



*Honoring Our Heritage
&
Creating Our Future*

A Strategic Plan for the University of Wyoming Division of General Counsel

Updated 05/01/2026



MISSION STATEMENT

The Office of the General Counsel coordinates and supervises all legal services for the University of Wyoming by providing timely legal guidance; addressing existing and potential legal problems; reducing exposure to legal risk; and helping University units effectively and efficiently achieve their objectives.

The University is our client, but our legal services are provided to the Board of Trustees, the President, University Officers, deans and heads of academic units, department heads, or other designated representatives of the University. We provide legal advice and representation to those employees acting within the scope of their duties, but we cannot provide personal legal advice to any individual.

The Office of General Counsel provides legal advice in a wide variety of practice areas.

Office of General Counsel responsibilities include:

- Legal advice to Trustees, President and Administration
- Campus Carry
- Communications with the State of Wyoming Attorney General's Office
- Contracts and agreements
- Copyright and trademark
- Discrimination and harassment
- Employment law
- Ethics and conflict of interest
- First Amendment
- Intellectual property
- Litigation, subpoenas and government investigations
- Management of UW Regulations, Presidential Directives, Policies and Procedures
- Policy development and interpretation
- Public records and open meetings
- Regulatory compliance
- Student education records requests (FERPA)
- Wyoming Public Records Act Requests

The Office of General Counsel also oversees Risk Management and the Equal Opportunity Report and Response Unit.

Risk Management responsibilities include:

- Certificates of Insurance
- Insurance, self-insurance, and claims (including property, auto, general liability, shipping, NCAA athletic injury, out of state workers' compensation, crime and employee fidelity, aviation, international travel, cyber, special events, and other specialty programs)
- International Travel Registrations
- Minors on Campus Policy
- Special Event Risk Management
- Student Health Insurance
- University Authorized Drivers

Equal Opportunity Report and Response Unit responsibilities include:

- Conducting reviews and investigations of Civil Rights and violence in the workplace complaints
- Developing and administering employee training programs to address matters of sexual harassment prevention
- and other forms of discrimination
- Serving as Title VI, VII and IX Coordinator

GOAL ONE

Enhancing Student Success

INTEGRATE BEST PRACTICES IN TEACHING AND LEARNING TO PRODUCE SKILLS REQUIRED FOR LIFE, WORK, AND ADAPTATION TO NEEDS OF A CHANGING WORLD.

General Counsel Strategic Plan Goals:

- 1) **Continue to increase student success by providing comprehensive services open to all** by ensuring the University does not engage in preferential or exclusionary practices and provides equal rights and equal opportunities for everyone.

Risk Management Strategic Plan Goals:

- 1) **Develop and implement adaptable experiential learning risk management tools** such as checklists, assumption of risk forms, and assessment models—for use in experiential learning. These tools help departments and students identify and mitigate risks, build practical decision-making skills, and promote a culture of safety that protects participants and the University. *(Also supports Goal 4)*

Equal Opportunity Report and Response (EORR) Strategic Plan Goals:

- 1) **Continue engagement with new students and employees on equal opportunity**, including supporting Green Dot, a bystander intervention program to reduce sexual assault, relationship violence, and stalking, and NO MORE, a public awareness and engagement campaign focused on ending domestic violence and sexual assault.
- 2) **Develop additional training** sessions and materials about equal opportunity during the Saddle Up required orientation program for new students, resource fairs, new faculty orientation, international student orientation, and Residence Assistant training. Develop sessions for Greek organizations, international students, Army and Air Force ROTC programs, and athletics.





GOAL TWO

Pursue Institutional
Excellence

NURTURE A CULTURE OF DIVERSE IDEAS AND KNOWLEDGE CREATION THAT PROMOTES TEACHING, LEARNING, COMMUNITY ENGAGEMENT, ECONOMIC DEVELOPMENT, AND WORLD-CLASS RESEARCH.

General Counsel Strategic Plan Goals:

- 1) **Continue to support and operationalize the 2023 Freedom of Expression, Intellectual Freedom, and Constructive Dialogue Working Group principals**, including reviewing and modifying regulations, policies, and procedures to ensure they uphold legal free expression rights of students, reflect the University's commitments to institutional neutrality, are viewpoint and content neutral, and safeguard the integrity of the admissions and hiring processes. Convey to various stakeholders the background, importance, and goals of the United States Constitution and the First Amendment specifically and bring together people during culturally divided times.

Risk Management Strategic Plan Goals:

- 1) **Evaluate and strengthen the University's insurance and risk services** to ensure alignment with emerging research and economic development and diversification activities. Enhancing the University's insurance and insurer risk services supports innovation and expansion into nontraditional fields while maintaining responsible stewardship of institutional resources. *(Also supports Goal 5)*

Equal Opportunity Report and Response (EORR) Strategic Plan Goals:

- 1) **Revise the Equal Opportunity, Harassment, and Nondiscrimination Policy** to maintain an environment for faculty, staff, students, contractors, and visitors that is free from discrimination and harassment; support student success and faculty excellence; and assist units with conflict resolution.
- 2) In conjunction with Human Resources and Risk Management, **assist with the development of supervisor training programs** for UW managers and supervisors to improve knowledge and build competency around equal opportunity, supervisory skills, conflict resolution, free speech, and compliance issues.

GOAL THREE

Provide a Supportive
Community

FOSTER A CULTURE OF COMMUNITY THAT
VALUES AND CARES FOR STUDENTS,
FACULTY AND STAFF.

General Counsel Strategic Plan Goals:

- 1) **Implement a Compliance, Oversight, Monitoring, and Ethics Team** to foster a coordinated, campus-wide approach to identifying and managing compliance responsibilities in ways that support, enable, and strengthen the work of our faculty, staff, and students in teaching, research, and service while helping the University meet its legal and regulatory obligations.
- 2) **Continue to review and refine the University of Wyoming's regulations, policies, and procedures** to create clear and efficient policies that support the research, teaching, and service missions of the University, reinforce vigilant oversight by the Board of Trustees, enhance public trust, and preserve institutional autonomy.

Risk Management Strategic Plan Goals:

- 1) **Enhance risk awareness, decision making, and accountability** by expanding the use of the claims system for intake, management, data analysis, and risk reporting. Improved data-driven risk reporting supports safer campus operations and more informed decision-making and allows the University to improve the enterprise-wide risk assessment and management processes to include not only identification and mitigation of traditional down-side risk but also up-side risk.

Equal Opportunity Report and Response (EORR) Strategic Plan Goals:

- 1) As part of Wellness in the WEST, **develop a UW CARES program** to support employees who are experiencing workplace, personal, social, or emotional challenges.





GOAL FOUR

Engage with and Serve the State of Wyoming

SUSTAIN AND ENHANCE EXTENSIVE SERVICE TO AND ENGAGEMENT WITH THE STATE TO IMPROVE THE WHOLE HEALTH AND WELLBEING OF WYOMING AND ITS RESIDENTS.

General Counsel Strategic Plan Goals:

- 1) **Implement a Transparency Initiative** to provide more resources in an online or searchable format, reduce the time spent on Wyoming Public Records Act requests, and increase the University's visibility and transparency. This central website will link to often-asked-for information, including UW's Online Checkbook, employment contracts, UW's Emergency Response Plan, UW's fee books, UW's financial statements and reports, UW's operating budget and salary information, federal spending, safety reports, a searchable list of technologies and innovations available for commercialization, and the UW Foundation's financial information.

Risk Management Strategic Plan Goals:

- 1) **Develop and implement adaptable experiential learning risk management tools** that can be used with recurring University partners including community colleges, counties, cities, and school districts. These consistent and shared tools strengthen University risk management capacity and promote consistent and safer activities. *(Also supports Goal 1)*
- 2) **Implement a university-wide business continuity framework** that supports the University's critical functionality and is built within the State of Wyoming's system to allow supportive interoperability with the State.

Equal Opportunity Report and Response (EORR) Strategic Plan Goals:

- 1) **Create partnerships with Wyoming community colleges** and other Albany County entities to formalize collaborations and shared resources related to discrimination, harassment, sexual misconduct, and workplace violence.
- 2) Consistent with our role as a land grant institution, **develop training materials/videos** designed to provide practical education for the public on equal opportunity, free speech, discrimination and harassment, and conflict resolution.

GOAL FIVE

Cultivate Financial Stability and Diversification

ENSURE THE LONG-TERM VITALITY OF UW THROUGH DIVERSIFICATION AND GROWTH OF REVENUE STREAMS AND EFFECTIVE APPLICATION OF RESOURCES, INFRASTRUCTURE AND PROCESSES.

General Counsel Strategic Plan Goals:

- 1) **Continue to refine the framework for licensing University technology to faculty inventors**, enhancing the cradle to grave concept of moving patented technology to commercialization, and addressing financial gaps in advancing technology and startups from development to real-world use. Work closely with industry partners and faculty technologies and spin-off companies to diversify revenue and provide valuable learning and research opportunities for students and faculty.

Risk Management Strategic Plan Goals:

- 1) **Evaluate and strengthen the University's insurance and risk services** to balance protection, cost efficiency, and institutional flexibility. A strong risk financing framework safeguards University assets and supports growth in research, outreach, and entrepreneurial activities. *(Also supports Goal 2)*

Equal Opportunity Report and Response (EORR) Strategic Plan Goals:

- 1) **Pursue grant opportunities and philanthropic opportunities for additional funding** to enhance equal opportunity, freedom of expression, and conflict resolution at the University and in the community.





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