cost of at least \$500 and a useful life of 2 years or more. |
| GRANTS AND AID PAYMENTS | Payments to local governments, private organizations, and individuals of grants and benefits of University aid distribution and distribution of federal aid and grant monies earmarked for specific purposes and programs, to be expended by university employees, students, or individuals. |
| NON-OPERATING EXPENDITURES | Fiscal transactions and expenditures, the costs of which are not ultimately borne by or chargeable to the university spending or distributing department or fund as a cost of administration of programs and purposes. |
| CONTRACTUAL SERVICES | Expenditures for services rendered to the university, and materials used therewith, under expressed contracts, usually special in nature and performed on a project or case basis. |

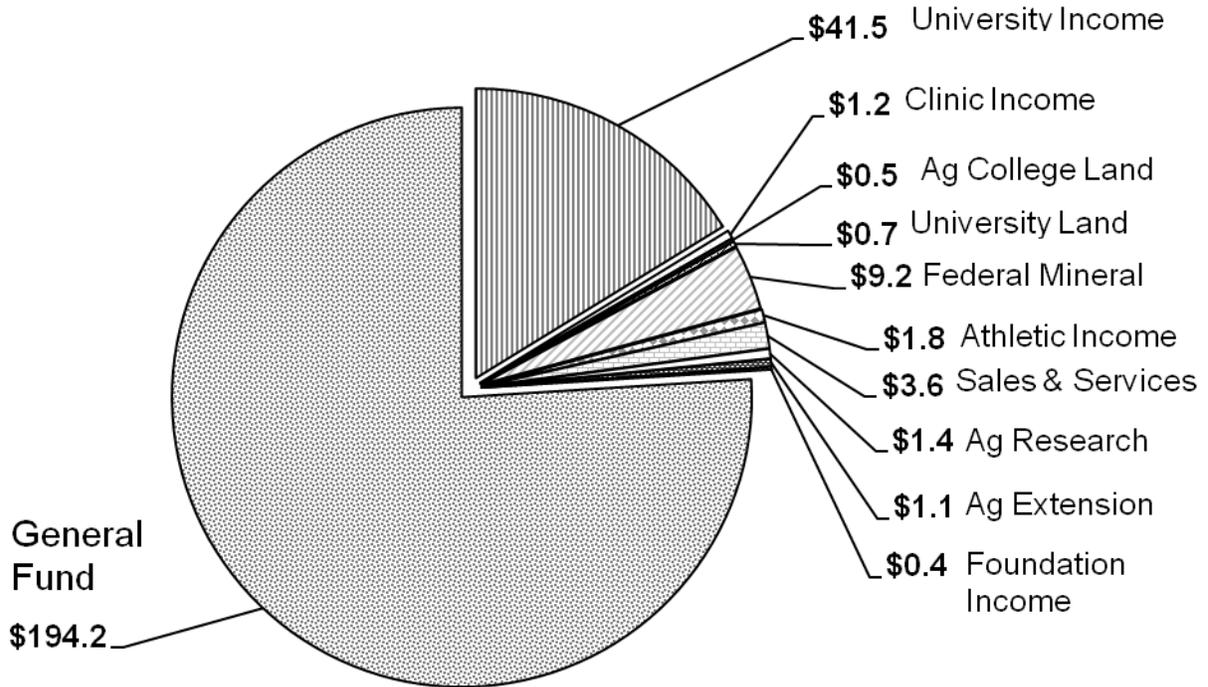
PROGRAMS SUPPORTED BY EXPENDITURES AS DEFINED BY NACUBO

Expenditures to support these programs may be made in any of the categories listed above.

| PROGRAM | DESCRIPTION |
|------------------|---|
| INSTRUCTION | Expenditures for all activities directly related to instruction. Expenditures for credit and noncredit courses, for academic, vocational, and technical instruction, for remedial and tutorial instruction, and for regular, special and extension sessions are included in this program. |
| RESEARCH | This program includes all expenditures for activities specifically organized to produce research outcomes, whether commissioned by an agency external to the institution or separately budgeted by an organizational unit within the institution. Subject to these conditions, it includes expenditures for individual and/or project research as well as those of institutes and research centers. |
| PUBLIC SERVICE | Funds are expended for activities established primarily to provide non-instructional services beneficial to individuals and groups external to the institution. These activities include community service programs (excluding instructional activities) and cooperative extension services. Included in this program are conferences, institutes, general advisory services, reference bureaus, radio and television, consulting, and similar non-instructional services to particular sectors of the community. |
| ACADEMIC SUPPORT | Funds are expended primarily to provide support services for the institution's primary missions: instruction, research, and public service. It includes (1) operations for the retention, preservation, and display of educational materials, for example, libraries, museums, and galleries; (2) the provision of services that directly assist the academic functions of the institution; (3) audiovisual services and technology services, such as computing support; (4) academic administration (including academic deans but not department chairs) and personnel development to provide administration support and management direction to the three primary missions; and (5) separately budgeted support for course and curriculum development. |
| STUDENT SERVICES | Funds expended for the offices of admissions and the registrar and those activities whose primary purpose is to contribute to the student's emotional and physical well-being and to his or her intellectual, cultural, and social development outside the context of the formal instruction program. It includes expenditures for student activities, cultural events, the student newspaper, intramural athletics, student organizations, intercollegiate athletics (if the program is operated as an integral part of the department of physical education and not as an essentially self-supporting activity), counseling and career guidance (excluding informal academic counseling by the faculty), student aid administration, and student health service (if not operated as an essentially self-supporting activity). |

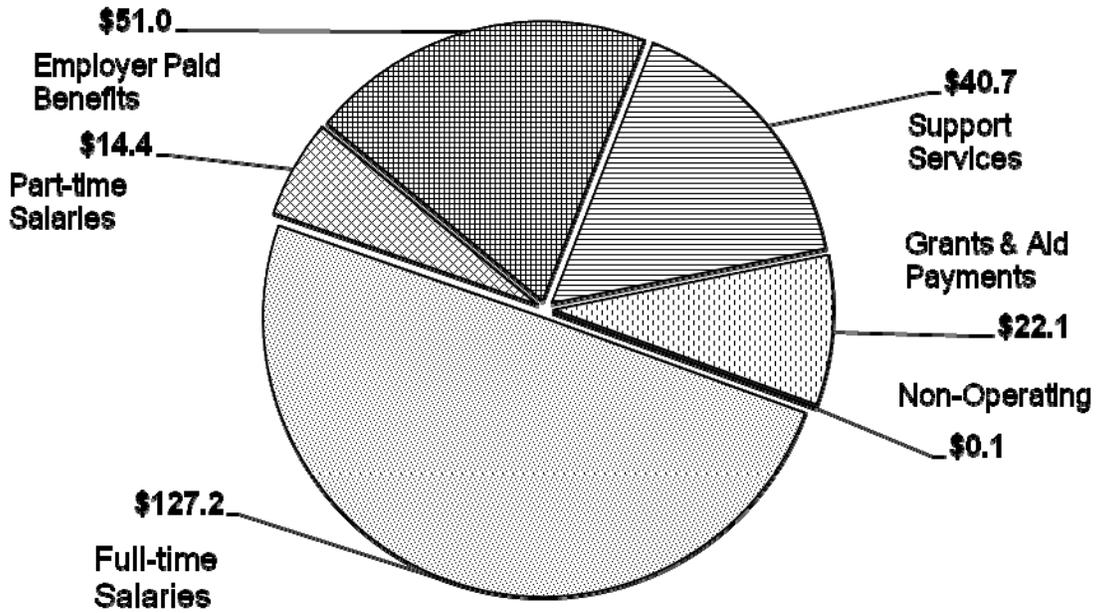
| | |
|---|--|
| <p>INSTITUTIONAL SUPPORT</p> | <p>Expenditures for: (1) central executive-level activities concerned with management and long-range planning of the entire institution, such as the governing board, planning and programming, and legal services; (2) fiscal operations, including the investment office; (3) administrative data processing; (4) space management; (5) employee personnel and records; (6) logistical activities that provide procurement, storerooms, safety, security, printing, and land transportation services to the institution; (7) support services to faculty and staff that are not operated as auxiliary enterprises; and (8) activities concerned with community and alumni relations, including development and fund raising.</p> |
| <p>OPERATION AND MAINTENANCE OF PLANT</p> | <p>Expenditures for the operation and maintenance of the physical plant. This program includes all expenditures from operations established to provide services and maintenance related to grounds and facilities. Also included are utilities, fire protection, property insurance, and similar items. It does not include expenditures made from the institutional plant fund accounts.</p> |
| <p>SCHOLARSHIPS AND FELLOWSHIPS</p> | <p>Expenditures for scholarships and fellowships in the form of grants to students, resulting either from selection by the institution or from an entitlement program. It also includes trainee stipends, prizes, and awards, except trainee stipends awarded to individuals who are not enrolled in formal course work, which are charged to instruction, research, or public service as appropriate.</p> |
| <p>INTER- COLLEGIATE ATHLETICS</p> | <p>Intercollegiate athletic accounts whose funding is supported by the University of Wyoming, including athletic scholarships but not including club sports, which fall under the student services program.</p> |

**UNIVERSITY OF WYOMING
FY 2009 BUDGET, SECTION I FUNDING BY SOURCE
(067 and 167 Agency Accounts in Millions)**



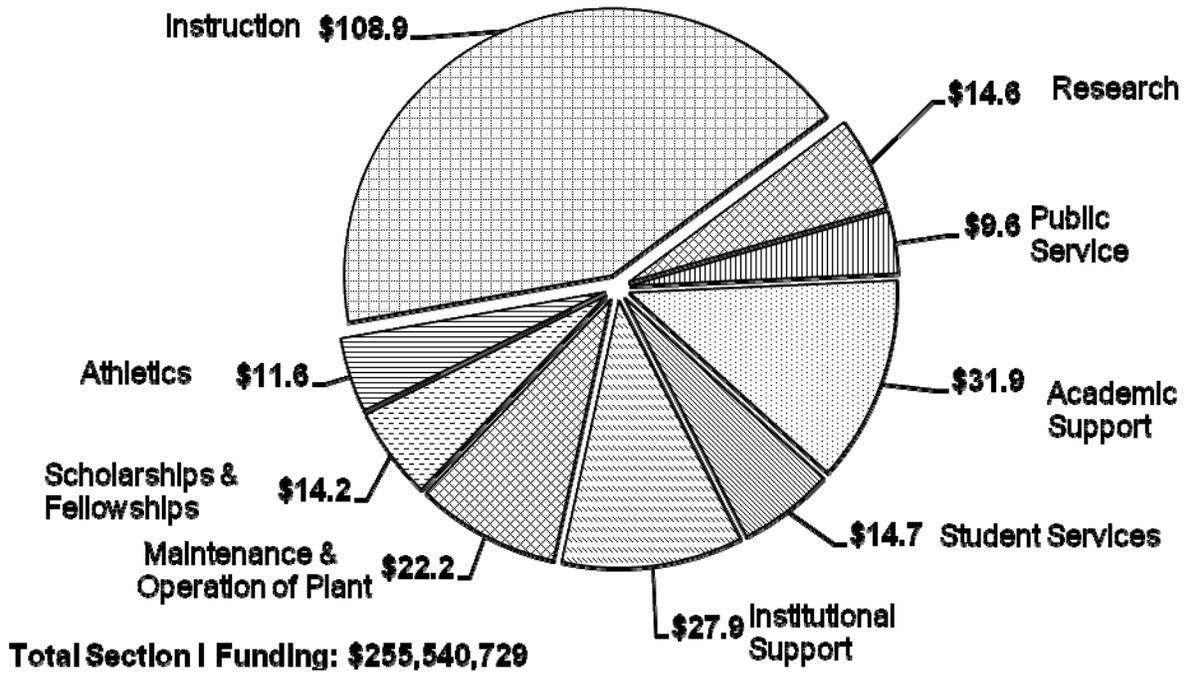
Total Section I Funding: \$255,540,729

**UNIVERSITY OF WYOMING
FY 2009 BUDGET, SECTION I EXPENDITURE DISTRIBUTION
(Departments 067 and 167 In Millions)**



Total Section I Funding: \$255,540,729

**UNIVERSITY OF WYOMING
FY 2009 BUDGET, SECTION I FUNDING BY PROGRAM
(Departments 067 and 167 in Millions)**



AGENDA ITEM TITLE: WWAMI Policy, Allen

CHECK THE APPROPRIATE BOX(ES):

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

BACKGROUND AND POLICY CONTEXT OF ISSUE:

UW's WWAMI program is a contract arrangement in which the State of Wyoming subsidizes Wyoming students' medical education at the University of Washington School of Medicine. The contract provides that students must repay the state if they do not actively engage in professional practice or other professional pursuits in Wyoming for three years after completing their training. UW operates the program under the authority of Wyoming Statute §21-17-109, attached as Appendix 1 to the guidelines proposed below. Each participating student signs a contract, the template for which appears in Appendix 2. Paragraph 10 (c) of this contract assigns to the UW Board of Trustees authority to determine, on a case-by-case basis, whether part-time in-state practice constitutes active engagement in professional practice or other professional pursuits in Wyoming for purposes of cancelling the repayment obligation. The present document proposes a set of guidelines for the Board to make this determination.³

The guidelines reflect two considerations. The first is the need for consistency with the existing statute and contracts. The second is a desire to advance one intent of the legislation, which is to promote greater access to medical care in Wyoming. The document also outlines administrative measures for monitoring the implementation of decisions in which the Board has decided to grant a petition.

PRIOR RELATED BOARD DISCUSSIONS OR ACTIONS:

The Board has not previously considered policy guidelines for assessing part-time medical practice by WWAMI graduates.

WHY THIS ITEM IS BEFORE THE BOARD:

Paragraph 10 c of the contract signed by WWAMI students states that:

Part-time professional practice or part-time professional pursuits may be considered by the Board for cancellation purposes upon petition by the student. [Emphasis in the original.]

At its January 2009 meeting, the Board directed the UW administration to develop a set of guidelines for reviewing petitions of this type.

³Policies in other WWAMI states provide little guidance here. Only Alaska has a payback provision analogous to Wyoming's, and Alaska's geography makes it less likely that issues of part-time in-state practice will arise.

ARGUMENTS IN SUPPORT:

Part-time professional practice or professional pursuits in Wyoming can take a wide range of forms. Guidelines for the review of petitions will promote consistency in the Board's decisions, not only from case to case but also with respect to the intent of the legislation that authorizes the WWAMI contract program.

ARGUMENTS AGAINST:

None

ACTION REQUIRED AT THIS BOARD MEETING:

The policy delineated below appears on the consent agenda.

PRESIDENT'S RECOMMENDATION:

President Buchanan recommends approval.

Proposed guidelines

The following guidelines recognize that the decisions must be made case by case.

1. **Practice in Wyoming.** To engage in professional practice in Wyoming means to practice medicine as defined in Wyoming statute §33 - 26. Since neither this statute nor Wyoming statute §21-17-109 requires that the physician live in Wyoming, place of residency per se is not a criterion for active engagement in professional practice in Wyoming.
2. **Full-time practice.** The Board may consider a physician to be engaged in full-time professional practice in Wyoming when he or she is engaged in professional practice in Wyoming for an average of at least 1800 hours per year (for example, 40 hours per week for 45 weeks per year).
3. **Part-time practice.** The Board may consider professional practice at sites located within Wyoming, averaging less than 1800 hour per year, to constitute part-time practice in Wyoming.
4. **Petitions to accept part-time practice.** The Board should consider a physician's petition to accept part-time practice only if the physician presents to the University of Wyoming WWAMI Director a written plan specifying:
 - a. The nature of the practice to be performed at sites in Wyoming,
 - b. The average number of hours per year of professional practice to be performed at sites in Wyoming,
 - c. The nature and average number of hours per year of professional practice outside Wyoming at sites that will serve Wyoming citizens,
 - d. Other professional activities, such as telemedicine services or training of health-care professionals, that will improve the medical care available to Wyoming citizens.

The WWAMI Director, Director of Medical Education, and Dean of Health Sciences shall forward the plan, along with a recommendation, to the Provost, who shall review the plan and recommendation and forward a recommendation to the President. The Board of Trustees shall make the final determination.

5. **Factors in assessing part-time practice plans.** In assessing a physician's plan for part-time practice, the Board may take into account the following factors:
 - a. *Enhancement of care in underserved communities.* Will the physician's plan significantly improve access to medical care by Wyoming citizens living in an area of the state that is currently underserved?
 - b. *Enhanced access to a specialty.* Will the physician's plan significantly improve access by Wyoming citizens to a particular specialty of medicine? The Board

may take into account the practical needs (1) to maintain a practice in a location where the physician has access to specialized equipment, expertise, and infrastructure or (2) to practice in a place where there is a patient base sufficient for practice to be viable as a business.

- c. *Enhanced hospital capabilities.* Will the physician's plan significantly add to the medical services available at a Wyoming hospital?
 - d. *Enhanced physician training.* Will the physician's plan significantly improve the training of physicians in a medical residency or fellowship program in Wyoming? The Board may take into account evidence that physicians completing the residency or program in question have subsequently established and maintained practice in Wyoming.
 - e. *Enhanced professional development.* Will the physician's plan significantly add to the continuing professional development of practicing physicians or other practicing health-care professionals in Wyoming?
6. **Length of service.** The Board's decision on whether to accept or reject a part-time practice plan is final. As a general guideline, the Board should approve a plan only if Board members consider the plan to provide sufficient service to satisfy the WWAMI payback provision within the three years specified in statute.

Administrative measures

Monitoring part-time practice plans. If the Board approves a part-time practice plan, the physician must submit to the UW WWAMI Director, after each year of the three-year period, a report that quantitatively summarizes his or her contributions to elements "a" through "d" of the plan. The Director will forward this annual report, together with an assessment, to the Director of Medical Education, Dean of Health Sciences, Provost, and President. The Board of Trustees may review these annual reports at any time.

Termination of a plan. In cases where a physician implementing a part-time practice plan abandons that plan before its completion or where the Board of Trustees determines that the implementation of the plan is no longer adequate to satisfy the spirit and intent of the WWAMI payback arrangement, subsequent administration of the physician's contract repayments will proceed according to the prevailing arrangements for physicians who leave active full-time practice or other professional pursuits in Wyoming before the standard three-year payback period is complete.

Review of guidelines. The Board of Trustees may review these guidelines at any time, in the interest of promoting greater consistency with the spirit or intent of Wyoming Statute §21-17-109.

APPENDIX 1: Wyoming statute applicable to WWAMI contracts and repayment

§ 21-17-109. Course in field of professional health services; authority to offer; contracts with students; repayment of funds expended; deposit of repayments.

(a) In addition to other powers heretofore granted to the trustees of the University of Wyoming, the board may offer and provide, in whole or in part at the university or in whole or in part at other institutions, universities or colleges within or without the state, a course of training and education in the field of professional health services including and limited to medicine, dentistry, veterinary, optometry or nursing.

(b) To accomplish the purposes hereof and in order that degrees in such fields of professional health services may be awarded by the university the board of trustees may enter into contracts with other institutions, universities or colleges within or without the state that maintain schools for the training and education of students in professional health services and to expend its funds in connection therewith.

(c) Students desiring to avail themselves of the opportunities under this section, before enrolling for such courses and having passed a competitive examination, must be approved by the president of the university acting with the advice of the respective state board in each particular field. No student shall be approved by the president unless the student or the student's father, mother or lawful guardian are residents of Wyoming and have been residents for not less than five (5) years immediately prior thereto.

(d) In addition to the requirements of subsection (c) of this section, before expending any funds the board of trustees shall obtain an agreement from each student whereby the student agrees to:

(i) Authorize the state of Wyoming to pay all tuition costs incurred in his or her medical education as determined by any contract between the state of Wyoming and the school of medicine providing that education; and

(ii) Actively engage in professional practice or other professional pursuits in Wyoming for not to exceed three (3) years as the board requires. The taking of a family practice residency program in the state shall be credited toward the practice requirements at the rate of one-third (1/3) year of practice for each year of service in a family practice residency program in the state; or

(iii) Repay all amounts expended by the state of Wyoming under paragraph (i) of this subsection on the student's education, together with interest which shall begin accruing after the student's residency but in no event later than eight (8) years after the student enters into an agreement, upon terms specified by the board. However, interest shall begin to accrue if the board finds that the student has withdrawn from medical school or a residency program or is otherwise not making satisfactory progress toward completion of the degree or program. Money expended under this subsection shall accrue at an annual interest rate equal to that charged for federal Stafford loans at the time interest begins to accrue, which rate shall be adjusted annually

to match the federal Stafford loan rate. In no event shall the interest rate be greater than eight percent (8%);

(iv) Upon recommendation of the president of the university, the board of trustees may relieve a student of the obligation to repay amounts expended under paragraph (i) of this subsection, in whole or in part, where repayment would cause undue hardship. The university shall annually report the number of students relieved from repayment under this paragraph to the joint labor, health and social services interim committee not later than October 1.

(e) Any amounts paid by medical students in accordance with the contractual arrangements authorized under this section effective July 1, 2005, and thereafter, shall be deposited into a special fund designated the Medical School Student Fund, maintained and separately accounted for by the University of Wyoming, which fund may be added to by specific contributions from other sources. The fund may be invested, at the discretion of the president of the University of Wyoming and the dean of the College of Health Sciences, for the production of income. The investment income shall be expended by the University of Wyoming for assistance and scholarships to medical students as authorized by the president of the University of Wyoming and the dean of the College of Health Sciences. The principal of the fund established shall remain unimpaired and only the income derived therefrom may be collected and expended from year to year. On or before October 1 of each year, the university shall submit a report to the joint labor, health and social services interim committee on income to the fund and expenditures from fund earnings during the prior fiscal year.

(Laws 1950, Sp. Sess., ch. 12, §§ 1-3; W.S. 1957, 21-347 to 21-349; Laws 1975, ch. 65, § 1; ch. 107, § 1; 1977, ch. 169, § 1; Rev. W.S. 1957, § 21-2-109; Laws 1980, ch. 42, § 1; 1993, ch. 203, § 1; 2004, ch. 105, § 1.)

APPENDIX 2: Standard Wyoming WWAMI Medical Contract

Wyoming Medical Contract

No. _____

This contract is made by and between the University of Wyoming, hereinafter University, and «First» «Middle» «Last», hereinafter Student.

WHEREAS, University is authorized by Wyoming statutes to administer a contract support program for medical students; and

WHEREAS, certain terms are specified by statute and others are left to the discretion of the University Board of Trustees; and

WHEREAS, Student desires to attend medical school under the terms specified by the contract and in accordance with Wyoming statutes and any guidelines, which may be established by the Board of Trustees of the University of Wyoming.

NOW THEREFORE in exchange for the mutual promises and covenants contained herein University and Student agree as follows:

1. Definitions:
 - a. Professional Practice: Practicing medicine as defined under Wyoming statutes.
 - b. Professional Pursuits: Employment requiring a medical degree and determined by the University of Wyoming, in its sole discretion, to be a professional pursuit.
 - c. Tuition Costs: All funds paid by the University of Wyoming through the Medical Contract Program on behalf of Wyoming students participating in a medical education program.
2. University will contract with selected medical school(s) for the provision of medical education to students who meet Wyoming statutory guidelines and University and medical school admission guidelines.
3. University will advance support payments for the Student to the selected medical school from funds drawn from appropriations of the Wyoming State Legislature and subsequent appropriations as may be approved for the support of contracts for the medical education of Wyoming residents.

4. Student shall pay, as set forth herein, all tuition costs as may from time to time be paid for Student's medical education, plus interest as specified by Wyoming statutes, together with all attorney's fees and other costs necessary for the collection of any amount not paid when due.
5. Repayment by Student shall be made over a period commencing one year after the date on which the Student ceases to be enrolled in a fully accredited medical school or residency program whichever is the later as determined by the University. Repayment shall be made in monthly installments for a period of time not to exceed ninety-six (96) months. Monthly payments shall be calculated on the basis of the total accumulated balance on the schedule of support payments, along with interest thereon as specified by Wyoming statutes, and each payment shall be as nearly equal as possible to one ninety-sixth of the total to be repaid.

As used in this paragraph, "residency program" means the first ACGME approved residency program following graduation from medical and a second ACGME residency or fellowship program following graduation, where the second program is two years or less in length. A second program greater than two years in length may be approved by a review committee where the committee finds that the residency or fellowship program would provide the physician additional training in a specialty for which Wyoming is underserved. The review committee shall consist of the Dean of the College of Health Sciences, the Director of the Wyoming Department of Health, the Directors of the University's family practice residency programs and two physicians designated by the Wyoming Medical Society. A Student shall be deemed to be continuously enrolled in a residency program as defined in this paragraph if the student begins a second residency or fellowship program within one year following completion of first residency program.

If a Student begins making monthly repayment under this paragraph, and prior to the expiration of forty-eight (48) calendar months beginning with the calendar month in which the first repayment was received by the University, the Student enters active full-time professional practice, or other full-time professional pursuits deemed by the Board to be equivalent of practice, within the State of Wyoming, the following shall occur:

- a. The obligation to make installment payments shall be suspended, however, the interest shall continue to accrue.
- b. As used in subparagraph c. of this paragraph, "total debt" means the sum of payments the Student paid to the University under this paragraph 5 prior to entering active full-time professional practice, or other full-time professional pursuits deemed by the Board to be equivalent of practice, within the State of Wyoming, plus the remaining accrued and unpaid debt under the schedule of support payments.

- c. Upon the completion of the first year of full-time professional practice or other full-time professional pursuits in Wyoming, an amount equal one-third of the total debt at that point shall be canceled. The cancellation shall apply first to interest accrued, then to principal of unpaid debt, and if all accrued interest and principal has been canceled, then prior payments under this paragraph shall be refunded to the Student as necessary to cancel one-third of the total debt. Upon completion of the second year of full-time professional practice or other full-time professional pursuits in Wyoming, one-half of the remaining total debt at that point shall be canceled. The cancellation shall apply first to interest accrued, then to principal of unpaid debt and if all accrued interest and principal has been canceled, then prior payments under this paragraph shall be refunded to the Student as necessary to cancel one-half of the remaining total debt. Upon the completion of three years of full-time professional practice or of full-time professional pursuits in Wyoming, the total debt shall be canceled, including refunding all prior payments by the Student to the University under this paragraph.
6. Interest shall begin accruing after the Student's residency but in no event later than eight (8) years after the Student enters into this agreement. Interest shall accrue at an annual rate equal to that charged for federal Stafford loans at the time interest begins to accrue, which rate shall be adjusted annually to match the federal Stafford loan rate. In no event shall the interest rate be greater than eight percent (8%). However, interest shall begin to accrue if the board finds that the Student has withdrawn from medical school or a residency program or is otherwise not making satisfactory progress toward completion of the degree program. Further, in the event of a failure to meet a scheduled repayment of any of the installments due, the entire unpaid amount paid on behalf of the Student shall, at the option of the University, BECOME IMMEDIATELY DUE AND PAYABLE without any presentment, demand, or prior notice.
7. Upon recommendation of the President of the University, the Board of Trustees may relieve a student of the obligation to repay amounts expended under this contract, in whole or in part, where repayment would cause undue hardship. The President or his/her designee shall review applications for hardship and make recommendations to the Board based upon criteria set forth by the President.
8. The Student may at his/her option prepay any amounts in excess of scheduled payments, and at student request, the University may approve a graduated scale of installment payments.

9. The University shall pay, directly to the medical school such sum of money as required by contracts between said school and the University for the educational costs of Wyoming residents who are accepted by the medical school in accordance with such contracts. The Student shall not pay any required tuition or registration fees to the medical school, and in lieu thereof, shall pay to the University a sum of money stipulated by the University. The difference between the tuition costs paid by the University on the behalf of the Student and the stipulated sum of money paid by the Student directly to the University for the 2nd, 3rd, and 4th years shall constitute the amounts in the Schedule of Support Payments that the Student promises to pay, with interest, to the University in accordance with this Agreement.

EXCEPT, Student shall be obligated to pay directly to School any fee required by School to hold a place or position for Student at the time of approval for admission. Upon matriculation, any such fee paid by Student to the School will be refunded by the School directly to Student. Student understands that it is his/her sole responsibility to apply to School for refund of any such fee.

10. If the Student enters active full-time professional practice, or other full-time professional pursuits deemed by the Board to be equivalent of practice, within the State of Wyoming, the Student's obligation to pay to the University the scheduled support payments shall be suspended as set forth below:
 - a. Upon the completion of the first year of full-time professional practice or other full-time professional pursuits in Wyoming, one-third of the total accrued at that point shall be canceled. The cancellation shall apply first to interest accrued and then to principal. Upon completion of the second year of full-time professional practice or other full-time professional pursuits in Wyoming, one-half of the total accrued at that point shall be canceled. The cancellation shall apply first to interest accrued and then to principal.
 - b. Upon the completion of three years of full-time professional practice or of full-time professional pursuits in Wyoming, all amounts owed to the University under the schedule of support payments, plus interest, shall be canceled.
 - c. Part-time professional practice or part-time professional pursuits may be considered by the Board for cancellation purposes upon petition by the student.

Residency in a family medicine residency program in the state shall be credited toward the practice requirement at the rate of one-third (1/3) year of practice for each year of service in a family medicine residency program in the state.

During any period of full-time professional practice or other full-time professional pursuits within the State of Wyoming, the obligation to make installment payments shall be suspended, however, the interest shall continue to accrue.

The University makes no guarantee or other representation as to availability of professional practice or the professional pursuit positions in future years in Wyoming and the Student shall be responsible for seeking such opportunities.

11. The University shall maintain records of contracts, payments made to medical schools, and payments received from the Student, and on the basis thereof shall make entries in the foregoing Schedule of Support Payments. The Schedule of Support Payments, attached to this contract as Exhibit A, is made part of this contract and incorporated herein. Both parties specifically understand that the Schedule of Support Payments will vary from year to year depending upon the payments made and received and the interest rate.
12. In the event that support terminates before Student completes his/her medical education, Student fails to complete medical school, or any other event occurs which may impair or preclude Student's ability to enter the professional practice of medicine or other professional pursuits, the Student shall remain obligated to the University for payment of the amount set forth in the Schedule of Support Payments attached plus interest.
13. In lieu of the current payment of any tuition or registration fees normally paid to the medical school, Student shall pay to the University the sum of \$12,000.00 for the first contract year and for each additional year. The payments shall be due and payable in three equal installments on or before September 30, January 30, and March 30 of each year Student is enrolled in medical school and receiving support pursuant to this Agreement. Checks or money orders should be made payable to the University of Wyoming. Please mail or deliver checks to:

Supervisor
Student Financial Operations
University of Wyoming
Dept. 3923, 1000 E University
Laramie WY 82071

Campus address:
Knight Hall, room 172
Telephone: (307)766-3214
FAX: (307)766-3633

Failure of Student to make such payments to the University shall render the Student ineligible for further support from the University beyond that amount previously paid on behalf of the Student. Within the discretion of the Professional Schools Contract and Placement Officer, a student who has defaulted in his/her payments to the University may be reinstated to good standing and be eligible for further support if amounts in default are paid within sixty days of the due date. Repayments in accordance with paragraph nine of this Agreement will become due and payable as provided therein; however, the University may immediately pursue all lawful means of collecting amounts owed for support payments.

14. Student understands and agrees that support payments on his/her behalf shall be made and continued only so long as appropriations for such purposes are provided by the Legislature of the State of Wyoming.

15. Student agrees that he/she shall not enter into any other agreement or indenture with any other agency, person or entity for financial assistance while attending medical school; which agreement shall obligate Student for personal services that would hinder or prevent entry into professional medical practice within the State of Wyoming.
16. Student states and acknowledges that he/she is an adult of sound mind, signs this agreement of his/her own free will under no duress, and at the time of signing is not under the influence of drugs or alcohol.
17. This Agreement shall be administered by the University of Wyoming pursuant to the contract and guidelines developed by the University. Administration shall be through:

Business Manager
Student Financial Operations
University of Wyoming
Dept. 3923, 1000 East University
Laramie WY 82071

18. All notices required to be sent to Student shall be sent to the address below, and Student agrees to keep the University **informed of any change of address**, and agrees that notices sent to such address shall be considered to have been delivered to Student:

Address:

19. Student states and acknowledges that he/she has had full opportunity to review this agreement and discuss this agreement with any person Student desires to have review the agreement, including legal counsel.
20. This Agreement shall be interpreted in accordance with and pursuant to the laws of the State of Wyoming.
21. The failure to enforce any term does not constitute waiver of that term for the future nor does it constitute a modification of this agreement. This agreement may only be modified in writing signed by both parties.
22. Neither the State nor the University waives its sovereign or governmental immunity by entering into this Agreement and each fully retains all immunities and defenses provided by law with regard to any action based on this Agreement.

23. In the event Student breaches any terms of the contract, the University will immediately cease further payments on behalf of the Student and accelerate payment on the entire unpaid amount due without any presentment, demand, or prior notice.
24. The Student admitted to a medical education program under the Wyoming Medical Contract Program is expected to take no longer than four years to complete the program. Students who take longer than four years will be responsible for their own out-of-state tuition costs as established by the medical school and/or its University and all the medical school expenses for any additional time to complete the program.
25. Student shall be subject to all rules and regulations of both the medical school and/or its University and the University of Wyoming.
26. This agreement is entered into and effective on the _____ day of _____, 2008.

IN WITNESS WHEREOF, the parties have signed this Agreement on the date stated below.

Student

Social Security Number (required)

Subscribed and sworn to before me this _____ day of _____, 2008.

Notary Public

Recommended by the College of Health Sciences:

Date: _____

Wyoming Medical Contract Officer

Date: _____

Dean, College of Health Sciences

For the University:

Date: _____

Vice-President for Administration

AGENDA ITEM TITLE: Construction Contracts, Harris

CHECK THE APPROPRIATE BOX(ES):

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

Vice President for Administration Phill Harris will provide the Board with supplemental material at the meeting for any construction contracts or bid approvals that may be ready for Board action.

AGENDA ITEM TITLE: Carbon Sequestration, Frost

CHECK THE APPROPRIATE BOX(ES):

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

Associate Vice President for Research and Economic Development Carol Frost will lead a discussion with the Board. Materials will be distributed at the meeting.

AGENDA ITEM TITLE: Tenure and Promotion Overview, Ballenger

CHECK THE APPROPRIATE BOX(ES):

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

Associate Provost Nicole Ballenger will brief the Board on the Tenure and Promotion process. Materials may be distributed at the meeting.

AGENDA ITEM TITLE: Election of Officers (discuss the process), Trustee Brown

CHECK THE APPROPRIATE BOX(ES):

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

Trustee Brown will lead a discussion with the Board.

AGENDA ITEM TITLE: Presidential Review Process, Trustee Brown

CHECK THE APPROPRIATE BOX(ES):

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

Trustee Brown will lead a discussion with the Board.

1. Committee of the Whole- REGULAR BUSINESS
Board of Trustees Committee Reports

CHECK THE APPROPRIATE BOX(ES):

- Work Session
 Education Session
 Information Item
 Other Specify: Committee of the Whole (Regular Business)

A. Academics and Research Committee (Allen),

Trustee Palmerlee, Committee Chair

B. Fiscal and Legal Affairs Committee (Harris),

Trustee Haynes, Committee Chair

C. Student Affairs/Athletics/Administration Committee (Axelson),

Trustee Rochelle, Committee Chair

1. Committee of the Whole- CONSENT AGENDA
Approval of Contracts and Grants, Gern

CHECK THE APPROPRIATE BOX(ES):

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

Sponsored Programs

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: December 10, 2008. through February 3, 2009.

ACADEMY OF APPLIED SCIENCE

Robert P. George/Mark E. Lyford; Zoology - Wyoming Colorado Junior Science and Humanities Symposium. \$ 7,800

ALASKA DEPARTMENT OF FISH AND GAME

Merav Ben-David; Zoology - Estimating Coastal River Otter Abundance and Harvest Potential in Southcentral Alaska. \$ 40,000

Merav Ben-David; Zoology - The Status of Martens on Admiralty Island. \$ 15,000

AMERICAN CHEMICAL SOCIETY

Hertanto Adidharma; Chemical and Petroleum Engineering - Water Alternating Gas Process. \$ 100,000

Ye Zhang; Geology - Evaluation of CO2 Modeling Uncertainties in Deep Saline Aquifers. \$ 100,000

AMERICAN IRON AND STEEL INSTITUTE

Michael Gary Barker; Civil Engineering - General Research on Serviceability and Economical Design of Steel Bridges. \$ 12,500

AMERICAN SOCIETY OF HEALTH-SYSTEM PHARMACISTS

Aimee L. Lewis/Kem P. Krueger/John H. Vandel; Pharmacy - Effect of Decompressing on Visual Acuity in Children. \$ 5,000

AMERICAN SOCIETY OF PLANT TAXONOMISTS

Gregory K. Brown; Botany - Operational Support. \$ 16,000

BOSTON VETERAN'S ADMINISTRATION RESEARCH INSTITUTE

Matthew James Gray; Psychology - Adaptive Disclosure Training Program for Marines. \$ 23,491

BRITISH PETROLEUM

Calvin F. Strom; Cooperative Extension Service- Gas Well Reclamation and Topsoil Properties. \$ 6,667

Jay B. Norton/Stephen E. Williams; Renewable Resources - Gas Well Reclamation and Topsoil Properties. \$ 13,333

CENTER FOR CIVIC EDUCATION

| | |
|---|----------|
| Mark Allen Greene/Richard Jerome Kean Jr.; American Heritage Center - Wyoming Bolivia Partnership 2009. | \$ 7,320 |
| William J. Gribb; Geography- Wyoming Bolivia Partnership 2009. | \$ 3,660 |
| Carol J. Bryant; Secondary Education- Wyoming Bolivia Partnership 2009. | \$ 3,660 |

COLORADO SCHOOL OF MINES

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| Francisco Basile; Chemistry - Microbial Enhancement of Coal Bed Methane. | \$ 36,515 |
| David M. Bagley/Michael A. Urynowicz; Civil Engineering - Microbial Enhancement of Coal Bed Methane. | \$ 74,139 |

EXCO RESOURCES

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| Lon D. Whitman; Institute for Energy Research - East Salt Creek Field. | \$ 36,000 |
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FARM BUREAU

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| Alfred R. Rodi; Atmospheric Science - Aircraft Mechanic. | \$ 1,171 |
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FIREHOLE TECHNOLOGIES

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| Mark Robert Garnich; Mechanical Engineering - Failure Initiation Prediction for Hybrid Composites. | \$ 31,500 |
| Andrew C. Hansen; Mechanical Engineering - Second Generation Composite Laminate Failure Analysis Utilizing Constituent Level Damage Mechanics. | \$ 50,000 |

FREMONT COUNTY SCHOOL DISTRICT

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| Walt D. Scott; Psychology - Dropout Prevention. | \$ 30,000 |
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FORT DODGE

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| Ana C. Bratanich/Donal Timothy O'Toole; Veterinary Science - Canine Influenza Virus Isolate. | \$ 25,000 |
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GEORGIA, UNIVERSITY OF

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|---|-----------|
| David C. Finnoff; Economics and Finance - Algorithms for Invasive Species Decision Support. | \$ 44,985 |
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GENERAL ELECTRIC

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| John P. Turner; Civil Engineering - Foundations for Wind Turbine Structural Support. | \$ 15,000 |
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INTERTECH ENVIRONMENTAL AND ENGINEERING

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| Jonathon L. Benson; Wyoming Technology Business Center - Environmental and Engineering Consulting. | \$ 9,676 |
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JOHNSON COUNTY

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| Rodney A. Wambeam; Wyoming Survey and Analysis Center - Study the Wyoming Drug Free Youth Groups. | \$ 33,508 |
|---|-----------|

KANSAS STATE UNIVERSITY

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| Jenna Lee Evans; Cooperative Extension Service - Military 4-H Grant. | \$ 90,000 |
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NAPA COUNTY OFFICE OF EDUCATION

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| Rick Robert Hufnagel; Wyoming Institute for Disabilities - Special Quest Training Program. | \$ 14,000 |
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NATIONAL ENDOWMENTS FOR THE HUMANITIES

| | |
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| Susan B. Moldenhauer; Art Museum - Mavor Collection Assessment Phase Two and Rivolo Collection Assessment. | \$ 6,000 |
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NATIONAL GEOGRAPHIC

Gerald Raymond Webster; Geography - Wyoming Geographic Alliance. \$ 55,152

NATURESERVE

George P. Jones; Wyoming Natural Diversity Database - Mid-Level Hierarchy Development. \$ 2,177

NORTH DAKOTA, STATE OF

Bistra B. Anatchkova/Michael D. Dorssom; Wyoming Survey and Analysis Center - North Dakota Adult Tobacco Survey. \$ 64,000

NORTHEASTERN UNIVERSITY

Jerry C. Hamann; Computer Science - Self-Efficacy and Retention in Engineering. \$ 8,421

David Lynn Whitman; Electrical Engineering - Self-Efficacy and Retention in Engineering. \$ 8,422

OIL SPILL RECOVERY INSTITUTE

Merav Ben-David; Zoology - Recolonization or Local Reproduction and Assessment of River Otter Recovery in Previously Oiled Areas of Prince William Sound. \$ 25,000

SEATTLE PUBLIC SCHOOLS

Roderick Todd Bartee/Tena B. Hoyle/Laura L. Feldman; Kinesiology - Evaluation of the Seattle Public School District Full-Service Schools Project. \$ 22,378

SHELL EXPLORATION AND PRODUCTION

Barbara Carrapa; Geology - Outcrop Study of Sego Formation in Northwestern Colorado. \$ 200,000

TEXAS, UNIVERSITY OF

Douglas L. Hixon; Animal Science - Sheep Research. \$ 771

TOTAL E&P UK

Norman R. Morrow; Chemical and Petroleum Engineering - Low Salinity. \$ 200,000

UNITED STATES DEPARTMENT OF AGRICULTURE, COOPERATIVE STATE RESEARCH, EDUCATION, AND EXTENSION SERVICE

Jay B. Norton/Eric J. Arnould/Gary D. Franc/Bret W. Hess/ John P. Hewlett/Thijis J. Kelleners/Andrew R. Kniss/James M. Krall/Alexandre Vsevolod Latchininsky/Dallas E. Mount/Virginia B. Paige/Steven Paisley/Dannele Elaine Peck/Melea D. Press/Benjamin Rashford/Richard Douglas Smith/Peter D. Stahl/Naomi Louise Ward/David Wayne Wilson; Renewable Resources - Alternative Approaches at Sustainable Agriculture Research and Extension Center. \$ 166,667

UNITED STATES DEPARTMENT OF AGRICULTURE, FOREST SERVICE

Ronald L. Hartman/Burrell E. Nelson; Botany - Flora of the Cimarron and Comanche National Grasslands, Pikes and San Isabel National Forest. \$ 8,493

UNITED STATES DEPARTMENT OF DEFENSE, AIR FORCE

Dimitri J. Mavriplis; Mechanical Engineering - Improved Accuracy and Uncertainty Management for High-Speed and Unsteady Flows Using Optimization Techniques. \$ 124,166

Douglas R. Smith; Mechanical Engineering - Synthetic Jet Flow Control in a Matched Index of Refraction Flow Facility. \$ 56,515

UNITED STATES DEPARTMENT OF DEFENSE, DEFENSE LOGISTICS AGENCY

Diane D. Wolverton/Leonard Allen Holler; Wyoming Small Business Development Center - Procurement Technical Assistance Program Gro-Biz. \$ 350,000

UNITED STATES DEPARTMENT OF EDUCATION

David Lee Gruen/Sally Crow Schuman; Student Financial Aid - Academic Competitive Grants 2008-2009. \$ 65,303

David Lee Gruen/Sally Crow Schuman; Student Financial Aid - National Science and Mathematics Access to Retain Talent 2008-2009. \$ 35,068

David Lee Gruen; Student Financial Aid - Pell Grant 2008-2009. \$2,703,445

UNITED STATES DEPARTMENT OF ENERGY, OFFICE OF SCIENCE

Dean M. Roddick; Chemistry - Highly Oxidizing Excited States. \$ 115,000

**UNITED STATES DEPARTMENT OF HEALTH AND HUMAN SERVICES,
NATIONAL INSTITUTES OF HEALTH**

Min Du; Animal Science - Fetal Skeletal Muscle Development. \$ 64,350

Matthew McEchron; Medical Education and Public Health-WWAMI - Iron Nutrition and Impaired Hippocampal Development. \$ 274,476

Francis W. Flynn; Neuroscience - Control of Vasopressin Release. \$ 248,299

Charles Jeffery Woodbury; Zoology and Physiology - Nociceptor Maturation and Response to Peripheral Injury. \$ 306,826

UNITED STATES DEPARTMENT OF THE INTERIOR, NATIONAL PARK SERVICE

Greg Lynn Kerr; Civil Engineering - Glacial Change. \$ 10,000

**UNITED STATES DEPARTMENT OF THE INTERIOR, UNITED STATES
GEOLOGICAL SURVEY**

Todd E. Cornish/David R. Edmunds/Matthew Kauffman; Veterinary Sciences - Chronic Wasting Disease in White-Tailed Deer. \$ 82,738

**UNITED STATES NATIONAL AERONAUTICS AND SPACE ADMINISTRATION
SPACE GRANT CONSORTIUM**

Michael S. Brotherton; Physics - Understanding the Post-Starburst Quasar Population. \$ 14,822

UNITED STATES NATIONAL SCIENCE FOUNDATION

David C. Leon/Jefferson R. Snider; Atmospheric Science - Comprehensive Studies and Marine Stratocumulus During Vocals-Rex Using Airborne Radar, Lidar and Insitu Measurements. \$ 150,927

Alfred R. Rodi/Robert D. Kelly; Atmospheric Science - King Air National Facility. \$ 353,290

Don Allen Roth; Geology - Graduate Research Fellowship Program. \$ 40,500

Demitris A. Kouris; Mechanical Engineering - Intergovernmental Personnel Act Assignment. \$ 219,086

Mark Gomelsky; Molecular Biology - Cyclic Dimeric Guanosine Monophosphate, a Novel Second Messenger in Bacteria: Molecular Mechanisms. \$ 163,214

UNITED STATES SMALL BUSINESS ADMINISTRATION

Diane D. Wolverton/Leonard Allen Holler; Small Business Development Center - Provide Consultation, Training, Technical Assistance and Business Assistance to Wyoming Entrepreneurs. \$ 539,556

VARIOUS SPONSORS

| | |
|---|-----------|
| Scott Lake; Animal Science - Research Laboratory Expenses. | \$ 19,686 |
| Ronald L. Hartman/Burrell E. Nelson; Botany - Mounting of Plant Specimens for Vermejo Park Ranch. | \$ 1,488 |
| Karen Cachevki Williams; Family and Consumer Sciences - Department Support. | \$ 1,150 |
| Karen M. Wildman; Health Science Dean's Office - Casper Family Practice. | \$ 1,920 |
| Larry Ray Stewart; Manufacturing Works - Operations. | \$ 18,930 |
| Andrew R. Kniss; Plant Sciences - Biology, Ecology and Management of Weeds in Agronomic Crops. | \$ 12,000 |
| Abdelouhab Mesbah; Plant Sciences - Crop-Weed Research. | \$ 11,500 |
| Diane D. Wolverton/Leonard Allen Holler/Jill K. Kline; Small Business Development Center - Providing Consultation, Training, Technical Assistance and Business Assistance to Wyoming Entrepreneurs. | \$ 11,002 |
| Laura Lea Westlake; Wyoming Institute for Disabilities - Early Childhood Vision Screening. | \$ 1,250 |
| Deborah Kay Fleming; Wyoming Institute for Disabilities - Geriatric Education Center. | \$ 750 |
| Alan Joseph Redder; Wyoming Natural Diversity Database - Database Management. | \$ 1,638 |
| Rodney A. Wambeam; Wyoming Survey and Analysis Center - Conduct the Community Level Prevention Framework Evaluation. | \$ 20,995 |
| Katie L. Kleinhesselink; Wyoming Union - Match to Serve Wyoming Connecting Campus and Community 2008-2009. | \$ 2,800 |

WYOMING ARTS COUNCIL

| | |
|--|-----------|
| Diana L. Baumbach; Art - Gallery 211. | \$ 10,000 |
| Pallavi Choudhuri; Associated Students of the University of Wyoming - Indian Diwali Night. | \$ 1,000 |

WYOMING COMMUNITY FOUNDATION

| | |
|--|-----------|
| Laura L. Feldman; Wyoming Survey and Analysis Center - Partnership in Nursing Grant. | \$ 28,000 |
|--|-----------|

WYOMING COMMUNITY NETWORK

| | |
|---|----------|
| Edward A. Craig/Jonathon L. Benson; Wyoming Technology Business Center - County Facilities for Use as Kitchen Incubators. | \$ 7,200 |
|---|----------|

WYOMING COMMUNITY COLLEGE COMMISSION

| | |
|---|-----------|
| David Lee Gruen; Student Financial Aid - State Student Incentive Program. | \$ 10,710 |
|---|-----------|

WYOMING DEPARTMENT OF AGRICULTURE

| | |
|---|-----------|
| Alexandre Vsevolod Latchininsky/Hilary Lucia Getz; Renewable Resources - Wyoming Cooperative Agriculture Pest Surveys Program Infrastructure. | \$ 39,019 |
| Shannon Lee Swist; Veterinary Sciences - Mycoplasma Ovipneumoniae Bighorn Sheep Pneumonia. | \$ 82,500 |

| | |
|---|-----------------------------------|
| Jonathon L. Benson/Edward A. Craig; Wyoming Technology Business Center - County Facilities for Use as Kitchen Incubators. | \$ 41,040 |
| WYOMING DEPARTMENT OF EDUCATION | |
| Bistra B. Anatchkova/Anita Drever/Thomas Alan Furgeson/Michelle Oliva Delapp Lorenz; Wyoming Survey and Analysis Center - Collect Baseline Data for a Pilot Study on the Effects of the Hathaway Scholarship. | \$ 135,000 |
| Anita Drever; Wyoming Survey and Analysis Center - Wyoming's Twenty-First Century Community Learning Centers. | \$ 78,000 |
| WYOMING DEPARTMENT OF TRANSPORTATION | |
| Jennifer E. Tanner; Civil Engineering - Bridge Deck Evaluation. | \$ 116,210 |
| Khaled Ksaibati; Civil Engineering - Wyoming LTAP Center. | \$ 22,500 |
| Khaled Ksaibati; Civil Engineering - Wyoming Technology Transfer Center. | \$ 218,750 |
| WYOMING DIVISION OF VICTIM SERVICES | |
| Hristiyan Beshkov; Wyoming Survey and Analysis Center - WyoSafe Maintenance. | \$ 13,488 |
| WYOMING GAME AND FISH DEPARTMENT | |
| Amy Catherine Krist/Wayne A. Hubert/Teresa M. Tibbits; Zoology - Freshwater Gastropods Habitat Conditions in Northwestern Wyoming. | \$ 77,794 |
| WYOMING HUMANITIES COUNCIL | |
| Quincy D. Newell; Religious Studies - Picturing Faith. | \$ 2,000 |
| WYOMING STATE ENGINEER'S OFFICE | |
| Fred L. Ogden/Nawa Raj Pradhan; Civil Engineering - Second Phase ET Mapping, Phase Two. | \$ 72,689 |
| Eli J. Rodemaker; WYGISC - Second Phase ET Mapping, Phase Two. | \$ 15,687 |
| WYOMING STATE GEOLOGICAL SURVEY | |
| Stephen Timothy Gray; Civil Engineering - Wind/Bighorn Groundwater Study. | \$ 35,000 |
| TOTAL - Sponsored programs approved December 10, 2008 through February 3, 2009. | \$8,642,683 |
| TOTAL - Sponsored programs previously approved: | |
| 07/01/08 - 08/12/08; | \$16,330,870 |
| 08/13/08 - 10/14/08; | \$20,854,697 |
| 10/15/08 - 12/09/08. | \$ 7,342,251 |
| TOTAL - Sponsored programs approved July 1, 2008 through February 3, 2009. | <u><u>\$53,170,501</u></u> |
| INSTITUTIONAL AWARDS | |
| WYOMING DEPARTMENT OF ENVIRONMENTAL QUALITY | |
| William A. Gern/Robert Ballard; Vice President's Research Office - Great Plains Gasification (Fiscal Year 2009). | \$ 5,000,000 |
| Mark A. Northam; School of Energy Resources - Advancement of Energy Resources. | \$ 8,710,282 |
| Mark A. Northam; School of Energy Resources - Clean Coal Technology Fund. | \$ 1,278,720 |
| TOTAL - Institutional Awards approved July 1, 2008 through February 3, 2009. | <u><u>\$14,989,002</u></u> |

2. Committee of the Whole- CONSENT AGENDA

Personnel (includes First Year Faculty Reappointments), Allen

CHECK THE APPROPRIATE BOX(ES):

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

A. Items for Action Recommended by the President

APPOINTMENTS

1. Faculty

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

Academic Affairs

| <u>Name</u> | <u>Rank</u> | <u>Salary</u> | <u>Appointment Period</u> |
|-------------|-------------|---------------|---------------------------|
|-------------|-------------|---------------|---------------------------|

American Heritage Center

| | | | |
|------------------------|---------------------|-------------|--------------------------|
| Hayes, Shaun A. | Assistant Archivist | \$35,004/FY | 01/30/2009 to 06/30/2009 |
|------------------------|---------------------|-------------|--------------------------|

Shaun Hayes received a B.S. (2006) in Integrated Social Studies, and an M.L.S. (2008) from the University of Pittsburgh. Mr. Hayes has been an Assistant Archivist at the University of Pittsburgh since 2008.

College of Arts & Sciences

| <u>Name</u> | <u>Rank</u> | <u>Salary</u> | <u>Appointment Period</u> |
|-------------|-------------|---------------|---------------------------|
|-------------|-------------|---------------|---------------------------|

Department of Chemistry

| | | | |
|------------------------|---------------------|-------------|--------------------------|
| Lehmann, Teresa | Assistant Professor | \$66,000/AY | 08/19/2008 to 06/30/2009 |
|------------------------|---------------------|-------------|--------------------------|

Teresa Lehmann received a B.S. (1987) in Physics and a Ph.D. (1997) in Physical-Chemistry at the Universidad Central de Venezuela. Dr. Lehmann has been a Visiting Assistant Professor at the University of Wyoming since 2006.

College of Engineering and Applied Science

| <u>Name</u> | <u>Rank</u> | <u>Salary</u> | <u>Appointment Period</u> |
|-------------|-------------|---------------|---------------------------|
|-------------|-------------|---------------|---------------------------|

Department of Chemical & Petroleum Engineering

| | | | |
|------------------|---------------------|--------------|--------------------------|
| Qin, Guan | Associate Professor | \$108,000/AY | 02/02/2009 to 06/30/2009 |
|------------------|---------------------|--------------|--------------------------|

Guan Qin received a B.S. (1984) in Engineering Mechanics from Tsinghua University, China, an M.E. (1987) in Petroleum Engineering from the China National Petroleum Corporation, and a Ph.D. (1995) in Petroleum Engineering from the University of Wyoming in 1995. Dr. Qin has been Director and Research Professor at Texas A&M University since 2004. This is a joint appointment between School of Energy Resources and the Department of Chemical and Petroleum Engineering.

APPOINTMENTS

University Libraries

| <u>Name</u> | <u>Rank</u> | <u>Salary</u> | <u>Appointment Period</u> |
|-------------------------|---------------------|---------------|---------------------------|
| Moser, Dennis J. | Assistant Librarian | \$52,200/FY | 02/09/2009 to 06/30/2009 |

Dennis Moser received a B.A. (1975) in Anthropology from the University of Texas, Austin, and an M.L.S. (1993) from the University of Michigan, Ann Arbor. Mr. Moser has been a digital services librarian at the Clement Maxwell Library since 2006.

ADMINISTRATION

Associate Vice President of Operations

| <u>Name</u> | <u>Rank</u> | <u>Salary</u> | <u>Appointment Period</u> |
|-------------|-------------|---------------|---------------------------|
|-------------|-------------|---------------|---------------------------|

Environmental Health and Safety

| | | | |
|-------------------|----------|-------------|-------------------------|
| Fox, Nancy | Director | \$89,004/AY | 04/06/2009 to 6/30/2009 |
|-------------------|----------|-------------|-------------------------|

We are pleased to announce that Nancy Fox has been appointed as the new Director of Environmental Health and Safety (EHS) for UW. Ms. Fox has over 11 years of experience in Environmental Health and Safety programs, including six years as Director of the EHS office at Weber State University. Previous to her tenure at Weber State, she was employed at Utah State University as an industrial hygienist and training specialist. Nancy received a Master of Science in Public Health from the University of Utah and a Bachelor of Science in Geology, also from the University of Utah. Ms. Fox has a strong background in chemical, biological (BSL) and occupational safety and is a certified Industrial Hygienist.

FIRST-YEAR TENURE-TRACK REAPPOINTMENTS

1. Faculty

It is recommended to the Trustees of the University of Wyoming that the reappointments for the following first-year tenure-track faculty be approved as indicated. Consistent with Trustees' Regulation V.D and University Regulation 803.3.e.ii, the reappointments are through the third year of employment, with the next reappointment review scheduled for Spring 2010.

College of Agriculture

| <u>Name</u> | <u>Rank</u> |
|---|---------------------|
| <i>Department of Agricultural and Applied Economics</i> | |
| Ritten, John P. | Assistant Professor |
| <i>Department of Animal Science</i> | |
| Lake, Scott L | Assistant Professor |
| Zhu, Meijun | Assistant Professor |
| <i>Department of Family & Consumer Sciences</i> | |
| Wade, Christine E. | Assistant Professor |

Department of Plant Sciences

Islam, Md Anowarul Assistant Professor

Department of Veterinary Sciences

Fox, Jonathan H. Associate Professor

Yao, Chaoqun Assistant Professor

College of Arts & Sciences

Name

Rank

Department of Anthropology

Henne, Adam P. Assistant Professor

Murphy, Melissa S. Assistant Professor

Department of Botany

Minckley, Thomas A. Assistant Professor

Department of Chemistry

Balaz, Milan Assistant Professor

Lehmann, Teresa Assistant Professor

Department of English

Quackenbush, Nicole Assistant Professor

Thompson, Jason C. Assistant Professor

Department of Geology & Geophysics

Chen, Po Assistant Professor

Kaszuba, John P. Associate Professor

Riebe, Clifford S. Assistant Professor

Department of Modern & Classical Languages

Picherit, Herve G. Assistant Professor

Department of Music

Lamartine, Nicole C. Assistant Professor

Vanderborgh, Beth D. Assistant Professor

Department of Physics & Astronomy

Wang, Wenyong Assistant Professor

Department of Political Science

Barghothi, Akram J. Instructor

Garner, Andrew D. Assistant Professor

Department of Psychology

Wilkowski, Benjamin M. Assistant Professor

Department of Theatre & Dance

Jackson, Lawrence M. Assistant Professor

Mendelson, Adam Assistant Professor

O'Hagan, John J. Assistant Professor

College of Business

Name

Rank

Department of Accounting

Singh, Rohit Assistant Professor

Department of Economics & Finance

Skiba, Alexandre Assistant Professor

Skiba, Hilla Maaria Assistant Professor

Strong, Aaron Assistant Professor

Department of Management & Marketing

Kebblis, Matthew F. Assistant Professor

Press, Melea D. Assistant Professor

College of Education

Name

Rank

Department of Adult Learning & Technology

Shepherd, Craig Assistant Professor

Department of Educational Studies

Roxas, Kevin C. Assistant Professor

Department of Secondary Education

Slater, Stephanie J. Instructor

College of Engineering and Applied Science

Name

Rank

Department of Chemical & Petroleum Engineering

Fan, Maohong Associate Professor

Yin, Shunde Assistant Professor

Department of Civil & Architectural Engineering

Brant, Jonathan A. Assistant Professor

| | |
|---|---------------------|
| Megri, Ahmed C. | Associate Professor |
| Park, Gi-Hyeon | Assistant Professor |
| <i>Department of Mechanical Engineering</i> | |
| Frick, Carl P. | Assistant Professor |

College of Health Sciences

| <u>Name</u> | <u>Rank</u> |
|--|---------------------|
| <i>Division of Communication Disorders</i> | |
| Senner, Jill E. | Assistant Professor |
| <i>Division of Kinesiology and Health</i> | |
| Zhu, Qin | Assistant Professor |
| <i>Division of Social Work</i> | |
| Larsen, Kelli M. | Assistant Professor |
| McKinney, Kathleen | Assistant Professor |
| <i>School of Nursing</i> | |
| Purtzer, Mary | Assistant Professor |
| <i>School of Pharmacy</i> | |
| Das, Mita | Associate Professor |
| Li, Ji | Assistant Professor |
| Zawada, W. Michael | Associate Professor |

FIRST-YEAR EXTENDED-TERM-TRACK REAPPOINTMENTS

1. Faculty

It is recommended to the Trustees of the University of Wyoming that the reappointments for the following first-year extended-term-track faculty be approved as indicated. The reappointments are through the third year of employment, with the next reappointment review scheduled for Spring 2010.

Academic Affairs

| <u>Name</u> | <u>Rank</u> |
|---------------------------------|---------------------|
| <i>American Heritage Center</i> | |
| Francis, Matthew R. | Assistant Archivist |
| Uglean, Laura | Assistant Archivist |

University Libraries

| <u>Name</u> | <u>Rank</u> |
|------------------------------|---------------------|
| Dombrowski, Janet E. | Assistant Librarian |
| Hutchens, Chad E. | Assistant Librarian |
| Kvenild, Cassandra M. | Assistant Librarian |

FIRST-YEAR EXTENDED-TERM-TRACK REAPPOINTMENTS

2. Academic Professionals

It is recommended to the Trustees of the University of Wyoming that the reappointments for the following first-year extended-term-track academic professionals be approved as indicated. The reappointments are through the third year of employment, with the next reappointment review scheduled for Spring 2010.

College of Agriculture

| <u>Name</u> | <u>Rank</u> |
|--------------------------------------|------------------------------|
| <i>Department of Animal Science</i> | |
| Uthlaut, Adam B. | Assistant Research Scientist |
| <i>Cooperative Extension Service</i> | |
| Chapman, Kimberly | Assistant Extension Educator |
| Mealor, Rachel D. | Assistant Extension Educator |
| Reaman, Kimberly K. | Associate Extension Educator |
| Schamber, Robin A. | Assistant Extension Educator |
| Willis, Kentz | Assistant Extension Educator |

College of Arts & Sciences

| <u>Name</u> | <u>Rank</u> |
|--------------------------------|--------------------|
| <i>Department of Art</i> | |
| Kikut, Patrick A. | Assistant Lecturer |
| <i>Department of Chemistry</i> | |
| Beckett, Carla D. | Assistant Lecturer |

Department of Communication & Journalism

Stewart, Justin D. Assistant Lecturer

Department of English

Stewart, Joyce Assistant Lecturer

Department of Modern & Classical Languages

Person, Mark W. Assistant Lecturer

Department of Music

Turpen, Jennifer L. Assistant Lecturer

Department of Zoology & Physiology

Chalfoun, Anna Lisa D. Assistant Research Scientist

WyGISC

Sivanpillai, Ramesh Associate Research Scientist

College of Engineering and Applied Science

Name

Rank

Dean's Office

Johnson, Lindy M. Assistant Lecturer

Kobbe, Ryan G. Assistant Lecturer

Department of Computer Science

Buckner, Kim Assistant Lecturer

College of Health Sciences

Name

Rank

Division of Communication Disorders

Ross, Catherine L. Assistant Lecturer

B. Items for Information

The changes in appointments and reappointments listed below are for the information of members of the Board of Trustees.

CHANGES IN APPOINTMENTS

1. Faculty

College of Agriculture

| <u>Name</u> | <u>Rank</u> | <u>Salary</u> | <u>Appointment Period</u> |
|-------------|-------------|---------------|---------------------------|
|-------------|-------------|---------------|---------------------------|

Department of Plant Sciences

| | | | |
|----------------------------|---------------------|-------------|--------------------------|
| Herbert, Stephen K. | Associate Professor | \$80,892/FY | 12/01/2008 to 06/30/2009 |
|----------------------------|---------------------|-------------|--------------------------|

Professor Herbert has transferred from the Department of Botany to the Department of Plant Sciences where he will be Interim Department Head and hold tenure as Associate Professor.

College of Engineering and Applied Science

| <u>Name</u> | <u>Rank</u> | <u>Salary</u> | <u>Appointment Period</u> |
|-------------|-------------|---------------|---------------------------|
|-------------|-------------|---------------|---------------------------|

Department of Civil & Architectural Engineering

| | | | |
|-------------------------------|---------------------|-------------|--------------------------|
| Colberg, Patricia J.S. | Associate Professor | \$72,084/AY | 01/01/2009 to 06/30/2009 |
|-------------------------------|---------------------|-------------|--------------------------|

Professor Colberg has transferred from the Department of Zoology and Physiology to the Department of Civil and Architectural Engineering where she will hold tenure as Associate Professor.

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 degrees.

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.

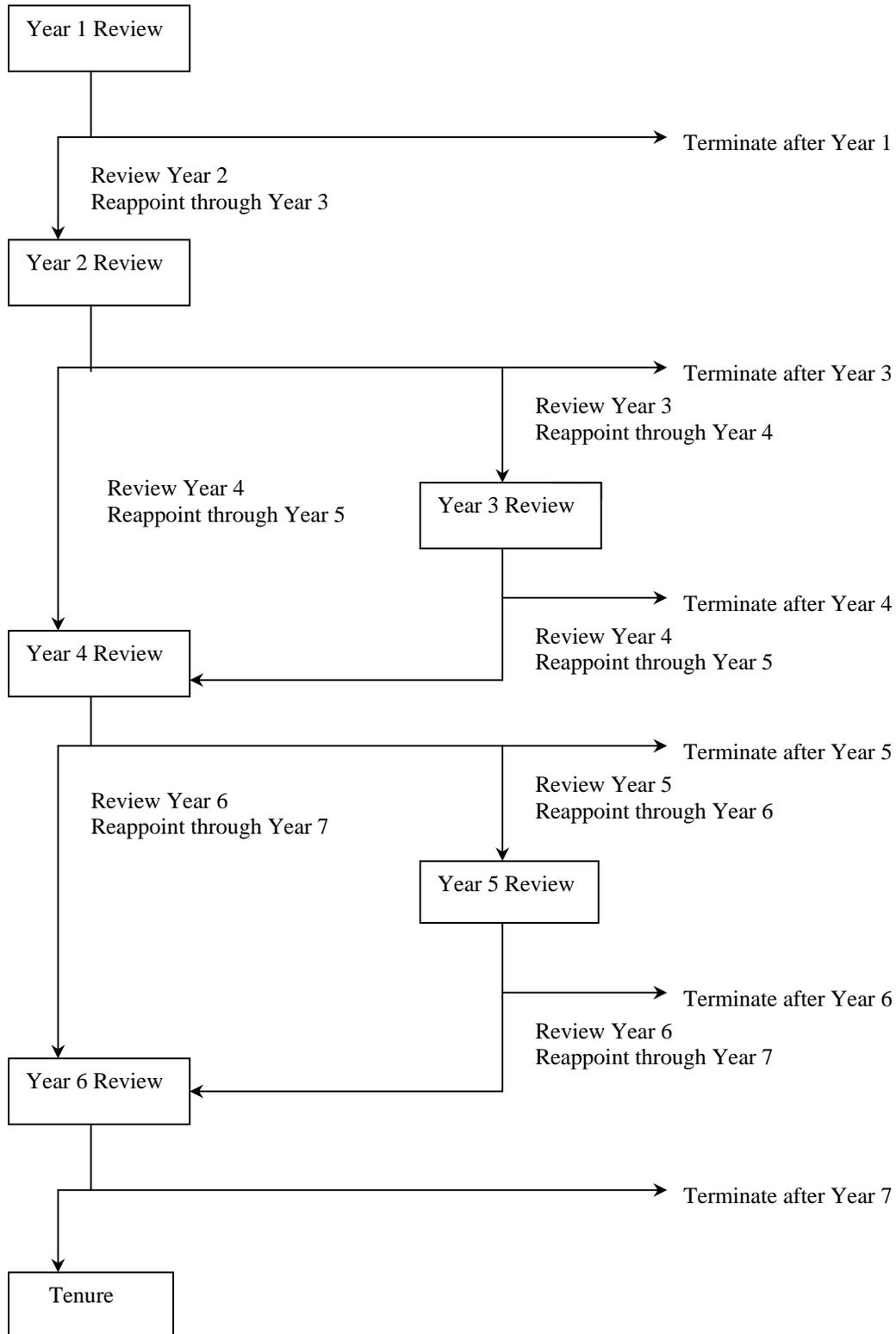
Terminal Degree

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



3. Committee of the Whole- CONSENT AGENDA
FY 2010 Salary Distribution Policy, Harris

CHECK THE APPROPRIATE BOX(ES):

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

4. Committee of the Whole- CONSENT AGENDA
Approval of Construction Contracts, Harris

CHECK THE APPROPRIATE BOX(ES):

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

5. Committee of the Whole- CONSENT AGENDA

Revised UW Reg 8-249 and Elimination of UW Reg 8-239, Axelson

CHECK THE APPROPRIATE BOX(ES):

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

BACKGROUND AND POLICY CONTEXT OF ISSUE:

Upon the decision of the Trustees to restructure and review existing University Regulations, the Associated Students of the University of Wyoming (ASUW) was asked to review UW Regulations 8-239 and 8-249 that pertain to current ASUW policies, operating procedures, and personnel matters. Vice President for Student Affairs Sara Axelson charged a task force in September to review, consolidate, and revise these regulations. The task force, composed primarily of ASUW senators and executives, studied policies and procedures from other peer institutions' student governments; reviewed ASUW's existing Constitution, Bylaws, Rules & Procedures, and Financial Policies; and determined how ASUW's regulation could fit into the revised structure established by the Trustees.

A draft revised regulation (8-249, Revision 1) was prepared and submitted to Vice President Axelson for review. Upon her approval, it was submitted to the ASUW Senate for endorsement. The Senate unanimously adopted Senate Resolution #2228 on January 27, 2009, supporting the draft regulation.

The draft regulation formally authorizes the creation of the Associated Students of the University of Wyoming as an organization; provides for its Constitution; gives general direction for its programs, services, and operations, financial matters, personnel, and a code of ethics; and delegates the administrative responsibility of ASUW to the Dean of Students Office.

WHY THIS ITEM IS BEFORE THE BOARD:

Changes to UW Regulations must be approved by the Board.

ARGUMENTS IN SUPPORT:

The draft regulation consolidates two current regulations and simplifies procedural actions by delegating authority to ASUW through its Constitution, under the supervision of the Dean of Students.

ARGUMENTS AGAINST:

None

ACTION REQUIRED AT THIS BOARD MEETING:

Approval of UW Regulation 8-249, Revision 1 as presented and elimination of UW Regulation 8-239.

PRESIDENT'S RECOMMENDATION:

Approval

UW REGULATION 8-249, Revision 1

ASUW STUDENT GOVERNMENT

I. PURPOSE

The Trustees of the University of Wyoming hereby authorize and recognize the organization known as the Associated Students of the University of Wyoming (ASUW). This organization is created to promote the general welfare of all students at the University, to represent and serve as a voice for the concerns of the student body, and to provide and regulate such other matters relating to students as are appropriate to a student government.

II. CONSTITUTION

Section 1. The ASUW shall create and abide by a constitution that will guide its programs, services and operations.

Section 2. The Constitution of the ASUW in effect on the effective date of this regulation is hereby approved and ratified. Revisions of, or amendments to, such Constitution shall be subject to the provisions for amendment outlined in the Constitution and shall become effective upon approval by a vote of the student body and ultimately approval by the UW Board of Trustees.

Section 3. Under its Constitution, the ASUW student government may establish such other bylaws, policies, and procedures as it deems appropriate for the regulation of its programs, services, and operations.

III. PROGRAMS, SERVICES, AND OPERATIONS

Section 1. The ASUW may establish, modify, and discontinue programs, services, and operations that benefit and promote the general welfare of the students of the University of Wyoming.

Section 2. The ASUW must conduct all its programs, services, and operations in accordance with University of Wyoming regulations, policies, and procedures.

IV. FINANCIAL MATTERS

Section 1. The ASUW is authorized to establish under its Constitution financial policies for the conduct of ASUW business affairs.

Section 2. The ASUW shall prepare and present for approval to the UW Board of Trustees, through the University President, an annual fiscal year budget for conducting its programs, services, and operations.

Section 3. The ASUW is authorized to recommend to the Trustees the needed amount of ASUW fees to be assessed of all fee-paying students for the support of ASUW-sponsored programs, services, and operations.

Section 4. The ASUW is authorized to create and implement a process for the annual review and recommendation of all mandatory student fees.

Section 5. The ASUW is authorized to allocate student fee receipts under its control to ASUW programs, services, and operations, and to UW recognized student organizations, within its approved budget.

Section 6. The ASUW is authorized to create such reserve funds as it deems appropriate.

Section 7. The ASUW is authorized to establish permanent endowment funds at the UW Foundation, with the approval of the UW Board of Trustees, which are in accordance with Foundation rules and regulations in force at the time an endowment is created.

Section 8. The ASUW is authorized to create and implement policies for the acquisition, use and disposal of ASUW-acquired equipment.

Section 9. The ASUW is authorized to create and implement policies for the allocation and use of ASUW funds for travel by persons representing the ASUW or representing an organization or program to which the ASUW has allocated funds.

Section 10. The ASUW is authorized to create and implement policies for the awarding and enforcement of contracts related to its programs, services, and operations, in accordance with University regulations, policies, and procedures.

V. PERSONNEL

Section 1. The ASUW is authorized to create full-time, part-time, and student employee positions to assist in the support and direction of its programs, services, and operations.

Section 2. The Dean of Students, or designee, in consultation with appropriate ASUW officers, committees, and/or advisory boards, shall hire, supervise, provide guidance to, and annually evaluate all staff of the ASUW and all staff in the Dean of Students Office assigned to assist the ASUW.

Section 3. The ASUW must assure that all its human resource policies and actions conform to University of Wyoming regulations, policies, and procedures.

VI. CODE OF ETHICS

The ASUW shall adopt and subscribe to a Code of Ethics for its programs, services, and operations, which shall guide the behavior and actions of elected, appointed, and volunteer representatives of the ASUW.

VII. ADMINISTRATIVE RESPONSIBILITY

Notwithstanding the role of the ASUW President as an *ex officio* member of the UW Board of Trustees, the ASUW as an organization shall be responsible administratively through the Dean of Students Office to the Vice President for Student Affairs.

Approved: March 6, 2009

Thomas Buchanan
President

6. Committee of the Whole- CONSENT AGENDA
Revised Regulation on Post-Tenure Review, Allen

CHECK THE APPROPRIATE BOX(ES):

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

BACKGROUND AND POLICY CONTEXT OF ISSUE:

Explanation of markup copy:

Italic, capitalized, bold words and strikethroughs are revisions made by the Faculty Senate on November 24, 2008. The Regular, capitalized, bold words and strikethroughs were revisions suggested by General Counsel and were in the original Senate Bill 314.

Senate Bill No. 314, as amended

**Introduced by
Executive Committee**

**A BILL TO REVISE
UW REGULATION 5-808
"POST-TENURE REVIEW POLICY"**

~~UNIVERSITY OF WYOMING~~

~~Laramie, Wyoming~~

**~~UNIREG 808~~
~~Revision 1~~**

UW REGULATION 5-808, Post-tenure Review Policy

~~Initiating Authority: President and University Faculty~~

~~Subject: Post-Tenure Review Policy~~

REFERENCES:

- ~~(a) University Regulation 5~~
- ~~(b) University Regulation 35~~
- ~~(c) University Regulation 174~~
- ~~(d) University Regulation 800~~
- ~~(e) University Regulation 801~~
- ~~(f) Regulations of the Trustees, Chapter V~~

STATEMENT OF POLICY. Post-tenure review is the system by which faculty members holding tenured contracts receive regular performance evaluations. The system includes peer-review and remedial steps for cases in which a faculty member's performance falls below expectations in the judgment of a supervisor. Post-tenure review is not a mechanism for re-assessing the tenure of faculty members who hold it. Revocation of tenure is a serious matter requiring dismissal for cause, as defined in ~~Trustees' Regulation V~~ **UW REGULATION 5-1**.

As discussed in this ~~UniReg~~ **UW REGULATION**, it is possible for post-tenure review, including its peer review and remedial steps, to lead to a conclusion that a faculty member's performance constitutes neglect of duty or incompetence, which are grounds for pursuing dismissal under procedures defined in ~~UniReg 801~~ **UW REGULATION 5-801**. However, these are not the only grounds for dismissal and post-tenure review is not the only pathway for determining that it is appropriate to pursue dismissal.

DEFINITIONS. As used in this regulation:

A. "Administrative unit" means the department, program, division, center, or school to which a tenured faculty member is assigned for purposes of performance evaluation and recommendations related to compensation. ***THE "UNIT FACULTY" PROVIDING VOTES AND RATIONALE ARE THOSE SPECIFIED IN UW REGULATION 5-803.***

~~D. B.~~ The "***ADMINISTRATIVE UNIT HEAD***" OR "unit head" is the supervisor of the administrative unit. Unit heads have a variety of titles at the university, including department head, department chairperson, program director, division director, and dean of a school. The unit head is responsible for performance evaluation and recommendations related to compensation.

~~B. C.~~ "Performance below expectations" is performance ~~at an unacceptable level of accomplishment or competency~~ ***AT AN UNACCEPTABLE LEVEL OF ACCOMPLISHMENT OR COMPETENCY NOT PROCEEDING ACCORDING TO EXPECTATIONS*** in one or more major job duties ***DIMENSIONS DUTIES*** during the

time period covered by a post-tenure review. For faculty members the duties may include but are not necessarily limited to teaching, research, creative activities, service, and extension. A faculty member who has not received a rating of performing below expectations during a post-tenure review period is presumed to have performed at least according to expectations for the period.

~~C. D.~~ A “performance improvement plan” is a written document, developed by the faculty member, defining specific commitments to improve his or her performance in cases where it falls below expectations. A complete performance improvement plan includes (1) a description of the faculty member’s strengths and weaknesses, (2) identification of verifiable goals to overcome the weaknesses, (3) an outline of activities and timelines for achieving these goals, and (4) a description of the criteria by which the faculty member, faculty peers, administrative unit head, and college dean may assess whether the goals have been met. Consistent with the level of intellectual independence and initiative associated with a faculty career, the faculty member is responsible for developing an acceptable performance improvement plan.

I. POST-TENURE REVIEW. THE FACULTY IN EACH ~~Each~~ administrative unit shall develop **AND FORMALLY APPROVE** definitions of major job ~~dimensions~~ **DUTIES**, a minimum time frame for post-tenure review cycles, and a process and a set of **MINIMUM** expectations for **POST-TENURE EVALUATION** ~~evaluating the performance of~~ **tenured** faculty members. The process must be consistent with the unit’s tenure and promotion procedures, and the performance expectations must make explicit the standards of the discipline.

A. Tenured faculty members are assessed to determine, at a minimum, whether they are “proceeding according to expectations” or “performing below expectations” on major job ~~dimensions~~ **DUTIES** (e.g., research/creative activities, teaching, extension and service).

1. If both the unit head and college dean determine that the faculty member is “proceeding according to expectations,” then the post-tenure review is deemed completed. “Proceeding according to expectations” is considered meritorious for salary raise purposes.

2. If both the unit head and college dean have assessed the faculty member as “performing below expectations” on one or more major job ~~dimension~~ **DUTY** in the post-tenure review, then **THE COLLEGE DEAN SHALL PURSUE** one of the options specified in I(B) below ~~must be enacted~~. The faculty member may appeal the unit head and dean’s “performing below expectations” decision and initiate proceedings according to I(A)(3).

3. If **THE COLLEGE DEAN DETERMINES** the unit head and college dean are **not** in agreement on the “performing below expectations” assessment in the post-tenure review, **or** if the faculty member appeals the “**PERFORMING** below **EXPECTATIONS**” evaluations of both the unit head and dean on the post-tenure

review year, then the case is referred COLLEGE DEAN SHALL REFER THE CASE back to the administrative unit for peer review and the tenure and promotion FOLLOWING procedures are automatically enacted. ~~[Steps in this procedure are well-known, time-tested and consist of the following: f [First, unit members vote on the case, then the unit head MAKES A WRITTEN RECOMMENDATION, then the college committee VOTES, then the college dean MAKES A WRITTEN RECOMMENDATION, then the university TENURE AND PROMOTION committee VOTES and then the PROVOST AND Vice-President for Academic Affairs makeS a final determination. The PROVOST AND Vice-President's determination asserts that the faculty is "proceeding according to expectations" or is "performing below expectations" and, if so, specifies the implementation of one of the options in I(B). The unit, college and university committee is assumed to be the tenure and promotion committee or equivalent but an ad hoc committee could be formed if deemed appropriate by the relevant administrative unit's post-tenure review procedures specified in the above paragraph.]~~

~~The following administrative guidelines PROCEDURES apply during review of the "performing below expectations" evaluation.~~

a. Each committee member and each administrator at each level (UNIT, COLLEGE AND UNIVERSITY) must provide, in writing, a vote of agreement or disagreement with the "performing below expectation" evaluation specifying the reasons for his/her decision. **THE ORDER OF CONSIDERATION SHALL BE UNIT FACULTY, UNIT HEAD, COLLEGE TENURE AND PROMOTION COMMITTEE, DEAN, UNIVERSITY TENURE AND PROMOTION COMMITTEE.** These written votes AT EACH LEVEL accumulate during the review process and become part of the case file reviewed by subsequent committees/persons AND ADMINISTRATORS. **WHEN THIS PROCESS IS COMPLETE THEN THE PROVOST AND VICE PRESIDENT FOR ACADEMIC AFFAIRS MAKES A FINAL DETERMINATION. THE PROVOST AND VICE PRESIDENT'S DETERMINATION ASSERTS THAT THE FACULTY IS "PROCEEDING ACCORDING TO EXPECTATIONS" OR IS "PERFORMING BELOW EXPECTATIONS" AND, IF SO, SPECIFIES THE IMPLEMENTATION OF ONE OF THE OPTIONS IN I(B).**

b. Committee members must vote within 30 days after receipt of the case, and individual administrators must vote within 10 days after receipt of the case file.

c. The "performing below expectations" review process can be stopped at any time upon resolution and concurrence with the Vice President for Academic Affairs by the faculty member, unit head or college dean.

d. If a discrimination charge is filed by the faculty member against the unit head and/or college dean, the "performing below expectations" review process

continues but no final determination is implemented until the discrimination charge has been adjudicated **UNDER UW REGULATION 1-5.**

- B. After consultation, the faculty member, the unit head, and the college dean must agree on one of the following for a faculty member who is “performing below expectations” on one or more major job *dimension DUTY*:

- (1) redefinition of job duties,
- (2) resignation/retirement within two academic years,
- (3) medical leave,
- (4) unpaid leave of absence,
- (5) career counseling, or
- (6) development of a performance improvement plan (PIP) to address the problematic area(s) of the faculty member’s job performance.

If the **COLLEGE DEAN DETERMINES THAT THE** faculty member, the unit head, and the college dean cannot agree, then the faculty member shall pursue a performance improvement plan (PIP).

- C. The purpose of the specified time lines for initiating reviews and limiting deliberations is to ensure expeditious resolution of performance review disagreements. The President of the University may authorize reasonable extensions of these guidelines under extenuating circumstances.

II. PERFORMANCE IMPROVEMENT PLAN (PIP). If outcome I(B)(6) is the decision, the faculty member is obligated to construct, in consultation with and approval by both the unit head and college dean, a performance improvement plan (PIP) no later than 60 days after the “performing below expectations” final decision has occurred.

A PIP must conform to the following ~~temporal guidelines~~ **TIME LIMITS**:

- A. Teaching problems must be addressed within one year. Activities exemplifying improvement in teaching performance include, but are not limited to: consulting with the Ellbogen Center for Teaching and Learning personnel, attending teaching related workshops at UW or professional associations, enrolling in education method courses at UW or elsewhere, and having classroom observations by peers at least once a semester per course.
- B. Extension problems must also be addressed within one year. A “performing below expectations” evaluation concerning extension performances must be addressed and appropriate involvements stipulated at the unit level in consultation with the Director of Cooperative Extension. Activities exemplifying improvement in extension include, but are not limited to: conjoint applied research projects with colleagues at UW or elsewhere, attending continuing education and/or technical assistance

workshops at UW or elsewhere, and development of courses for presentation by telecommunication systems.

- C. Research/creative activities problems must be addressed within a maximum of three years; shorter time periods are preferred if a reasonable chance of improvement is probable. Activities exemplifying improvement in research/creative performance include, but are not limited to: conjoint projects with colleagues at UW or elsewhere, review of projects and pre-publication submissions by colleagues at UW or elsewhere, and consultation with and advice from representatives of the Vice President for Research and Economic Development.
- D. Service problems must be addressed within one semester. A “below expectations” evaluation concerning service contributions must be addressed and appropriate involvements stipulated at the unit level in consultation with the college dean.
- E. (1) If **THE COLLEGE DEAN DETERMINES THAT** the proposed PIP is **acceptable** to both the unit head and college dean, then the proposed PIP is considered operative and the administrative constraints itemized below are in effect.
- (2) If **THE COLLEGE DEAN DETERMINES THAT** the initially proposed PIP is **unacceptable** to the unit head or college dean, then the **COLLEGE DEAN REFERS THE PIP** ~~is referred~~ to the unit’s tenure and promotion committee (or equivalent) for review and advice. (a) If the unit’s committee **rejects** the proposed PIP, then the faculty member must revise the PIP consistent with the committee’s recommendations. This revision is to be completed within 30 days of receipt of the committee’s rejection and recommended modifications. This revision is re-submitted to the unit head and college dean for acceptance. (b) If the revised PIP is unacceptable to either the unit head or college dean, then the revised PIP is sent to the **PROVOST AND** Vice-President for Academic Affairs for a determination. (c) The **PROVOST AND** Vice-President for Academic Affairs either accepts or rejects the revised PIP; rejection is sufficient grounds for pursuing dismissal for cause under ~~UniReg 801~~ **UW REGULATION 5-801**.
- (3) If the unit’s committee **accepts** the PIP and both the head and dean accept the committee’s decision, then the proposed PIP is considered operative. (a) If **THE COLLEGE DEAN DETERMINES THAT** either the unit head or the college dean rejects the committee’s acceptance of the proposed PIP, then the PIP is referred to the **PROVOST AND** Vice-President for Academic Affairs who either accepts or rejects the PIP. (b) Acceptance by the **PROVOST AND** Vice-President makes the revised PIP operative while rejection of the proposed PIP by the **PROVOST AND** Vice-President for Academic Affairs is sufficient grounds for pursuing dismissal for cause under ~~UniReg 801~~ **UW REGULATION 5-801**.

Once a PIP is implemented, the following administrative constraints are operative:

- F. Salary increases are **not** available to any faculty member working under a PIP.
- G. The faculty member working under a PIP **cannot** file a separate “grievances and disputes” action under ~~UniReg-35~~ **UW REGULATION 5-35** related to the PIP and the post-tenure review process. (~~Valid~~ ~~Discrimination~~ ~~appeals~~ **COMPLAINTS** under ~~UniReg-5~~ **UW REGULATION 1-5** can, ~~of course~~, be initiated at any time during the post-tenure review and PIP process.)
- H. The faculty member, unit head and college dean shall meet at the end of each semester to review progress toward the goals stipulated in the PIP. The faculty member is expected to make a good faith effort to implement the goals of the PIP and administrators are expected to act in good faith when reviewing the individual’s performance in terms of the goals in the PIP.
- I. Annual performance reviews will be conducted while a faculty member is working under a PIP. If either the unit head or college dean concludes that the faculty member has failed to demonstrate satisfactory progress towards the goals of the PIP, then the ~~case is referred~~ **COLLEGE DEAN REFERS THE CASE** to the unit’s tenure and promotion committee (or equivalent) for review and advice, and the procedures, responsibilities and guidelines detailed in I(A)(3) are ~~automatically~~ initiated. If the result of I(A)(3) is failure of the faculty member to demonstrate satisfactory progress towards the goals of the PIP, and the faculty member, the unit head, and the college dean cannot agree to an appropriate job redefinition then ~~this outcome is grounds for pursuing~~ **THE COLLEGE DEAN SHALL PURSUE** dismissal for cause under ~~UniReg-801~~ **UW REGULATION 5-801**.
- J. No additional post-tenure reviews shall occur until the initial PIP is completed.

III. COMPLETION OF THE PERFORMANCE IMPROVEMENT PLAN (PIP).

When the objectives of a PIP are fully met or, in any case, no later than three years after the initial implementation of the PIP, the unit head shall make a written report to the faculty member and the college dean asserting one of the following conclusions:

- A. The unit head concludes that the **FACULTY MEMBER HAS SUCCESSFULLY COMPLETED THE** goals of the PIP ~~have been realized~~. If the college dean concurs with this conclusion, the faculty member is considered to be “proceeding according to expectations” and becomes eligible for the benefits associated with that status.
- B. If either the unit head or college dean concludes that the faculty member has **failed** to successfully complete the goals of the PIP, then the ~~case is referred~~ **COLLEGE DEAN OR THE UNIT HEAD SHALL REFER THE CASE** to the unit’s tenure and promotion committee (or equivalent) for review and advice, and the procedures, responsibilities and guidelines detailed in I(A)(3) are automatically initiated. If the

result of I(A)(3) is failure of the faculty member to satisfactorily complete the goals of the PIP and the faculty member, the unit head, and the college dean cannot agree to an appropriate job redefinition then ~~this outcome is grounds for pursuing~~ **THE COLLEGE DEAN SHALL PURSUE** dismissal for cause under ~~UniReg 801~~ **UW REGULATION 5-801**.

IV. REVIEW OF THIS PROCESS: As necessary, the Faculty Senate will conduct a review of the post-tenure review process and formulate a recommendation to the Trustees of the University as to the continuation, discontinuation or modification of the process.

AUTHENTICATION: *The foregoing Senate Bill 314, as amended, was duly adopted by the Faculty Senate of the University of Wyoming under date of November 24, 2008, and is hereby transmitted to the President of the University of Wyoming for review in accordance with the UW Regulations.*

*Clifford Marks
Secretary of the Faculty Senate*

1. INFORMATION ONLY ITEM:
Progress Report/Change Orders, Harris

CHECK THE APPROPRIATE BOX(ES):

- Work Session
 Education Session
 Information Item
 Other Specify:

Capital Construction
Progress Report as of February 10, 2009

The following gives an accounting of the progress and activity of construction and design since the last Trustees meeting. Also reported are approved change orders.

PROJECTS IN CONSTRUCTION

1. Archaeological and Anthropological Resource Facility (AARF)

| | |
|--------------------------------------|---|
| Contractor | Sletten Construction of Wyoming, Inc. Cody, WY |
| Bid Price | \$11,157,000 |
| Contract Substantial Completion Date | March 1, 2007 |
| Extended | May 26, 2007 |

| (In Thousands) | Total | Admin | Constr | Design | FF&E | Misc | Cntngcy |
|----------------|--------|-------|--------|--------|-------|------|---------|
| Budget | 15,641 | 462 | 11,431 | 1,089 | 1,580 | 544 | 535 |
| Expended | 15,023 | 328 | 11,431 | 1,089 | 1,278 | 475 | 422 |
| Obligated | 122 | 0 | 0 | 0 | 122 | 0 | 0 |
| Un-obligated | 496 | 134 | 0 | 0 | 180 | 69 | 113 |

Remarks All of the warranty work is complete. Some additional work that was excluded from the General Contractor's responsibility will occur during Spring of 2009. The museum design and installation is progressing but due to the method of information gathering and design, the completion date for all of the exhibits will be extended to 2009.

2. Information Library and Learning Center (ILLC)

| | |
|--------------------------------------|--|
| Construction Manager at Risk | FCI Constructors, Inc. Longmont, CO |
| Guaranteed Maximum Price | \$38,075,000 |
| Contract Substantial Completion Date | August 31, 2009 |

| (In Thousands) | Total | Admin | Constr | Design | FF&E | Misc | Cntngcy |
|----------------|--------|-------|--------|--------|-------|-------|---------|
| Budget | 50,030 | 1,346 | 38,075 | 2,700 | 4,430 | 1,788 | 1,691 |
| Expended | 37,094 | 582 | 31,311 | 2,454 | 1,970 | 777 | 0 |
| Obligated | 8,179 | 0 | 8,155 | 24 | 0 | 0 | 0 |
| Other Funding | 2,294 | 0 | 2,294 | 0 | 0 | 0 | 0 |
| Un-obligated | 7,051 | 764 | 903 | 222 | 2,460 | 1,011 | 1,691 |

Remarks In the addition, the final cleaning is underway on level one. Finish work is progressing on the rest of the floors. Ceiling tile and carpet installation will take place at level three and four of the 50's addition.

3. Information Technology Facility

| | |
|--------------------------------------|---|
| Construction Manager at Risk | Haseldon Construction/Pope Construction Centennial, CO/Mills, WY |
| Guaranteed Maximum Price | \$25,931,436 |
| Contract Substantial Completion Date | December 5, 2008 |
| Extended | December 18, 2008 |

| (In Thousands) | Total | Admin | Constr | Design | Tech | FF&E | Misc | Cntngcy |
|----------------|--------|-------|--------|--------|-------|-------|------|---------|
| Budget | 34,941 | 1,084 | 26,000 | 2,347 | 1,333 | 2,172 | 791 | 1,214 |
| Expended | 29,518 | 353 | 25,685 | 2,252 | 991 | 34 | 203 | 0 |
| Obligated | 282 | 0 | 253 | 29 | 0 | 0 | 0 | 0 |
| Un-obligated | 5,141 | 731 | 62 | 66 | 342 | 2,138 | 588 | 1,214 |

Remarks The contractor is completing punch list work. Interior signs have been installed. Temporary window coverings have been installed on the second and third floor. Permanent window coverings will be ordered this week. The furniture and other owner-provided items are being ordered and will be installed as they arrive.

4. College of Business

| | |
|--------------------------------------|---|
| Construction Manager at Risk | Adolfson & Peterson Construction Aurora, CO |
| Guaranteed Maximum Price | \$44,188,467 |
| Contract Substantial Completion Date | April 27, 2010 except for Landscaping |
| Extended | May 13, 2010 June 15, 2010 for the Landscaping |

| (In Thousands) | Total | Admin | Constr | Design | Tech | FF&E | Misc | Cntngcy |
|----------------|--------|-------|--------|--------|-------|-------|------|---------|
| Budget | 57,572 | 1,529 | 44,017 | 3,641 | 2,746 | 2,974 | 794 | 1,871 |
| Expended | 13,592 | 341 | 10,004 | 2,643 | 0 | 0 | 87 | 517 |
| Obligated | 34,940 | 0 | 34,184 | 756 | 0 | 0 | 0 | 0 |
| Other Funding | 193 | 0 | 193 | 0 | 0 | 0 | 0 | 0 |
| Un-obligated | 9,233 | 1,188 | 22 | 242 | 2,746 | 2,974 | 707 | 1,354 |

Remarks Painting will take place on the upper floor in the existing building. Gypsum board finishing is being completed on the first and second floors. Metal framing and utility rough-ins will start on the lower floors. Crane will be moved on site to set the steel.

5. Police Facility Renovation

Contractor Shepard Construction, Inc.
Rawlins, WY
Bid Price \$1,470,475
Contract Substantial Completion Date March 13, 2009

| (In Thousands) | Total | Admin | Constr | Design | Tech | Property | Misc | Cntngcy |
|----------------|-------|-------|--------|--------|------|----------|------|---------|
| Budget | 2,564 | 45 | 1,470 | 127 | 60 | 750 | 47 | 65 |
| Expended | 1,564 | 35 | 654 | 125 | 0 | 750 | 0 | 0 |
| Obligated | 821 | 0 | 816 | 2 | 0 | 0 | 0 | 3 |
| Un-obligated | 179 | 10 | 0 | 0 | 60 | 0 | 47 | 62 |

Remarks Interior framing, electrical and mechanical rough-ins are 90 percent complete. Drywall installation is in progress.

6. College of Law – Moot Court

Construction Manager at Risk Drahota Commercial, LLC
Fort Collins, CO
Guaranteed Maximum Price \$3,693,215
Contract Substantial Completion Date May 1, 2009

| (In Thousands) | Total | Admin | Constr | Design | FF&E | Misc | Cntngcy |
|----------------|-------|-------|--------|--------|------|------|---------|
| Budget | 4,945 | 135 | 3,710 | 468 | 189 | 90 | 353 |
| Expended | 916 | 21 | 578 | 317 | 0 | 0 | 0 |
| Obligated | 3,204 | 0 | 3,115 | 89 | 0 | 0 | 0 |
| Un-obligated | 825 | 114 | 17 | 62 | 189 | 90 | 353 |

Remarks Most of the roofing has been installed. The clerestory windows and solar light tubes have been installed. Work at the roof level includes stucco, cap flashing and trim. Framing and rough-in in the small moot court room will be ready for drywall. The large moot court and jury deliberation rooms are framed and sequenced behind the small moot court for rough-in and drywall.

CHANGE ORDERS

1. Archaeological and Anthropological Resource Center (AARF)

Statement of Contract Amount

| | |
|-------------------|-----------------|
| Original Contract | \$11,157,000.00 |
| Change Order 1-31 | + 373,824.95 |
| Adjusted Contract | \$11,530,824.95 |

2. Information Library and Learning Center (ILLC)

| | | |
|--|------|-------------|
| Item 1 Seal existing operable windows in the 50's portion for security | Add: | 12,419.90 |
| Item 2 Complete current fire enclosure at top of existing stairs | Add: | 679.89 |
| Item 3 Relocate the Library E-card machine to level 1 | Add: | 1,034.30 |
| Item 4 Replace GWB backer board with cement board | Add: | 1,416.64 |
| Item 5 Relocate wall cabinet heater | Add: | 408.76 |
| Item 6 Provide new receptacle in Hebard area and install cabinet | Add: | 0.00 |
| Item 7 Provide 4 additional exit signs per City inspector | Add: | 1,533.04 |
| <u>Total Change Order No. 13</u> | Add: | \$17,492.53 |

Statement of Contract Amount

| | |
|-------------------|-----------------|
| Original Contract | \$38,075,000.00 |
| Change Order 1-13 | + 1,391,123.32 |
| Adjusted Contract | \$39,466,123.32 |

3. Information Technology Facility

Statement of Contract Amount

| | |
|-------------------|-----------------|
| Original Contract | \$25,931,436.00 |
| Change Order | + 0.00 |
| Adjusted Contract | \$25,931,436.00 |

4. College of Business

| | | | |
|--------|--|------|------------------|
| Item 1 | Extend completion date by 16 calendar days | Add: | 0 00 |
| Item 2 | Provide additional fencing | Add: | 940.00 |
| Item 3 | Provide conduit for relocation of existing fiber optic lines | Add: | <u>19,905.00</u> |
| | <u>Total Change Order No. 1</u> | Add: | \$20,845.00 |
| Item 1 | Increase roof insulation on existing structure | Add: | <u>28,670.00</u> |
| | <u>Total Change Order No. 2</u> | Add: | \$28,670.00 |
| Item 1 | Provide additional sound attenuation to HVAC equipment | Add: | 3,296 00 |
| Item 2 | Reroute and revise chilled water lines | Add: | 10,643.00 |
| Item 3 | Increase exhaust fan size and related ductwork | Add: | 5,055.00 |
| Item 4 | Add additional VAV box to mechanical system | Add: | <u>3,055.00</u> |
| | <u>Total Change Order No. 3</u> | Add: | \$22,049.00 |
| Item 1 | Change shower valves | Add: | 2,707 00 |
| Item 2 | Revise routing of the rain water leaders | Add: | 13,888.00 |
| Item 3 | Add smoke dampers to HVAC system | Add: | <u>3,022.00</u> |
| | <u>Total Change Order No. 4</u> | Add: | \$19,617.00 |
| Item 1 | Revise damper arrangements for air handling units | Add: | <u>63,759.00</u> |
| | <u>Total Change Order No. 5</u> | Add: | \$63,759.00 |

Statement of Contract Amount

| | |
|-------------------|---------------------|
| Original Contract | \$44,188,467.00 |
| Change Order | <u>+ 154,940.00</u> |
| Adjusted Contract | \$44,343,407.00 |

5. Police Facility Renovation

Statement of Contract Amount

| | |
|-------------------|----------------|
| Original Contract | \$1,470,475.00 |
| Change Order | <u>+ 0.00</u> |
| Adjusted Contract | \$1,470,475.00 |

6. College of Law – Moot Court

Statement of Contract Amount

| | |
|-------------------|----------------|
| Original Contract | \$3,693,215.00 |
| Change Order | <u>+ 0.00</u> |
| Adjusted Contract | \$3,693,215.00 |

2. INFORMATION ONLY ITEM:

Enrollment Counts for Spring 2009 Semester, Axelson

CHECK THE APPROPRIATE BOX(ES):

- Work Session
 Education Session
 Information Item
 Other Specify:

BACKGROUND AND POLICY CONTEXT OF ISSUE:

A statistical report and analysis of enrollment for the current semester, based on official counts for the 15th day of the semester (February 2, 2009), are provided each semester. The report will be included in the packet available at the meeting.

WHY THIS ITEM IS BEFORE THE BOARD:

This information is presented for the general information of the Trustees.

ACTION REQUIRED AT THIS BOARD MEETING:

None

3. INFORMATION ONLY ITEM:

State Matching Funds for Endowments, Buchanan

CHECK THE APPROPRIATE BOX(ES):

- Work Session
 Education Session
 Information Item
 Other Specify:

BACKGROUND AND POLICY CONTEXT OF ISSUE:

STATE MATCHING FUNDS FOR ATHLETICS

This state matching fund has been completely committed.

STATE MATCHING FUNDS FOR ACADEMIC FACILITIES

Kite, Marilyn and Roy "Skip" Jacobson, Jr.

This is to inform you regarding approval for Wyoming Legislative Matching Funds for a \$25,000.00 pledge from Marilyn Kite and Roy "Skip" Jacobson, Jr. for the Brimmer Legal Education Center Jury Deliberation Room in the College of Law. These donors have a previous endowment state match of \$50,000.00.

Mr. Jacobson graduated in 1969 with a Bachelor of Arts degree in History and in 1976 with a Juris Doctorate from the University of Wyoming. Ms. Kite graduated in 1970 with a Bachelor of Arts degree in International Studies and in 1974 with a Juris Doctorate from the University of Wyoming.

Spence Law Firm LLC

This is to inform you regarding approval for Wyoming Legislative Matching Funds for a \$50,000.00 pledge from the Spence Law Firm LLC for the Brimmer Legal Education Center Jury Deliberation Room in the College of Law.

The Spence Law Firm LLC is an entity.

STATE MATCHING FUNDS FOR ENDOWMENTS

Dodson, Mark and Tahra

This is to inform you regarding approval for Wyoming Legislative Matching Funds for a \$50,000.00 pledge from Mark and Tahra Dodson for the Dodson Family Endowment for the Geological Museum.

Mr. and Mrs. Dodson are friends of the University of Wyoming.

Dyekman, Greg

This is to inform you regarding approval for Wyoming Legislative Matching Funds for a pledge of \$10,000.00 from Greg Dyekman for a new endowment in honor of Michael Horan. This donor has prior endowment state matches totaling \$254,515.21 to various endowments, \$25,000.00 in matching funds to the Athletic Campaign Unrestricted fund, and \$50,000.00 in matching funds to the Brimmer Legal Education Center at the College of Law.

Mr. Dyekman graduated with a Bachelor of Science degree in Accounting in 1977 and a Juris Doctorate in 1980 from the University of Wyoming, and he is a member of the University of Wyoming Foundation Board of Directors.

Reeves, Douglas B.

This is to inform you regarding approval for Wyoming Legislative Matching Funds for a \$50,013.06 gift from Douglas B. Reeves for the Endowment for Playwriting and a gift of \$50,013.06 for a new endowment for the UW Libraries.

Mr. Reeves graduated with a Bachelor of Arts degree in Political Science in 1975 and a Doctor of Philosophy in 1994 in the College of Education from the University of Wyoming.

Richardson, Ronald and Kristi

This is to inform you regarding approval for Wyoming Legislative Matching Funds for a \$50,000.00 pledge from Ronald and Kristi Richardson for the Ronald R. Richardson and Kristi L. Richardson UW Football Excellence Fund.

Mr. and Mrs. Richardson are friends of the University of Wyoming.

Scarlett, Dick and Maggie

This is to inform you regarding approval for Wyoming Legislative Matching Funds for a pledge of \$850,000.00 from Dick and Maggie Scarlett for a new endowed excellence fund in the College of Business. Mr. and Mrs. Scarlett have prior state matches of \$725,000.00 to various allocations.

Mr. Scarlett graduated in 1964 with a Bachelor of Science in Business Administration and received an Honorary Degree in 2002 from the University of Wyoming. Mrs. Scarlett received a Bachelor of Arts degree in 1963 in Speech-Language Pathology from the University of Wyoming.

Schwartz Family Charities

This is to inform you regarding approval for Wyoming Legislative Matching Funds for a pledge of \$250,000.00 from the Schwartz Family Charities for the William T. Schwartz Professor of Law.

The Schwartz Family Charities is an entity.

Taggart, Dick and Mary Lou

This is to inform you regarding approval for Wyoming Legislative Matching Funds for a gift of \$25,000.00 from Dick and Mary Lou Taggart for the Andrew and Connie Vanvig Scholarship and the William D. Ruckelshaus Endowment for IENR. Mr. and Mrs. Taggart have prior state matches of \$50,000.00 for various allocations.

Mr. Taggart graduated from the University of Wyoming in 1967 with a Bachelor of Science and again in 1970 with a Master of Science, both in Ag Economics. Mrs. Taggart is a friend of the University of Wyoming.

Webster, Lucille

This is to inform you regarding approval for Wyoming Legislative Matching Funds for a gift of \$50,000.00 from Lucille Webster for the Lucille and Bud Webster Accounting Scholarship Endowment.

Mrs. Webster graduated from the University of Wyoming in 1935 with a Bachelor of Arts degree in English.

Wells Fargo

This is to inform you regarding approval for Wyoming Legislative Matching Funds for a gift of \$51,000.00 from Wells Fargo for the Wells Fargo Banking and Excellence Fund.

Wells Fargo is an entity.

Wyoming Engineering Society

This is to inform you regarding approval for Wyoming Legislative Matching Funds for a \$20,000.00 gift from the Wyoming Engineering Society for the H. T. Person Fund. This donor has prior state matches of \$122,700.00 to various allocations.

The Wyoming Engineering Society is an entity.

Wyoming Humanities Council

This is to inform you regarding approval for Wyoming Legislative Matching Funds for a pledge of \$50,000.00 from the Wyoming Humanities Council for the Wyoming Humanities Council Endowment.

The Wyoming Humanities Council is an entity.

Wyoming Women's Foundation

This is to inform you regarding approval for Wyoming Legislative Matching Funds for a gift of \$50,000.00 from the Wyoming Women's Foundation for a new endowment in Outreach.

The Wyoming Women's Foundation is an entity.

4. INFORMATION ONLY ITEM:
Development Report, Blalock

CHECK THE APPROPRIATE BOX(ES):

- Work Session
 Education Session
 Information Item
 Other Specify:

BACKGROUND AND POLICY CONTEXT OF ISSUE:

The UW Foundation has agreed to report on donor giving to the UW Board of Trustees.

WHY THIS ITEM IS BEFORE THE BOARD:

This report is before the Board to advise them of the most current giving totals.

COMMENTS:

There are two spreadsheets within the FY2009 Monthly Giving Report through January 31, 2009. The first includes all gifts, while the second focuses on annual fund gifts. Both tables are broken down by the unit receiving the gifts.

FY 2009 Monthly Giving Report through January 31, 2009

| ALL GIFTS | | | | | | | | | | | | | | |
|----------------------|-------------------------------------|------------------------------------|--------------------|------------------------|--|--------------|---------------------|----------------------|--------------------|---------------------|--------------------|-------------------------|---------------------|------------|
| FUND | New Commitments FY 2009 GOALS | Current Month (cash received only) | | FY 2009 to date | | | | | | | | FY 2008 Commitments YTD | | |
| | | DONORS | FACE VALUE | Cash & Cash equivalent | | | | New Commitments YTD | | | | STATE MATCHING | DONORS | FACE VALUE |
| | | | | DONORS | OUT-RIGHT | GIK | LIFE INCOME FACE | PLEDGE PMTS | NEW PLEDGES | TOTAL | | | | |
| AGRIC | \$ 1,500,000 | 38 | \$7,610 | 692 | \$499,110 | \$2,550 | \$0 | (\$231,500) | \$30,000 | \$300,160 | \$106,100 | 622 | \$1,634,449 | |
| AHC | \$ 500,000 | 43 | \$5,640 | 307 | \$91,558 | \$109,128 | \$0 | (\$50,000) | \$0 | \$150,686 | \$0 | 340 | \$860,797 | |
| ALUMNI | \$ - | 0 | \$0 | 0 | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 | 0 | \$0 | |
| A & S | \$ 5,000,000 | 201 | \$46,920 | 1850 | \$2,076,278 | \$1,034,585 | \$0 | (\$1,147,740) | \$1,530,000 | \$3,493,123 | \$1,250,121 | 1775 | \$772,449 | |
| ATHLETICS | \$ 4,500,000 | 879 | \$490,302 | 3048 | \$2,316,311 | \$361,976 | \$0 | (\$1,276,675) | \$2,200,000 | \$3,601,611 | \$144,563 | 4493 | \$4,463,599 | |
| BUSINESS | \$ 4,000,000 | 67 | \$66,820 | 670 | \$1,521,589 | \$0 | \$0 | (\$1,098,381) | \$1,637,000 | \$2,060,208 | \$1,848,525 | 923 | \$361,183 | |
| EDUCATION | \$ 1,575,000 | 51 | \$95,265 | 637 | \$453,267 | \$0 | \$0 | (\$326,000) | \$860,000 | \$987,267 | \$706,965 | 668 | \$830,461 | |
| ENERGY | \$ 10,000,000 | 0 | \$0 | 1 | \$50,000 | \$10,606,853 | \$0 | \$0 | \$0 | \$10,656,853 | \$50,000 | 4 | \$10,952,768 | |
| ENGINEERING | \$ 5,000,000 | 65 | \$28,180 | 1039 | \$825,243 | \$0 | \$0 | (\$437,120) | \$761,000 | \$1,149,123 | \$928,476 | 1195 | \$3,512,076 | |
| IENR | \$ 250,000 | 9 | \$1,850 | 106 | \$688,610 | \$0 | \$0 | (\$612,521) | \$0 | \$76,089 | \$35,000 | 107 | \$127,436 | |
| HEALTH SCI | \$ 750,000 | 80 | \$1,181,540 | 669 | \$1,778,680 | \$0 | \$0 | (\$29,000) | \$70,000 | \$1,819,680 | \$559,325 | 533 | \$117,538 | |
| LAW | \$ 1,000,000 | 36 | \$39,725 | 255 | \$420,002 | \$0 | \$0 | (\$248,399) | \$125,000 | \$296,603 | \$251,074 | 247 | \$1,303,985 | |
| LIBRARY | \$ 650,000 | 10 | \$1,340 | 203 | \$87,886 | \$2,171 | \$0 | (\$50,000) | \$50,000 | \$90,057 | \$63,763 | 213 | \$60,990 | |
| OUTREACH | \$ 800,000 | 1061 | \$118,859 | 5528 | \$556,473 | \$0 | \$0 | (\$12,438) | \$0 | \$544,035 | \$100,000 | 5428 | \$414,137 | |
| STU AFFRS | \$ 50,000 | 54 | \$2,841 | 344 | \$32,771 | \$0 | \$0 | (\$700) | \$1,000 | \$33,071 | \$2,500 | 311 | \$28,863 | |
| UW ART MUS | \$ 650,000 | 60 | \$14,800 | 293 | \$294,684 | \$111,220 | \$0 | (\$6,536) | \$5,000 | \$404,367 | \$3,525 | 662 | \$532,116 | |
| UNIV. FUND | \$ 215,000 | 27 | \$6,275 | 753 | \$101,887 | \$0 | \$0 | \$0 | \$0 | \$101,887 | \$0 | 701 | \$96,507 | |
| OTHER | \$ 1,000,000 | 13 | \$37,261 | 210 | \$1,059,960 | \$0 | \$0 | (\$174,760) | \$500,000 | \$1,385,200 | \$1,135,897 | 320 | \$844,342 | |
| GIFTS NOT YET BOOKED | \$ - | 0 | \$0 | 0 | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 | 0 | \$0 | |
| TOTAL | \$ - | 2,482 | \$2,145,227 | 14,619 | OUTRIGHT & FACE: \$25,082,790 | | \$25,082,790 | (\$5,701,771) | \$7,769,000 | \$27,150,019 | \$7,185,834 | \$15,765 | \$26,913,696 | |

***Total donors do not reflect column totals. Donors may give to more than one unit/division.*

FY 2009 Monthly Giving Report through January 31, 2009

| FUND | ANNUAL FUND GIFTS (cash received) | | | | | | | FY 2009 AF % of Goal |
|---------------------------------|-----------------------------------|---------------|-----------|-----------------|-------------|----------------------|-------------|----------------------------|
| | FY 2009 GOALS* | Current Month | | FY 2009 to date | | FY 2008 to same date | | |
| | | DONORS | AMOUNT | DONORS | TOTAL | DONORS | TOTAL | |
| AGRIC | \$ 110,000 | 27 | \$4,160 | 592 | \$97,550 | 512 | \$70,412 | 88.68% |
| AHC | \$ 70,000 | 41 | \$5,340 | 299 | \$36,224 | 332 | \$47,863 | 51.75% |
| ALUMNI | \$ - | 0 | \$0 | 0 | \$0 | 0 | \$0 | N/A |
| A & S | \$ 475,000 | 152 | \$29,475 | 1608 | \$256,843 | 1592 | \$261,103 | 54.07% |
| ATHLETICS | \$ 2,165,000 | 794 | \$200,294 | 2829 | \$860,343 | 3578 | \$1,047,849 | 39.74% |
| BUSINESS | \$ 250,000 | 41 | \$5,153 | 584 | \$108,185 | 788 | \$167,026 | 43.27% |
| EDUCATION | \$ 75,000 | 36 | \$3,100 | 472 | \$32,836 | 583 | \$44,144 | 43.78% |
| ENERGY | \$ - | 0 | \$0 | 0 | \$0 | 0 | \$0 | N/A |
| ENGINEERING | \$ 300,000 | 54 | \$7,975 | 956 | \$270,706 | 1041 | \$194,802 | 90.24% |
| IENR | \$ 65,000 | 8 | \$1,600 | 98 | \$35,839 | 97 | \$48,336 | 55.14% |
| HEALTH SCI | \$ 140,000 | 42 | \$13,520 | 433 | \$63,078 | 466 | \$53,751 | 45.06% |
| LAW | \$ 75,000 | 25 | \$4,625 | 187 | \$31,704 | 171 | \$45,059 | 42.27% |
| LIBRARY | \$ 35,000 | 8 | \$340 | 193 | \$35,448 | 182 | \$16,780 | 101.28% |
| OUTREACH | \$ 775,000 | 1059 | \$68,859 | 5511 | \$429,513 | 5421 | \$412,962 | 55.42% |
| STU AFFRS | \$ 35,000 | 49 | \$2,383 | 324 | \$18,113 | 273 | \$13,367 | 51.75% |
| UW ART MUS | \$ 55,000 | 38 | \$3,640 | 173 | \$24,046 | 168 | \$23,697 | 43.72% |
| UNIV. FUND | \$ 175,000 | 27 | \$6,275 | 753 | \$101,887 | 698 | \$96,457 | 58.22% |
| OTHER | \$ - | 7 | \$505 | 148 | \$30,321 | 96 | \$12,715 | N/A |
| GIFTS NOT YET BOOKED | \$ - | 0 | \$0 | 0 | \$0 | 0 | \$0 | |
| TOTAL | \$4,800,000 | 2,278 | \$357,243 | 13,355 | \$2,432,635 | 14,181 | \$2,556,322 | 50.68% |

****Total donors do not reflect column totals. Donors may give to more than one unit/division.**