Executive Committee

University of Wyoming
Via Teleconference
2026-11-04 07:00 - 08:00 MST

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The Executive Committee met on November 4, 2026 to discuss Delegation of Authority

Updated Narrative

Updated redline UW Regulation 1-1

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AGENDA ITEM TITLE: Discussion: Delegation of Authority, Executive Committee UPDATED 11-4-26, Chair Sullivan

SESSION TYPE:
☒ Work Session
☐ Information Session
☐ Other
☐ [Committee of the Whole – Items for Approval]

APPLIES TO STRATEGIC GOALS:
☒ Yes (select below):
- ☒ Institutional Excellence
- ☒ Student Success
- ☒ Service to the State
- ☒ Financial Growth and Stability

☐ No [Regular Business]

☐ *Attachments are provided with the narrative.*

EXECUTIVE SUMMARY:
At the October 2026 Board of Trustees conference call, Chair Sullivan discussed the Trustees Executive Committee's invitation to administration to research where the full Board of Trustees consider an expanded scope of responsibility and a distributed decision-making model by delegating approval of some transactional items that come before the board. The intent of this inquiry was to assure that the Trustees focus on providing strategic direction, oversight, and accountability. They asked President Reeves and Executive Vice President Sheetz to work with their team to suggest a strategy for possible delegation, specifically noting that recommendations should be tied to institutional priorities.

The recommendations were not intended to relinquish Board authority; rather, to assure the institution can be responsive to the changing needs of the institution in a time of rapid change. Delegation to the new administration can be revoked at any time and ideally would facilitate the administration's future priorities, while still holding the administration accountable.

Chair Sullivan requested the Committee chairs discuss the applicable items with their Committees at the November 2026 Board meeting, including review of the relevant UW Regulations, examination of the current administrative processes related to those regulations, and discussion of whether these potential changes would allow administration to function in a way that strengthens the ability for UW to pursue excellence. Where relevant, even though changes to the regulations are not required for a delegation of authority, proposed modifications have been included at the request of certain Board members.

Items applicable to the Executive Committee:

1. Reducing the two-step process to appoint University Officers to one step pursuant to UW Regulations 1-1 and 2-8.

2. Delegating authority for multi-year athletic coach employment contracts, other than head coach contracts for football and men's and women's basketball, which would still require consultation with the Trustees Executive Committee pursuant to UW Regulation 1-1.

3. [Per the Trustees Executive Committee, transferring this item to the Biennium Budget Committee for review and feedback] Increasing authority for approval of contracts, federal contracts, agreements, memorandums of understanding, procurements, equipment leases, and permits from $2,000,000 and 10 years to no cap, if within the approved annual operating budget pursuant to UW Regulation 7-2.

WHY THIS ITEM IS BEFORE THE BOARD:
The Bylaws of the Trustees of the University of Wyoming authorize the President to perform the duties expressly enjoined upon him by the laws of Wyoming and "such other incidental duties as pertain to his office or as may be assigned from time to time by the Trustees." In October 2026, the Chair requested that the Trustee Committees review the recommendations that fall under their purview and be prepared to provide feedback to the full Board at the November 2026 Board of Trustees meeting.

ACTION REQUIRED AT THIS BOARD MEETING:
Dependent on discussion.

BACKGROUND SCRIPT AND PROPOSED MOTION:
Dependent on discussion.

Notes from the Executive Committee meeting 11-4-26:

1. The Committee **recommends approving** the administration's proposal to reduce the two-step process to appoint University Officers to one step pursuant to UW Regulations 1-1 and 2-8.

2. The Committee **recommends approving** the administration's proposal to delegate authority for multi-year athletic coach employment contracts, other than head coach contracts, which would still require consultation with the Trustees Executive Committee pursuant to UW Regulation 1-1 (NOTE: Athletics recommends including all head coach contracts instead of a threshold).

3. Per the Committee, the proposal to increase authority for approval of contracts, federal contracts, agreements, memorandums of understanding, procurements, equipment leases, and permits from $2,000,000 and 10 years to no cap, if within the approved annual operating budget, has been transferred to the Biennium Budget Committee for review and feedback.

4. The Committee also requested edits to UW Regulation 1-1 to reflect the Executive Vice President position (see attached for proposed edits).

5. Chair Sullivan will be prepared to discuss these recommendations with the full Board of Trustees during the public session item on Thursday, November 19 at 1:40 p.m. (along with the Chairs of the Academic and Student Affairs, Biennium Budget, Facilities Contracting, and Research and Economic Development Committees).

UNIVERSITY OF WYOMING REGULATIONS

Subject: Organization of the University
Number: UW Regulation 1-1

I. OFFICERS OF THE UNIVERSITY

A. Designation

Officers of the University are:

1. The President;
2. Administrative Officers, to include the Executive Vice President and heads of the divisions as set forth in section II of this regulation (Academic Affairs, Budget and Finance, General Counsel, Government and Community Affairs, Information Technology, Institutional Advancement, Operations, Research and Economic Development, Student Affairs, and Intercollegiate Athletics);
3. Vice provosts, associate vice provosts, deputy vice presidents, and associate vice presidents, if any;
4. Academic Officers, to include deans, directors, associate and assistant deans and department and division heads, of the organized education units specified in UW Regulation 2-411 (Academic Organization).

B. Appointment

The President of the University shall be appointed by the Trustees as provided in the Bylaws of the Trustees of the University of Wyoming. Nine affirmative votes of the Trustees shall be required for appointment.

The following Officers shall be appointed by the Trustees upon the recommendation of the President following consultation with the appropriate University Officers and faculty: the heads of the divisions as set forth in section II of the regulation, deans, and the Executive Director of the School of Energy Resources. When the President of the University has determined the top 2-3 candidates for one of these Officer

positions, prior to the University commencing negotiations with the person to whom the offer will be made, the President of the University shall advise the Board of Trustees of the intention to make an offer of employment to the top candidate or the other candidates, if applicable, should negotiations with the top candidate be unsuccessful. The President shall do so in an executive session of a meeting of the Board of Trustees and shall provide such information to the Board as the Board may require. Negotiations with the candidate shall not commence prior to the Board's executive session. If the negotiations are successful with any of the top candidates, the President of the University shall ~~recommend the Board~~ approve appointment of the candidate but all matters shall remain confidential pending the ~~Board's~~ President's final approval. The final appointment shall be provided to the Board electronically as an information item prior to any public announcement.

Commented [TE1]: Executive Committee

In establishing their time frames applicable to the search process, the President, shall take into consideration the Trustees' regularly scheduled monthly meetings in an effort to coordinate the approval/hiring process with such Trustee meeting schedule so as to reduce the number of special meetings which would otherwise have to be held to assure compliance with this Regulation.

All appointments under this paragraph shall be on such terms with respect to salary, terms of employment and like matters as the Trustees may determine.

C. Removal

Any person appointed to an office or position pursuant to this section may be removed by the Trustees whenever in their judgment the best interests of the University will be served thereby, but such removal shall be without prejudice to the contract rights, if any, of the person so removed. Likewise such removal shall be without prejudice to the rights, if any, of such person as a tenured member of the faculty.

II. THE ADMINISTRATIVE ORGANIZATION OF THE UNIVERSITY

A. President of the University

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

authority of the President shall be responsible and advisory to the President. The President is authorized to settle claims against the University up to $100,000.

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

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

The President shall have as principal administrative officers a head of each unit as set forth in section II of the regulation. The President also may have other assistants as are authorized from time to time and may also authorize the appointment of an executive vice president and a vice provost, associate vice provosts, senior vice presidents, deputy vice presidents, and associate vice presidents for each of the principal administrative officers, who shall perform such duties as specified.

B. Academic Affairs

Academic Affairs oversees the academic colleges and schools; academic personnel; academic centers and institutes; the University of Wyoming at Casper; enrollment management; international programs; the University Libraries; and undergraduate and graduate education.

Academic Affairs shall initiate, organize, or direct such actions as are necessary and appropriate to assure that academic program needs and standards are established and implemented by appropriate units and officers of the University, including accreditation. Academic Affairs shall consult with and advise the President on the recommendations of the heads of the various academic units concerning organization, development of programs, appointment of academic personnel, promotions, leaves of absence, salaries, and the commission of special studies relating to curriculum, instruction, academic personnel and other areas as needed.

Additional administrative units may be assigned to Academic Affairs by the President. Academic Affairs may be supervised by a provost, a senior vice president, or a vice president and may be assisted by a vice provost, associate vice provosts, senior vice presidents, deputy vice presidents, associate vice presidents, and such other assistants as are authorized by the President from time to time.

C. Budget and Finance

Budget and Finance is responsible for the administration of all the business and financial affairs of the University. Budget and Finance advises the President on the status of the University budget and oversees such duties as are required by statute or by UW Regulations.
In accordance with the Bylaws, the head of Budget and Finance shall serve as the Deputy Treasurer of the Trustees of the University of Wyoming, and shall exercise all duties and responsibilities incident to this position, including the receipt, custody and recording of all monies or funds payable to the Trustees, the Treasurer, the University, or any of its colleges, divisions, or departments and the disbursement or investment of such funds and monies as authorized by the Trustees.

D. General Counsel

General Counsel provides legal and risk advice to the University and coordinates communications with the state's Attorney General. General Counsel is responsible for administration of UW Regulations, procedures related to risk management, and review of discrimination, harassment, and workplace violence complaints. General Counsel has administrative responsibility for the Equal Opportunity Report and Response Unit and the Risk Management Office.

E. Government and Community Affairs

Government and Community Affairs is responsible to the President for coordinating the efforts to engage policy makers at the federal and state level to promote the University and enhance the University's ability to meet is mission and goals. Government and Community Affairs represents the University in its communications with elected officials at all levels, including all federal and state legislation. Government and Community Affairs provides advice, assistance, and information to the Board of Trustees, the President, and other University units with respect to government relations.

F. Information Technology

Information Technology is responsible to the President for the general information technology functions of the University, including administrative and academic computing, networking, telecommunications, computing laboratories and customer support services.

Information Technology shall advise the President and the University community on issues involving data privacy; develop and manage computing standards, network architecture and security; determine information integration methodologies; and work

with internal and external constituents to support diverse technology needs and build consensus on information technology issues. Information Technology shall be an advocate for the development and use of technology in instruction, academic support, research, social media, and institutional support; evaluate and analyze beneficial emerging and advanced technologies and provide a stable, reliable technology infrastructure for the University.

G. Institutional Advancement

Institutional Advancement is responsible to the President and the Board of Trustees for private fundraising and relations with donors. Institutional Advancement's primary functions include seeking private financial support for the University, coordinating private development and fundraising activities, and communicating with the University of Wyoming Foundation.

Institutional Advancement shall initiate, organize, or direct such actions as are necessary and appropriate to ensure that development and donor relations are properly implemented and coordinated, and shall consult with, engage and advise the President and the Board of Trustees on all development and donor relations.

H. Operations

Operations provides business and capital planning, preparation and administration of the University budget and development of long-term financing strategies to support implementation of the Capital Facilities Plan. Operations, in consultation with General Counsel, shall prepare such agreements, leases, and other instruments relating to the transfer of real property, as may be appropriate to the management, control, acquisition, or disposition of property of the University in accordance with UW Regulations or other directions of the Board of Trustees.

Operations is responsible for the campus safety office, including biological safety, chemical safety, fire safety, occupational health and safety, radiation safety, regulated material management, the chemical stockroom, and incident and injury reporting.

I. Research and Economic Development

Research and Economic Development, which can be one combined unit or two separate units, is responsible to the President for the general administrative supervision and coordination of research programs conducted by units of the University. Research and Economic Development is responsible for reviewing and evaluating proposed research and economic development programs; continuing review of existing contracts and grants; and maintaining research compliance, including oversight of the Institutional Review Board (IRB), the Institutional Animal Care and Use Committee (IACUC), conflict of interest, export control, and foreign

influence. Research and Economic Development is also responsible for responding to allegations of research misconduct and the head or designee shall serve as the Research Integrity Officer for the University.

Research and Economic Development is responsible for maintaining an assessment of the available research capabilities of the University, interacting with governmental agencies or other entities sponsoring or seeking research or investigatory studies, and overseeing economic development and innovation initiatives.

J. Student Affairs

Student Affairs is responsible to the President for the general administrative leadership and coordination of programs and services designed to support the learning and development of UW students.

Student Affairs shall develop and deliver services, programs and facilities that promote the intellectual, personal, cultural and civic development of students; coordinate efforts to create a caring community in which individuals are respected, encouraged to pursue excellence, and assisted in achieving their potential; and foster the celebration of diversity of individuals and cultures.

K. Intercollegiate Athletics

Intercollegiate Athletics is responsible to the President for the planning, direction and management of the Athletics Division.

Athletic coaches shall not be considered Officers of the University but shall be contractual employees. The President shall have the authority to appoint any athletic coach ~~with a one-year contract and~~ except for multi-year athletic head coach contracts, which ~~shall~~ require consultation with the Executive Committee of the Trustees prior to appointment~~ing any coach with a multi-year contract~~.

Commented [TE2]: Per Executive Committee meeting on 11-4-26, we discussed a threshold with Athletics. However, as a middle ground approach, instead of a threshold, they recommend modifying to include all head coaches (not just football and men's and women's basketball).

Responsible Division/Unit: Office of the President

Source: None

Links: http://www.uwyo.edu/regs-policies

Associated Regulations, Policies, and Forms: Bylaws of the Trustees of the University of Wyoming, Article IX

History:
Trustee Regulations I, II, III, and IX.B; adopted 1/22/2010 Board of Trustees minutes
Revisions adopted 11/18/2010 Board of Trustees meeting
Revisions adopted 3/23/2012 Board of Trustees meeting
Revisions adopted 1/17/2014 Board of Trustees meeting
Revisions adopted 6/16/2014 Board of Trustees meeting
Revisions adopted 7/17/2014 Board of Trustees meeting
Revisions adopted 7/17/2014 Board of Trustees meeting
Revisions adopted 1/20/2016 Board of Trustees meeting
Revisions adopted 11/18/2016 Board of Trustees meeting
Revisions adopted 3/23/2017 Board of Trustees meeting
Revisions adopted 5/11/2017 Board of Trustees meeting
Revisions adopted 7/20/2017 Board of Trustees meeting
Revisions adopted 9/15/2017 Board of Trustees meeting
Reformatted 7/1/2018
Revisions adopted 11/15/2018 Board of Trustees meeting (effective 7/1/2019)
Revisions adopted 2/17/2021 Board of Trustees meeting
Revisions adopted 5/12/2022 Board of Trustees meeting
Revisions adopted 11/22/2024 Board of Trustees meeting

UW Regulation 1-102(I)(A) adopted Minutes of the Trustees, March 3-4, 2000, Budget Committee
Moved to UW Regulation 1-1 on 11/15/2018 Board of Trustees meeting (effective 7/1/2019)

UW Regulation 1-102(I)(P) adopted Minutes of the Trustees, January 16, 2015, Work Session
Revisions adopted and moved to UW Regulation 1-1 on 11/15/2018 Board of Trustees meeting (effective 7/1/2019)

UNIVERSITY OF WYOMING REGULATIONS

Subject: Appointment, Evaluation and Removal of Academic Officers
Number: UW Regulation 2-8

I. PURPOSE

To provide consistent definitions of academic administrative structures and positions, and to describe terms of appointments and general provisions regarding Academic Officers.

II. DEFINITIONS

Academic Officer: Pursuant to UW Regulation 1-1, academic officer includes Executive Directors/Directors, Deans, Associate and Assistant Deans, and Unit/Division Heads.

Academic Unit: A department, center, institute, school, college or other academic division to which University faculty are assigned under the aegis of the Provost and Vice President for Academic Affairs.

At-Will: An at-will appointment allows the employee or the University to terminate the employment relationship at any time for any reason except an unlawful one.

III. POLICY

The Trustees of the University of Wyoming observe a policy of administrative accountability, through the President, for the effective operation and distinctive quality of the University. The President is responsible for recommending the appointment or removal of the Provost and Vice President of Academic Affairs, Deans, and the Executive Director of the School of Energy Resources; and assuring regular evaluation of their performance.

College and unit level administrators serve several roles as managers of the university, leaders of their academic units, and representatives of the views and interests of their academic colleagues. Therefore, the appointment, evaluation or removal of Academic Officers normally shall involve significant faculty participation.

IV. TERMS OF APPOINTMENT

The at-will appointment of Academic Officers shall be for a defined term (usually four years) to be specified at the time of appointment. Terms may be renewed, contingent upon University or college need, adequate funding for the position, and satisfactory job

performance. Academic Officers who hold an academic appointment retain their rights to tenure or term appointment upon return to the faculty.

Appointments, reappointments, review and dismissal of all Academic Officers shall be consistent with UW Regulations and Standard Administrative Policies and Procedures.

V. PERFORMANCE ASSESSMENT

The University is committed to fostering success of its Academic Officers and enhancing their effectiveness in a constructive way. The review and evaluation of Academic Officers includes both an evaluative and developmental component. The President, Provost and Vice President of Academic Affairs, or Dean, as appropriate, shall conduct annual performance evaluations for each Academic Officer prior to the approval of the University's annual budget. Additionally, the Provost and Vice President of Academic Affairs may conduct a comprehensive performance review of any Academic Officer specified in this Regulation at any time.

At the end of the second year of the Provost, a Dean or the Executive Director of the School of Energy Resources' initial appointment, a performance review will be completed to determine the effectiveness of the Dean or Executive Director's leadership and management. Input from internal and external stakeholders shall be included in this performance review, and may be included in other reviews as determined by the direct supervisor of the Academic Officer.

Reappointment of any Academic Officer is contingent upon a satisfactory annual performance evaluation and needs of the academic unit, college and University. Procedures for all performance reviews shall be consistent with University Regulations and Standard Administrative Policies and Procedures.

VI. REMOVAL

Reviewing officers may recommend the removal of an Academic Officer at any time for any reason except an unlawful one. However, no removal of a Dean or Executive Director of the School of Energy Resources shall be final until acted upon by the ~~Trustees~~President. All other Academic Officers may be removed by the Provost and Vice President for Academic Affairs, in consultation with the Dean.

Commented [TE1]: Executive Committee

Responsible Division/Unit: Office of the Provost and Vice President for Academic Affairs

Source: None

Links: http://www.uwyo.edu/regs-policies

Associated Regulations, Policies, and Forms: None

History:
University Regulation 804, Revision 2; adopted 7/17/2008 Board of Trustees meeting
Revisions adopted 1/17/2014 Board of Trustees meeting
Revisions adopted 11/18/2016 Board of Trustees meeting
Reformatted 7/1/2018: previously UW Regulation 5-804, now UW Regulation 2-8
Revisions adopted 2/17/2021 Board of Trustees meeting