

THE UNIVERSITY OF WYOMING

MINUTES OF THE TRUSTEES

**Conference Call Meeting
Wednesday, October 14, 2015**

**The final minutes can be found on the University of Wyoming Board of Trustees website at
<http://www.uwyo.edu/trustees/>**

**THE UNIVERSITY OF WYOMING
BOARD OF TRUSTEES MEETING MINUTES**

Wednesday, October 14, 2015

8:00 a.m.

Conference Call

In Old Main Boardroom

Agenda Items for Discussion

Presidential Search Update, Palmerlee/Marsh 1

Facilities Updates, Mai 2

Information Items:

- Construction Contract – Hoyt Hall Renovation
- Electrical Easement for Rocky Mountain Power for Runway Lighting Update
- Residence Halls
- BSL-3
- Michael B. Enzi STEM Facility

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Agenda Items for Approval

Facilities Updates, Mai 6

- Construction Contract – Hoyt Hall Renovation
- Electrical Easement for Rocky Mountain Power for Runway Lighting Update

THE UNIVERSITY OF WYOMING
MINUTES OF THE BOARD OF TRUSTEES
Wednesday, October 14, 2015
Conference Call
Old Main Boardroom

The University of Wyoming Board of Trustees held a conference call on Wednesday, October 14, 2015. Deputy Secretary for the Board Shannon Sanchez took roll at 8:02 a.m. Trustees participating included Mel Baldwin, Dave Bostrom, Larry Gubbels, John MacPherson, Jeff Marsh, Mike Massie, John McKinley, Dave Palmerlee, Dick Scarlett, Michelle Sullivan, Dave True, and Wava Tully. Ex-officio Trustees participating included University President Dick McGinity, ASUW President Brian Schueler, and Executive Director for the Wyoming Community College Commission Jim Rose. Ex-officio Trustee Governor Matt Mead was not in attendance, but Policy Director Mary Kay Hill participated on his behalf. Ex-officio Trustee Wyoming State Superintendent for Public Instruction Jillian Balow was not in attendance, but Chief Academic Officer Brent Bacon participated on her behalf. The trustees discussed various matters such as the presidential search and updates of facility projects throughout campus. The meeting adjourned at 8:44 a.m.

AGENDA ITEM TITLE: **Presidential Search Update**, Palmerlee/Marsh

CHECK THE APPROPRIATE BOX(ES):

- Work Session
 Education Session
 Information Item
 Other Specify:
-

MINUTES OF THE MEETING:

Trustee Jeff Marsh updated the Board on the Presidential Search. He explained that the first candidates and nominees had been uploaded to the search firm's secure site. He acknowledged that using the search firm's secure site was different than the original plan to use UW's secure site, but after a discussion with Board President Dave Palmerlee, the decision was made to use the search firm's site. Trustee Marsh noted that Alberto Pimentel with the search firm Strobeck/Pimentel & Associates and Search Recruiter Brad Mead had been contacting nominees. He noted that the first search committee would be meeting on Friday, October 16, 2015 to review applications. Trustee Marsh explained that the search committee held listening sessions in Laramie and across the state via UW's Outreach Video Network. He noted the first presidential search committee would meet again on November 6, 2016. Trustee Marsh explained that candidates know that applying early was desirable. He also said that the search was moving forward.

Trustee Dave Bostrom added that the second presidential search committee had scheduled a meeting for October 29, 2015 to become organized and acquainted before receiving candidate names from the first search committee.

Trustee President Dave Palmerlee asked when trustees who were not serving on the first presidential search committee would be able to access the secure website and review applications. Trustee Marsh responded that he thought there was not any problem with trustees accessing the website. He asked for confirmation. Trustee John MacPherson agreed, but reminded the trustees that they needed to complete the hiring course required by UW before participating in the hiring process.

Trustee Marsh asked Deputy Secretary Sanchez to follow up with trustees who had not completed this course. He also asked that she confirm all confidentiality agreements had been submitted.

AGENDA ITEM TITLE: **Facilities Update**, Mai

Information Items:

- Construction Contract - Hoyt Hall Renovation
- Electrical Easement for Rocky Mountain Power for Runway Lighting Upgrade
- Michael B. Enzi STEM Facility
- Residence Halls
- BSL-3

Action Items:

- Construction Contract - Hoyt Hall Renovation
- Electrical Easement for Rocky Mountain Power for Runway Lighting Upgrade

CHECK THE APPROPRIATE BOX(ES):

- Work Session
 Education Session
 Information Item
 Other Specify: Items for Approval
-

MINUTES OF THE MEETING:

Hoyt Hall Renovation

Vice President for Administration Bill Mai reviewed construction projects with the Board. He noted that two of the projects required action. He said that background information on these projects could be found in the report. Vice President Mai noted that the Hoyt Hall Renovation was reviewed on page two of the report and that this project had encountered structural issues that could impact the budget and reduce the scope of work. The structural issues would cost an estimated \$200,000. The project should be completed by December 2015. Vice President Mai requested the Board to approve the contract with Elk Ridge Builders in Laramie to renovate Hoyt Hall and fix the structural issues. Elk Ridge Builders was a small local firm that had completed other good work on campus.

Trustee Jeff Marsh asked what the budget was for this project. Vice President Mai responded that the budget was \$2.9 million. Trustee Marsh asked if this budget was not to exceed \$2.9 million, and Vice President Mai responded that Trustee Marsh was correct.

Trustee Marsh moved to authorize the contract with Elk Ridge Builders for the design and renovation of Hoyt Hall. Trustee Dave Bostrom seconded. All trustees were in favor and the motion passed unanimously.

Electrical Easement

Vice President Mai then discussed the electrical easement with Rocky Mountain Power, which was reviewed on page four of the report. He noted that UW would be receiving a small sum for this easement to allow power to the runway.

Trustee MacPherson noted that he had received an invitation to a building dedication at the airport and asked if UW owned any buildings at the airport. Vice President Mai explained that there was a new building constructed at Cowboy Aviation to replace the old building that was previously there.

Vice President and General Counsel Rick Miller responded that this project came as a result of collaboration among the airport board, the city, community, businesses, UW, and the UW Foundation. He noted that the UW Foundation fundraised for this building, and they received a gift from the McMurry family. He said that UW did not own the facility, but it had special consideration in regards to the use of the building and extra benefits from Cowboy Aviation. Vice President Miller noted that the building's themes were tied to campus and that meetings could be held at Cowboy Aviation. He noted that this new building would serve the Laramie community well, as it would welcome those traveling to Laramie on private aircrafts.

Trustee Marsh moved to approve the easement; seconded by Trustee MacPherson. Trustee True asked why the easement was sold at such an affordable price. Vice President Mai responded that the easement was sold at an affordable price because of UW's relationship with the city and county, as well as because UW was at the airport with research and transportation aircraft.

Trustee True noted that he did not disagree with the cost the easement was sold for due to the circumstances. However, he explained that it was prudent the trustees understand that it was sold for an attractive rate. Vice President Mai agreed and noted that the agreement was with the FFA, not the power company itself.

Trustee President Palmerlee called for a vote. All trustees were in favor, and motion passed unanimously.

Enzi STEM

Vice President Mai noted that he toured the Enzi STEM building several times in the last few weeks, and the building was turning out well and progress was being made. He explained the role of Matt Kibbon, Manager of Construction Projects, who was working for UW on this project and making sure the building stayed on schedule. Vice President Mai explained that much progress was made recently and that UW hoped to have laboratory classes in the building in January 2016. He noted that UW was cautiously optimistic about the completion date of the building.

Trustee True asked if classes and labs were already scheduled in the building for the spring semester. Vice President Mai responded that the intent was to schedule the labs in existing lab spaces until the completion date was firm. He encouraged the trustees to tour the building again, as it had changed a lot since the trustees took their tour.

Vice President of Research and Economic Development Bill Gern noted that he had a meeting tomorrow with the lab coordinators to focus on the schedule and to consider the completion date. He noted that they would also discuss a partial move if that was necessary.

Trustee President Palmerlee asked that there be an update on the Enzi STEM at the November meeting.

Residence Halls

Vice President Mai stated that UW submitted a report on level I planning for the residence halls to the Joint Education Committee on October 1, 2015. He explained that the level I planning included a rudimentary analysis of residence halls options and an initial plan. He noted that UW would try to garner support for a level II request to keep this process moving.

Vice President Miller noted that this was a budget request for level II planning funds, and this information would be provided to the Governor.

BSL-3

Vice President Miller explained that the BSL-3 lab did not need to be discussed in executive session. He noted that UW received executive assignments from the state for two contractors. As part of this process, those contractors were working for UW. He explained that there would be an additional small contract with another firm given the ADA accessibility issues. Vice President Mai noted that the HDR consulting firm held a two day meeting in Laramie to work through the engineering and technical details. He noted that this was a design, bid, and build project, and the plan was to have 50% of the construction drawings by Monday, November 16, 2015. The drawings would then be reviewed and go to bid.

Vice President Miller noted that there were lots of standard operating procedures that must go into this lab in order for it to be certified. He stated that UW would also engage a cost estimating firm to make sure the costs were reasonable. Vice President Miller noted that in December 2015, the Board would discuss costs with the goal of finishing the construction drawings to go to bid in early February. He explained that UW would prequalify bidders to make sure the companies have worked on technical, regulated labs before this project.

Trustee McKinley asked if UW had been successful at getting the HDR contract assigned to UW from the state. Vice President Miller responded that he would not say it had been unsuccessful. He explained that the plan was that the Attorney General's office would discuss the HDR relationship with the state. He noted that HDR had an understanding of the scope of work.

Trustee McKinley asked when the contract assignment would occur and if HDR was delaying the process. Vice President Miller responded that HDR was not delaying the process and that they were working with UW's facilities planning department. The timeline was to have 50% of the construction documents in November 2015, and the Board would review the contract before UW signs it.

AGENDA ITEM TITLE: **UW Budget Request**, McKinley/Mai

CHECK THE APPROPRIATE BOX(ES):

- Work Session
 Education Session
 Information Item
 Other Specify:
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MINUTES OF THE MEETING:

Trustee McKinley updated the Board on UW's budget request. He noted that late last week, there was news regarding potential budget issues facing the state in the current and upcoming fiscal years. He explained that he would like to focus on two items: 1) to remind trustees of the difference between FY2016 (the current fiscal year) and upcoming fiscal years, and 2) UW's FY2017-2018 biennium budget request and its exception requests, which were listed in the two page summary document distributed to trustees in August 2015. Trustee McKinley explained that the two page exception request document included the priorities, the amount of funding requested, if it was a recurring or one time funding, and if it was a capital construction cost or a matching fund request.

Trustee McKinley noted that in the agency 067 (UW) budget, there were capital construction requests for level II planning for residence halls, funds for the engineering building, and funds for the Science Initiative. A small amount of funding was also included for property purchase and other related items. He noted that UW requested two million dollars for recruitment and retention funds. Trustee McKinley explained that UW was also requesting about \$23 million in matching funds. He explained that the governor had UW's budget request and was reviewing it. He said that the Trustee Budget Committee would meet at the end of this month after the CREG report was released. He noted that the budget and revenues forecasts would change between October 2015 and the start of the legislative session in spring 2016. Trustee McKinley explained that UW would have a one hour meeting with the governor regarding UW's budget. After that meeting, UW should have a clearer picture of where UW's budget will end up for the biennium.

Agenda Items for Approval (approved during Work Sessions)

- Construction Contract – Hoyt Hall Renovation
- Electrical Easement for Rocky Mountain Power for Runway Lighting Update

Please see the work sessions for information and Board approval of these items.

Adjournment

Trustee President Palmerlee asked if there were any additional topics to cover.

Trustee True asked about the starting times for the November meeting. Deputy Secretary for the Board Shannon Sanchez noted that the draft agenda had committee meetings starting at 11:00 a.m. on Wednesday, November 17, 2015.

There was no further business to come before the Board. Board of Trustees President Dave Palmerlee adjourned the meeting at 8:44 a.m.

Respectfully submitted,



Shannon Sanchez
Deputy Secretary, Board of Trustees



Laura Shevling
Senior Administrative Assistant