

THE UNIVERSITY OF WYOMING
BOARD OF TRUSTEES' REPORT

July 10-13, 2018

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

University of Wyoming Mission Statement (July 2017)

We honor our heritage as the state's flagship and land-grant university by providing accessible and affordable higher education of the highest quality; rigorous scholarship; the communication and application of knowledge; economic and community development; and responsible stewardship of our cultural, historical and natural resources.

In the exercise of our primary mission to promote learning, we seek to provide academic and co-curricular opportunities that will:

- Graduate students who have experienced the frontiers of scholarship and creative activity and who are prepared for the complexities of an interdependent world;
- Cultivate a community of learning energized by collaborative work among students, faculty, staff and external partners.
- Nurture an environment that values and manifests diversity, internationalization, free expression, academic freedom, personal integrity and mutual respect; and
- Promote opportunities for personal health and growth, physical health, athletic competition and leadership development for all members of the university community.

As Wyoming's only public university, we are committed to scholarship, 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.

TRUSTEES OF THE UNIVERSITY OF WYOMING AGENDA
July 10-13, 2018

WORK SESSIONS

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BUSINESS MEETING

Roll Call

Approval of Board of Trustees Meeting Minutes

June 13, 2018 (conference call)

Approval of Executive Session Meeting Minutes

June 13, 2018 (conference call)

Reports

ASUW

Staff Senate

Faculty Senate

Public Testimony

[To be held Friday, July 13, at 10:00 a.m.]

Committee of the Whole

REGULAR BUSINESS

Board Committee Reports

Committees are not scheduled to meet at the July 2018 UW Board of Trustees meeting.

Trustee Standing Committees

Liaison to Other Boards

- UW Alumni Association Board – Wava Tully
- Foundation Board – Jeff Marsh & Dave Bostrom
- Haub School of Environment & Natural Resources – Michelle Sullivan
- Energy Resources Council – Dave True
- Cowboy Joe Club – John McKinley

Proposed Items for Action:

- I. Contracts and Grants – Synakowski 194
- II. Personnel - Academic Report and Non-Academic Report – Miller 207
- III. Approval of Agreements, Contracts, and Procurements (*if necessary*) – Evans
- IV. Construction Manager-At-Risk Selection for the West Campus Satellite Energy Plant – Kibbon
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INFORMATION ONLY:

- Contracts and Procurement Report (per Signature Authority Regulation) – Evans 210
- Capital Construction Report (progress update, including change orders) – Theobald 217
- Construction Update – Theobald 233
- Foundation Monthly Giving Report – Blalock 235

New Business

Date of Next Meeting – August 8, 2018 (conference call)

Adjournment

AGENDA ITEM TITLE:

Annual Report on Implementation of the Strategic Plan, President's Annual Report on Accomplishments and Next Cycle of Planning Initiatives, Nichols

CHECK THE APPROPRIATE BOX(ES):

- ☐ Work Session
☐ Education Session
☒ Information Item
☐ Other Specify: Committee of the Whole (Items for Approval)

BACKGROUND AND POLICY CONTEXT OF ISSUE.

President Laurie Nichols will present the Board of Trustees with a report on implementation of the *Breaking Through: 2017-2022 Strategic Plan* and progress toward the plan's key performance indicators, selected accomplishments from the 2017-18 academic year, and upcoming initiatives to advance the strategic plan. The report will include a preliminary look at data that will be included in the first annual report on the strategic plan, which will be published in late August.

PRIOR RELATED BOARD DISCUSSIONS/ACTIONS:

This topic is part of the Board of Trustees Annual List of Topics.

WHY THIS ITEM IS BEFORE THE BOARD:

Information only.

ACTION REQUIRED AT THIS BOARD MEETING:

None.

PROPOSED MOTION

N/A

PRESIDENT'S RECOMMENDATION:

N/A



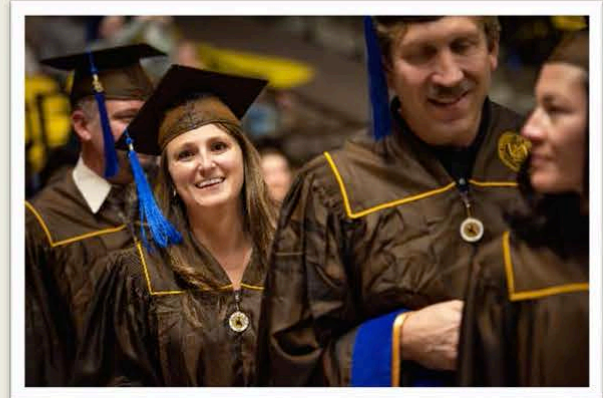
Key Accomplishments of 2017-18

Approval and Initiation of <i>Breaking Through</i> 2017-22 Strategic Plan; 1 st annual report published in August	Partnership with the National Western Stock Show
Continued efforts to improve community college transfer; launched Transfer Center	Branding & Marketing Campaign contract
Launch of the Honors College	Institute of Innovation and Entrepreneurship approval and launch
Opening of the Native American Education, Research and Cultural Center	Implementation of new WyoCloud financial system and all-funds budgeting process
Formation and implementation of Facilities Council	Review and revision of regulations and policies
Approval of Program Fees	Focused study and recommendations via task forces on Salary Policy and state-wide Engagement
Institutional Capacity Study and Tuition Recommendations	First University-wide Commencement ceremonies in Fall and Spring
10-Year Housing Master Plan	New facility progress: <ul style="list-style-type: none"> • Opened High Bay Research Center • Opening McMurtry High Altitude Performance Center on August 18 • College of Engineering and Applied Science under construction • Renovation of Veterans Center located in Student Union • Relocation of catering kitchen in UW Conference Center • Architectural planning and release of funds for Science Initiative building

Celebrating Academic Year 2017-18 Graduates

Fall 2017= 614 graduates
Spring 2018= 2,015 graduates

Fall 2017		Spring 2018	
Undergraduates	479	Undergraduates	1,500
Graduates	135	Graduates	515



Legislative and Budget Summary

- **Biennial Budget:** Block grant request fully funded at \$379,959,114 for the biennium; included \$1m carbon research, \$100,000 rodeo, \$8m athletics match.
- **Capital Construction:** State released \$85m for Science Initiative building; remaining \$15m will come from university reserves.
- **Housing:** Creates a legislative task force to review housing master plan and provide recommendations on a broad range of topics.
- **Common College Transcripts:** Community colleges to create a common transcript and course numbering system with UW to facilitate transfer.
- **Major Maintenance:** Significantly increased funding for maintenance and repair from \$23m to \$41.4m.



New Leadership Hires and Recruitment

Leadership Hires

- Vice President for Finance and Administration, Neil Theobald
- Interim Director of Government Relations, Meredith Asay
- Associate Vice Provost for Global Engagement, Tony Ogden
- Dean for the College of Business, David Sprott

Under Recruitment:

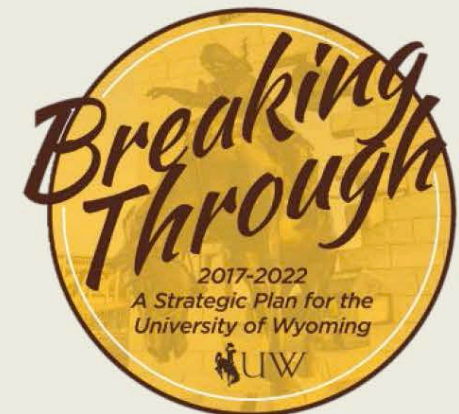
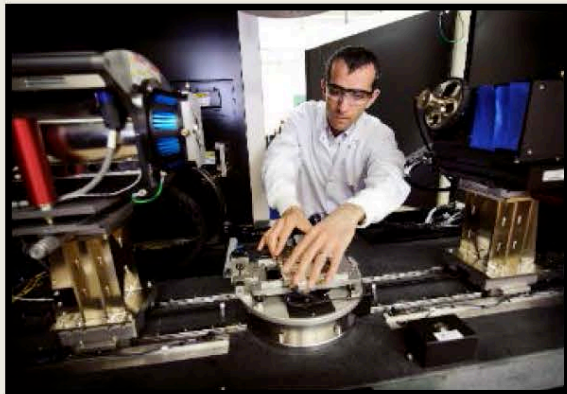
- Dean, College of Agriculture and Natural Resources
- Dean, College of Health Sciences



Annual Report on the Strategic Plan

GOAL 1: Driving Excellence

Join together as an intellectual community already renowned for its regional, national and global relevance and impact by fostering and rewarding excellence in teaching, scholarship, innovation and creative endeavor.





Goal 1 Performance Indicators (metrics)

Key Performance Indicator	Baseline	Year 1	2022 Goal
Changes in external recognition of scholarly work	Invest in a database	Database not yet acquired	1 decile improvement from baseline
External research funding/ awards and expenditures	\$95.8m in awards; \$106m in expenditures	<i>Data forthcoming</i>	\$115m
Income-bearing IP licenses	2-3 per year	<i>Data forthcoming</i>	5 or more per year
Degree programs created, substantially modified, or eliminated	211	2 new programs, 4 modifications	8 new programs; 4 modified or eliminated
Number of international students	800	785	1050
Number of students and faculty participants in study abroad	395 students; 30 faculty	470 students; 38 faculty	650 students and faculty, combined

Annual Report on the Strategic Plan

GOAL 2: Inspiring Students

Inspire students to pursue a productive, engaged and fulfilling life and prepare them to succeed in a sustainable global economy.





Goal 2 Performance Indicators (metrics)

Key Performance Indicator	Baseline	Year 1	2022 Goal
Overall enrollment	12,366	12,397	13,500
Enrollment of transfer students	967	1,086	1,200
Enrollment of underrepresented students	12.7%	12.9%	17%
Retention rate for first-time, full-time baccalaureate degree-seeking students	76.4%	78.1%	80%
Construction of new residence halls	Create a 10-year Plan for Student Housing	Master Plan	Complete and Set New Indicators
Student participation in support services	16%	Data forthcoming	25%



Goal 2 Performance Indicators (metrics)

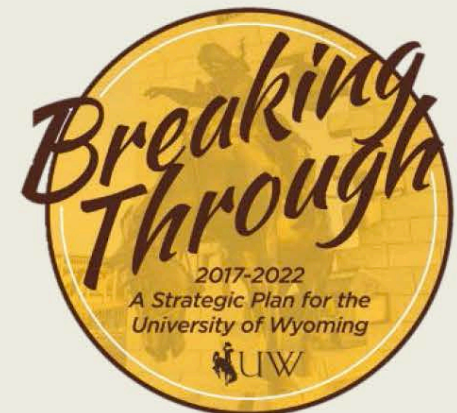
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Key Performance Indicator	Baseline	Year 1	2022 Goal
4- and 6-year graduation rates for undergraduates	4-year: 26.6% 6-year: 55.4%	4-year: 26.0% 6-year: 58.2%	4-year: 33% 6-year: 60%
Percentage of students completing an experiential transcript	Institute a co-curricular transcript	<i>Selection of transcript platform pending</i>	25% of UW graduating seniors will have a co-curricular transcript
Placement one-year following graduation	<i>Pending analysis of data</i>	<i>Pending analysis of data</i>	85% in jobs or advanced degree programs
Percentage of graduates with a credential from the Honors College	4%	3.6%	8%

Annual Report on the Strategic Plan

GOAL 3: Impacting Communities

Improve and enhance the health and well-being of our communities and environments through outreach programs and in collaboration with our constituents and partners.





Goal 3 Performance Indicators (metrics)

Key Performance Indicator	Baseline	Year 1	2022 Goal
Carnegie Community Engagement Classification	Not designated	<p>Conducted engagement survey and campus/ community town halls; resulting in completion of Engagement Report</p> <p>Office of Engagement and Outreach coming January 2019</p>	Qualified to submit for 2024 deadline
Attendance at intercollegiate athletic events	275,372	303,726	310,000

Annual Report on the Strategic Plan

GOAL 4: A High Performing University

Assure the long-term strength and stability of the university by preserving, caring for and developing human, intellectual, financial, structural and marketing resources.





Goal 4 Performance Indicators (metrics)

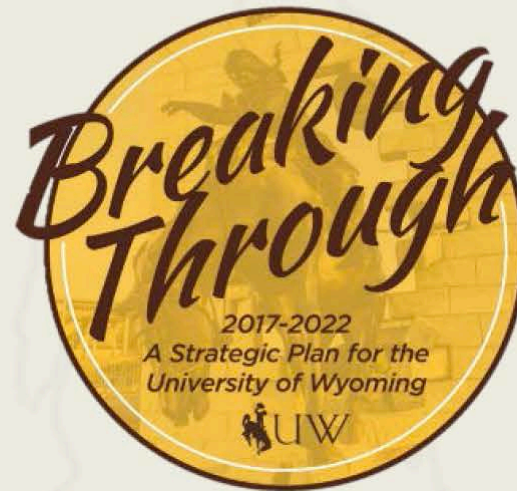
Key Performance Indicator	Baseline	Year 1	2022 Goal
Campus climate and environment	Fall 2018 Campus Climate survey	Conducting survey fall 2018	Set 2022 goal from first survey results
Employee job satisfaction	Participate in <i>Great Colleges to Work For</i> survey	Participated in Great Colleges survey spring 2018; results forthcoming	Set 2022 goal from first survey results
Number of endowed faculty positions	36	41	60
Total annual funding to the University	\$505.6m	Data forthcoming	\$555m
Growth of University endowment	\$458,486,000	\$500,299,000	\$650,000,000



Goal 4 Performance Indicators (metrics)

(cont'd)

Key Performance Indicator	Baseline	Year 1	2022 Goal
Deployment and full utilization of Enterprise Management System	Underway	WyoCloud financial system launched July, 2017	Completion
Implementation of an incentive-based, decentralized budgeting system	Underway	All-funds budget implemented in FY18	Completion
Review and update of all University regulations and policies	Underway	11 UW Regulations modified and 1 new regulation approved to be effective July 1. 22 UW Regulations modified and 3 new regulations approved that were effective immediately.	Completion
Campus Sustainability Ranking (STARS)	Not designated	Enrolling in STARS	Bronze



Initiatives to Drive Implementation of the Strategic Plan



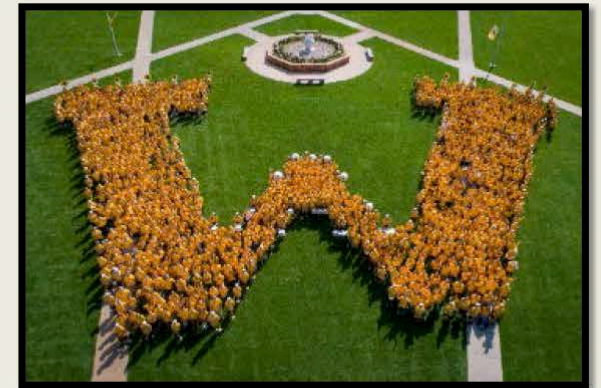
Office of Engagement and Outreach

Will formally launch in January 2019

The office has been developed to:

- Serve as a conduit between UW and Wyoming; connect UW to the state
- Provide greater consistency and structure in UW's outreach efforts, and
- Utilize Extension, community college outreach staff, and others who work away from campus more effectively

**Engagement Task Force Report is now online
at www.uwyo.edu/engagement**



Growing Target Populations

Honors College

- Attracting the best and brightest
- Targeting strong Wyoming high school and community college students

Native American Cultural, Education and Research Center

- Improving our performance in recruiting and retaining Eastern Shoshone and Northern Arapaho students

Transfer Center

- Progressive recruitment of associate degree completers
- Seamless transfer experience



Enrollment Growth, Tuition, and Housing

Enrollment Growth:

- Enhanced recruitment efforts are beginning to yield indicators for a strong incoming class in the fall.

Tuition Pricing:

- We will advance a proposal for 2019-2020 tuition at this meeting for a vote in September.

Housing:

- UW continues to work with the legislature's UW Housing Task Force to examine the 10-year Housing Plan.



Institute of Innovation and Entrepreneurship

Approved by the Board in January 2018; the institute will:

- Develop a culture of innovation and entrepreneurship at UW
- Enrich educational opportunities for students to gain the tools and skills to turn ideas into businesses – and grow them
- Enhance tech transfer operations and support for entrepreneurs in the community to help bring ideas and know-how to market

Work has been underway to stand-up the Institute (IIE), hire the Chief Operating Officer, and launch the Business Creation Factory.



Continuing Strategic Initiatives

- **Tier 1 Engineering Initiative**
- **Trustee's Education Initiative**
- **Science Initiative**
 - Active learning in STEM (200 seat active learning classroom)
 - Wyoming Research Scholars program (undergraduate research)
 - State-of-the-art yet highly flexible, competitively assigned interdisciplinary research labs
 - Core facilities: Digital imaging center; greenhouse



Educational Attainment in Wyoming

- Wyoming has established an educational attainment goal through collaboration with UW and WCCCC, action by the ENDOW Executive Council, and an executive order from Governor Mead
- Efforts are supported through a Lumina Technical Assistance Grant
- Wyoming selected to participate in the WICHE Task Force for Closing Postsecondary Attainment Gaps
- Applied to join the SHEEO Adult-Focused State Promise Program
- Participated in Lumina Peer Learning Opportunities (November 2017 and May 2018) and a Lumina State Policy Retreat
 - Participants have included Mary Aguayo, WY Senator Jeff Wasserburger, Vice President Leah Barrett (Sheridan College), and President Stefani Hicswa (Northwest College)





AGENDA ITEM TITLE:

Tuition Recommendations for FY20 (2019-2020 Academic Year) Timeline for Public Comment and Approval, Update Policy, Jewell/ Kyle Moore

CHECK THE APPROPRIATE BOX(ES):

- ☐ Work Session
☐ Education Session
☒ Information Item
☐ Other Specify: Committee of the Whole (Items for Approval)

BACKGROUND AND POLICY CONTEXT OF ISSUE:

At the June 13th, 2018 Board of Trustees meeting, the Administration proposed a change in timing as to when the Board approves tuition rates as outlined in the Board's Annual Schedule of Topics. As outlined in the table below, the new schedule is proposed tuition rates are submitted in November, approved by the Board in March, but will not take effect until the fall semester of the next calendar year (i.e., approximately seventeen months after the rates are approved by the Board).

The one exception to the new schedule is the setting of tuition rates that will be in effect starting in the fall semester of 2019 (i.e., tuition for the 2019-2020 academic year); which will be submitted by the Administration at the July 2018 Board meeting, and approved by the Board in September 2018.

Academic Year Tuition	Consideration	Public Comment	BoT Approval	Effective
2019-20	July 2018	August 2018	September 2018	Fall 2019
2020-21	November 2018	January 2019	March 2019	Fall 2020

The Administration proposed moving-up the schedule of approving tuition rates to nearly 1.5 years before the rates take effect as part of a broader strategic enrollment management initiative to be more transparent with prospective, as well as current, students and their families with regard to the cost to attend the University of Wyoming.

A second major component of the University's strategic enrollment management initiative regarding increased transparency for prospective and current students is tuition pricing. Therefore, the Administration is preparing a tuition pricing structure for the 2019-2020 academic year for Board consideration that fundamentally increases transparency around the cost of tuition – especially for non-resident, undergraduate students.

Materials and a presentation outlining the University's strategic enrollment management initiative to increase transparency, as well as the Administration's proposed tuition rates for the 2019-2020 academic year will be shared at the July Board meeting for this agenda item.

PRIOR RELATED BOARD DISCUSSIONS/ACTIONS:

The Board approved a new schedule for setting the rates of tuition at the June 13th, 2018 meeting (see background above for more details).

WHY THIS ITEM IS BEFORE THE BOARD:

The Board of Trustees of the University of Wyoming sets all tuition rates.

ACTION REQUIRED AT THIS BOARD MEETING:
N/A

PROPOSED MOTION
N/A

PRESIDENT'S RECOMMENDATION:
N/A

AGENDA ITEM TITLE: Biennium/Supplemental Budget Timeline, Jewell/Theobald

CHECK THE APPROPRIATE BOX(ES):

- ☐ Work Session
☐ Education Session
☒ Information Item
☐ Other Specify: Committee of the Whole (Items for Approval)

BACKGROUND AND POLICY CONTEXT OF ISSUE:

July 1, 2018 is the start of the State of Wyoming's FY2019-2020 Biennium Budget. Each mid-biennium, state agencies are allowed to submit a Supplemental Budget Request which would take effect in the second fiscal year of the biennium (FY2020). Below is the timeline for the development, review, and approval of the supplemental requests for Agency 067 – University of Wyoming and Agency 167 – Medical Education.

Date	Event/Action
June 28, 2018	Budget Committee meeting to discuss potential supplemental requests
July 12, 2018	Full BOT discussion on potential supplemental requests
July 26, 2018	Budget Committee meeting to review Administration's formal supplemental requests
August 1, 2018	Supplemental requests posted to full BOT website
August 8, 2018	BOT conference call/meeting where Budget Committee will make recommendation for approval of supplemental requests
August 31, 2018	Supplemental requests due to the State of Wyoming Budget Division
Mid-September – November 2018	Budget meetings with the Governor will be scheduled
December 1, 2018	The Governor's 2019-2020 Supplemental Budget will be submitted to the Legislative Services Office

PRIOR RELATED BOARD DISCUSSIONS/ACTIONS:

N/A

WHY THIS ITEM IS BEFORE THE BOARD:

For information purposes only.

ACTION REQUIRED AT THIS BOARD MEETING:

N/A

PROPOSED MOTION

N/A

PRESIDENT'S RECOMMENDATION:

N/A

AGENDA ITEM TITLE: Supplemental Budget Request, Jewell/Theobald/Asay

CHECK THE APPROPRIATE BOX(ES):

- ☒ Work Session
- ☐ Education Session
- ☐ Information Item
- ☒ Other Specify: Committee of the Whole (Items for Approval)

BACKGROUND AND POLICY CONTEXT OF ISSUE:

July 1, 2018 is the start of the State of Wyoming's FY2019-2020 Biennium Budget. Each mid-biennium, state agencies are allowed to submit a Supplemental Budget Request which would take effect in the second fiscal year of the biennium (FY2020). The attached document is a draft of potential supplemental budget requests for Agency 067 – University of Wyoming and Agency 167 – Medical Education.

PRIOR RELATED BOARD DISCUSSIONS/ACTIONS:

N/A

WHY THIS ITEM IS BEFORE THE BOARD:

For discussion purposes only.

ACTION REQUIRED AT THIS BOARD MEETING:

N/A

PROPOSED MOTION

N/A

PRESIDENT'S RECOMMENDATION:

N/A



DRAFT – FOR DISCUSSION PURPOSES ONLY

Agency 067 – University of Wyoming

Potential 2019-2020 Supplemental Budget Requests

Priority	Strategic Plan Goal		One Time /Ongoing
1	2	<p>“President’s Endowed Scholarship”: Create an endowed scholarship for Wyoming’s most precious resource – it’s youth. This scholarship will encourage Wyoming high school graduates and community college transfer students to stay in Wyoming for their education and facilitate the achievement of a post-secondary educational goal for Wyoming.</p> <p>The funding request for state support of this initiative is \$5 million dollars which would be matched by implementing a 1:1 matching program with the UW Foundation resulting in a total endowment of \$10 million.</p> <p>The university further requests the state funds be transferred to the university not later than the end of the calendar quarter following the quarter during which the qualifying contribution is received. Qualifying contributions can be made through a series of payments or transfers, no matching funds shall be transferred by the state treasurer until the total value of all payments or transfers actually received toward the contribution totals at least ten thousand dollars (\$10,000.00).</p>	One Time
2	All	<p>UW Strategic Plan Initiatives and Programmatic Science Initiative Funding: Establish a pool of funds within the University’s block grant that at the recommendation of the President and approval of the Board of Trustees can be used to fund initiatives which support the implementation of UW’s strategic plan, <i>Breaking Through</i>. The funding target for this pool is \$1 million one-time in addition to the request of an ongoing \$1 million annual increase to programmatic funding for the Science Initiative.</p> <p>Of high priority for immediate use of funds include:</p> <ul style="list-style-type: none"> ○ Funding to launch the Institute for Innovation and Entrepreneurship ○ Tech Transfer office expansion to expand patents and more seamlessly transfer research to commercial uses ○ Tier One Engineering including seed funding for the development of a new major in construction management ○ Enhance grant development expertise to expand NSF and NIH research funding ○ Cross discipline research in conjunction with the Science Initiative 	Ongoing

DRAFT – FOR DISCUSSION PURPOSES ONLY

Agency 067 – University of Wyoming

3	All	<p>Excellence in Agricultural Education and Research: Agriculture is key to Wyoming's economy and a rich part of the state's history. At the core of a land-grant university is strong agricultural education, research and service. The purpose of this one time funding request is to make strategic investments in UW's College of Agriculture to enhance relevant and cutting-edge teaching, research and outreach programs.</p> <p>The funding request for state support of this initiative is \$5 million dollars which would be matched by implementing a 1:1 matching program with the UW Foundation resulting in a total endowment of \$10 million. While strategic priorities will be refined by the new Dean of Agriculture and Natural Resources and his/her leadership team, examples might include:</p> <ul style="list-style-type: none"> o Endowed Faculty Chairs such as in Forestry Management or Beef/Sheep production o Enhanced research in rangeland management, animal health, crop seed and production, etc. o Equine studies major o Rodeo competitiveness/expansion of the Hansen arena to include stables o Ranching/Land management undergraduate major 	One Time
4	3	<p>Intercollegiate Athletics Competitiveness: UW's student athletes continue to be successful leaders in the classroom and on the field, court, and track, but changes in the area of NCAA student-athlete welfare, financial aid, and recruiting have dramatically increased the cost of operating a Division 1 athletics program.</p> <p>The minimum annual target funding for this initiative would be \$2.0 million dollars which would be achieved by implementing a 1:1 matching program with Cowboy Joe Club.</p>	Ongoing
5	3,1	<p>University of Wyoming Natural Diversity Database (WYNDD): This research service is housed within the Office of Research and Economic Development. With budget cuts over the past several years, block grant funding has not kept pace with core operational costs of the program and in fact the gap is widening. As such, the researchers in WYNDD have had to find other available funding streams, which has led them to spend the majority of their time on received grants, thus, less research time is available for core operations. Stakeholders and partners of this program are concerned that if more funding is not given to core operations, the WYNDD will begin to fail at maintaining its core operations. The ongoing funding request is for \$350,000 annually.</p>	Ongoing
6		<p>Water Development Funding: One time request of \$1 million for water development and to solve water issues at the University.</p>	One Time
		<p style="text-align: right;">One Time Total</p>	\$12.0M
		<p style="text-align: right;">Ongoing Total (To be doubled in FY2021-2022)</p>	\$3.35M

Unit 0101- Casper Residency

REMOVAL OF FOOTNOTE #2

Of this general fund appropriation, four hundred twenty-eight thousand one hundred forty-four dollars (\$428,144.00) and of this other funds appropriation, one million two hundred sixteen thousand six hundred twenty-two dollars (\$1,216,622.00)SR shall only be for the period beginning July 1, 2018 and ending June 30, 2019.

REQUEST FOR CONTINUATION OF YEAR 1 FUNDING

1. PRIORITY #- REPLACEMENT OF ONE-TIME FUNDING-340B PHARMACY

	Object Code	Description	Amount	Funding Source
1.	0626	Grant Payments	<u>\$240,500</u>	Special Revenue
		Total	\$240,500	Medical SV Fees - 5103

2. PRIORITY #- REPLACEMENT OF ONE-TIME FUNDING- COMMUNITY LINK CONSULTING

	Object Code	Description	Amount	Funding Source
1.	0901	Contract Payment	<u>\$184,568</u>	Special Revenue
		Total	\$184,568	Medical SV Fees - 5103

3. PRIORITY #- REPLACEMENT OF ONE-TIME FUNDING- PHYSICIAN FACULTY COMPENSATION

	Object Code	Description	Amount	Funding Source
1.	0103	Salary	\$86,786	Special Revenue
2.	0105	Benefits	<u>21,026</u>	Special Revenue
		Total	\$107,812	Medical SV Fees - 5103

4. PRIORITY #- REPLACEMENT OF ONE-TIME FUNDING- INFLATIONARY SUPPORT COSTS

	Object Code	Description	Amount	Funding Source
1.	0201	Real Propty Rep & MT	\$3,100	Special Revenue
2.	0202	Equipment Rep & Mntc	1,275	Special Revenue
3.	0203	Utilities	3,025	Special Revenue
4.	0207	Dues-Licenses-Regist	5,850	Special Revenue
5.	0235	Medical-Lab Supplies	11,125	Special Revenue
6.	0251	Real Property Rental	<u>975</u>	Special Revenue
		Total	\$25,350	Medical SV Fees - 5103

5. PRIORITY #- REPLACEMENT OF ONE-TIME FUNDING- ADD ON-PAY

	Object Code	Description	Amount	Funding Source
1.	0103	Salary	\$200,400	Special Revenue
2.	0105	Benefits	<u>47,996</u>	Special Revenue
		Total	\$248,396	Medical SV Fees - 5103

6. PRIORITY #- REPLACEMENT OF ONE-TIME FUNDING- 4 FULL-TIME POSITIONS & BENEFITS

Position Titles	Salary	Benefits	Health Insurance
L0001 - Medical Assistant	\$32,500	\$ 8,024	\$10,167
L0002 - Medical Assistant	32,500	8,024	10,167
L0003 - Case Manager	45,000	11,018	10,167
L0004 - Case Manger Supervisor	<u>52,000</u>	<u>12,694</u>	<u>10,167</u>
	\$162,000	\$39,760	\$40,668
		Total	\$242,428

	Object Code	Description	Amount	Funding Source
1.	0103	Salary	\$162,000	Special Revenue
2.	0105	Benefits	39,760	Special Revenue
3.	0196	Health Insurance	40,668	Special Revenue
4.	0197	Retiree Insurance	<u>972</u>	Special Revenue
		Total	\$243,400	Medical SV Fees - 5103

Unit 0701- Administration

REMOVAL OF FOOTNOTE #3

Of this general fund appropriation, four hundred twenty-six thousand two hundred fifty-four dollars (\$426,254.00) shall only be for the period beginning July 1, 2018 and ending June 30, 2019. The appropriation subject to this footnote shall not be included in the agency's 2021-2022 standard budget request.

REQUEST FOR CONTINUATION OF YEAR 1 FUNDING

1. PRIORITY #- REPLACEMENT OF ONE-TIME FUNDING CFO

	Object Code	Description	Amount	Funding Source
1.	0103	Salary	\$115,000	General Fund
2.	0105	Benefits	27,543	General Fund
3.	0196	Health Insurance	<u>23,140</u>	General Fund
		Total	\$165,683	General Fund - 1001

SUPPLEMENTAL REQUEST FOR FY 2020

**1. PRIORITY #- MEDICAL EDUCATION ORGANIZATION- 1 FULL-TIME POSITION & BENEFITS-
CEO**

The University of Wyoming received approval to use existing funds and a position to create a separate administrative unit to be responsible for Medical Education programs, and in particular, the Family Medicine Residency Program and the Educational Health Center of Wyoming. This has helped to clarify the chain of command and authority over the programs and has allowed the Medical Education programs to better share resources and personnel.

EXPLANATION OF REQUEST: In conjunction with the creation of Unit 0701- Administration and the creation of a Chief Financial Officer (CFO) position, the Department of Medical Education is requesting \$272,520 in general fund be transferred to Unit 0701-Adminstration for the creation of a Chief Executive Officer CEO position, with the reduction being replaced with clinic income, allowing expenditures to remain at the same level. Since the time that the 19-20 budget request was submitted, the Health Resources and Services Administration (HRSA) has specified that the position of CEO for the Educational Health Center of Wyoming cannot overlap with—and must be separate from—University of Wyoming administrative positions. Therefore, it is necessary to separate the position of Designated Institutional Officer for the Family Medicine Residency Program from the position of CEO for the Educational Health Center of Wyoming.

	Object Code	Description	Amount	Funding Source
1.	0103	Salary	\$180,000	General Fund
2.	0105	Benefits	68,300	General Fund
3.	0196	Health Insurance	23,140	General Fund
		Total	\$271,440	General Fund - 1001

PERFORMANCE JUSTIFICATION: The organization will enhance the ability of Administration unit-0701 to serve the Educational Health Center of Wyoming in providing guidance and unity towards one common goal of educating Wyoming students and providing medical serves to Wyoming citizens.

AGENDA ITEM TITLE:

Report from the Vice President of Finance and Administration on New Temporarily Restricted Endowment Accounts Established During the Past Year (per investment policy (F)(e)(iii)), Jewell/Theobald

CHECK THE APPROPRIATE BOX(ES):

- ☐ Work Session
☐ Education Session
☒ Information Item
☐ Other Specify: Committee of the Whole (Items for Approval)

BACKGROUND AND POLICY CONTEXT OF ISSUE:

Per the current UW Investment Policy, the Vice President for Administration is to report annually on any new Temporarily Restricted Endowment accounts (also known as Funds Functioning as Endowments) that were established in the current year. During FY2018, the following fund was established and is held for investment purposes by the UW Foundation:

Name	Recruitment & Retention
Established	October 2017
Corpus	\$10,000,000
Purpose	One-time bonus, recruitment, and retention funding. Said bonus, recruitment and retention payments shall only be made for one-time payments, and shall not be on-going obligations or additions to salary or compensation. Said account shall be University of Wyoming funds and held by and invested by the UW Foundation.
Source of funding	Consolidated University cash balances
Documentation	Board of Trustee Action September 2017
Expendable balance at 5/31/18	\$400,000
Estimated FY19 earnings	\$235,574

PRIOR RELATED BOARD DISCUSSIONS/ACTIONS:

N/A

WHY THIS ITEM IS BEFORE THE BOARD:

Current University Policy requires the Vice President for Administration to report this information annually to the Board of Trustees.

ACTION REQUIRED AT THIS BOARD MEETING:

N/A

PROPOSED MOTION

N/A

PRESIDENT'S RECOMMENDATION:

N/A

AGENDA ITEM TITLE: State of Wyoming Agency Annual Report, Jewell

CHECK THE APPROPRIATE BOX(ES):

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

BACKGROUND AND POLICY CONTEXT OF ISSUE:

The University of Wyoming is in the initial phases of drafting the FY18 Annual Report to the State of Wyoming. While the University is waiting to receive the official communication with the deadline for the report from the State, it is anticipated the University will submit its final report to the State on August 31, 2018, assuming the State keeps the same deadline as in prior years.

The annual report will cover UW activities for fiscal year 2018, spanning July 1, 2017-June 30, 2018. This year, the University plans to take a slightly different approach to the annual report, structuring it around our new strategic plan *Breaking Through*. Two of the key reasons the state requests an annual report from UW and other state agencies is to evaluate UW's goals and performance.

Breaking Through provides clear guidelines and benchmarks that UW has set for itself; thus, the strategic plan provides a logical structure to guide the annual report. The University is excited to have a well-developed strategic plan that will provide an insightful way to create an engaging annual report for this year and years to come.

A draft annual report will be available for the August meeting should the board wish to see it prior to submission.

PRIOR RELATED BOARD DISCUSSIONS/ACTIONS:

N/A.

WHY THIS ITEM IS BEFORE THE BOARD:

This item is being shared with the Board for information only.

ACTION REQUIRED AT THIS BOARD MEETING:

N/A. This is an information only item at this time.

PROPOSED MOTION

N/A. This is an information only item at this time.

PRESIDENT'S RECOMMENDATION:

N/A. This is an information only item at this time.

AGENDA ITEM TITLE: Sundin Scholarship, MacPherson/Blalock/Kyle Moore

CHECK THE APPROPRIATE BOX(ES):

- ☒ Work Session
- ☐ Education Session
- ☐ Information Item
- ☒ Other Specify: Committee of the Whole (Items for Approval)

BACKGROUND AND POLICY CONTEXT OF ISSUE:

The Sundin Scholarship has been in existence for a number of years and is awarded to residents of Rawlins, Wyoming, attending the University of Wyoming. Application of industry standard metrics for determining “need” (a component of the Sundin Scholarship) has resulted in a significant reduction in Rawlins students who are awarded the scholarship. Trustee John MacPherson will provide suggested modifications to the Scholarship for the Board’s consideration and approval.

PRIOR RELATED BOARD DISCUSSIONS/ACTIONS:

N/A

WHY THIS ITEM IS BEFORE THE BOARD:

To request consideration and approval of the suggested modifications.

ACTION REQUIRED AT THIS BOARD MEETING:

Board approval or disapproval of the recommended modifications to the scholarship.

PROPOSED MOTION

“I move to approve the suggested modifications to the Sundin Scholarship.”

PRESIDENT’S RECOMMENDATION:

The President recommends approval.

PROCEDURES AND PROCESSES FOR ADMINISTRATION OF SUNDIN SCHOLARSHIPS

History. In 1962, Clifford Sundin executed his Last Will and Testament which provided in pertinent part:

(h) All of the rest, residue and remainder of my property, of whatever kind and nature, wherever situated, of which I die seized, unto the Board of Trustees of the University of Wyoming, to be used exclusively for the purpose of providing scholarships to deserving and needy students who are residents of Rawlins, Wyoming, to the persons and in the amounts as said Trustees, in their discretion, shall choose. Said scholarship shall be known as the Clifford Sundin and Ruth Sundin Scholarship Fund.

The original value of the gift amounted to \$1,962,099.02. However, the original value has now increased so that as of December 31, 2017, it had an ending market value of \$4,615,864.61.

Awarding the Sundin Scholarships has been the result of a process which was developed shortly after the death of Mr. Sundin. This historic process involved the utilization of a Sundin Scholarship Committee which consisted of three established residents of the City of Rawlins, one of whom was the Superintendent of Public Schools, working with representatives of the University of Wyoming.

This resolution is intended by the University of Wyoming Board of Trustees ["Trustees"] to update the process and procedures used in awarding the Sundin Scholarships, recognizing the "discretion" vested in the Trustees consistent with the terms of the Clifford Sundin Will which established the Sundin Scholarships to award such scholarships "to the persons and in the amounts as said Trustees, in their discretion, shall choose."

NOW, THEREFORE, be it resolved by the University of Wyoming Board of Trustees, that the process and procedures for administration and award of the Sundin Scholarships shall be as follows:

1. **Establishment and Maintenance of Fund.** The corpus of the gift from the Sundin Estate distributed in accordance with the terms of the Clifford Sundin Will shall be held, managed and invested by the University of Wyoming Foundation as agent for the Trustees.
2. **Appointment of Sundin Scholarship Committee.** The President of the University of Wyoming shall appoint a Sundin Scholarship Committee consisting of three established residents of the City of Rawlins, one of whom shall be the Superintendent of Public Schools who shall serve as the chairperson. The Sundin Scholarship Committee members shall serve annually, with automatic annual renewals unless a vacancy occurs or a replacement appointee is made by the University of Wyoming President. The University's Office of Scholarships and Financial Aid shall facilitate these appointments and shall organize and document the annual meetings.
3. **Selection of Scholarship Recipients.** The Sundin Scholarship Committee will nominate scholarship applicants for first-time awards whom the Scholarship Committee determines to be "deserving and needy students" as follows:

- A. Any potential University of Wyoming student shall be eligible for a Sundin Scholarship who:
 - i. Has been admitted to the University of Wyoming and is a graduate of Rawlins High School or maintains a Rawlins residence; and
 - ii. Is not a recipient of a University of Wyoming Trustee Scholarship; and
 - iii. Has maintained a 2.0 grade point average on a 4.0 grade point average scale for seven (7) consecutive semesters of high school work.
- B. Students identified as having unmet need through the submission of a current FAFSA will be given preference in available scholarship awards. However, while students meeting FAFSA will be given preference, the fact a student does not qualify under FAFSA does not mean the student cannot receive Sundin Scholarship funds if adequate funds are available.
- B. In the event a recipient does not claim the Sundin Scholarship within one year of the award, all awards shall be forfeited by the recipient unless the recipient has filed a Statement of Explanation with the Sundin Scholarship Committee and the Sundin Scholarship Committee has granted an extension of time.
- C. Any person who applies for admission to the University of Wyoming and meets the above criteria will be eligible for the Sundin Scholarship.

4. **Scholarship Amount.** The Sundin Scholarship Committee, a representative of the University of Wyoming Foundation and the AVP for Enrollment Management or a representative of the Office of Scholarships and Financial Aid of the University of Wyoming shall meet annually on the first Wednesday of each February at the University of Wyoming Foundation Offices in Laramie, Wyoming ("Final Selection Committee"). The Office of Scholarships and Financial Aid shall coordinate this meeting. At their annual meeting, the Final Selection Committee shall be advised of the number of available scholarships for new entering University of Wyoming students, together with the number of University of Wyoming students holding Sundin Scholarships who are eligible to have their scholarships renewed.

Scholarships can be renewed on an annual basis so long as the recipient maintains an annual grade point average of at least 2.0 on a 4.0 scale, earns a minimum of 24 credit hours a year, and has not been subjected to any official University disciplinary action that is based upon misconduct. The Office of Scholarships and Financial Aid will provide recommendations to the Final Selection Committee for determining the value of individual Sundin Scholarship annual award amounts. The award amounts will be in support of the University of Wyoming's Strategic plan and align with recruitment and retention initiatives. In no event will a scholarship amount exceed the actual cost of University of Wyoming tuition. As of the date of the award, the annual value of each Sundin Scholarship shall be as nearly equal as possible to the estimated income to be realized from the then existing principal, divided by the number of qualified applicants and recipients. In determining the amount for each applicant or recipient, the Final Selection Committee can take into consideration the amounts each applicant or recipient will receive as a result of holding other scholarships.

Any unexpended annual income shall be added to the Sundin Scholarship principal in accordance with the UW Foundation's Reinvestment Policy.

Scholarships shall be awarded for an academic year, and may be renewed on an annual basis. Scholarships for one (1) undergraduate degree may be awarded/renewed, not to exceed a total of five (5) academic years, or the equivalent of ten (10) college semesters, so long as satisfactory progress toward an undergraduate degree is being maintained. Preference will be given to renewals not to exceed a total of four (4) academic years, or the equivalent of eight (8) college semesters. If adequate funds are available, renewals for year five (5) may be awarded. In addition to Sundin Scholarships for undergraduate degrees, Sundin Scholarships can also be awarded toward two (2) academic years or the equivalent of four (4) college semesters for an advance degree or a second degree, and for three (3) academic years or the equivalent of six (6) college semesters in the case of those seeking a law degree.

The University's Office of Scholarships and Financial Aid, working with the University of Wyoming Foundation, shall maintain a record of the financial status of the Sundin Scholarship Fund, the identity of recipients, and otherwise act to fulfill the purposes of the Sundin Scholarship.

5. **Publication.** The Sundin Scholarships will be recognized and published via the University's application system, Academic Works.

6. **Reservation of Powers.** The University of Wyoming Board of Trustees reserves unto itself the right to change, modify, alter, amend, this process and procedure for administering the Sundin Scholarship by affirmative action evidenced by a majority vote of the University of Wyoming Board of Trustees.

DATED this _____ day of _____, 2018.

University of Wyoming Board of Trustees

President

ATTEST:

Secretary

University of Wyoming Foundation

President

ATTEST:

AGENDA ITEM TITLE:

Wagonhound Ranch/Land Owner Summit Report, Nichols/Blalock/True/MacPherson

CHECK THE APPROPRIATE BOX(ES):

- ☐ Work Session
- ☐ Education Session
- ☒ Information Item
- ☐ Other Specify: Committee of the Whole (Items for Approval)

BACKGROUND AND POLICY CONTEXT OF ISSUE.

The Board of Trustees will receive a report on a Land Owners' Partnership Summit held on May 24, 2018 at the Wagonhound Ranch near Douglas, Wyoming. The summit was organized by the University of Wyoming and hosted by Art and Catherine Nicholas, owners of the Wagonhound Ranch. The event brought land owners from across Wyoming who have had little or no direct affiliation with the University together with representatives from UW to discuss the challenges faced in their operations and explore opportunities for collaboration and partnership. A list of participants is included below.

The summit was conceived during a conversation between University President Laurie Nichols, UW Foundation President Ben Blalock, College of Agriculture and Natural Resources Dean Frank Galey, and Art and Catherine Nicholas. The UW Foundation worked with ranchers over a two year period prior to the event in order to vet the summit concept and cultivate a shared understanding of the benefits of working together.

Following a tour of the Wagonhound ranch, Governor Matt Mead and President Nichols provided welcome remarks for the summit. Doug Stark, retired CEO of Farm Credit Services and a UW Foundation Board member, facilitated the roundtable discussion. The event concluded with a social reception and dinner.

The roundtable discussion took place in small groups with a UW recorder/facilitator at each table. The discussion was organized in three parts around the following questions:

Part I.

- What are the key issues you face as a Wyoming land owner/operator?
- What are the biggest challenges you've dealt with in establishing and/or maintaining your operation?

Part II.

- Looking ahead 5-10 years, what are the issues we should be working on to address the trends and opportunities not yet faced by today's land owner/producer?
- Thoughts or suggestions on how the University of Wyoming could partner in thinking about these future issues and opportunities?

Part III.

1. If you would envision an integrated partnership with the University of Wyoming, projects/activities/initiatives would we be collaborating on?

- a. Research
 - b. Hosting interns
 - c. Sponsoring grad students and research
 - d. Other...
2. What are the best ways for you to explore learning of the opportunities in which the University of Wyoming might support your endeavors?

Information recorded on flip charts is being summarized. A survey has been distributed to all of the participants and follow-up meetings have been scheduled to discuss implementation of the ideas discussed. Initial feedback on the event has been very positive. During his remarks at the event, Governor Mead expressed his desire to see the College of Agriculture and Natural Resources to be an eminent, Tier 1 program and provide leadership in supporting Wyoming's agricultural producers.

Summit Participants:

Affiliation	Last Name	First Name	Title
Bar Cross Ranch	Spaeth	Jason	Owner
Broadbent Land and Resources	Broadbent	Vance	Owner
Brush Creek Ranch	Hawkins	Ron	General Manager
Brush Creek Ranch	Hawkins	Sharon	
Diamond Cross Ranch	Jones	Zach	General Manager
Diamond Cross Ranch	Larson	Lane	Ranch Manager
Diamond Land & Livestock LLC	True	Diemer	Owner/Manager
Diamond Land & Livestock LLC	True	Susie	
Double 8 Ranch	Williams	Owen	Manager
Hoodoo Ranch	Radakovich	J.D.	President
Mead Ranch	Mead	Katherine	Owner/Manager
Mead Ranch	Mead	Tucker	Member
Padlock Ranch Co.	Heyneman	John	Chairman of the Board
Padlock Ranch Co.	Patterson	Trey	President & CEO
Pathfinder Ranches	Hoobler	Matt	Director of Operations
Pathfinder Ranches	Lance	Ryan	Senior Vice President
Riverbend Ranch	Clark	Reb	Owner
Riverbend Ranch	Clark	Molly	Owner
Rockin' 7 Ranch	Reese	Brad	Owner
Rockin' 7 Ranch	Reese	Heather	Owner
TA Ranch	Sewell	James	Manager
True Ranches	Gill	Rob	Superintendent
True Ranches	True	Dave	General Manager
True Ranches	True	Melanie	

Wagonhound	Ewing	Dustin	General Manager
Wagonhound	Nicholas	Art	Owner
Wagonhound	Nicholas	Catherine	Owner
Warren Ranch Company	Samuelson	Doug	Owner
ZN Ranch	Williams	Chris	Ranch Manager
State of Wyoming	Mead	Matt	Governor
University of Wyoming	Bennett	Drew	Professor of Practice for Haub School
University of Wyoming	Benson	Melinda	Dean of Haub School
University of Wyoming	Blalock	Ben	President/CEO, UW Foundation
University of Wyoming	Crane	Kelly	Associate Director of UW Extension
University of Wyoming	Feuz	Bridger	
University of Wyoming	Feuz	Bridger	Extension Educator
University of Wyoming	Hess	Bret	Associate Dean and Director of AES
University of Wyoming	MacPherson	John	UW Trustee
	MacPherson	Cathy	
University of Wyoming	Mealor	Brian	Director of R&E Center/Sheridan
University of Wyoming	Miller	Steve	Editor, UWE/Communication & Tech
University of Wyoming	Nichols	Laurie	President
University of Wyoming	Six	Pepper	Development Director for Agriculture
University of Wyoming	Smutko	Steve	Spicer Wyoming Excellence Chair,ENR
University of Wyoming	Stark	John	Senior VP for Development, Foundation
University of Wyoming	Stark	Doug	Retired CEO of Farm Credit Services

PRIOR RELATED BOARD DISCUSSIONS/ACTIONS:

This topic has not been formally discussed in a prior Board of Trustees meeting.

WHY THIS ITEM IS BEFORE THE BOARD:

Information only.

ACTION REQUIRED AT THIS BOARD MEETING:

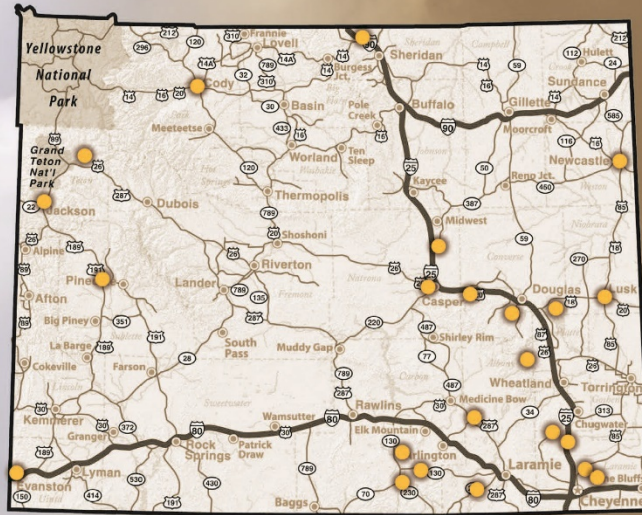
None.

PROPOSED MOTION

N/A

PRESIDENT'S RECOMMENDATION:

N/A



Connecting WYOMING'S LANDOWNERS *with* WYOMING'S UNIVERSITY

A PARTNERSHIP SUMMIT

Hosted by

ART & CATHERINE NICHOLAS &
WAGONHOUND LAND & LIVESTOCK CO.

Bar Cross Ranch

51 New Fork Willow Creek Road
Cora, WY 82925
(952) 688-2181
Owner: Jason Spaeth



The Bar Cross ranch is located in Cora, Wyoming. The ranch has been in operation since the early 1900s and currently encompasses approximately 12,000 acres of deeded land and 12,000 acres of leased ground at the base of the Wind River Mountains. The Spaeth family acquired the ranch in early 2017 and has re-started cow/calf, stocker, and haying enterprises with the goal of creating an economically viable and ecologically vibrant ranch.

J.R. Broadbent Company

PO Box 734
Evanston, WY 82931
(307)789-2858
Owners: Ray and Vance Broadbent



A yearling cattle and sheep operation with headquarters in Evanston, Wyoming, the J.R. Broadbent Ranch is one of Uinta County's largest and most diversified operations. Managed by Ray Broadbent and his nephew, Vance, the ranch dates back to early in the 20th century. Sheep, mostly Rambouillet, have been a cornerstone in the ranch operation throughout the many years and multiple generations of family, though they have expanded to cattle, as well as timbering, hunting and wind turbines. The family oversees about 170,000 acres in Wyoming, California and Utah.

Brush Creek Ranch

66 Brush Creek Ranch Rd.

Saratoga, WY 82331

Owner: Bruce White

General Manager: Ron Hawkins



The 45 square-mile Brush Creek Ranch is a luxury dude ranch set on a working cattle ranch near Saratoga, Wyoming. Guests can participate in a vast array of outdoor activities ranging from fly fishing, shooting, camping, rock-climbing, mountain biking, and hiking, among others. Ranch guests can also enjoy horseback riding, as the ranch boasts a herd of genuine quarter horses, a 28,000-square-foot indoor riding arena, and over 50 miles of trails for guests. In 2017, the Brush Creek Ranch was named "Readers Favorite Resort in the U.S." by Condé Nast magazine for the fourth year in a row.

Double 8 Ranch

PO Box 159

Elk Mountain, Wyoming 82324

Owner: Tetrad Corporation

(Walter Scott Jr. Family) Omaha, NE

Manager: Owen Williams



The Double 8 was purchased in 1951 by Walter Scott Sr and Pres Williams was hired to manage it soon after. Double 8 is now in the third generation of Scott Family ownership and the third generation of Williams Family management. The ranch sits in the Medicine Bow River Valley, a tributary to the North Platte River. It ranges in elevation from 7200 to 9000 feet. It's average annual precipitation is 17" and much of the precipitation comes from the average 150" annual snowfall. The ranch's two main enterprises are commercial cow/calf production and native grass hay intended for the horse market. Two thirds of the grazing comes from irrigated ground and the remaining rangeland is made up of rocky sagebrush steppe with aspen pockets on the hill sides. Seventy five percent of the ground managed is private lease with small amounts of State and Federal Land. Current management ambitions are driven by the desire of lower winter feed costs and cow depreciation.

Diamond Cross Ranch

29 Diamond Cross Ranch Rd
Birney, MT 59012
(406) 757-2220

Stewards: Charlotte de Mevius and
Larry Lunt

General Manager: Zach Jones

Ranch Manager: Lane Larsen



The Diamond Cross Ranch is headquartered near Birney, Montana, approximately 1 hour northeast of Sheridan, Wyoming. Located in south-central Montana, the ranch consists of 119,540 contiguous acres (93,280 acres deeded, 6,440 acres state lease, and 19,820 acres BLM lease). During the past several years, the ranch has wintered-over approximately 2,000 bred cows—around 1,800 mature cows and 200 bred heifers. The Diamond Cross Ranch's growing season supports two full cuttings of hay and sometimes a third cutting under pivot sprinklers. Hay production has been between 6,500 and 8,000 tons per year. Wildlife is abundant, with white-tailed and mule deer, antelope, and elk. Upland game birds include pheasant, sharptail grouse, Hungarian partridge, and turkey. The ranch's ownership changed in December 2017, and the ranch's livestock production will shift to supply grassfed beef markets.

Diamond Land &

Livestock

1541 Diamond Drive
Casper, WY 82601
(307) 233-3901

Owner: Diemer True



Diamond Land & Livestock operates two ranches, the Powderhorn and the Tomahawk. They are traditional cow calf operations with a hospitality component by event only. For example, on June 2, they will conduct their 10th Annual Diamond McNabb Ranch Horse Sale and currently have cataloged 88 horses for this year. They operate a high quality aggregate mine and run over 100 bison to further diversify their ranch operations.

Hoodoo Land & Cattle Company

PO Box 850
Cody, WY 82414
(307) 899-6221

Owners: Ray Hunt and the Hunt family

President: J. D. Radakovich



When H. L. Hunt started Hunt Oil Company in 1934, he initially focused on the Texas oil fields, but today the Hunt family's interests extend beyond energy. Their farms and ranches raise cattle and horses and produce hay, corn, citrus, grains, and sugar. In addition to their land in Wyoming, the Hunt family owns land in Arizona, Montana, New Mexico, Texas, and Utah, which collectively encompass 500,000 acres.

Mead Ranch

1200 Spring Gulch Rd
PO Box 1809
Jackson, WY 83001
(307) 734-3911

Owners: Brad and Katherine Mead



The Mead family has lived on this ranch homestead since Brad Mead's great grandfather arrived in Jackson Hole, Wyoming, more than 100 years ago. Their business, Mead Ranch Natural Beef, offers everything from hamburger to tenderloins and filets. The beef is dry-aged for 21 days, then butchered with care and expertise by the same family-run business. Ranching and raising cattle in a sustainable way has always been a priority of the Mead family business. In 2002, the family placed the ranch headquarters under conservation easement, ensuring that its water, native pastures, and scenery would be protected forever.

Padlock Ranch Company

8420 US Hwy 14

Ranchester, WY 82839

(307) 655-2264

Owner: Scott Family

President and CEO: Trey Patterson

Chairman of the Board: John Heyneman



The Padlock Ranch is a diversified cow-calf farm and feedlot operation. It is a multi-generational family business that was founded in the 1940s by the Scott Family, which still owns the ranch today. Ranch operations span from Ranchester, Wyoming, on the south to Hardin, Montana, to the north. The cow-calf operation produces calves from the expansive rangelands in Wyoming and Montana. Calves are grown in a feedlot near Dayton, Wyoming, using forage produced from a farming enterprise. Padlock focuses its efforts on profitability, excellent stewardship of natural resources, high quality people, community, and its a legacy for the Scott Family. Padlock incorporates both innovation and tradition to achieve long-term success in agribusiness.

Pathfinder Ranches

PO Box 768

Cheyenne, WY 82003

www.PathfinderRanches.com

Director of Operations: Matt Hoobler

Matt.Hoobler@PathfinderRanches.com

(307) 459-3637

Senior VP: Ryan Lance, Ryan.Lance@PathfinderRanches.com, (307) 459-3636



Pathfinder Ranches owns and manages numerous historic ranches in central Wyoming. Through its four grazing associations, Pathfinder Ranches partners with seventeen local ranching families to manage the forage and water resources. The organization owns and operates a sage-grouse mitigation bank on the ranches' deeded and leased 638,000 acres. The credits, which are derived from Pathfinder's robust sage-grouse habitat, are used by energy companies and other businesses with projects determined by the State of Wyoming to impact the species. These credits are the only ones of their kind approved by the by the U.S. Fish and Wildlife Service and the State, and they meet the gold standard for companies to navigate the permitting process, allowing them to accelerate development projects in Wyoming and the west. Additional mitigation banking opportunities throughout the properties are in the works to help provide a balanced solution between conservation and development in Wyoming.

*Riverbend &
2-Bar Ranch*

(432) 559-2190

rebclarks@aol.com

Owners: Reb and Molly Clark



The Riverbend Ranch comprises over 6,700 acres, including over six miles of the Big Laramie River west of Laramie, Wyoming. The ranch has been maintained for cultivation and grazing since its inception, and over 2,200 tons of hay are harvested annually, all without the application of chemical fertilizers. Approximately 1,500 head of cattle graze the land over winter as well. In 2005, Tim Mellon bought the Riverbend Ranch and added two additional ranches, including the X Bar River Ranch. In doing so, he quadrupled the size of the original property. A conservation easement administered by the Wyoming Game and Fish Department was placed on all but a section and a half of the ranch. In 2011, Tim decided to gift the ranch to the University of Wyoming with the purpose of advancing research on topics critical to landowners—animal health, disease prevention, and wildlife and livestock management. Reb and Molly intend to continue all other agriculture operations, as well as to offer the university access to the ranch for range and wildlife research.

Rockin' 7 Ranch

1468 US Highway 18-20

Shawneee, WY 82229

(307) 351-1201

Owner: Brad Reese



The Rockin' 7 Ranch has been in the Reese family since it was homesteaded in 1914, and Brad Reese is a fourth generation cattle rancher. The family's property has grown to 140,000 acres, as they have added more land over the years—most recently including the Rabbit Ear Ranch. The Reeses also operate a hunting lodge on the ranch, where guests can hunt mule deer, white-tailed deer, antelope, elk, and bison.

TA Ranch

PO Box 788
Saratoga, WY 82331
(307) 326-8610

Owner: The Pace family,
Fort Worth, TX

Manager: James Sewell



Perched along the North Platte River and Pass Creek near Saratoga, Wyoming, the TA Ranch is made up of irrigated acreage and deeded and leased rangeland. Approximately two-thirds of the forage that supports the Angus-based cowherd comes from the irrigated and sub-irrigated acreage. Despite its high elevation, the TA Ranch has recently shifted from a production model based around baling and feeding grass hay to one based on year-round grazing. The switch to windrow grazing of irrigated meadows has allowed for improved ranch economics and improved soil health.

True Ranches

PO Drawer 2360
Casper, WY 82602
(307) 237-9301

Owners: The True family

General Manager: Dave True

Superintendent: Rob Gill



The True Ranches was established in 1957 with the purchase of the Double Four Ranch near Laramie Peak by Dave and Jean True. Since then, the company has expanded to seven cow/calf ranches (the ADA Ranch, Chalk Bluff Ranch, Double Four Ranch, HU Ranch, LAK Ranch, Rock River Ranch, and the VR Ranch), two farms, and a finish feedlot employing almost 90 people. Angus, Black Baldy, Charolais, and Hereford cattle are raised by the ranches and finished at the feedlot. True Ranches is family owned and operated.

Wagonhound Land & Livestock

1061 Poison Lake Road
Douglas, WY 82633
(307) 358-5439

Owners: Art and Catherine Nicholas

General Manager: Dustin Ewing



Wagonhound Land & Livestock is made up of four divisions (Horses, Cattle, Farm, and Outfitting) that tightly interact, creating a self-sufficient unit based on historical Wyoming ranch traditions while incorporating new vision in education, technologies, and management of the ranch wildlife and habitat. The ranch vision statement, "Steadfast in Maintaining the Highest Standards," reflects commitment to remain steeped in history yet aggressive in innovation and leadership. The ranch spans more than 235,000 mostly private acres across three Wyoming counties: Converse, Albany, and Carbon. Its rugged elevation ranges from 5,000 ft to 9,000 ft. Wagonhound recognizes the need be as diverse its terrain in order to be an economically viable operation. The ranch's diversity includes a unique blend of the historic past with state-of-the-art ranch programs and facilities second to none. These include a spacious indoor arena for the training of elite American Quarter Horse champions, holistic management of ranch's commercial Red Angus cattle from cow/calf operations to feed yards, low stress cattle handling technologies and advanced herd health practices, and an expansive farming operation to build customized feeding programs for each faction. Wagonhound Land & Livestock was named the 2015 Red Angus Commercial Producer of the Year by the Red Angus Association of America.

Warren Livestock Ranch

1961 Torrington Rd.
Cheyenne, WY 82009
(307) 433-1100

Owner: Doug Samuelson



The Warren Livestock Ranch is one of the oldest corporations in Wyoming, dating back to 1883 and eventually growing to about 150,000 acres at its peak. The current owner, Doug Samuelson, runs about 4,400 ewes and holds back their yearlings as replacements. The ranch also has an Angus-based cattle herd. Along with its deeded land, Warren Livestock also holds a forest permit, which is used for sustainable sheep grazing.

ZN Ranch

PO Box 625

Saratoga WY, 82331

307-326-8596

Owner: Tetrad Corp.

Manager: Chris Williams



Located north of Saratoga, Wyoming, on Pass Creek, the ZN Ranch is nestled in the foothills of Elk Mountain. The Ranch operates on deeded and leased ground. Along with the cows, the ranch is home to a large variety of Wyoming's wildlife, and migratory birds.



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AGENDA ITEM TITLE:

Modifications to UW Regulation 1-101 (UW Regulations and Standard Administrative Policies and Procedures), MacPherson/Evans

CHECK THE APPROPRIATE BOX(ES):

- ☐ Work Session
- ☐ Education Session
- ☐ Information Item
- ☒ Other Specify: Committee of the Whole (Items for Approval)

BACKGROUND AND POLICY CONTEXT OF ISSUE:

At the September 2016 Board of Trustees meeting, the Board approved review by UW Administration of UW's current regulatory structure, to include the following:

- Phasing out presidential directives;
- Defining regulation versus policy/procedure;
- Creating an online manual, including a new "look" and format for the regulations; and
- Updating the substance of the regulations, policies, and procedures as needed, including determining whether there are any substantive gaps.

The new structure will involve three levels of policies:

- Governing Regulations (Level A)
- Standard Administrative Policies and Procedures (Level B)
- Department/Unit Administrative Policies and Procedures (Level C)

The modifications to UW Regulation 1-101 explain what UW Regulations and Standard Administrative Policies and Procedures are and how they are intended to be used.

Per the routing process for UW Regulations, the draft modifications were provided to Executive Team, Deans and Directors, Faculty Senate, Staff Senate, ASUW, and the Internal Auditor. Faculty Senate provided a resolution stating that the "Faculty Senate Executive Committee believes that changes to this Regulation contain substantive alterations with important implications to the welfare of the University" and provided proposed redline changes, including procedures to enable shared governance and transparency. Staff Senate, ASUW and the Internal Auditor also provided feedback. ASUW initially had questions, but after discussion endorsed the attached version of the regulation.

Based on this feedback, the Trustee Regulation Committee worked on further modifications with Faculty Senate Representative Michael Barker and the attached modifications were endorsed by the Faculty Senate Representative, UW Administration, and the Regulation Committee on May 23, 2018. That same day, the University released a joint press release in support of the revised regulations: <http://www.uwyo.edu/uw/news/2018/05/uw-trustees,-administration,-faculty-leaders-agree-on-regulation-changes.html>.

The Trustee Regulation Committee will discuss this item at the July 2018 Board of Trustees retreat and recommend full Board action, if appropriate.

PRIOR RELATED BOARD DISCUSSIONS/ACTIONS:

None.

WHY THIS ITEM IS BEFORE THE BOARD:

UW Regulation 1-101 requires that any modification to UW Regulations must be approved by the Board.

ACTION REQUIRED AT THIS BOARD MEETING:

Board approval or disapproval of the recommended modifications to the Regulation or further discussion as needed.

PROPOSED MOTION

I move to approve modifications to UW Regulation 1-101 as presented to the Board in the redline version.

PRESIDENT'S RECOMMENDATION:

The President recommends approval.



Reviewed and endorsed by Regulation Committee 10-4-17
Campus feedback reviewed and modifications incorporated 4-18-18
Work session with Trustee McKinley and Faculty Senate Representative Barker 5-15-18
Further modifications (outlined below) endorsed by Faculty Senate Representative,
UW Administration, and Regulation Committee 5-23-18

UNIVERSITY OF WYOMING REGULATIONS

Subject: UW Regulations and Standard Administrative Policies and Procedures
Number: UW Regulation 1-101

I. PURPOSE

To explain what UW Regulations and Standard Administrative Policies and Procedures are and how they are intended to be used.

II. DEFINITIONS

Regulation: General rule or statement addressing governance, philosophies, principles or broad concepts inherent in carrying out the mission of the University. Regulations mandate requirements of or provisions for members of the University community and have broad application throughout the University. Regulations enhance the University's mission, reduce institutional risk, promote operational efficiency and ensure compliance with applicable laws, regulations or accreditation requirements. Regulations must be approved by the Board of Trustees and are administered by at least one University Officer.

Standard Administrative Policy and Procedure: Operational rule, course of action, or set of steps for completing tasks related to a Regulation. Standard Administrative Policies and Procedures must be approved by the President and are administered by at least one University Officer.

III. AUTHORITY

Article 7, section 17 of the Constitution of the State of Wyoming states that the "legislature shall provide by law for the management of the university, its land and other property by a board of trustees." Wyoming Statute 21-17-204 states, "The board of trustees shall prescribe rules for the government of the university and all its branches."

Article IX of the Bylaws of the Trustees of the University of Wyoming provides that rules for the government of the University shall be designated as UW Regulations, ~~which may be adopted, changed or amended at any regular or special meeting of the Trustees without prior~~

Reviewed and endorsed by Regulation Committee 10-4-17
Campus feedback reviewed and modifications incorporated 4-18-18
Work session with Trustee McKinley and Faculty Senate Representative Barker 5-15-18
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~~formal notice~~. The President of the University shall propose to the Board new Regulations and modifications to and repeal of existing Regulations as necessary to provide for the organization and operation of the University.

IV. REGULATIONS OF ACADEMIC UNITS

The University Faculty, the Faculty Senate, the faculties of the various colleges and of other academic units, Staff Senate, or University Officers may propose Regulations to establish educational and academic policies for the University to promote the general welfare of the University, its students and academic personnel; to establish policies regarding student conduct, student life, and student organizations; and to establish faculty committees.

All Regulations proposed by the University Faculty, the Faculty Senate, the faculties of the various colleges and of other academic units, Staff Senate, or University Officers shall be reviewed by the President. The President shall consider the need for such Regulations, the duties and authority of the officer or academic unit proposing the Regulation, possible conflicts with other existing Regulations, and such other matters as the President may deem relevant to the best interests of the University.

As part of the review, the President ~~shall~~ may seek ~~input~~ recommendations from the Faculty Senate, the Staff Senate, the Associated Students of the University of Wyoming, and any colleges, schools, or units of the University, and/or any officers, University personnel, or committees concerned with the substance of the proposed Regulation.

The President may return the proposed Regulation for further consideration. If the Regulation was proposed by the Faculty Senate, and the Senate, after consideration of the President's views, repasses the Regulation by a three-fourths vote of the members present and voting (there being a quorum of at least two-thirds of the voting members present), the President shall refer the Regulation to the Trustees, at their next regularly scheduled meeting, for final approval, disapproval or other disposition of the Regulation. At this meeting, the Board shall hear the views of the President and the Chair of the Faculty Senate or designee.

V. PUBLICATION AND EFFECT OF REGULATIONS

All UW Regulations shall be issued by the Trustees of the University, shall be in a form approved by the Trustees, and shall be published and distributed in a manner directed by the President, including being available on the University's website. All Regulations are subject to alteration, repeal, modification, termination and discontinuance ~~from time to time and at~~

Reviewed and endorsed by Regulation Committee 10-4-17
Campus feedback reviewed and modifications incorporated 4-18-18
Work session with Trustee McKinley and Faculty Senate Representative Barker 5-15-18
Further modifications (outlined below) endorsed by Faculty Senate Representative,
UW Administration, and Regulation Committee 5-23-18

~~any time by~~ pursuant to Article IX of the Bylaws of the Board of Trustees of the University of Wyoming.

All Standard Administrative Policies and Procedures or other rule, policy, procedure, practice, protocol or similar convention which is inconsistent in any manner with a UW Regulation are of no further force or effect, and the Regulation shall govern.

All University employees ~~must~~ shall conduct themselves in accordance with UW Regulations, and as a condition of enrollment in the University, students applying for admission or enrolled in the University must comply with all applicable UW Regulations.

All UW Regulations approved by the Board shall remain effective until repealed or modified by the Board.

VI. STANDARD ADMINISTRATIVE POLICIES AND PROCEDURES

A Standard Administrative Policy and Procedure is established by the University President and has general University-wide effect or application. The President shall solicit input on Standard Administrative Policies and Procedures from the Faculty Senate, Staff Senate, and the Associated Students of the University of Wyoming. Standard Administrative Policies and Procedures are ~~It is~~ not intended to serve as a substitute for a UW Regulation. Standard Administrative Policies and Procedures shall be published and distributed in a manner directed by the President, including being available on the University's website. To the extent a Standard Administrative Policy or Procedure is inconsistent with a Regulation, the Regulation shall govern.

If the Board of Trustees amends, repeals, or adopts a UW Regulation, all Standard Administrative Policies and Procedures or other rule, policy, procedure, practice, protocol or similar convention based on or related to that Regulation shall be automatically revoked. The University President may reinstate the Standard Administrative Policy and Procedure or other rule, policy, procedure, practice, protocol or similar convention as long as it is in conformance with an amended or new Regulation.

All University employees ~~shall~~ must conduct themselves in accordance with Standard Administrative Policies and Procedures, and as a condition of enrollment in the University, students applying for admission or enrolled in the University must comply with all applicable Standard Administrative Policies and Procedures.

Reviewed and endorsed by Regulation Committee 10-4-17
Campus feedback reviewed and modifications incorporated 4-18-18
Work session with Trustee McKinley and Faculty Senate Representative Barker 5-15-18
Further modifications (outlined below) endorsed by Faculty Senate Representative,
UW Administration, and Regulation Committee 5-23-18

Responsible Division/Unit: Office of the President

Source: Wyoming Constitution Article 7, Section 17; Wyoming Statute 21-17-204

Links: <http://www.uwyo.edu/generalcounsel/current-uw-regulations-and-presidential-directives/index.html>

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

History:

Adopted 7/17/08 Board of Trustees meeting

Revisions adopted 7/17/14 Board of Trustees meeting

AGENDA ITEM TITLE:

Modifications to UW Regulations 6-41 and 6-44 and adoption of new UW Regulations 6-42 and 6-43, MacPherson/Evans

CHECK THE APPROPRIATE BOX(ES):

- ☒ Work Session
☐ Education Session
☐ Information Item
☒ Other Specify: Committee of the Whole (Items for Approval)

BACKGROUND AND POLICY CONTEXT OF ISSUE:

During FY17, the University declared a financial crisis pursuant to UW Regulation 6-41 (Financial Exigency) and initiated a review of 15 academic programs pursuant to UW Regulation 6-43 (Academic Program Elimination). During these processes, the University identified several inconsistencies, inefficiencies and outdated methods. The following modifications and new regulations were endorsed by the Trustees Regulation Committee on October 4, 2017:

- Modifications to UW Regulation 6-41 (Financial Exigency)
- New UW Regulation 6-42 (Budget Reductions)
- Modifications to UW Regulation 6-43 (Academic Program Reorganization, Consolidation, Reduction and Discontinuance). [Note: Since this regulation is substantially modified, a redline version is not instructive.]
- Modifications to UW Regulation 6-44 (currently UW Regulation 5-35 Appendix B) (Appeals Procedures)

The Office of Academic Affairs will be drafting a standard administrative policy and procedure to accompany the revised version of UW Regulation 6-43 and has drafted a standard administrative policy and procedure for academic program review, including a requirement to review all academic programs on a regular cycle. Both of these policies will be provided to the Policy Review Group (Vice President, Deans, Faculty Senate, Staff Senate, and ASUW) for review and feedback.

Per the routing process for UW Regulations, the draft modifications were provided to Executive Team, Deans and Directors, Faculty Senate, Staff Senate, ASUW, and the Internal Auditor. Faculty Senate submitted a resolution stating that the Faculty Senate supported the changes proposed by the Trustees Regulation Committee, provided that the amendments recommended by Faculty Senate were adopted. Staff Senate, ASUW and several Deans also provided feedback.

Based on this feedback, the Trustee Regulation Committee worked on further modifications with Faculty Senate Representative Michael Barker and the attached modifications were endorsed by the Faculty Senate Representative, UW Administration, and the Regulation Committee on May 23, 2018. That same day, the University released a joint press release in support of the revised regulations: <http://www.uwyo.edu/uw/news/2018/05/uw-trustees,-administration,-faculty-leaders-agree-on-regulation-changes.html>.

The Trustee Regulation Committee will discuss this item at the July 2018 Board of Trustees retreat and recommend full Board action, if appropriate.

NOTE: These Regulations will be renumbered as UW Regulations 2-11, 2-12, 2-13, and 2-14 respectively due to the regulatory structure review effective July 1, 2018.

PRIOR RELATED BOARD DISCUSSIONS/ACTIONS:

None.

WHY THIS ITEM IS BEFORE THE BOARD:

UW Regulation 1-101 requires that any modification to UW Regulations must be approved by the Board.

ACTION REQUIRED AT THIS BOARD MEETING:

Board approval or disapproval of the recommended modifications to the Regulation or further discussion as needed.

PROPOSED MOTION

I move to approve modifications to UW Regulations 6-41 and 6-44 as presented to the Board in the redline version. I also move to approve adoption of new UW Regulations 6-42 and 6-43 as presented to the Board.

PRESIDENT'S RECOMMENDATION:

The President recommends approval.



Reviewed and endorsed by Regulation Committee 10-4-17
Campus feedback reviewed and modifications incorporated 4-18-18
Work session with Trustee McKinley and Faculty Senate Representative Barker 5-15-18
Further modifications (outlined below) endorsed by Faculty Senate Representative,
UW Administration, and Regulation Committee 5-23-18

UNIVERSITY OF WYOMING REGULATIONS

Subject: Financial Exigency
Number: UW Regulation 6-41

I. PURPOSE

In the event the University of Wyoming is confronted by a deficiency in financial resources which is so serious as to require the discharge of tenured faculty or Fixed Term Academic Personnel~~extended term academic professionals~~, the University shall respond fairly and rationally, and in a manner consistent with the continued attainment of the mission of the University.

This Regulation sets forth guidelines and procedures to promote decisiveness, fairness and consistency in Presidential leadership and to ensure adherence to established principles in the event of such an occurrence. To the extent possible, decisions will be made through regular University processes, with significant input from faculty, academic professionals, staff, administrators and students.

II. DEFINITIONS

Academic Personnel: For purposes of this Regulation, Academic Personnel includes non-tenure track academic personnel, academic personnel on a fixed term contract (including extended term academic professionals), tenure track faculty, and tenured faculty as defined in UW Regulation 5-1.

Committee: The Financial Exigency Advisory Committee.

Financial Exigency Plan: The plan developed by the President, and approved by the Board of Trustees.

Financial Exigency: A demonstrably bona fide, imminent financial crisis which threatens the viability of the institution as a whole and which cannot be alleviated by means other than a reduction in tenured faculty members or ~~extended term academic professionals~~Fixed Term Academic Personnel.

Reviewed and endorsed by Regulation Committee 10-4-17
Campus feedback reviewed and modifications incorporated 4-18-18
Work session with Trustee McKinley and Faculty Senate Representative Barker 5-15-18
Further modifications (outlined below) endorsed by Faculty Senate Representative,
UW Administration, and Regulation Committee 5-23-18

Fixed Term Academic Personnel: For purposes of this Regulation, Fixed Term Academic Personnel shall mean academic personnel on a contract with a term greater than one year, including extended term academic professionals.

President: The President of the University of Wyoming.

Unit: For purposes of this Regulation, Unit refers to an academic department. If there is no academic department, then Unit refers to the next smallest academic grouping, such as School or College.

III. DETERMINATION OF FINANCIAL EXIGENCY

If the financial projections for the University are so adverse that the University can remain viable only by terminating tenured faculty members or Fixed Term Academic Personnel~~extended term academic professionals~~, the President shall request that the Trustees declare a Financial Exigency. If the Trustees agree the financial climate is so severe that termination of tenured faculty members or Fixed Term Academic Personnel~~extended term academic professionals~~ is necessary, the Trustees shall declare Financial Exigency and direct the President to prepare a Financial Exigency Plan. The Plan shall be prepared by the President in consultation with the Financial Exigency Advisory Committee. The President shall inform the Committee of the financial circumstances of the University, and of actions taken to effect economies.

IV. FINANCIAL EXIGENCY ADVISORY COMMITTEE

The Financial Exigency Advisory Committee shall consist of thirteen members:

- A. Provost and Vice President for Academic Affairs
- B. Vice President for Administration
- C. Two Deans and/or Directors, selected by the Deans' and Directors' Council
- D. Two members from each of the following, selected by their membership:
 - 1. Faculty Senate Executive Committee;
 - 2. Faculty Senate Academic Planning Committee;
 - 3. Faculty Senate Budget Planning Committee; and
 - 4. Staff Senate.

Reviewed and endorsed by Regulation Committee 10-4-17
Campus feedback reviewed and modifications incorporated 4-18-18
Work session with Trustee McKinley and Faculty Senate Representative Barker 5-15-18
Further modifications (outlined below) endorsed by Faculty Senate Representative,
UW Administration, and Regulation Committee 5-23-18

- E. President of the Associated Students of the University of Wyoming (ASUW), or a member of the student body designated by the President of ASUW.

The Committee shall elect a chair from its members.

V. FINANCIAL EXIGENCY PLAN

If the Board of Trustees declares a Financial Exigency, the President shall:

- A. Convene the Financial Exigency Advisory Committee to advise the President;
- B. Issue a written statement to the University community explaining why a financial exigency exists;
- C. Specify the anticipated financial deficiency expected during the current fiscal year and the University's financial prospects for the two succeeding fiscal years;
- D. Call a general University meeting at which the President shall explain why a financial exigency exists, and solicit questions and comments from members of the University community; and
- E. Prepare a Financial Exigency Plan to address the deficiency in University resources, and submit the Plan to the Trustees of the University for approval by the Trustees. This Plan shall include measures to protect the integrity and accreditation of the University.

VI. ACTION BY TRUSTEES

Based upon the Financial Exigency Plan submitted by the President, and upon other available information, the Trustees shall approve, modify and approve, or reject the Financial Exigency Plan.

VII. TERMINATION OF TENURED FACULTY MEMBERS AND FIXED TERM ACADEMIC PERSONNEL~~EXTENDED TERM ACADEMIC PROFESSIONALS~~

If a tenured faculty member or Fixed Term Academic Personnel ~~extended-term academic professional~~ is eliminated due to Financial Exigency, the University shall make reasonable efforts to transfer the tenured faculty member or Fixed Term Academic Personnel ~~extended term academic professional~~ to another open and funded position for which the tenured faculty

Reviewed and endorsed by Regulation Committee 10-4-17
Campus feedback reviewed and modifications incorporated 4-18-18
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member or Fixed Term Academic Personnel ~~extended term academic professional~~ is qualified.

In the event that it is determined that the employment of a tenured faculty member or Fixed Term Academic Personnel ~~extended term academic professional~~ must be terminated due to Financial Exigency:

A. Written notice of termination, stating the cause, shall be given as soon as practicable. Termination shall be effective at the end of the current semester. For purposes of this Regulation, these notice provisions govern, and any other notice provisions provided by UW Regulations, policies, or procedures do not apply;

B. When notice of termination of employment is received, a tenured faculty member or Fixed Term Academic Personnel ~~extended term academic professional~~ may appeal the termination pursuant to UW Regulation 6-44, but not the decision to declare financial exigency;

C. When a position held by a tenured faculty member or Fixed Term Academic Personnel ~~extended term academic professional~~ is terminated, if that position is restored or a new position with similar duties is created within a period of one (1) year following its termination, the position shall first be offered to the tenured faculty member or Fixed Term Academic Personnel ~~extended term academic professional~~ who formerly held the position, and who was terminated because of Financial Exigency, at the same salary, rank, and seniority as the tenured faculty member or Fixed Term Academic Personnel ~~extended term academic professional~~ previously held;

D. Whenever possible, reductions will be accomplished through attrition;

~~E. In the event that the necessary budget reductions can be achieved only by terminating tenured faculty, extended term academic professionals, or some combination of tenured faculty and extended term academic professionals, the President shall select positions for termination based upon the curricular requirements of a degree program in the Unit, accreditation requirements, or other bona fide program need, after consultation with the Dean and department head or other supervisor of the affected Unit;~~

F-E. No faculty member with tenure will be terminated until the faculty members in the Unit without tenure, including Fixed Term Academic Personnel ~~extended~~

Reviewed and endorsed by Regulation Committee 10-4-17
Campus feedback reviewed and modifications incorporated 4-18-18
Work session with Trustee McKinley and Faculty Senate Representative Barker 5-15-18
Further modifications (outlined below) endorsed by Faculty Senate Representative,
UW Administration, and Regulation Committee 5-23-18

~~term academic professionals~~, have been terminated, and no Fixed Term Academic Personnel~~extended term academic professional~~ will be terminated until the non-Fixed Term Academic Personnel ~~extended term academic professionals~~ in the Unit have been terminated. Academic Personnel shall be terminated in the following order: (1) non-tenure track academic personnel; (2) tenure track faculty; (3) academic personnel on a fixed term contract; and (4) tenured faculty;

G.F. Those employed full-time have retention priority over those employed on a part-time basis;

H.G. Among tenured faculty members in a Unit having equal professorial rank and retention priority, the tenured faculty member with the greatest seniority in the Unit will have retention priority. Seniority will be based first on an employee's professorial rank and second on total years of full-time equivalent employment in the Unit exclusive of periods of unpaid leave, provided the employee with a break in service of more than four (4) years will not be given credit for service prior to such break;

I.H. Among ~~extended term academic professionals and~~ Fixed Term Academic Personnel in a Unit having equal academic professional rank and retention priority, the Fixed Term Academic Personnel ~~extended term academic professional~~ with the greatest seniority in the Unit will have retention priority. Seniority will be based first on an employee's academic ~~professional~~ rank and second on total years of full-time equivalent employment in the Unit exclusive of periods of unpaid leave, provided the employee with a break in service of more than four (4) years will not be given credit for service prior to such break; and

J.I. A tenured faculty member or Fixed Term Academic Personnel ~~extended term academic professional~~ who is under a performance improvement plan shall be terminated prior to any other tenured faculty member or Fixed Term Academic Personnel~~extended term academic professional~~.

VIII. CLASSIFIED STAFF AND CONTRACTUAL EMPLOYEES

If classified staff or contractual employees will be eliminated due to Financial Exigency:

Reviewed and endorsed by Regulation Committee 10-4-17
Campus feedback reviewed and modifications incorporated 4-18-18
Work session with Trustee McKinley and Faculty Senate Representative Barker 5-15-18
Further modifications (outlined below) endorsed by Faculty Senate Representative,
UW Administration, and Regulation Committee 5-23-18

- A. UW Regulation 4-174 and the Employee Handbook shall govern terminations of classified staff.
- B. The terms of the contract shall govern the termination of any contractual employees, including Athletic employees.

Responsible Division/Unit: Office of the President

Source: None.

Link: <http://www.uwyo.edu/generalcounsel/current-uw-regulations-and-presidential-directives/index.html>.

Associated Regulations, Policies, and Forms: UW Regulation 6-44 (Appeal Procedures)

History:

University Regulation 41, Revision 2; adopted 7/17/2008 Board of Trustees meeting
Revisions adopted 3/24/2016 Board of Trustees meeting



Reviewed and endorsed by Regulation Committee 10-4-17
Campus feedback reviewed and modifications incorporated 4-18-18
Work session with Trustee McKinley and Faculty Senate Representative Barker 5-15-18
Further modifications (outlined below) endorsed by Faculty Senate Representative,
UW Administration, and Regulation Committee 5-23-18

UNIVERSITY OF WYOMING REGULATIONS

Subject: Budget ~~Constraints~~ Reductions
Number: UW Regulation 6-42

I. PURPOSE AND POLICY

Based on constitutional and statutory authority and notwithstanding any other UW Regulation, in the event of insufficient institutional revenue or state imposed budget cuts, the Board of Trustees may impose budget restrictions; or budget reductions; staff, faculty, and administrator hiring freezes; staff and administrator terminations; consolidations of departments or units; reorganizations; dropping of courses; eliminations of staff, faculty, and administrator vacancies; eliminations of other services; and/or other efficiencies.

II. BUDGET REDUCTION PLAN

Upon a determination that the fiscal year's revenue may be insufficient to cover the projected expenses, The the Board of Trustees shall may direct the President to prepare a Budget Reduction Plan that may include recommendations regarding staff, faculty, and administrator hiring freezes; staff and administrator terminations; consolidations of departments or units; reorganizations; dropping of courses; eliminations of staff, faculty, and administrator vacancies; eliminations of other services; and/or other efficiencies. The Plan shall be prepared by the President of the University in consultation with appropriate administrators, the Faculty Senate, the Staff Senate, and the Associated Students of the University of Wyoming (ASUW). The Plan shall be due to the Board within forty-five (45) days of the solicitation. The Board of Trustees may approve, modify and approve, or reject the Budget Reduction Plan.

In the event that a reduction in force will accompany any budget restriction or budget reduction made pursuant to this Regulation:

- A. UW Regulations ~~6-41, 6-43, and 6-44~~ shall govern terminations of tenured faculty members and extended term academic professionals.
- B. UW Regulation 4-174 and the Employee Handbook shall govern terminations of classified staff.

Reviewed and endorsed by Regulation Committee 10-4-17
Campus feedback reviewed and modifications incorporated 4-18-18
Work session with Trustee McKinley and Faculty Senate Representative Barker 5-15-18
Further modifications (outlined below) endorsed by Faculty Senate Representative,
UW Administration, and Regulation Committee 5-23-18

- C. The terms of the contract shall govern the termination of any contractual employees, including Athletic employees.

Responsible Division/Unit: Office of Budget and Institutional Planning, through the Division of Administration

Source: None.

Link: <http://www.uwyo.edu/generalcounsel/current-uw-regulations-and-presidential-directives/index.html>.

Associated Regulations, Policies, and Forms: UW Regulation 6-41 (Financial Exigency); UW Regulation 6-43 (Academic Program Reorganization, Consolidation, Reduction and Discontinuance); UW Regulation 6-44 (Appeal Procedures); UW Regulation 4-174 (Employee Handbook); Employee Handbook.

History: None.



Reviewed and endorsed by Regulation Committee 10-4-17
Campus feedback reviewed and modifications incorporated 4-18-18
Work session with Trustee McKinley and Faculty Senate Representative Barker 5-15-18
Further modifications (outlined below) endorsed by Faculty Senate Representative,
UW Administration, and Regulation Committee 5-23-18

UNIVERSITY OF WYOMING REGULATIONS

Subject: Academic Program Reorganization, Consolidation, Reduction and Discontinuance
Number: UW Regulation 6-43

I. PURPOSE

To promote and maintain high quality academic programs, the University may over time develop new academic degree programs or reorganize, consolidate, reduce and/or discontinue existing academic programs. The ~~Board of Trustees~~University may ~~decide to~~ reorganize, consolidate, reduce and/or discontinue ~~an~~ Academic Programs for educational, strategic, realignment, resource allocation, budget constraints, or combinations of educational, strategic, and/or financial reasons. ~~The Board of Trustees may take any of these actions individually or in combination with any of the other actions.~~

II. DEFINITIONS

Academic Personnel: For purposes of this Regulation, Academic Personnel includes non-tenure track academic personnel, academic personnel on a fixed term contract (including extended term academic professionals), tenure track faculty, and tenured faculty as defined in UW Regulation 5-1.

Academic Program: Degree program, department or division of instruction, school or college, interdisciplinary program or unit, or other academic program unit. For the purposes of this Regulation, Academic Program does not include academic courses.

Fixed Term Academic Personnel: For purposes of this Regulation, Fixed Term Academic Personnel shall mean academic personnel on a contract with a term greater than one year, including extended term academic professionals.

Unit: For purposes of this Regulation, Unit refers to an academic department. If there is no academic department, then Unit refers to the next smallest academic grouping, such as School or College.

III. PROCESS FOR RECOMMENDING PROGRAM REORGANIZATION, CONSOLIDATION, REDUCTION OR DISCONTINUANCE

Academic Program Discontinuance

Page 1 of 7

Reviewed and endorsed by Regulation Committee 10-4-17
Campus feedback reviewed and modifications incorporated 4-18-18
Work session with Trustee McKinley and Faculty Senate Representative Barker 5-15-18
Further modifications (outlined below) endorsed by Faculty Senate Representative,
UW Administration, and Regulation Committee 5-23-18

A department, its chair, the dean or director, the Faculty Senate, the Provost and Vice President for Academic Affairs, the President of the University, or the Board of Trustees may request a review and analysis regarding ~~recommend~~ reorganizing, consolidating, reducing or discontinuing ~~an~~ Academic Programs. The Provost shall make a recommendation to the President. The President ~~of the University or the Provost~~ in collaboration with the ~~appropriate~~ Faculty Senate ~~committee~~ will review the recommendation. The President or the Provost shall also discuss the recommendation with and solicit feedback from the Academic Personnel and staff in the department or program, the department chair, and the dean of the school or college.

The President shall make a final recommendation to the Board of Trustees to reorganize, consolidate, reduce or discontinue a program within a maximum period of 120 days from the time the initial ~~recommendation request~~ was made. ~~The President shall submit all recommendations for continuance, reorganization, consolidation, reduction or termination of programs to the Board of Trustees for action within sixty (60) days of the President's final recommendation.~~ The recommendation shall include a plan for program closure, if applicable, identification of tenured faculty and ~~extended term academic professional~~ Fixed Term Academic Personnel appointments recommended for termination, and a plan for accommodating students currently enrolled in the program.

A University Standard Administrative Policy and Procedure shall provide guidance for this process.

IV. **TERMINATION OF ~~TENURED FACULTY OR EXTENDED FIXED TERM ACADEMIC PERSONNEL PROFESSIONALS~~**

Termination of ~~tenured faculty, extended term academic professional~~ Fixed Term Academic Personnel, or those Academic Personnel with unexpired term appointments may occur as the result of reorganization, consolidation, reduction or discontinuance of an Academic Program. Once the President has decided to recommend reorganization, consolidation, reduction or termination of an Academic Program, the President shall consult with the Provost and appropriate administrators on termination of appointments of ~~tenured faculty members and extended term academic professionals~~ Fixed Term Academic Personnel rostered in the organizational unit under review.

If a ~~tenured faculty member or extended term academic professional~~ Fixed Term Academic Personnel is eliminated due to the reorganization, consolidation, reduction or discontinuance of an Academic Program, the University shall make reasonable efforts to transfer the ~~tenured faculty member or extended term academic professional~~ Fixed Term Academic Personnel to

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another open and funded position for which the ~~tenured faculty member or extended term academic professional~~ Fixed Term Academic Personnel is qualified.

In the event that it is determined that the employment of a ~~tenured faculty member or extended term academic professional~~ Fixed Term Academic Personnel must be terminated due to the reorganization, consolidation, reduction or discontinuance of an Academic Program:

- A. Written notice of termination, stating the cause, shall be given as soon as practicable;
- B. When notice of termination of employment is received, the ~~tenured faculty member or extended term academic professional~~ Fixed Term Academic Personnel may appeal the termination pursuant to UW Regulation 6-44, but not the decision to reorganize, consolidate, reduce or discontinue an Academic Program;
- C. When a position held by a ~~tenured faculty member or extended term academic professional~~ Fixed Term Academic Personnel is terminated, if that position is restored or a new position with similar duties is created within a period of one (1) year following its termination, the position shall first be offered to the ~~tenured faculty member or extended term academic professional~~ Fixed Term Academic Personnel who formerly held the position, and who was terminated because of the reorganization, consolidation, reduction or discontinuance, at the same salary, rank, and seniority as the ~~tenured faculty member or extended term academic professional~~ Fixed Term Academic Personnel previously held;
- D. Whenever possible, reductions will be accomplished through attrition;
- ~~E. In the event that the necessary budget reductions can be achieved only by terminating tenured faculty, extended term academic professionals, or some combination of tenured faculty and extended term academic professionals, the President shall select positions for termination based upon the curricular requirements of a degree program in the Unit, accreditation requirements, or other bona fide program need, after consultation with the Dean and department head or other supervisor of the affected Unit;~~
- ~~F.E.~~ No faculty member with tenure will be terminated until the faculty members in the Unit without tenure, and no extended term academic professional Fixed Term Academic Personnel will be terminated until the non-extended term academic professional Fixed Term Academic Personnels in the Unit have been

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terminated. Academic Personnel, excluding tenured faculty, shall be terminated in the following order: (1) non-tenure track academic personnel; (2) tenure track faculty; and (3) academic personnel on a fixed term contract; ~~and (4) tenured faculty;~~

G.F. Those employed full-time have retention priority over those employed on a part-time basis;

~~H. Among tenured faculty members in a Unit having equal professorial rank and retention priority, the tenured faculty member with the greatest seniority in the Unit will have retention priority. Seniority will be based first on an employee's professorial rank and second on total years of full-time equivalent employment in the Unit exclusive of periods of unpaid leave, provided the employee with a break in service of more than four (4) years will not be given credit for service prior to such break;~~

I.G. Among ~~extended term academic professionals and f~~Fixed Term Academic Personnel in a Unit having equal ~~academic professional~~ rank and retention priority, the ~~extended term academic professional~~Fixed Term Academic Personnel with the greatest seniority in the Unit will have retention priority. Seniority will be based first on an employee's academic professional rank and second on total years of full-time equivalent employment in the Unit exclusive of periods of unpaid leave, provided the employee with a break in service of more than four (4) years will not be given credit for service prior to such break; and

J.H. ~~A tenured faculty member or extended term academic professional~~Fixed Term Academic Personnel who is under a performance improvement plan shall be terminated prior to any other ~~tenured faculty member or extended term academic professional~~Fixed Term Academic Personnel.

V. TERMINATION OF TENURED FACULTY

For the purposes of this Regulation, termination of tenured faculty may occur as the result of discontinuance of an Academic Program. Once the President has decided to recommend discontinuance of an Academic Program, the President shall consult with the Provost and appropriate administrators on termination of appointments of tenured faculty rostered in the organizational unit under review.

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If a tenured faculty member is eliminated due to the discontinuance of an Academic Program, the University shall make reasonable efforts to transfer the tenured faculty member to another open and funded position for which the tenured faculty member is qualified.

In the event that it is determined that the employment of a tenured faculty member must be terminated due to the discontinuance of an Academic Program:

- A. Written notice of termination, stating the cause, shall be given as soon as practicable;
- B. When notice of termination of employment is received, the tenured faculty member may appeal the termination pursuant to UW Regulation 6-44, but not the decision to discontinue an Academic Program;
- C. When a position held by a tenured faculty member is terminated, if that position is restored or a new position with similar duties is created within a period of one (1) year following its termination, the position shall first be offered to the tenured faculty member who formerly held the position, and who was terminated because of the discontinuance, at the same salary, rank, and seniority as the tenured faculty member previously held;
- D. Whenever possible, reductions will be accomplished through attrition;
- E. No faculty member with tenure will be terminated until faculty members in the Unit without tenure have been terminated. Academic Personnel shall be terminated in the following order: (1) non-tenure track academic personnel; (2) tenure track faculty; (3) academic personnel on a fixed term contract; and (4) tenured faculty;
- F. Those employed full-time have retention priority over those employed on a part-time basis;
- G. Among tenured faculty members in a Unit having equal rank and retention priority, the tenured faculty member with the greatest seniority in the Unit will have retention priority. Seniority will be based first on an employee's professional rank and second on total years of full-time equivalent employment in the Unit exclusive of periods of unpaid leave, provided the employee with a break in service of more than four (4) years will not be given credit for service prior to such break; and

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H. A tenured faculty member who is under a performance improvement plan shall be terminated prior to any other tenured faculty members.

VI. NOTIFICATION TO EMPLOYEES AND STUDENTS

Following formal approval of termination plans by the Board of Trustees, the University shall provide notice to all employees whose appointments are to be terminated. For Academic Personnel with nine-month contracts, termination will be effective at the end of the current academic year. For Academic Personnel with twelve-month contracts, termination will be effective at the end of the current fiscal year. For purposes of this Regulation, these notice provisions govern, and any other notice provisions provided by UW Regulations, policies, or procedures do not apply. When notice of termination of employment is received, the tenured faculty member or ~~extended-term academic professional~~Fixed Term Academic Personnel may appeal the termination pursuant to UW Regulation 6-44, but not the decision to reorganize, consolidate, reduce or discontinue the academic program.

If classified staff or contractual employees will be eliminated, UW Regulation 4-174 and the Employee Handbook shall govern terminations of classified staff, and the terms of the contract shall govern the termination of any contractual employees, including Athletic employees.

Notwithstanding the above notice provisions, timing for phasing out programs and displacing tenured faculty members or ~~extended-term academic professional~~Fixed Term Academic Personnels will be based on institutional needs.

Before terminating a degree program, every reasonable effort will be made to allow students to complete their degrees. Program or campus transfers will be made if mutually acceptable to the student and the receiving department. Students will be provided advising assistance with respect to their academic program options. Students will be notified of program closure and timing for phasing out programs.

Responsible Division/Unit: Office of Academic Affairs

Source: None.

Link: <http://www.uwyo.edu/generalcounsel/current-uw-regulations-and-presidential-directives/index.html>.

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Associated Regulations, Policies, and Forms: UW Regulation 6-44 (Appeal Procedures);
Standard Administrative Policy and Procedure (Academic Program Reorganization,
Consolidation, Reduction, and Discontinuance Process)

History:

University Regulation 43, Revision 1; adopted 7/17/2008 Board of Trustees meeting
Revisions adopted 9/9/2011 Board of Trustees meeting
Revisions adopted 3/24/2016 Board of Trustees meeting



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UNIVERSITY OF WYOMING REGULATIONS

Subject: Appeal Procedures—~~Financial Exigency and Academic Program Reorganization,
Consolidation, Reduction and Discontinuance~~

Number: UW Regulation 6-44

I. PURPOSE

To provide a timely process for hearing the appeal of any tenured faculty member or Fixed Term Academic Personnel ~~extended term academic professional~~ whose appointment is terminated pursuant to UW Regulation 6-41 (Financial Exigency) or UW Regulation 6-43 (Academic Program Reorganization, Consolidation, Reduction and Discontinuance).

II. DEFINITIONS

Fixed Term Academic Personnel: For purposes of this Regulation, Fixed Term Academic Personnel shall mean academic personnel on a contract with a term greater than one year, including extended term academic professionals.

~~II.III.~~ RIGHT TO REVIEW AND HEARING

Any tenured faculty member or Fixed Term Academic Personnel ~~extended term academic professional~~ whose employment is terminated pursuant to UW Regulation 6-41 or 6-43 shall have the right to a hearing before an independent Hearing Officer (see section VI). This hearing is the exclusive remedy for a termination pursuant to UW Regulation 6-41 or 6-43.

~~III.IV.~~ NOTICE OF REQUEST FOR HEARING

A person who has a right under this Regulation to appeal termination of employment may appeal by delivering a written notice of request for hearing to the Office of Academic Affairs within ten (10) calendar days of receiving notice of termination of employment. The notice shall state with particularity the grounds to be relied upon by the Complainant. Filing a notice of request for hearing shall not act to delay the termination of employment.

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IV.V. GROUND~~S~~ FOR APPEAL

Grounds for appeal shall be limited to the following:

- A. Conduct, expressions or beliefs by the Complainant which are protected constitutionally or by the principles of academic freedom;
- B. Factors proscribed by applicable state or federal law regarding fair employment practices; ~~or~~
- C. Failure to follow procedures or criteria required by UW Regulation; ~~or,~~
- C.D. ~~Mistake of fact or law.~~

V.VI. PARTIES TO APPEAL

The Parties to appeal shall be as follows: (1) Complainant – the tenured faculty member or Fixed Term Academic Personnel ~~extended-term academic professional~~ who has received notice of termination of employment pursuant to UW Regulation 6-41 or 6-43; and (2) Respondent – the Provost and Vice President for Academic Affairs or designee.

VI.VII. HEARING OFFICERS

Each fiscal year, one or more individuals shall be nominated by the President after consultation with the Executive Committee of the Faculty Senate to serve as Hearing Officers pursuant to this Regulation. Hearing Officers shall be appointed for a one-year term and shall be impartial individuals who are experienced in higher education, labor and employment matters. No Hearing Officer shall be engaged who has not been appointed by the President.

VII.VIII. SCHEDULING AND NOTICE OF HEARING

The Office of Academic Affairs shall provide notice to the Hearing Officer of the request for a hearing within ten (10) calendar days of receiving notice of the Complainant's written request. A hearing shall be scheduled by the Hearing Officer to commence not less than fifteen (15) calendar days nor more than sixty (60) calendar days following notice to the Hearing Officer. The parties shall be notified in writing of the time and place of the hearing not less than ten (10) calendar days prior to the hearing.

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~~VIII~~IX. PRE-HEARING CONFERENCE

The Hearing Officer shall convene a pre-hearing conference with the Parties not less than seven (7) calendar days preceding any scheduled hearing. The purpose of the pre-hearing conference shall be to exchange lists of witnesses to be called by either Party; to identify, examine or arrange for copying of any documentary or other real evidence; to make any requests for pre-hearing discovery which shall be ruled upon by the Hearing Officer and to receive any further instructions as determined by the Hearing Officer.

~~IX~~X. HEARING

A. Rights of Parties

The Parties shall be guaranteed the following minimal procedural safeguards:

1. To be present in person at all phases of the hearing;
2. To be represented by counsel or other representatives;
3. To testify and to present witnesses and other relevant evidence on the Party's behalf;
4. To rely upon the administration of the University to secure the cooperation of witnesses, insofar as it is possible for it to do so;
5. To confront and cross-examine witnesses brought by either Party and testifying in person;
6. To have access without charge to a verbatim record of the hearing, which may be an audio recording;
7. To record the hearing through a court reporter or other means, at the Party's own cost; and
8. To receive a written copy of the recommendations of the Hearing Officer.

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B. Hearing Procedure

The order of proceedings at the hearing shall be:

1. Each Party may make a brief opening statement to the Hearing Officer setting forth the grounds for the appeal and summarizing the evidence that the Party intends to introduce.
2. The Complainant shall present witnesses and other evidence in support of the appeal.
3. The Respondent shall present witnesses and other evidence to support the recommended termination decision.
4. The Complainant may present evidence in rebuttal.
5. Each Party may make a brief closing statement.

C. Admissibility of Evidence

Formal rules of evidence shall not apply at the hearing. Reception of evidence shall be informal and all relevant and material evidence shall be received at the discretion of the Hearing Officer. Witnesses at the hearing shall testify under oath or affirmation. The Hearing Officer shall rule upon any objections to evidence.

D. Representation and Costs

The Complainant may represent himself or herself, or may be represented by legal counsel or any other advisor of Complainant's choice. The administration shall be represented by the University's Office of General Counsel. Administrative costs of the hearing shall be borne by the University. Any cost incurred by the Complainant in preparing for the hearing or securing representation shall be borne by the Complainant.

E. Confidentiality

The Hearing Officer shall sequester witnesses unless both Parties agree that the hearing shall be public.

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XI ~~XI~~ DECISION

On the basis of all of the evidence received at the hearing, the Hearing Officer shall recommend findings and conclusions as follows:

- A. The Hearing Officer shall consider whether one or more of the improper factors listed in Section IV hereof entered significantly into the decision to terminate, and shall make a finding thereof. If the Hearing Officer finds that improper factors may have entered into the decision to terminate, but further finds that the same decision would have been reached had the improper factors not occurred, the Hearing officer shall make a finding thereof.
- B. Within twenty (20) calendar days following the conclusion of the hearing, the Hearing Officer shall forward his or her recommended findings and conclusions and the written report explaining the reasons for the recommendations to the Board of Trustees with copies to the Complainant, the Provost and Vice President for Academic Affairs, and the President of the University.

XII ~~XI~~ REVIEW BY THE BOARD OF TRUSTEES

If a tenured faculty member or Fixed Term Academic Personnel ~~extended term academic professional~~ whose employment is recommended for termination does not request a hearing, that termination shall be deemed proper.

If the tenured faculty member or Fixed Term Academic Personnel ~~extended term academic professional~~ whose employment is recommended for termination does request a hearing pursuant to this Regulation, the Board of Trustees shall review the recommendations submitted by the Hearing Officer and within thirty (30) calendar days after receipt, issue a written order to either terminate or retain the employee. If the Board terminates the employee over a recommendation by the Hearing Officer for retention, the written order of the Board shall include a conclusion together with reasons supported by the record. A copy of the order shall be provided to the employee and a copy shall be entered into the University records pertaining to the employee. Any action by the Board pursuant to this section shall be approved by the majority of the members of the Board of Trustees.

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Work session with Trustee McKinley and Faculty Senate Representative Barker 5-15-18
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Responsible Division/Unit: Office of Academic Affairs

Source: None.

Link: <http://www.uwyo.edu/generalcounsel/current-uw-regulations-and-presidential-directives/index.html>.

Associated Regulations, Policies, and Forms: UW Regulation 6-41 (Financial Exigency) and UW Regulation 6-43 (Academic Program Reorganization, Consolidation, Reduction and Discontinuance)

History:

Revisions adopted 11/15/13 Board of Trustees meeting

AGENDA ITEM TITLE:

Modifications to UW Regulations 6-404, 6-407, 6-711, 6-713, 6-715, 6-805, 6-809, 8-238, and 8-250 (Approval of the Enrollment Management Section of the New Section 2 Regulations (Academic Affairs)), Evans/Alexander

CHECK THE APPROPRIATE BOX(ES):

- ☒ Work Session
☐ Education Session
☐ Information Item
☒ Other Specify: Committee of the Whole (Items for Approval)

BACKGROUND AND POLICY CONTEXT OF ISSUE:

At the September 2016 Board of Trustees meeting, the Board approved review by UW Administration of UW's current regulatory structure, to include the following:

- Phasing out presidential directives;
- Defining regulation versus policy/procedure;
- Creating a new "look" and format for the regulations; and
- Updating the substance of the regulations, policies, and procedures as needed, including determining whether there are any substantive gaps.

At the January 2017 Board of Trustees meeting, the University proposed 12 sections for the new *Governing Regulations and Standard Administrative Policies and Procedures Manual*.

Section 1: Governance and Structure

Section 2: Academic Affairs

Section 3: Athletics

Section 4: Diversity and Equal Opportunity

Section 5: Employment and Ethics

Section 6: Facilities

Section 7: Finance and Business

Section 8: Information Technology

Section 9: Research

Section 10: Safety and Security

Section 11: Student Affairs

Section 12: University Relations

The new structure will involve three levels of policies:

- Governing Regulations (Level A)
- Standard Administrative Policies and Procedures (Level B)
- Department/Unit Administrative Policies and Procedures (Level C)

Attached are the proposed revisions to several of the academic management and degree requirements portion of the new Section 2 Regulations (Academic Affairs). This set of revisions supports curriculum development, academic management of courses, management of student attendance, information communicated in syllabi, assignment of grades, and general education. They also set

guardrails based on best practices for undergraduate degree attainment requirements, academic dishonesty processes, academic suspension and probation practices, and graduation with distinction. This set of revisions will support UW's goals of increasing our retention, persistence, and graduation rates.

Some specifics:

- **UW Regulations 6-400, 6-403, 6-405 and 6-721:** Combined into one new Regulation titled Academic Class Management, including class size, class numbering system, class meeting times, and final examinations. Sunset 6-403, 6-405, and 6-721.
- **UW Regulations 6-402 and 6-806:** Faculty-led course study language in 6-402 combined into 6-806 and the course approval process. Sunset 6-402.
- **UW Regulations 6-404, 6-805, and 6-407:** Combined 6-404 and 6-805 into one new Regulation titled Undergraduate Degree Requirements. Now includes language on concurrent majors, dual degrees, minors, etc. USP section moved to 6-407 (University Studies Program).
- **UW Regulations 6-710, 6-716, 6-720, and 6-722:** Combined into one new Regulation titled Assignment of grades, including grading system, reporting of mid-semester grades, the changing of recorded grades, the S-U grading system, and assigning and removing I grades. Removes discretion of course instructor to choose plus and minus grading. Sunset 6-716, 6-720, and 6-722.
- **UW Regulations 6-711:** Retitled Honor Roll and Graduation with Academic Distinction. Added Honors College. Housekeeping edits.
- **UW Regulation 6-713:** Updated to current best practices.
- **UW Regulation 6-615:** Housekeeping edits.
- **UW Regulation 6-802:** Streamlined so that every College has the same process for academic dishonesty proceedings. Housekeeping and efficiency edits. Requires each College to have a College Coordinator and College Hearing Officer.
- **UW Regulation 6-806:** Removed process portion for inclusion in a Standard Administrative Policy and Procedures (SAP). Housekeeping edits.
- **UW Regulation 6-809:** Updated to include current best practices.
- **UW Regulation 8-238:** Updated drop/add dates. Housekeeping edits.
- **UW Regulation 8-250:** Sunset.
- **UW Regulation 8-254:** Added process for revocation of an honorary degree.

Faculty Senate has requested more time to review the following this summer/fall:

- **UW Regulations 6-400, 6-403, 6-405 and 6-721: HOLD**
- **UW Regulations 6-402 and 6-806: HOLD**
- **UW Regulations 6-710, 6-716, 6-720, and 6-722: HOLD**
- **UW Regulation 6-802: HOLD**
- **UW Regulation 8-254: HOLD**

Per the routing process for UW Regulations, the draft modifications were provided to Executive Council, Deans and Directors, Faculty Senate, Staff Senate, ASUW, and the Internal Auditor. Faculty Senate adopted a resolution on May 7, 2018, supporting the proposed changes to UW Regulations 6-713, 6-715, 6-809, and 8-238 with the adoption of the tracked-changed amendments

as approved by the Faculty Senate shown on the attached versions. They also adopted a resolution supporting the elimination of UW Regulations 6-805 and 8-250 so long as the topics covered by those existing regulations are replaced by other appropriate UW Regulations or Standard Administrative Policies and Procedures (see attachments). They approved UW Regulations 6-404, 6-407, and 6-711 with no additional modifications. ASUW provided comments related to 6-710, 6-716, 6-720, and 6-722, which will be held for further review per Faculty Senate. The Council for Diversity, Equity, and Inclusion and the College of Arts & Sciences also provided feedback (see attached). Staff Senate did not provide comments.

The Trustees Academic and Student Affairs Committee and Regulation Committee reviewed the feedback and endorsed all of changes except for the recommendation in UW Regulation 6-715 that syllabi be distributed via the University's learning management system or an equivalent electronic system. Most of Wyoming K12 and community college systems have moved or will soon move to the Canvas LMS, at the University's request. Students use WyoCourses to look for their syllabus and other course information, and the syllabus posting - a simple file upload - will keep the channels students must track manageable. In addition, LMS usage among students is correlated with higher pass rates and class engagement. Because of these reasons, UW Administration, as well as the Trustees Committees agree that syllabi must be distributed via the University's official learning management system, and not an equivalent electronic system.

NOTE: These Regulations will be renumbered as UW Regulations 2-103, 2-105, 2-107, 2-108, 2-109, 2-117, and 2-207 respectively due to the regulatory structure review effective July 1, 2018.

The Trustee Regulation Committee will discuss this item at the July 2018 Board of Trustees retreat and recommend full Board action, if appropriate.

PRIOR RELATED BOARD DISCUSSIONS/ACTIONS:

None.

WHY THIS ITEM IS BEFORE THE BOARD:

UW Regulation 1-101 requires that any modification to UW Regulations must be approved by the Board.

ACTION REQUIRED AT THIS BOARD MEETING:

Board approval or disapproval of the recommended modifications to the Regulation.

PROPOSED MOTION

"As part of the University's regulatory structure review, I move to authorize the adoption of several of the new Section 2 Academic Affairs Regulations, specifically UW Regulations 6-404, 6-407, 6-711, 6-713, 6-715, 6-805, 6-809, 8-238, and 8-250, as presented to the Board."

PRESIDENT'S RECOMMENDATION:

The President recommends approval.

Reviewed and endorsed by the Trustees Academic and Student Affairs Committee 3-9-18
Reviewed and endorsed by the Trustees Regulation Committee 3-14-18
Campus feedback incorporated 6-20-18



UNIVERSITY OF WYOMING REGULATIONS

Subject: Undergraduate Degree Requirements
Number: UW Regulation 6-404 (2-XX)

I. PURPOSE

To ~~codify all existing academic~~ establish the undergraduate degree requirements ~~established by the University Faculty~~ for the ~~award by the~~ University of ~~undergraduate~~ Wyoming, including concurrent majors, dual degrees, second bachelor's degrees, interdisciplinary degrees, affiliated programs, and ~~otherwise provide direction for the continuing implementation of such requirements~~ minors.

II. DEFINITIONS

Correspondence: Coursework taken at a distance via non-electronic mail.

Major: A degree-seeking student's primary field of study.

Undergraduate Degree: The degree conferred on a student upon completion of the prescribed program of study, including all University, college, and departmental requirements. At the undergraduate level, the degree is baccalaureate, and may include the Bachelor of Science, the Bachelor of Arts, the Bachelor of Fine Arts, or the Bachelor of Music.

III. ~~H. GENERAL STANDARDS~~ UNIVERSITY UNDERGRADUATE DEGREE REQUIREMENTS

A. General Standards

1. Undergraduate degrees will be conferred only upon persons who have been accepted into a degree program offered by a college or school of the University, and who demonstrate successful completion of all university and college or school requirements established by appropriate regulations or publication in the University Bulletin. Individual students are responsible for ascertaining specific requirements for the degree sought, as well as compliance with published procedures.

Reviewed and endorsed by the Trustees Academic and Student Affairs Committee 3-9-18
Reviewed and endorsed by the Trustees Regulation Committee 3-14-18
Campus feedback incorporated 6-20-18

a. ~~To be considered eligible for a~~ degree candidacy ~~at the University of Wyoming, a person must have made application for admission to the Office of Admissions, must have been admitted as a student, and must have been accepted into a degree program within a college of the University.~~

~~2. It is desirable that a person intending to pursue a degree at an off-campus location give notice of such intent preferably at the time of applying for admission to the University or as soon thereafter as possible.~~

~~a.b.~~ A student admitted to degree candidacy ~~normally~~ must meet all requirements appropriate to the degree ~~as~~ set forth in the regulations existing at the time of the student's entry into candidacy for the degree. Students failing to complete degree requirements within a reasonable period of time forfeit any right to graduate under the requirements in effect at the time of their admission to degree candidacy.

~~3.2.~~ Satisfaction of academic requirements must be demonstrated by appropriate entries upon the official transcript of a student's academic work maintained by the Registrar of the University ~~(see UW Regulation 8-246).~~

~~4.3.~~ Academic requirements established by Colleges ~~and Schools~~ shall ~~be based upon specify~~ the number of credit hours to be earned for ~~award receipt~~ of a degree within the major sought by a student. Colleges may establish requirements for areas of study and specific courses as a part of offered degree programs. Requirements may include academic work for which credit is not awarded.

~~5.4.~~ ~~Evaluation of S~~ Successful completion of academic requirements shall be based upon ~~the assignment of~~ grades ~~assigned~~ by faculty responsible for the academic offering or work. Grades assigned to students shall represent the individual faculty member's evaluation of the student's work as described in UW Regulation 6-722. A grade of "F" signifies no credit is earned for the completed academic work. Within limitations set forth in UW Regulation 6-710, grades of "S" (Satisfactory) or "U" (Unsatisfactory) may be assigned. (For matters related to assignment of grades, see UW Regulation 6-710, Authorization for Use of "S-U" Grades; UW Regulation 6-716, Change of Recorded Grades; and UW Regulation 6-720, Assignment and Removal of the Grade of I (incomplete).)

~~6.5.~~ Credit applicable towards a degree may be earned or awarded through (1) ~~instructed~~ classes ~~taken~~ on campus, virtually or at ~~outreach distance~~ settings

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(including recognized academic courses under concurrent faculty general supervision such as internships, clerkships, clinical experience, cooperative programs, etc.); (2) credit by examination; (3) portfolio evaluations, as provided in UW Regulation 6-719; and (4) acceptance of transfer credit from accredited colleges or universities, including Wyoming Community Colleges. The following limitations apply:

- a. Credit by Examination and Portfolio Evaluations: Such credit may be awarded to students in accordance with the provisions of UW Regulation 6-719 (Assessment of Prior and Sponsored-Experiential Learning). All credit assigned for experiential learning based upon portfolio evaluations is excluded from the minimum credit hour requirements set forth in section ~~4VC~~ below.

Reviewed and endorsed by the Trustees Academic and Student Affairs Committee 3-9-18
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b. Transfer Credit: ~~Transfer credit accepted by the Office of the Registrar and recorded on a student's official transcript remains subject to approval by the college or school from which a degree is sought must approve the transfer credit and whether it satisfies degree requirements, as to whether it satisfies degree requirements.~~ Students classified as juniors or seniors must obtain approval of the Dean of the College ~~or School~~ to take lower division level courses at a two-year college which they desire to apply towards their University degree program.

~~7.6.~~ Not more than 24 semester hours of ~~flexible correspondence~~ enrollment courses ~~(correspondence credit)~~ may be used toward fulfilling requirements for a bachelor's degree.

Commented [TRE1]: Numbers 6-11 moved from 6-805

~~Completion of a minimum of 42 upper division semester credit hours, 30 of which must be earned at the University of Wyoming. Credit by examination does not count towards the required 30 hours of residency credit.~~

~~8.7.~~ The last credit applicable to degree requirements must be earned from the University of Wyoming with the following exception: students of senior standing may complete degree requirements elsewhere by obtaining special permission of the department head, adviser, and college dean, and filing an application for a degree before enrolling elsewhere.

~~9.8.~~ Students ~~are not allowed~~ will not receive university credit for language courses below the 4000 level in their native language.

~~10.9.~~ Students will be required to complete assessment activities as determined by the University of Wyoming prior to the awarding of degrees.

~~11.10.~~ University, college and major requirements: As listed in the *General Bulletin* when the student matriculates into a particular major. If a student is absent from the University of Wyoming for one academic year or more, then the student may be required to meet any new requirements that have been developed since the original matriculation date.

~~11.~~ Any exceptions to undergraduate degree requirements may be granted by the President or Provost and Vice President for Academic Affairs

~~12.~~ Other requirements appropriate to the various undergraduate degrees shall be established by ~~regulations of~~ the colleges and schools. All requirements and appropriate implementing procedures shall be published in the University Bulletin as directed by the Provost and Vice President for Academic Affairs.

Reviewed and endorsed by the Trustees Academic and Student Affairs Committee 3-9-18
Reviewed and endorsed by the Trustees Regulation Committee 3-14-18
Campus feedback incorporated 6-20-18

B. Cumulative Grade Point Average Requirements

1. A student must ~~have-maintain~~ a cumulative grade point average of 2.000 or better based upon credit hours attempted through the University of Wyoming.
2. Calculation of the cumulative grade point average shall be in accordance with UW Regulation 6-715 (Scholastic Probation, Suspension, Reinstatement and Academic Renewal for Undergraduate Students).

C. Minimum Credit Hour Requirements

1. A minimum of 30 credit hours must be earned from the University of Wyoming. ~~Beginning with the fall semester of the 2015-16 academic year, all Wyoming. All students first enrolling in the University or other collegiate institutions must complete a minimum of 42 upper division (junior-senior) semester credit hours to afford-offering individual programs the ability to determine their own requirements and/or satisfy accreditation requirements. 30 hours of this upper division requirement of which must be earned from the University of Wyoming (see UW Regulation 6-721 regarding upper division courses). Any exceptions may be granted by the President or Provost and Vice President for Academic Affairs. Credit by examination does not count towards the required 30 hours of residency credit.~~
2. ~~Students seeking a another second baccalaureate degree must complete 30 additional semester hours of course work from the University of Wyoming, 12 of which must be in upper division (junior-senior) courses. All college and major requirements of the additional degree must be met.~~
3. ~~2.~~ Undergraduate students may ~~have-count~~ hours earned in graduate level classes count toward their undergraduate degree upper division credit requirement.

Commented [AMA2]: Covered in V

D. State and Federal Constitution Instruction and Examination Requirement

1. Wyoming State statute (W.S. § 21-9-102) requires ~~that~~ each student ~~to~~ receive instruction in the essentials of the United States and Wyoming constitutions.
2. This requirement is satisfied by ~~completion of Political Science 1000, a combination of History 1210 and History 1250, or other~~ courses approved by the University Studies Committee as meeting statutory requirements. A grade of "C" or better must be earned in the ~~course-examination class~~.

Reviewed and endorsed by the Trustees Academic and Student Affairs Committee 3-9-18
Reviewed and endorsed by the Trustees Regulation Committee 3-14-18
Campus feedback incorporated 6-20-18

E. University Studies Degree Requirements

1. Specific courses which satisfy general education requirements are identified and approved by the college course and curriculum committees and the University Studies Committee. Only those courses meeting baseline learning outcomes (see UW Regulation 6-407) shall satisfy these requirements.
2. It is the responsibility of the individual colleges to review and adjust their degree requirements or course offerings when necessary to assure completion of general studies requirements.

~~VII. IMPLEMENTATION OF UNIVERSITY STUDIES REQUIREMENTS:~~

Commented [TRE3]: Moved to 6-407 (USP)

- ~~A. Implementation of the requirements shall be in accordance with the following:
Transferred credits from other collegiate institutions may be accepted in satisfaction of requirements when the transferred courses meet the objectives of a required University Studies course as determined by standards or procedures adopted by the University Studies Committee.~~
- ~~B. Students transferring fewer than thirty (30) credit hours will be subject to requirements specified for freshman except when waived by the University Studies Committee upon petition by a student who has completed one year of full-time collegiate studies.
Application for Undergraduate Degree University Studies Committee is authorized to consider and grant waivers of the University Studies requirements to petitioning students as warranted by unusual and extenuating circumstances.~~
- ~~C. With the concurrence of the Executive Committee of the Faculty Senate and the Vice President for Academic Affairs, the University Studies Committee may suspend, or delay, the application of any of the requirements of the University Studies Program whenever it appears the availability of required courses, or class sections thereof, is insufficient to accommodate the class schedules of students necessary for fulfillment of undergraduate degree programs. Any such action shall be promptly reported to the Faculty Senate with an explanation of the action and such recommendations as may be appropriate.~~
- ~~D. University Studies Committee shall cause to be prepared a list of all courses approved as meeting requirements in each of the areas of general studies for submittal to the Vice President for Academic Affairs. The Vice President for Academic Affairs shall cause such course listing, as may be amended from time to time, to be prepared and distributed in accordance with applicable policies and shall ensure that administrative procedures are in place.~~

Reviewed and endorsed by the Trustees Academic and Student Affairs Committee 3-9-18
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Campus feedback incorporated 6-20-18

F. APPLICATION FOR UNDERGRADUATE DEGREE

~~As an Application for Undergraduate Degree: soon as a student admitted to degree candidacy has acquired at least 75 hours of credit applicable to the University degree objective (but preferably no later than one calendar year prior to the date of intended graduation), the prospective undergraduate degree candidates shall acquire an Application for Graduation from the Registrar's Office. The Application shall be completed and signed by the faculty adviser, the Dean of the College which recommends candidates for the degree, and the degree candidate apply for graduation in a manner outlined by the Registrar's Office. The completed application shall be returned, within 10 days following its issuance for on-campus students and within 30 days following its issuance for off-campus students, for filing and processing in the Registrar's Office.~~

G. Clearance of Debts Owed the University

Degrees, or other evidence of completion of academic credits, will not be provided to students who have failed to pay requisite fees or other financial obligations owed to any division or unit of the University. The Vice President for Administration may approve alternative means by which payment of monies owed to the University may be guaranteed for payment and permit students to receive degrees and transcripts of academic work.

IV. CHARACTERISTICS OF MULTIPLE/CONCURRENT MAJORS

~~A concurrent major has one or more college involved, and requires approval of all involved departments and colleges. Concurrent majors have the following characteristics:~~

~~**Definition:** One (1) baccalaureate degree (BA, BS, et al) earned with multiple majors.~~

~~**A.** The student must meet University requirements once.~~

~~**B.** The student must meet all college and major requirements of the major the student designates as the "primary" major.~~

~~**C.** In the event that a student acquires a dual major, the baccalaureate degree (BA, BS, et al) of the student's primary major will appear on the diploma.~~

~~**A.** Require approval of all involved departments and colleges or schools.~~

~~**B.** University requirements are met only need be met once, and the student must~~

Commented [TRE4]: This section and below were transferred from 6-805.

Reviewed and endorsed by the Trustees Academic and Student Affairs Committee 3-9-18
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~~C. Must meet all college and major requirements of the primary college/major.~~

~~D. Secondary majors will establish their own requirements (which may or may not include the college requirements for that college).~~

~~E. Academic advisers will be assigned for each major.~~

~~F. One degree (BS, BA, etc.) will be awarded (in the primary college).~~

~~G. Only one diploma will be awarded (with the primary degree listed).~~

~~H. Both majors must be completed by the same date (date of degree awarded).~~

~~I. Both majors will be indicated on the academic transcript.~~

~~J.D.~~ For accreditation purposes, certain colleges/majors may restrict which major/college is designated as the primary college/major. ~~When both majors are within the College of Business, the only concurrent Business major will be with Economics.~~

V. CHARACTERISTICS OF MULTIPLE/DUAL DEGREES

Definition: Two (2) or more baccalaureate degrees (BA, BS, et al) earned.

A. The student must meet University requirements only once.

B. Multiple baccalaureate degrees (BA, BS, et al) and diplomas will be awarded.

C. Both/all college and major requirements must be completed.

D. The student must complete at least 30 credit hours more than the requirements of the baccalaureate degree curriculum requiring the least number of credits.
~~Two or more degrees in one or more colleges.~~

~~Multiple degrees are awarded and multiple.~~

~~Multiple diplomas are awarded. University requirements need only be met once. All of the college and major requirements for both majors must be met~~

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~~The completion~~Completion date for all degrees must be the same. An exception can be made for students enrolled in dual degrees awarded by the College of Law. Students who choose to complete the JD first will be allowed to complete the remaining requirements of the second degree during the academic term (Fall or Spring) that immediately follows the term when the JD was conferred. Failure to complete the second degree within that period will result in nullification of the dual status of the two degrees. Students will then be required to complete all requirements of the second degree in order for that degree to be awarded.

~~A. University requirements met only once.~~

~~B. All of the college and major requirements for both majors must be met.~~

~~AcademicAn academic advisor will be assigned in each major.~~

~~Students must~~Must complete at least 30 credit hours at UW (at least 12 at the upper division) beyond the credit hour requirement for the degree with the minimum number of credit hours.

VI. CHARACTERISTICS OF SECOND BACHELOR'S DEGREE

Definition: A student pursuing a second bachelors degree ~~must~~Must have already completed one (or more) bachelor's degree(s) at UW or elsewhere.

A. University requirements must be met.

B. All of the college and major requirements must be met.

C. ~~The second~~Second degree may have the same title (BA, BS, etc.) and may be in the same college or school as the first degree. In the case of the same college, the second degree must be in a different major.

~~C.D.~~ All previous UW undergraduate coursework is included in the calculation of the cumulative GPA.

~~D.E.~~ Courses applied to the first degree may be repeated as part of the second degree, but the original grade and grade point average in the original degree will not be changed.

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Campus feedback incorporated 6-20-18

- ~~E, F.~~ Must complete a minimum of 30 UW credit hours beyond the hours required for the first degree. At least 12 of these hours must be at the upper division level.

VI. CHARACTERISTICS OF INTERDISCIPLINARY DEGREES

~~Interdisciplinary degrees have~~ Have all of the characteristics of a normally defined major except:

- ~~A. More than one college is involved in the development of this type of degree.
The student
Student has the choice of which college requirements will be met.~~

UNDERGRADUATE ENVIRONMENT AND NATURAL RESOURCES (ENR) MAJOR

- ~~A. Similar to a concurrent major in that students must complete the requirements for a major in an "affiliated discipline" as a complement to the requirements set forth by ENR.~~
- ~~B. Students may select any UW major as their "affiliated discipline."~~
- ~~C. The "affiliated discipline" will be listed second on the student's transcript—e.g. Environment and Natural Resources/Biology." If a student wishes to reverse the order, he/she must petition the department and the School of Environment and Natural Resources, which will report the change to the Registrar's Office.~~
- ~~D. For statistical purposes, majors will be counted in the various departments of the "affiliated disciplines."~~

VII. CHARACTERISTICS OF MINORS

Colleges define minors with minimum attributes and credit requirements.

- A. A student may earn minors in one or more colleges or schools.
- B. A minimum of 12 hours (with a grade of "C" or better in all courses) must be earned.
- C. Individual departments may elect to restrict the number of credit hours that may count simultaneously toward both the student's major and the minor.

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- D. An academic adviser will be assigned for the minor.
- E. Approval is required from both the major department and the minor department.
- F. The minor will be indicated on the academic transcript, but not on the diploma.
- G. The minor must be completed with or prior to the graduation date associated with the student's major.

~~VIII. UNIVERSITY REQUIREMENTS FOR GRADUATION~~

Commented [TRE5]: Deleted – covered in II.A. above

- ~~A. Cumulative GPA of 2.00 or better from the University of Wyoming.~~
- ~~B. Satisfactory completion of the prescribed curriculum in which the degree is sought.~~
- ~~C. Not more than 4 semester hours of credit in physical activity courses can count toward a bachelor's degree.~~
- ~~D. The last credit applicable to degree requirements must be earned from the University of Wyoming with the following exception: students of senior standing may complete degree requirements elsewhere by obtaining special permission of the department head, adviser, and college dean, and filing an application for a degree before enrolling elsewhere.~~
- ~~E. Students are not allowed university credit for language courses below the 4000 level in their native language.~~
- ~~F. Students will be required to complete assessment activities as determined by the University of Wyoming prior to the awarding of degrees.~~
- ~~G. University, college and major requirements: As listed in the *General Bulletin* when the student matriculates into a particular major. If a student is absent from the University of Wyoming for one academic year or more, then the student may be required to meet any new requirements that have been developed since the original matriculation date.~~

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

Source:

Links: <http://www.uwyo.edu/generalcounsel/current-uw-regulations-and-presidential-directives/index.html>

Associated Regulations, Policies, and Forms:

History:

University Regulation 404, Revision 5; adopted 7/17/08 Board of Trustees meeting
Revisions adopted 11/16/12 Board of Trustees meeting
Revisions adopted 9/12/14 Board of Trustees meeting
Revisions adopted 5/13/15 Board of Trustees meeting
Revisions adopted 6/16/15 Board of Trustees meeting

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UNIVERSITY OF WYOMING REGULATIONS

Subject: University Studies Program
Number: UW Regulation 6-407 (2-XX)

I. PURPOSE

~~This regulation shall state the goals, purpose, and procedures of a general education, or University Studies, program.~~

~~I. GENERAL INFORMATION~~

~~A. Purpose of the University Studies Program~~

It is the purpose of a University Studies Program (USP) to establish baseline learning requirements, which all undergraduate students should meet regardless of their fields of study. These baseline learning requirements should be simple, flexible, and transparent. They should ~~facilitate ease of~~easily transfer between collegiate level institutions, such as community colleges, and UW-the University. They must be based on assessable learning outcomes that are clearly stated and made available to all interested parties, including students and instructors.

~~B. Goals of University Studies Program curriculum~~

II. USP CURRICULUM

Coursework that fulfills the goals of the ~~University Studies Program~~USP should involve multiple and diverse disciplines in order to provide students with broad learning experiences ~~and, expose them exposure~~ to different viewpoints, ~~and as well as~~ provide them diverse skill sets. Coursework should include some or all of the following: knowledge of human culture, the physical and natural world, and U.S. and Wyoming Constitutions; intellectual and practical skills; and personal and social responsibility. Such an education is expected to produce citizens able to function in a complex and changing society.

~~C. Procedures~~

Reviewed and endorsed by the Trustees Academic and Student Affairs Committee 3-9-18
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Campus feedback incorporated 6-20-18

~~The University Studies Program demands completion of specific requirements in identified areas of study in accordance with criteria approved by the University Faculty Senate. In cooperation with the Board of Trustees and academic administrators, the University Studies Committee of the Faculty Senate is responsible for making decisions regarding which courses are to be designated as USP compliant. (See also UW Regulation 6-702.)~~

II.III. UNIVERSITY STUDIES COORDINATOR

A. Designation

The Associate Vice ~~President-Provost~~ for Undergraduate Education ~~shall will~~ perform the duties of the University Studies Coordinator, ~~who shall and will~~ be responsible to the ~~Vice President for Academic Affairs~~Provost for administering the ~~University Studies Program~~USP.

B. Responsibilities

The University Studies Coordinator will work directly with the University Studies Committee and other appropriate faculty, University officers, and Faculty Senate committees to:

1. Make recommendations for the fiscal support of the ~~University Studies Program~~USP;
2. Maintain approved course lists and disseminate information about the program on and off campus;
3. Assist faculty and sponsor departments in preparing or modifying University Studies course offerings with ~~advisement-advice~~ from the University Studies Committee;
4. Implement an assessment plan with ~~advisement-advice~~ from the University Studies Committee ~~(see UW Regulation 6-702);~~;
5. ~~Make recommendations for Approve~~ waivers or substitution of ~~University Studies Program~~USP requirements by petitioning students; and
6. ~~Serve as an ad-hoc ex officio~~ (non-voting) member of the ~~USP Committee~~.

II.IV. IMPLEMENTATION OF UNIVERSITY STUDIES REQUIREMENTS PROCEDURES

Reviewed and endorsed by the Trustees Academic and Student Affairs Committee 3-9-18
Reviewed and endorsed by the Trustees Regulation Committee 3-14-18
Campus feedback incorporated 6-20-18

- A. ~~The University Studies Program~~ USP demands completion of specific requirements in identified areas of study in accordance with criteria approved by the University Faculty Senate. In cooperation with the Board of Trustees and academic administrators, the University Studies Committee of the Faculty Senate is responsible for making decisions regarding which courses are to be designated as USP-compliant. ~~(See also UW Regulation 6-702).~~
- B. Transferred credits from other collegiate institutions may be accepted in satisfaction of requirements when the transferred courses meet the objectives of a required University Studies course as determined by standards or procedures adopted by the University Studies Committee.
- C. Students transferring fewer than thirty (30) credit hours will be subject to requirements specified for freshmen except when waived by the University Studies Committee or University Studies Coordinator upon petition by a student who has completed one year of ~~full-time~~ collegiate study with full time statuses.
- ~~D. The University Studies Committee or University Studies Coordinator is authorized to consider and grant waivers of the University Studies requirements to petitioning students as warranted by unusual and extenuating circumstances.~~
- ~~E.D. With the concurrence of the Executive Committee of the Faculty Senate and the Provost and Vice President for Academic Affairs, the~~ The University Studies Committee or University Studies Coordinator may recommend to the President suspension or delay of the general application of any of the requirements of the USP requirements whenever it appears that the availability of required courses such classes or sections is insufficient to accommodate the class schedules of students necessary for fulfillment of undergraduate timely degree program completion of a substantial number of students. Any such recommended action will be promptly reported to the Faculty Senate, the Provost, the President, and the Board of Trustees with accompanied by an explanation of the action and such recommendations as may be appropriate. The President shall make the final decision on the recommendation.
- ~~F.E.~~ The University Studies Coordinator and University Studies Committee will prepare a list of all courses approved as meeting requirements in each of the areas of general studies for submittal to the Provost annually. This list will be communicated to campus stakeholders on a regular basis.

Commented [AMA1]: Redundant with IV B 5

Commented [AMA2]: Rewritten to reflect this is meant to only happen as a "black swan" event – significant unavailability of large numbers of courses meeting USP requirements.

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University Studies Program

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

Source:

Links: <http://www.uwyo.edu/generalcounsel/current-uw-regulations-and-presidential-directives/index.html>

Associated Regulations, Policies, and Forms:

History:

University Regulation 407, Revision 3; adopted 7/17/2008 Board of Trustees meeting
Revisions adopted 9/12/2014 Board of Trustees meeting
Revisions adopted 3/24/2016 Board of Trustees meeting

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UNIVERSITY OF WYOMING REGULATIONS

Subject: Honor Roll and Graduation with Academic Distinction
Number: UW Regulation 6-711 (2-XX)

I. PURPOSE:

~~To provide for Honor Roll recognition to exceptional students.~~

I. DIRECTIVE:

~~It is the intent of this regulation to continue the~~ To establish honor rolls and requirements for graduation with academic distinction.

II. HONOR ROLLS

~~A. The A. President's Honor Roll:~~ Students will be eligible for the President's Honor Roll when they meet all of the following criteria: ~~the Dean's Honor Roll, the Vice President for Academic Affairs Honor Roll (Provost's Honor Roll), and the Honor Graduation at the University of Wyoming shall be as follows:~~

- ~~1. To be eligible for the President's Honor Roll~~ Complete a minimum of 12 credit hours in a semester, not inclusive of S-U courses. and the Dean's Honor Roll a student must complete a minimum of 12 credit hours graded on an A-F grading scale, and ~~the student can have no semester grade of I.~~
- ~~2. Students satisfying the requirements of b. and who have a grade point average (GPA) of 4.00 or better. will be named to the President's Honor Roll.~~

~~Freshman students satisfying the requirements of b. and who have a GPA of 3.25 or better and Sophomore, Junior and Senior students satisfying the requirements of b. and with a GPA of 3.40 or better will be named to the Dean's Honor Roll.~~

B. Provost's Honor Roll: ~~Students will be eligible for the~~ To be eligible for the Vice President for Academic Affairs Honor Roll (Provost's Honor Roll) when they meet all of the following criteria:

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~~1. a student must e~~Complete a minimum of 6 credit hours, but fewer than 12 credit hours, of which at least 6 credit hours must ~~be graded on an A-F grading scale, and not include S-U courses.~~ The student can have no semester grade of I.

~~3.2.~~ Students who earnHave a grade point average (GPA) of 3.50 or better.

B.C. Dean's Honor Roll: Students will be eligible for the Dean's Honor Roll when they meet all of the following criteria:

1. Complete a minimum of 12 credit hours in a semester, not inclusive of S-U courses. The student can have no semester grade of I.

2. Freshman students who earn a grade point average (GPA) of 3.25 or better; and sophomore, junior, and senior students who earn a grade point average (GPA) of 3.40 or better.

~~C. Students satisfying the requirements of e. and who have a GPA of 3.50 or better will be named to the Vice President for Academic Affairs Honor Roll (Provost's Honor Roll).~~

D. Exceptions: The exceptions to B., C., and D. are:

1. ~~In a semester in which a student is student teaching the student~~Student teachers must be enrolled in a minimum of 12 ~~semester~~ credit hours, at least 7 of which must ~~be graded on a basis of A, B, C, D, F, and not include S-U courses.~~ The student can have no semester grade of I.

2. ~~In For~~ the College of Law, students are eligible for the President's Honor Roll and the Dean's Honor Roll when enrolled in a minimum of 12 credit hours of law courses. ~~In the College of Law, a~~ GPA of 3.25 or better is required for first-year students and a GPA of 3.40 or better is required for second and third year students for the Dean's Honor Roll.

~~E. The Honor Rolls will be administered by the Registrar, the President, Provost, and college deans, and publicized by the University.~~

III. GRADUATION WITH ACADEMIC DISTINCTION: A degree is awarded with ~~honor~~Academic Distinction upon fulfillment of the following requirements:

A. Designations of Academic Distinction ~~summa cum laude, magna cum laude, and cum laude~~ will be added to baccalaureate academic transcripts and diplomas of

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graduating students earning at least 48 UW credit hours (of which 45 hours must be graded on an A-F grading scale) based on the following percentages:

1. Top 1% summa cum laude
2. Next 4% magna cum laude
3. Next 5% cum laude

~~as computed from the grade point averages of graduating students in each college. Honors~~ Each spring semester, Academic Distinction graduates will be identified by comparison of their GPA to a 5-year rolling grade point distribution ~~computed for by each college, to be recomputed annually each spring semester. These designations began with the fall 2000 semester and are not retroactive.~~

B. The degree of Juris Doctor is awarded with honors if the student achieves a grade point average of 3.4 or better on all resident credit in the College of Law.

C. A Doctor of Pharmacy is awarded with honors by the University of Wyoming to a student who graduates with scholarship in pharmacy of unusual excellence as defined by the School of Pharmacy.

~~H. ADMINISTRATION OF HONOR ROLLS:~~

~~The Honor Rolls will be administered by Registration and Records.~~

III. HONORS COLLEGE

Any student who completes the President, requirements of the Honors College, regardless of the major or undergraduate degree, is awarded that degree "With Honors from University of Wyoming Honors College."

Effective Date: July 1, 2018

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

Source:

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Associated Regulations, Policies, and Forms:

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University Regulation 711, Revision 2; adopted 7/17/08 Board of Trustees meeting
Revisions adopted 5/13/15 Board of Trustees meeting

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UNIVERSITY OF WYOMING REGULATIONS

Subject: Student Attendance Policy
Number: UW Regulation 6-713 (2-XX)

I. PURPOSE

~~To outline the student absence policy.~~

II. FACULTY ACTION

~~Class Attendance: Each student shall attend the course related sessions (for instance, lectures, laboratories, and discussion sections) and participate in field work deemed necessary to fulfill adequately the academic requirements of each class. Each instructor, at the beginning of every semester, shall stipulate the attendance policy necessary for satisfactory completion of the course.~~

~~Authorized Absences: For participation in a University sponsored activity or for unusual~~
~~To recognize that regular attendance and participation in class promotes student success and legitimate reasons for absences may occur.~~

II. RESPONSIBILITIES

A. Student Responsibility

The student is responsible for regular and punctual attendance and is expected to participate in all classes in which they are enrolled.

B. Notice of Attendance Expectations

Instructors must clearly state in their syllabus the requirements for class absence and/or participation and the impact of absences/participation on course grades.

C. Class Attendance

1. Absences may lower a student's grade where class attendance and/or participation are deemed essential by the faculty member.

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2. Departments and similar academic units have authority to establish department-wide or course-wide attendance standards. Students must be notified of the standards on the syllabus.

III. ~~circumstances, such as a personal hardship, an authorized absence may be issued to the student by the Dean of Student's or the Dean's authorized representative. If a student has been hospitalized, or if the student has been directed by his or her physician to stay at the student's place of residence because of illness, the student's physician may issue a statement to the student giving the dates of the student's confinement.~~

~~Recognition of Authorized Absences: All instructors shall permit students who have official authorized absences to make up work without penalty in the classes missed. An authorized absence, however, merely gives the individual who missed the class an opportunity to make up the work; the decision to excuse the student from the work required lies with the instructor.~~

EXCUSED ABSENCES

An absence may be excused for the following reasons, including travel as appropriate:

- A. Special curricular requirements (e.g., judging trips, field trips);
- B. Participation in official university activities or functions, including intercollegiate athletics;
- C. Observance of a religious holy day or holiday;
- D. Active military service;
- E. Illness, injury, caregiving, or other extenuating circumstances;
- F. Court-imposed legal obligations (e.g., jury duty or subpoena);
- G. Pregnancy and parenting under Title IX; and
- H. When the University is officially closed by the President.

To substantiate an excused absence, legitimate satisfactory evidence is required to be submitted to the Dean of Students Office. When an absence is excused, the instructor will give the student a reasonable amount of time following the absence to make up the material or activities covered in the absence, regardless of location or modality of the course. Once

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the Dean of Students has excused the absence, the student must communicate the excused absence to the instructor at least 24 hours prior to the absence when possible, or as soon as is practicable after the absence occurs, except in an emergency or when the University is officially closed.

This Regulation shall be administered through the Dean of Students Office in consultation with Academic Affairs.

~~III.~~ ADMINISTRATIVE PROVISIONS.

- ~~A. Statements from authorized medical sources which verify absences due to illness should be shown directly to instructors concerned. The decision to excuse such absences lies with the instructor, and the Dean of Students will not verify such statements.~~
- ~~B. The University Student Health Service has a policy to not provide medical excuses for missed classes. Student Health Service recommend students promptly contact their professors and instructors when they anticipate time out of class due to~~
- ~~C. a medical concern.~~

Effective Date: July 1, 2018

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

Source:

Links: <http://www.uwyo.edu/generalcounsel/current-uw-regulations-and-presidential-directives/index.html>

Associated Regulations, Policies, and Forms:

History:

University Regulation 713, Revision 1; adopted 7/17/08 Board of Trustees meeting
Revisions adopted 6/16/15 Board of Trustees meeting

Reviewed and endorsed by the Trustees Academic and Student Affairs Committee 3-9-18
Reviewed and endorsed by the Trustees Regulation Committee 3-14-18
Campus feedback incorporated 6-20-18



UNIVERSITY OF WYOMING REGULATIONS

Subject: Academic Probation and Suspension

Number: UW Regulation 6-715 (2-XX)

I. PURPOSE

To establish standards for academic probation, suspension, reinstatement, and renewal.

II. DEFINITIONS

Cumulative grade point average ("GPA"): ~~Defined as:~~ The sum of all grade points earned throughout the University of Wyoming divided by the sum of all credit hours attempted through the University except for credit hours in which grades of W, S, U, or I were assigned. When a course has been repeated to change a grade, the last grade points and credit hours assigned shall be entered in the computation of the cumulative average. All registered courses and grades earned at the University will remain on the transcript, whether or not they figure into the cumulative average.

Cumulative semester hours attempted: ~~Defined as:~~ The total of all credit hours attempted through the University of Wyoming, except for those attempted in repeating a course, for those in which a grade of W was assigned, and those accepted in transfer from other institutions.

Resident GPA: The grade point average earned through taking University of Wyoming courses.

III. CURRENT ACADEMIC STATUS

Current academic status will be indicated on internal documents and grade reports as:

1. Good academic standing

2. ~~Academic~~ probation; or

3. SCHOLASTIC Academic suspension

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IV. GOOD ACADEMIC STANDING

Undergraduate students are in good academic standing if they maintain a cumulative resident minimum GPA of 2.000. Graduate students are in good academic standing if they maintain a cumulative resident minimum GPA of 3.000.

~~IV.~~ V. ACADEMIC PROBATION

~~A. Scholastic Academic~~ probation ~~shall constitute notice that indicates a level of student academic performance that is not progressing satisfactorily toward~~ below what is required for successful progress towards the bachelor's completion of a student's degree.

A. ~~A program.~~ It is an advisory warning that a student should raise their level of performance.

~~A.B. An~~ enrolled at the University shall undergraduate student will be placed on ~~scholastic academic~~ probation at the end of the ~~semester or summer~~ term when his/her if they have earned less than a 2.00 cumulative ~~grade point average~~ GPA at the University of Wyoming ~~falls below a 2.00~~, or if they have earned a GPA of less than 1.667 for the term.

C. A graduate student will be placed on academic probation at the end of the term if they have earned less than a 3.00 cumulative GPA at the University of Wyoming, or if they have earned Unsatisfactory (U) grades or a grade in six or more credit hours.

~~B.D.~~ A student placed on ~~scholastic academic~~ probation will be ~~so~~ notified by ~~letter~~ the Office of the Registrar.

~~C.E.~~ A student ~~shall~~ will be removed from ~~scholastic academic~~ probation at the end of the ~~semester or summer~~ term in which his/her the student earns a cumulative ~~grade point average is~~ GPA of 2.00 or above for undergraduate students or a 3.00 or above for graduate students.

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~~A student who fails to remove himself/herself from probation after completing one subsequent semester or summer term will be suspended from the University. Completing a semester or summer term shall mean that the student has earned a grade in at least one course.~~

VI. ACADEMIC SUSPENSION

- ~~B. A. An exception to the Suspension rule in (II)(E.) is will be made imposed when the current semester grade point average is at least 2.00, in which case the student will continue coursework on scholastic probation. Scholastic suspension shall constitute notice to a student's academic performance indicates a student that his/her enrollment in the University of Wyoming has been terminated because of unsatisfactory progress toward the bachelor's towards his/her degree. A student who program. This status suspends the student's enrollment. Once placed on academic suspension a student is not allowed to enroll in courses at the University during any term until he/she is readmitted.~~
- B. Undergraduate students will be suspended if their cumulative GPA is less than 2.000 at the end of two successive semesters.
- C. Graduate students will be suspended for unsatisfactory scholastic performance should not be permitted to if they earn less than a cumulative 2.00 average at any time, or if they are on probation and earn less than a 3.00 in the next enrollment period and are full time students, or if they earn less than a 3.00 in the next 12 attempted credits and are part-time students, or if they have earned Unsatisfactory (U) grades or grade in six or more credit hours while on probation.
- ~~B.D. A petition for reinstatement from suspension will not be considered until one full semester, exclusive of summer term, has elapsed; since the student has been suspended. Students may petition once per semester for reinstatement, and, if denied by any college or the Center for Advising and Career Services unit, cannot petition for reinstatement until the next fall or spring semester, unless there are documented extenuating circumstances justifying immediate reinstatement.~~
- ~~C.E. A suspended student may not enroll for any University of Wyoming credit classes (including on campus, online, correspondence, and outreach) regardless of location or mode of delivery.~~

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~~D.F.~~ Credit earned at another accredited college or university while a student is suspended from the University may be accepted under the usual regulations governing the transfer of credit ~~after~~ once the student has been reinstated.

~~E.G.~~ A student placed on ~~scholastic~~academic suspension will be ~~so~~ notified by ~~letter~~the Office of the Registrar.

~~V.VII.~~ SCHOLASTICACADEMIC REINSTATEMENT

~~C.~~ A college may have a scholastic reinstatement policy that is more restrictive than the general university policy.

- A. ~~Scholastic reinstatement shall constitute~~Academic reinstatement constitutes notice that a suspended student has been reinstated to the University, and is eligible to ~~be considered for readmission~~return. The reinstated student ~~shall~~will be on ~~scholastic~~academic probation during ~~his/her~~their first ~~semester or summer~~ term of reinstatement after which ~~he/she~~they may be removed from this probation ~~under the provisions of (H)(D) if they demonstrate adequate academic progress, as outlined in section V.E. above.~~
- B. A petition for reinstatement must be submitted no later than fifteen (15) calendar days before the beginning of the ~~semester or summer~~ term in which the student wishes to register. A petition received after this deadline ~~may~~will not be ~~processed until after the regular registration period and the petitioner shall then be subject to the late registration fee~~considered except in documentable extenuating circumstances. The extenuating circumstances must be approved by the Dean of Students.
- C. The decision on a petition for reinstatement ~~shall~~will be made by the ~~dean (Dean or designee)~~ of the college in which the student wishes to enroll. A student who has been reinstated must remain in the college in which he/she has been reinstated for that semester. ~~Undeclared students should contact the Director of the Center for Advising and Career Services. Non-affiliated students' petitions will be considered by a reinstatement panel designated by the Provost and Vice President for Academic Affairs.~~
- D. Students placed on ~~scholastic~~academic suspension are eligible for a maximum of three (3) reinstatements. Any student placed on ~~scholastic~~academic suspension for

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the fourth time is not eligible for reinstatement for a minimum of five (5) years from the end of the last term of attendance.

E. A college may have an academic reinstatement policy that is more restrictive than the general university policy.

~~VI~~VIII. ACADEMIC RENEWAL

- A. An undergraduate student who returns to the University ~~of Wyoming~~ and who has not completed a college course at ~~UW~~the University during the previous five (5) years will have the option of continuing with his/her earlier ~~UW~~University cumulative ~~grade point average~~GPA or commencing a new cumulative ~~grade point average~~GPA ("academic renewal"). ~~An interested~~A student must request academic renewal in writing to the Registrar no later than ~~ten~~ (10) class days before the last day of classes of the semester in which the student returns to the University.
- B. If a student opts for and is granted academic renewal, the previous coursework will remain on the entire ~~UW~~University transcript ~~will remain intact~~. A note indicating ~~the policy~~renewal will precede the new part of the ~~UW~~University transcript ~~if the student opts for academic renewal~~. At the discretion of the academic department in which the student is enrolled, credit hours for which the student earned the grade of "C" or better may be applied toward the completion of the degree requirements. The list of departmentally approved courses (if any) will be submitted to the Registrar with the request for academic renewal.
- C. A student's grade point average and completed courses that ~~were~~have already been applied to a baccalaureate are not eligible for academic renewal.
- D. This policy can be exercised only once by any given ~~individual~~ student and is only applicable to undergraduate students.

~~VIII~~ DEFINITIONS

- ~~D. Cumulative semester hours attempted shall be the total of all credit hours attempted through the University of Wyoming, except for those attempted in repeating a course and for those in which a grade of W was assigned, and those accepted in transfer from other institutions.~~

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~~The Cumulative grade point average is defined~~ Current academic status will be indicated on internal documents and grade reports as:

~~1. good standing~~

~~2.1. on probation~~

~~4. scholastic suspension~~

~~VIII~~ IX. EXCEPTIONS

~~A.~~ This ~~regulation~~ Regulation governing scholastic probation, suspension, and reinstatement does not apply to a student enrolled in the College of Law, or to a student enrolled in a graduate programs in Nursing and Pharmacy.

~~A.B.~~ Sections ~~IV~~ VII and ~~V~~ VIII of this regulation do not apply to the admission of an undergraduate student who has graduated from an accredited higher education institution with an associate's degree or baccalaureate degree.

~~B.C.~~ Upon the request of a student placed on scholastic suspension or denied reinstatement, the ~~Vice President for Academic Affairs~~ Provost may review the circumstances and reverse ~~the an adverse decision of the dean or designee, or the Director of reinstatement panel appointed by the Center~~ Provost for Advising and Career Services for ~~undeclared non-affiliated students if, if~~ in his/her judgment, the student ~~has suffered a gross injustice~~ can offer submits sufficient evidence of extraordinary circumstances.

Effective Date: July 1, 2018

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

Source:

Links: <http://www.uwyo.edu/generalcounsel/current-uw-regulations-and-presidential-directives/index.html>

Associated Regulations, Policies, and Forms:

History:

Academic Probation and Suspension

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University Regulation 715, Revision 8; adopted 7/17/2008 Board of Trustees meeting Revisions
adopted 9/12/2014 Board of Trustees meeting

Revisions adopted 6/16/2015 Board of Trustees meeting Revisions adopted 3/24/2017 Board of
Trustees meeting

LW REGULATION 6-805

Commented [TRE1]: Moved to 6-404

Definition of Concurrent Majors, Dual Degrees, Second Bachelor's Degree, Interdisciplinary Degrees, Affiliated Programs, and Minors

I. PURPOSE

To define Concurrent Majors, Dual Degrees, Second Bachelor's Degree, Interdisciplinary Degrees, Undergraduate Environment and Natural Resources (ENR) Major, and Minors.

II. CHARACTERISTICS OF CONCURRENT MAJORS

- ~~A. One or more college involved.~~
- ~~B. Requires approval of all involved departments and colleges.~~
- ~~C. University requirements met only once.~~
- ~~D. Must meet all college and major requirements of the primary college/major.~~
- ~~E. Secondary majors will establish their own requirements (which may or may not include the college requirements for that college).~~
- ~~F. Academic advisers will be assigned for each major.~~
- ~~G. One degree (BS, BA, etc.) will be awarded (in the primary college).~~
- ~~H. Only one diploma will be awarded (with the primary degree listed).~~
- ~~I. Both majors must be completed by the same date (date of degree awarded).~~
- ~~J. Both majors will be indicated on the academic transcript.~~
- ~~K. For accreditation purposes, certain colleges/majors may be required to be designated as the primary college/major.~~
- ~~L. When both majors are within the College of Business, the only concurrent Business major will be with Economics.~~

III. CHARACTERISTICS OF DUAL DEGREES

- ~~A. Two or more degrees in one or more colleges.~~
- ~~B. Multiple degrees awarded.~~

~~C. Multiple diplomas awarded.~~

~~D. Completion date for all degrees must be the same. An exception can be made for students enrolled in dual degrees awarded by the College of Law. Students who choose to complete the JD first will be allowed to complete the remaining requirements of the second degree during the academic term (Fall or Spring) that immediately follows the term when the JD was conferred. Failure to complete the second degree within that time frame will result in nullification of the dual status of the two degrees. Students will then be required to complete all requirements of the second degree in order for that degree to be awarded.~~

~~E. University requirements met only once.~~

~~F. All of the college and major requirements for both majors must be met.~~

~~G. Academic adviser in each major.~~

~~H. Must complete at least 30 credit hours at UW (at least 12 at the upper division) beyond the credit hour requirement for the degree with the minimum number of credit hours.~~

-
~~IV. CHARACTERISTICS OF SECOND BACHELOR'S DEGREE~~
-

~~A. Must have already completed one (or more) bachelor's degree(s) at UW or elsewhere.~~

~~B. University requirements must be met.~~

~~C. All of the college and major requirements must be met.~~

~~D. Second degree may have the same title (BA, BS, etc.) and may be in the same college as the first degree. In the case of the same college, the second degree must be in a different major.~~

~~E. All previous UW undergraduate coursework is included in the calculation of the cumulative GPA.~~

~~F. Courses applied to the first degree may be repeated as part of the second degree, but the original grade and grade point average in the original degree will not be changed.~~

~~G. Must complete a minimum of 30 UW credit hours beyond the hours required for the first degree. At least 12 of these hours must be at the upper division level.~~

-

~~V. CHARACTERISTICS OF INTERDISCIPLINARY DEGREES~~

~~Have all of the characteristics of a normally defined major except:~~

- ~~A. More than one college is involved in the development of this type of degree.~~
- ~~B. Student has the choice of which college requirements will be met.~~

~~VI. CHARACTERISTICS OF UNDERGRADUATE ENVIRONMENT AND NATURAL RESOURCES (ENR) MAJOR~~

- ~~A. Similar to a concurrent major in that students must complete the requirements for a major in an "affiliated discipline" as a complement to the requirements set forth by ENR.~~
- ~~B. Students may select any UW major as their "affiliated discipline."~~
- ~~C. The "affiliated discipline" will be listed second on the student's transcript—e.g., Environment and Natural Resources/Biology." If a student wishes to reverse the order, he/she must petition the department and the School of Environment and Natural Resources, which will report the change to the Registrar's Office.~~
- ~~D. For statistical purposes, majors will be counted in the various departments of the "affiliated disciplines."~~

~~VII. CHARACTERISTICS OF MINORS~~

- ~~A. A student may earn minors in one or more colleges.~~
- ~~B. A minimum of 12 hours (with a grade of "C" or better in all courses) must be earned.~~
- ~~C. Individual departments may elect to restrict the number of credit hours that may count simultaneously toward both the student's major and the minor.~~
- ~~D. An academic adviser will be assigned for the minor.~~
- ~~E. Approval is required from both the major department and the minor department.~~
- ~~F. The minor will be indicated on the academic transcript, but not on the diploma.~~
- ~~G. The minor must be completed with or prior to the graduation date associated with the student's major.~~

~~VIII. DEFINITIONS~~

~~A. University requirements:~~

- ~~1. Cumulative GPA of 2.00 or better from the University of Wyoming.~~
- ~~2. Satisfactory completion of the prescribed curriculum in which the degree is sought.~~
- ~~3. Completion of a minimum of 42 upper division semester credit hours, 30 of which must be earned at the University of Wyoming. Credit by examination does not count towards the required 30 hours of residency credit.~~
- ~~4. Not more than 24 semester hours of flexible enrollment courses (correspondence credit) may be used toward fulfilling requirements for a bachelor's degree.~~
- ~~5. Not more than 4 semester hours of credit in physical activity courses can count toward a bachelor's degree.~~
- ~~6. The last credit applicable to degree requirements must be earned from the University of Wyoming with the following exception: students of senior standing may complete degree requirements elsewhere by obtaining special permission of the department head, advisor, and college dean, and filing an application for a degree before enrolling elsewhere.~~
- ~~7. Students are not allowed university credit for language courses below the 4000 level in their native language.~~
- ~~8. Students will be required to complete assessment activities as determined by the University of Wyoming prior to the awarding of degrees.~~

~~B. University, college and major requirements: As listed in the *General Bulletin* when the student matriculates into a particular major. If a student is absent from the University of Wyoming for one academic year or more, then the student may be required to meet any new requirements that have been developed since the original matriculation date.~~

~~Source:~~

~~University Regulation 805, Revision 1; adopted 7/17/08 Board of Trustees meeting
Revisions adopted 5/13/15 Board of Trustees meeting
Revisions adopted 6/16/15 Board of Trustees meeting~~

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UNIVERSITY OF WYOMING REGULATIONS

Subject: Course Syllabus Requirement
Number: UW Regulation 6-809 (2-XX)

I. PURPOSE. To establish guidelines for the development and distribution of course syllabi.

~~**II. GENERAL INFORMATION.** A syllabus makes clear the expectations and requirements the parties are expected to fulfill.~~

II. DEFINITIONS

Syllabus: A schedule of class topics and activities that also includes policies related to the administration of the course.

~~**III. GUIDELINES/REQUIREMENTS**~~

~~A.~~ The instructor of a course shall provide a copy of the course syllabus to the students at the beginning of the semester.

A. ~~B.~~ The syllabus may, which shall be distributed via hard copy or by electronic means via the University's learning management system. The instructor will post an outline syllabus publicly as early as is practicable, preferably not later than two (2) weeks prior to the commencement of the term.

B. ~~C.~~ The contents of a syllabus are flexible, but shall must include, at a minimum, the following information:

1. The instructor's contact information.

2. For site-based in-person courses, the instructor's office hours or open-door availability; for online courses, the instructor's response time and availability for virtual office hours. Faculty are expected to have a minimum of three (3) hours spread over two (2) days of the week of out-of-class availability to students each week.

3. The course prefix, number, title, credit hours, and semester.

Commented [AMA1]: Current requirements: 3 hours spread over two days in A&S, COB, Ed, HS, Haub, 5 hours in EAS and Law, 6 hours in ANR

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4. Course prerequisites, co-requisites or statement on enrollment restrictions.

4.5. A description of the course, including its purpose, content, and goals.

2.6. Meeting times and/or schedule of the course.

3.7. The general requirements and expectations for the course.

iv. The instructor's contact information and office hours.

8. v. Student learning outcomes for the course. Student learning outcomes in different sections of the same course should not differ significantly. The learning outcomes related to University Studies Program objectives should be included, if applicable.

9. Required texts, readings, and special tools or materials.

10. Required examinations, assignments, activities, and projects.

11. Required participation outside of class meetings, including field trips, service learning, and other activities or expectations, including time commitments.

12. Final examination or final project date, as set by the Office of the Registrar.

13. Grading scale and grading policies, including the methods of evaluation, how those methods factor into the final grade, the scale used to determine final grades, and how late assignments will be handled.

14. Attendance and absence policies. For in-person courses, state the class absence policies, as well as University policies on excused absences. For online courses, state the class participation policies, what constitutes participation and how that will be evaluated.

4.15. Classroom behavior policy, including a statement of policies to foster a positive learning environment, including use of cell phones, mobile devices, etc.

16. Classroom statement on diversity. The University of Wyoming values an educational environment that is diverse, equitable, and inclusive. The diversity that students and faculty bring to class, including age, country of origin, culture, disability, economic class, ethnicity, gender identity, immigration status, linguistic, political affiliation, race, religion, sexual

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orientation, veteran status, worldview, and other social and cultural diversity is valued, respected, and considered a resource for learning.

vi. Grading and attendance policies;

A list of required materials, including texts, etc;

~~5.17.~~ viii. A statement or a reference referring to the reasonable accommodations provided by University Disability Support Services, which may be found at <http://uwadminweb.uwyo.edu/udds/facultyandstafftipsforteaching.asp>.

ix. If a USP course, include what requirement(s) it fulfills.

~~6.18.~~ D. Academic dishonesty policies, with a statement or a reference to UW Regulation 6-802 ~~in~~ Procedures and Authorized University Actions in Cases of Student Academic Dishonesty^(c).

19. A statement referring to duty to report status of instructional personnel under Title IX.

~~7.20.~~ A statement indicating that the information contained in the course syllabus other than the grade and absence policies, may be subject to change with reasonable advance notice, as deemed appropriate by the instructor. Substantive changes made to the syllabus by the instructor during the semester shall be communicated in ~~writing~~ the learning management system, other electronic means, or in class to the students, with reasonable notice.

C. Individual colleges and departments may develop additional guidelines for course syllabi and office hour expectations that exceed the minima outlined in this Regulation.

D. ~~F.~~ An instructor's failure to comply with this regulation Regulation does not relieve a student from the responsibility to meet the academic requirements of the course as determined by the instructor.

Commented [AMA2]: include in template syllabus, and consult regularly with DSS on verbiage. Prefer no website references in Regs given that they change frequently.

Effective Date: July 1, 2018

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

Source:

Course Syllabus

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History:

Faculty Senate Bill 312, April 28, 2008; adopted September 12, 2008, Board of Trustees meeting

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UNIVERSITY OF WYOMING REGULATIONS

Subject: Student Registration
Number: UW Regulation 8-238 (2-XX)

I. PURPOSE

To establish the policies and procedures for ~~change of~~ registration, including adding a class, dropping a class, and withdrawal.

II. INITIAL REGISTRATION

Students shall register for each regular academic term prior to the beginning of classes and ~~within in compliance with~~ those dates and deadlines established by the academic calendar for the completion of registration procedures. The Registrar shall announce registration periods for both regular class registrations and special courses taught during other ~~daily~~ approved periods of time. Initial registrations after the beginning of classes shall be accepted only in accordance with published and established periods of time ~~and such registrations may be subject to special conditions or assessment of late fees.~~

After completing an initial registration, a student's academic record shall include the assignment of a grade by the instructor of any classes for which the student is enrolled, in accordance with applicable grading standards. If a student decides to not pursue particular classes, including specific class sections, for which he or she initially registered, in whole or in part, the student should effect a change in registration in the manner and within the time periods set forth below.

Failure to follow the procedure set forth in this Regulation shall result in the recording of a failing grade at the end of the academic term for those classes in which the student remains officially enrolled even if the student did not attend or complete the course requirements. Such a failing grade will remain as a part of the student's academic record. Students may effect a change of registration in the manner and within the time periods hereafter provided.

~~III~~ IV. CHANGE OF REGISTRATION

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After expiration of the initial registration period, a student may either add or drop classes by submitting a change of registration. A change of section, or "S-U" grading option, in the same course also requires submitting a change of registration.

A. Adding a Class

A student may add classes during the first ~~eight-four (84)~~ days of scheduled University classes of the fall and spring semesters. ~~Block courses currently in session may be added only during the first four (4) days of classes.~~

Commented [KBM1]: This terminology is not currently being used in the catalog. I think it is no longer necessary. See item "C" for details

After the "Add a Class" period, a student may add a class only if the student has obtained written approval from her/his advisor and written approval from the instructor of the course.

B. Dropping a Class

A student may drop classes during the first eight (8) days of scheduled University classes of the fall and spring semesters. ~~Block courses currently in session may be dropped only during the first four (4) days of classes for the University.~~ Classes that are dropped shall be removed from the student's initial registration and no record of any kind shall be retained.

C. Changes in Summer or Other Special Terms

The Registrar, with approval from the Provost and Vice President for Academic Affairs, shall establish the period of time for adding or dropping classes during the summer term, ~~block classes beginning in mid-semester,~~ or classes whose duration does not coincide with a regular or summer term.

Commented [KBM2]: This adjustment should allow for flexibility and authority of the Registrar to accommodate classes formerly referred to as Block

IV. WITHDRAWAL FROM A CLASS

A. During Withdrawal Period

A student enrolled in more than one full semester course may withdraw from all but one course with a grade of "W" between the end of the drop period and fifteen (15) days of classes after mid-semester. ~~A student enrolled in a block course may withdraw with a grade of "W" between the end of the drop period and five (5) days of classes after the middle of the block course.~~

Commented [KBM3]: See new item C below

B. After Withdrawal Period

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After expiration of the withdrawal period, students are obligated to complete course requirements and are subject to a letter grade other than "W" for their course work, unless one of the following exceptions applies. A student may withdraw from individual classes after the withdrawal period only if the student has suffered a severe medical, emotional, or personal problem which directly impacts the student's ability to fulfill course requirements and has obtained written approval from her/his advisor and the instructor of the course. The Dean of Students or designee may petition for a special class withdrawal on behalf of a student who has been incapacitated or where the Dean of Students or designee determines the withdrawal is appropriate to the overall academic retention of a student. ~~No withdrawal shall be permitted during the last twenty-one (21) calendar days of the semester.~~

Commented [KB4]: Strike this because section V below addresses no withdrawal in the last 15 days. Allows for consistency.

C. Withdrawal Outside a Regular or Summer Term

The Registrar, with approval from the Provost and Vice President for Academic Affairs, shall establish the withdrawal period for the summer term, or classes whose duration does not coincide with a regular or summer term

VI. WITHDRAWAL FROM THE UNIVERSITY

A student who has initially registered to attend the University may terminate enrollment in the University if formal procedures are completed prior to the last fifteen (15) calendar days of a regular semester. The Registrar will indicate on the student's transcript record that the student has withdrawn from all of his/her classes and will include the date of withdrawal from the University. A student may withdraw from the University within the last fifteen (15) calendar days of a regular semester only if the student has suffered a severe medical, emotional, or personal problem which directly impacts the student's ability to fulfill course requirements and has obtained written approval from the Dean of Students or designee. The Dean of Students or designee may petition for a special class withdrawal on behalf of a student who has been incapacitated or where the Dean of Students or designee determines the withdrawal is appropriate to the overall academic retention of a student.

VII. LIMITS ON COURSE ENROLLMENT

A student is limited to a maximum of three (3) attempts in any course at the University. An "attempt" is defined as any instance in which the student earns a grade for the course or withdraws from the course. The three-attempt limit does not apply to courses identified in the ~~General or Graduate Bulletin~~ University Catalog as being appropriate for students to take multiple times. A student may petition for exceptions to this limitation through the Registrar's Office.

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VIII. ADMINISTRATIVE PROCEDURES

- A. To initiate a change to an initial registration after the drop/add period, the student must ~~timely~~ submit the appropriate forms to the Registrar in a timely fashion. The Registrar shall automatically assign the letter "W" for each class for which the student has completed a timely withdrawal.
- B. Students who wish to seek a withdrawal from a class after the withdrawal period because of reasons described in this Regulation must obtain the appropriate form from the Registrar's office for submittal to the student's advisor and instructor. Students who wish to terminate enrollment in the University must report their intentions to the Dean of Students or designee, who may take further action upon the student's request in accordance with this Regulation or other University directives applicable to withdrawals from the University.
- C. No special fees for a change of registration shall be assessed students who have completed initial registration.

Responsible Division/Unit: Division of Academic Affairs

Source:

Links:

Associated Regulations, Policies, and Forms:

History:

University Regulation 238, Revision 4; adopted 7/17/08 Board of Trustees meeting
Revisions adopted 9/12/14 Board of Trustees meeting
Revisions adopted 11/14/14 Board of Trustees meeting
Revisions adopted 05/13/15 Board of Trustees meeting

~~LW REGULATION 8 250~~
~~Center for Advising and Career Services~~

Commented [AMA1]: sunset, will create new SAP

~~I. PURPOSE~~

~~To establish the administrative functions and career services offered by the University's Center for Advising and Career Services ("Center").~~

~~II. ADMINISTRATIVE FUNCTIONS~~

~~The Center shall:~~

- ~~A. Provide general information concerning the functions of the Center to students, faculty, staff, and administration;~~
- ~~B. Establish a relationship with each division, school, and department;~~
- ~~C. Establish a relationship with appropriate registered student organizations;~~
- ~~D. Assist in general orientation and instructional programs related to vocational and professional preparation and training;~~
- ~~E. Work with student services on campus to accommodate the needs of students;~~
- ~~F. Advise and provide resources to faculty members on matters which affect both educational and vocational outcomes;~~
- ~~G. Cooperate in academic and institutional research which has a bearing on career development and employment; and~~
- ~~H. Publish reports and data on various aspects of the Center's services and on the employment of students and graduates.~~

~~III. CAREER EMPLOYMENT SERVICES~~

~~The Center shall advise undergraduate students, graduate students, and alumni in search of career employment in business, industry, government, and higher education. The Center shall:~~

- ~~A. Apprise students and alumni of various career services resources;~~
- ~~B. Inform students and alumni of employers generally receptive to candidates with similar training and education;~~

~~C. Assist students and alumni in applying for jobs;~~

~~D. Maintain an online Career Resource Center with information regarding employers, career fields, qualifications, salary information, job market and employment outlook information and other appropriate resources;~~

~~E. Refer students and alumni to vacancies which match their needs and qualifications, or come closest to meeting their basic need for gainful employment; and~~

~~F. Schedule students and alumni for on-campus employment interviews.~~

~~IV. CAREER DEVELOPMENT FUNCTIONS~~

~~The Center shall guide University students and alumni by providing each an opportunity to:~~

~~A. Understand individual needs, characteristics, values, interests, and capacities;~~

~~B. Appraise personal training and acquired skills;~~

~~C. Evaluate personal work experiences;~~

~~D. Relate individual ideas, expectations, and potentials to a wide range of employment opportunities;~~

~~E. Acquire knowledge of select vocations and techniques useful in seeking a job;~~

~~F. Further their formal education, as required;~~

~~G. Pursue part time, summer, or internship experiences; and~~

~~H. Seek entrance or advancement in a position or field most compatible with their personal and societal goals.~~

~~V. COORDINATION FUNCTIONS~~

~~The Center shall actively develop and maintain working relationships with employers whose job requirements, conditions of employment, and location are likely to be of interest to students or alumni of the University. The Center shall:~~

~~A. Provide potential employers with general information on the services offered by the Center;~~

- ~~B. Apprise such employers of the University's academic programs and of availability of individuals educated and trained in each discipline;~~
- ~~C. Request the employer to inform the Center of current and anticipated vacancies and of special internships, and to supply full supporting information;~~
- ~~D. Refer suitable candidates to suitable employers;~~
- ~~E. Arrange for employers to conduct employment interviews and recruit on campus through University facilities;~~
- ~~F. Arrange for employers to meet with appropriate faculty members to discuss experiences, problems, and matters of mutual concern relating to University applicants and graduates;~~
- ~~G. Visit employers to observe operations, to review personnel needs, and to keep abreast of changes affecting the training, employment, and work of college-trained personnel;~~
- ~~H. Participate in programs of professional associations composed of college placement and employer representatives; and~~
- ~~I. Form or participate in such career services advisory groups or committees with employer representation.~~

~~VI. PROFESSIONAL FUNCTIONS~~

~~The Center shall:~~

- ~~A. Cooperate with community services for job-seekers and employers;~~
- ~~B. Participate in on- and off-campus activities which enhance the value of the Center to all constituencies;~~
- ~~C. Adhere to the codes of ethical conduct subscribed to by members of the professional associations; and~~
- ~~D. Evaluate each service periodically and redirect the program as required.~~

~~VII. ADMINISTRATION~~

~~The Director of the Center for Career Services, through the Vice President for Student Affairs, is the Administrative Officer responsible for implementation of the policies and programs of the Center pursuant to this regulation.~~

~~The Director, or the Director's designee, is responsible for the arranging and coordinating of all position referrals, on campus recruiting, and interviewing.~~

~~**Source:-**
University Regulation 250; adopted 7/17/08 Board of Trustees meeting
Revisions adopted 11/16/12 Board of Trustees meeting
Revisions adopted 11/14/14 Board of Trustees meeting~~

1 Faculty Senate Resolution 342

Introduced by
Faculty Senate Executive Committee

2
3
4
5
6 **Resolution in Support of General Counsel Proposed Revisions to**
7 **UW Regulations 6-404, *Undergraduate Degree Requirements*; and 6-407,**
8 ***University Studies Program*; and the Elimination of UW Regulations 6-402,**
9 ***International Exchange and Faculty led Course Study Abroad*; 6-403, *Final***
10 ***Examination Policy*; and 6-405, *Class Meeting Outside Scheduled Times***
11

12
13 **WHEREAS**, at the September 2016 Board of Trustees meeting, the Board approved review by UW
14 Administration of UW's current regulatory structure, to include the following:

- 15 1) Phasing out presidential directives;
16 2) Defining regulation versus policy/procedure;
17 3) Creating an online manual, including a new "look" and format for the regulations; and
18 4) Updating the substance of the regulations, policies, and procedures as needed, including
19 determining whether there are any substantive gaps; and
20

21 **WHEREAS**, the new structure will involve three levels of policies:

- 22 1) Governing Regulations (Level A),
23 2) Standard Administrative Policies and Procedures (Level B), and
24 3) Department/Unit Administrative Policies and Procedures (Level C); and
25

26 **WHEREAS**, the University's Routing Process for new or revised UW Regulations includes review by
27 the Chair of the Faculty Senate; and
28

29 **WHEREAS**, the Chair of the Faculty Senate has requested that the Faculty Senate Executive
30 Committee review, and the Faculty Senate approve, some modifications to the regulations proposed by
31 General Counsel; and
32

33 **WHEREAS**, the changes to the Regulations covered by this Resolution have important implications to
34 the University Faculty and to the welfare of the University;
35

36 **THEREFORE, BE IT RESOLVED** by the Faculty Senate of the University of Wyoming that the Faculty
37 Senate supports the modifications to UW Regulations 6-404 and 6-407 proposed by General Counsel, with
38 the adoption of the tracked-change amendments as approved by the Faculty Senate shown on the
39 attached versions.
40

41 **BE IT FURTHER RESOLVED** that the Faculty Senate supports the elimination of UW Regulations
42 6-402, 6-403, and 6-405, so long as the topics covered by those existing regulations are replaced by other
43 appropriate UW Regulations or Standard Administrative Policies and Procedures.

AUTHENTICATION: The foregoing Faculty Senate Resolution 342, duly adopted by the Faculty Senate of the University of Wyoming under date of May 7, 2018, is hereby transmitted to the President of the University of Wyoming for review in accordance with UW Regulations.

A handwritten signature in dark ink, appearing to read "Janet Dewey", written in a cursive style.

Janet Dewey
Secretary of the Faculty Senate

1 **Faculty Senate Resolution 344, as amended**

Introduced by
Faculty Senate Executive Committee

2
3
4
5
6
7 **Resolution in Support of General Counsel Proposed Revisions to**
8 **6-809, *Course Syllabus Requirement*; and 8-238, *Student Registration*;**
9 **and the Elimination of UW Regulations 6-805 *Definition of Concurrent Majors,***
10 ***Dual Degrees, Second Bachelor's Degree, Interdisciplinary Degrees, Affiliated***
11 ***Programs, and Minors*; and 8-250 *Center for Advising and Career Services***
12
13

14 **WHEREAS**, at the September 2016 Board of Trustees meeting, the Board approved review by UW
15 Administration of UW's current regulatory structure, to include the following:

- 16 1) Phasing out presidential directives;
17 2) Defining regulation versus policy/procedure;
18 3) Creating an online manual, including a new "look" and format for the regulations; and
19 4) Updating the substance of the regulations, policies, and procedures as needed, including
20 determining whether there are any substantive gaps; and
21

22 **WHEREAS**, the new structure will involve three levels of policies:

- 23 1) Governing Regulations (Level A),
24 2) Standard Administrative Policies and Procedures (Level B), and
25 3) Department/Unit Administrative Policies and Procedures (Level C); and
26

27 **WHEREAS**, the University's Routing Process for new or revised UW Regulations includes review by
28 the Chair of the Faculty Senate; and
29

30 **WHEREAS**, the Chair of the Faculty Senate has requested that the Faculty Senate Executive
31 Committee review, and the Faculty Senate approve, some modifications to the regulations proposed by
32 General Counsel; and
33

34 **WHEREAS**, the changes to the Regulations covered by this Resolution have important implications to
35 the University Faculty and to the welfare of the University;
36

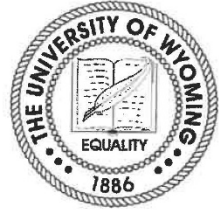
37 **THEREFORE, BE IT RESOLVED** by the Faculty Senate of the University of Wyoming that the Faculty
38 Senate supports the modifications to UW Regulations 6-809 and 8-238 proposed by General Counsel, with
39 the adoption of the tracked-change amendments approved by the Faculty Senate as shown on the
40 attached versions.
41

42 **BE IT FURTHER RESOLVED** that the Faculty Senate supports the elimination of UW Regulations 6-
43 805 and 8-250, so long as the topics covered by those existing regulations are replaced by other
44 appropriate UW Regulations or Standard Administrative Policies and Procedures.

AUTHENTICATION: The foregoing Faculty Senate Resolution 344, as amended, duly adopted by the Faculty Senate of the University of Wyoming under date of May 7, 2018, is hereby transmitted to the President of the University of Wyoming for review in accordance with UW Regulations.



Janet Dewey
Secretary of the Faculty Senate



Reviewed and endorsed by the Trustees Academic and Student Affairs Committee 3-9-18
Reviewed and endorsed by the Trustees Regulation Committee 3-14-18
Reviewed and endorsed by the Faculty senate Executive Committee 4-16-18

UNIVERSITY OF WYOMING REGULATIONS

Subject: Student Attendance Policy
Number: UW Regulation 6-713 (2-XX)

I. PURPOSE

To recognize that regular attendance and participation in class promotes student success and legitimate reasons for absences may occur.

II. RESPONSIBILITIES

A. Student Responsibility

The student is responsible for regular and punctual attendance and is expected to participate in all classes in which they are enrolled.

B. Notice of Attendance Expectations

Instructors must clearly state in their syllabus the requirements for class absence and/or participation and the impact of absences/participation on course grades.

C. Class Attendance

1. Absences may lower a student's grade where class attendance and/or participation are deemed essential by the faculty member.
2. Departments and similar academic units have authority to establish department-wide or course-wide attendance standards. Students must be notified of the standards in writing.

III. EXCUSED ABSENCES

An absence may be excused for the following reasons, including travel as appropriate:

- #### A. Special curricular requirements (e.g., judging trips, field trips);

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Reviewed and endorsed by the Trustees Regulation Committee 3-14-18
Reviewed and endorsed by the Faculty senate Executive Committee 4-16-18

- 33 B. Participation in official university activities or functions, including intercollegiate
34 athletics;
35
36 C. Observance of a religious holy day or holiday;
37
38 D. Active military service;
39
40 E. Illness, injury, caregiving, or other extenuating circumstances;
41
42 F. Court-imposed legal obligations (e.g., jury duty or subpoena);
43
44 G. Pregnancy and parenting under Title IX; and
45
46 H. When the University is officially closed by the President.
- 47 To substantiate an excused absence, ~~a student is responsible for providing~~ legitimate
48 satisfactory evidence ~~is required to be submitted to~~ the Dean of Students Office. When an
49 absence is excused, the instructor will give the student a reasonable amount of time
50 following the absence to make up the material or activities covered in the absence,
51 regardless of location or modality of the course. Once the Dean of Students has excused
52 the absence, the student must communicate the excused absence to the instructor at least
53 24 hours prior to the absence, except in an emergency or when the University is officially
54 closed.
- 55 This Regulation shall be administered through the Dean of Students Office in consultation
56 with Academic Affairs.

Effective Date: July 1, 2018

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

Source:

Links: <http://www.uwyo.edu/generalcounsel/current-uw-regulations-and-presidential-directives/index.html>

Associated Regulations, Policies, and Forms:

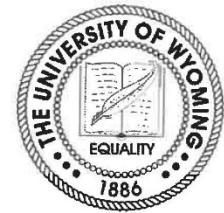
Student Attendance Policy

Page 2 of 3

Reviewed and endorsed by the Trustees Academic and Student Affairs Committee 3-9-18
Reviewed and endorsed by the Trustees Regulation Committee 3-14-18
Reviewed and endorsed by the Faculty senate Executive Committee 4-16-18

History:

University Regulation 713, Revision 1; adopted 7/17/08 Board of Trustees meeting
Revisions adopted 6/16/15 Board of Trustees meeting



Reviewed and endorsed by the Trustees Academic and Student Affairs Committee 3-9-18
Reviewed and endorsed by the Trustees Regulation Committee 3-14-18
Reviewed and endorsed by the Faculty Senate Executive Committee 4-16-18

UNIVERSITY OF WYOMING REGULATIONS

Subject: Academic Probation and Suspension

Number: UW Regulation 6-715 (2-XX)

I. PURPOSE

To establish standards for academic probation, suspension, reinstatement, and renewal.

II. DEFINITIONS

Cumulative grade point average ("GPA"): The sum of all grade points earned throughout the University of Wyoming divided by the sum of all credit hours attempted through the University except for credit hours in which grades of W, S, U, or I were assigned. When a course has been repeated to change a grade, the last grade points and credit hours assigned shall be entered in the computation of the cumulative average. All registered courses and grades earned at the University will remain on the transcript, whether or not they figure into the cumulative average.

Cumulative semester hours attempted: The total of all credit hours attempted through the University of Wyoming, except for those attempted in repeating a course, for those in which a grade of W was assigned, and those accepted in transfer from other institutions.

Resident GPA: The grade point average earned through taking University of Wyoming courses.

III. CURRENT ACADEMIC STATUS

Current academic status will be indicated on internal documents and grade reports as:

1. Good academic standing

2. Academic probation; or

3. Academic suspension

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39 **IV. GOOD ACADEMIC STANDING**

40
41 Undergraduate students are in good academic standing if they maintain a cumulative resident
42 minimum GPA of 2.000. Graduate students are in good academic standing if they maintain
43 a cumulative resident minimum GPA of 3.000.
44

45 **V. ACADEMIC PROBATION**

46
47 **A.** Academic probation indicates a level of student academic performance that is
48 below what is required for successful progress towards the completion of a student's
49 degree program. It is an advisory warning that a student should raise their level of
50 performance.
51

52 **B.** An undergraduate student will be placed on academic probation at the end of the term
53 if they have earned less than a 2.00 cumulative GPA at the University of Wyoming,
54 or if they have earned a GPA of less than 1.667 for the term.
55

56 **C.** A graduate student will be placed on academic probation at the end of the term if
57 they have earned less than a 3.00 cumulative GPA at the University of Wyoming,
58 or if they have earned a U in an S/U course.
59

60 **D.** A student placed on academic probation will be notified by the Office of the Registrar.
61

62 **E.** A student will be removed from academic probation at the end of the term in which
63 the student earns a cumulative GPA of 2.00 or above for undergraduate students or a
64 3.00 or above for graduate students.
65

66 **VI. ACADEMIC SUSPENSION**

67
68 Suspension ~~is~~will be imposed when a student's academic performance indicates a
69 ~~need for a student to interrupt his/her enrollment status due to~~ unsatisfactory
70 progress towards his/her degree program. This status ~~terminates~~suspends the
71 student's enrollment. Once placed on academic suspension a student is not
72 allowed to enroll in courses at the University during any term until he/she is
73 readmitted.

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Reviewed and endorsed by the Trustees Regulation Committee 3-14-18

Reviewed and endorsed by the Faculty Senate Executive Committee 4-16-18

- 74 B. Undergraduate students will be suspended if their cumulative GPA is less than 2.000
75 at the end of two successive semesters.
76
77 C. Graduate students will be suspended if they earn less than a cumulative 2.00 average
78 at any time, or if they are on probation and earn less than a 3.00 in the next enrollment
79 period and are full time students, or if they earn less than a 3.00 in the next ~~42-9~~
80 attempted credits and are part-time students, or if they have earned more than one U
81 in S/U courses.
82
83 D. A petition for reinstatement from suspension will not be considered until one full
84 semester, exclusive of summer term, has elapsed since the student has been suspended.
85 Students may petition once per semester for reinstatement, and, if denied by any unit,
86 cannot petition for reinstatement until the next semester, unless there are documented
87 extenuating circumstances justifying immediate reinstatement.
88
89 E. A suspended student may not enroll for any University credit classes regardless of
90 location or mode of delivery.
91
92 F. Credit earned at another accredited college or university while a student is suspended
93 from the University may be accepted under the usual regulations governing the transfer
94 of credit once the student has been reinstated.
95
96 G. A student placed on academic suspension will be notified by the Office of the Registrar.
97

98 **VII. ACADEMIC REINSTATEMENT**
99

- 100 A. Academic reinstatement constitutes notice that a suspended student has been
101 reinstated to the University, and is eligible to return. The reinstated student will be on
102 academic probation during their first term of reinstatement after which they may be
103 removed from this probation if they demonstrate adequate academic progress, as
104 outlined in section ~~HHV~~.E. above.
105
106 B. A petition for reinstatement must be submitted no later than fifteen (15) calendar days
107 before the beginning of the term in which the student wishes to register. A petition
108 received after this deadline will not be considered except in documentable
109 extenuating circumstances as approved by the Dean of Students.
110
111 C. The decision on a petition for reinstatement will be made by the Dean or designee of
112 the college in which the student wishes to enroll. A student who has been reinstated
113 must remain in the college in which he/she has been reinstated for that semester. Non-

Reviewed and endorsed by the Trustees Academic and Student Affairs Committee 3-9-18
Reviewed and endorsed by the Trustees Regulation Committee 3-14-18
Reviewed and endorsed by the Faculty Senate Executive Committee 4-16-18

- 114 affiliated students' petitions will be considered by a reinstatement panel designated
115 by the Provost and Vice President for Academic Affairs.
116
117 D. Students placed on academic suspension are eligible for a maximum of three (3)
118 reinstatements. Any student placed on ~~scholastic-academic~~ suspension for the fourth
119 time is not eligible for reinstatement for a minimum of five (5) years from the end of
120 the last term of attendance.
121
122 E. A college may have an academic reinstatement policy that is more restrictive than
123 the general university policy.
124

125 VIII. ACADEMIC RENEWAL

126

- 127 A. An undergraduate student who returns to the University and who has not completed a
128 college course at the University during the previous five (5) years will have the option
129 of continuing with his/her earlier University cumulative GPA or commencing a new
130 cumulative GPA ("academic renewal"). A student must request academic renewal in
131 writing to the Registrar no later than ten (10) class days before the last day of classes of
132 the semester in which the student returns to the University.
133
134 B. If a student opts for and is granted academic renewal, the previous coursework will
135 remain on the University transcript. A note indicating renewal will precede the new part
136 of the University transcript. At the discretion of the academic department in which the
137 student is enrolled, credit hours for which the student earned the grade of "C" or better
138 may be applied toward the completion of the degree requirements. The list of
139 departmentally approved courses (if any) will be submitted to the Registrar with the
140 request for academic renewal.
141
142 C. A student's grade point average and completed courses that have already been applied to
143 a baccalaureate are not eligible for academic renewal.
144
145 D. This policy can be exercised only once by any given student and is only applicable to
146 undergraduate students.
147

148 IX. EXCEPTIONS

149

- 150 A. This Regulation governing scholastic probation, suspension, and reinstatement does not
151 apply to a student enrolled in the College of Law, or to a student enrolled in a graduate
152 program in Nursing ~~and or~~ Pharmacy.

Reviewed and endorsed by the Trustees Academic and Student Affairs Committee 3-9-18
Reviewed and endorsed by the Trustees Regulation Committee 3-14-18
Reviewed and endorsed by the Faculty Senate Executive Committee 4-16-18

- 153 B. Sections VII and VIII of this regulation do not apply to the admission of an undergraduate
154 student who has graduated from an accredited higher education institution with an
155 associate's degree or baccalaureate degree.
156
157 C. Upon the request of a student placed on scholastic suspension or denied reinstatement,
158 the Provost may review the circumstances and reverse an adverse decision , if in his/her
159 judgment, the student submits sufficient evidence of extraordinary circumstances.

Effective Date: July 1, 2018

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

Source:

Links: <http://www.uwyo.edu/generalcounsel/current-uw-regulations-and-presidential-directives/index.html>

Associated Regulations, Policies, and Forms:

History:

University Regulation 715, Revision 8; adopted 7/17/2008 Board of Trustees meeting Revisions
adopted 9/12/2014 Board of Trustees meeting

Revisions adopted 6/16/2015 Board of Trustees meeting Revisions adopted 3/24/2017 Board of
Trustees meeting



Reviewed and endorsed by the Trustees Academic and Student Affairs Committee 3-9-18
Reviewed and endorsed by the Trustees Regulation Committee 3-14-18
Revisions proposed by Faculty Senate Exec 4-16-18

UNIVERSITY OF WYOMING REGULATIONS

Subject: Course Syllabus Requirement
Number: UW Regulation 6-809 (2-XX)

I. PURPOSE. To establish guidelines for the development and distribution of course syllabi.

II. DEFINITIONS

Syllabus: A schedule of class topics and activities that also includes policies related to the administration of the course.

III. REQUIREMENTS

- A.** The instructor of a course shall provide a copy of the course syllabus to students at the beginning of the semester, which shall be distributed hard copy or via the University's learning management system or an equivalent electronic system. The instructor will post an outline syllabus publicly as early as is practicable, preferably not later than two (2) weeks prior to the commencement of the term.
- B.** The contents of a syllabus must include, at a minimum, the following information:
1. The instructor's contact information.
 2. For site-based in-person courses, the instructor's office hours or open-door availability; for online courses, the instructor's response time and availability for virtual office hours. Faculty are expected to have a minimum of three (3) hours spread over two (2) days of the week of out-of-class availability to students each week.
 3. The course prefix, number, title, credit hours, and semester.
 4. Course prerequisites, co-requisites or statement on enrollment restrictions.
 5. A description of the course, including its purpose, content, and goals.
 6. Meeting times and/or schedule of the course.

Reviewed and endorsed by the Trustees Academic and Student Affairs Committee 3-9-18
Reviewed and endorsed by the Trustees Regulation Committee 3-14-18
Revisions proposed by Faculty Senate Exec 4-16-18

- 41 7. The general requirements and expectations for the course.
- 42
- 43 8. Student learning outcomes for the course. Student learning outcomes in
- 44 different sections of the same course should not differ significantly. The
- 45 learning outcomes related to University Studies Program objectives should
- 46 be included, if applicable.
- 47
- 48 9. Required texts, readings, and special tools or materials.
- 49
- 50 10. Required examinations, assignments, activities, and projects.
- 51
- 52 11. Required participation outside of class meetings, including field trips,
- 53 service learning, and other activities or expectations, including time
- 54 commitments.
- 55
- 56 12. Final examination or final project date, as set by the Office of the Registrar.
- 57
- 58 13. Grading scale and grading policies, including the methods of evaluation,
- 59 how those methods factor into the final grade, the scale used to determine
- 60 final grades, and how late assignments will be handled.
- 61
- 62 14. Attendance and absence policies. For in-person courses, state the class
- 63 absence policies, as well as University policies on excused absences. For
- 64 online courses, state the class participation policies, what constitutes
- 65 participation and how that will be evaluated.
- 66
- 67 15. Classroom behavior policy, including a statement of policies to foster a
- 68 positive learning environment, including use of cell phones, mobile devices,
- 69 etc.
- 70
- 71 16. Academic dishonesty policies, with a statement or a reference to UW
- 72 Regulation [6-802] (Procedures and Authorized University Actions in
- 73 Cases of Student Academic Dishonesty).
- 74
- 75 17. A statement referring to reasonable accommodations provided by
- 76 University Disability Support Services;--.
- 77
- 78 18. A statement referring to duty to report status of instructional personnel
- 79 under Title IX.

Reviewed and endorsed by the Trustees Academic and Student Affairs Committee 3-9-18
Reviewed and endorsed by the Trustees Regulation Committee 3-14-18
Revisions proposed by Faculty Senate Exec 4-16-18

- 80 19. A statement indicating that the information contained in the course syllabus,
81 other than the grade and absence policies, may be subject to change with
82 reasonable advance notice, as deemed appropriate by the instructor.
83 Substantive changes made to the syllabus by the instructor during the
84 semester shall be communicated in the learning management system, other
85 electronic means, or in class to the students with reasonable notice.
86
87 ~~C. The instructor may include additional elements in the syllabus at the instructor's~~
88 ~~discretion.~~
89
90 D.C. Individual colleges and departments may develop additional guidelines for course
91 syllabi and office hour expectations that exceed the minima outlined in this
92 Regulation.
93
94 E.D. An instructor's failure to comply with this Regulation does not relieve a student
95 from the responsibility to meet the academic requirements of the course as
96 determined by the instructor.

Effective Date: July 1, 2018

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

Source:

Links: <http://www.uwyo.edu/generalcounsel/current-uw-regulations-and-presidential-directives/index.html>

Associated Regulations, Policies, and Forms:

History:

Faculty Senate Bill 312, April 28, 2008; adopted September 12, 2008, Board of Trustees meeting



Reviewed and endorsed by the Trustees Academic and Student Affairs Committee 3-9-18
Reviewed and endorsed by the Trustees Regulation Committee 3-14-18
Revisions proposed by Faculty Senate Exec 4-16-18

UNIVERSITY OF WYOMING REGULATIONS

Subject: Student Registration

Number: UW Regulation 8-238 (2-XX)

I. PURPOSE

To establish the policies and procedures for registration, including adding a class, dropping a class, and withdrawal.

II. INITIAL REGISTRATION

Students shall register for each regular academic term prior to the beginning of classes and in compliance with those dates and deadlines established by the academic calendar for the completion of registration procedures. The Registrar shall announce registration periods for both regular class registrations and special courses taught during other approved periods of time. Initial registrations after the beginning of classes shall be accepted only in accordance with published and established periods of time.

After completing an initial registration, a student's academic record shall include the assignment of a grade by the instructor of any classes for which the student is enrolled, in accordance with applicable grading standards. If a student decides to not pursue particular classes, including specific class sections, for which he or she initially registered, in whole or in part, the student should effect a change in registration in the manner and within the time periods set forth below.

Failure to follow the procedure set forth in this Regulation shall result in the recording of a failing grade at the end of the academic term for those classes in which the student remains officially enrolled even if the student did not attend or complete the course requirements. Such a failing grade will remain as a part of the student's academic record. Students may effect a change of registration in the manner and within the time periods hereafter provided.

IV. CHANGE OF REGISTRATION

After expiration of the initial registration period, a student may either add or drop classes by submitting a change of registration. A change of section, or "S-U" grading option, in the same course also requires submitting a change of registration.

Reviewed and endorsed by the Trustees Academic and Student Affairs Committee 3-9-18
Reviewed and endorsed by the Trustees Regulation Committee 3-14-18
Revisions proposed by Faculty Senate Exec 4-16-18

37 **A. Adding a Class**

38 A student may add classes during the first four ~~(4)~~ days of scheduled University
39 classes of the fall and spring semesters.

40 After the "Add a Class" period, a student may add a class only if the student has
41 obtained written approval from her/his advisor and written approval from the
42 instructor of the course.

43 **B. Dropping a Class**

44 A student may drop classes through the ~~end-of-business-on-the-enrollment~~
45 ~~Enrollment census~~ ~~Census date~~ ~~Date~~ eighth day of scheduled University classes
46 for the regular semester. Classes that are dropped shall be removed from the
47 student's initial registration and no record of any kind shall be retained.

48 **C. Changes in Summer or Other Special Terms**

49 The Registrar, with approval from the Provost and Vice President for Academic
50 Affairs, shall establish the period of time for adding or dropping classes during the
51 summer term, or classes whose duration does not coincide with a regular or summer
52 term.

53 **V. WITHDRAWAL FROM A CLASS**

54 **A. During Withdrawal Period**

55 A student enrolled in more than one full semester course may withdraw from all
56 but one course with a grade of "W" between the end of the drop period and ~~fifteen~~
57 ~~(15)~~ days of classes after mid-semester.

58 **B. After Withdrawal Period**

59 After expiration of the withdrawal period, students are obligated to complete course
60 requirements and are subject to a letter grade other than "W" for their course work,
61 unless one of the following exceptions applies. A student may withdraw from
62 individual classes after the withdrawal period only if the student has suffered a
63 severe medical, emotional, or personal problem which directly impacts the student's
64 ability to fulfill course requirements and has obtained written approval from her/his
65 advisor and the instructor of the course. The Dean of Students or designee may
66 petition for a special class withdrawal on behalf of a student who has been

Reviewed and endorsed by the Trustees Academic and Student Affairs Committee 3-9-18
Reviewed and endorsed by the Trustees Regulation Committee 3-14-18
Revisions proposed by Faculty Senate Exec 4-16-18

67 incapacitated or where the Dean of Students or designee determines the withdrawal
68 is appropriate to the overall academic retention of a student. ~~No individual class~~
69 ~~withdrawals shall be permitted after 15 days past mid semester.~~

70 **C. Withdrawal Outside a Regular or Summer Term**

71 The Registrar, with approval from the Provost and Vice President for Academic
72 Affairs, shall establish the withdrawal period for the summer term, or classes whose
73 duration does not coincide with a regular or summer term

74 **VI. WITHDRAWAL FROM THE UNIVERSITY**

75 A student who has initially registered to attend the University may terminate enrollment in
76 the University if formal procedures are completed prior to the last ~~fifteen (15)~~ calendar
77 days of a regular semester. The Registrar will indicate on the student's transcript record
78 that the student has withdrawn from all of his/her classes and will include the date of
79 withdrawal from the University. A student may withdraw from the University within the
80 last 15 calendar days of a regular semester only if the student has suffered a severe medical,
81 emotional, or personal problem which directly impacts the student's ability to fulfill course
82 requirements and has obtained written approval from the Dean of Students or designee.
83 The Dean of Students or designee may petition for a special University withdrawal on
84 behalf of a student who has been incapacitated or where the Dean of Students or designee
85 determines the withdrawal is appropriate to the overall academic retention of a student.

86 **VII. LIMITS ON COURSE ENROLLMENT**

87 A student is limited to a maximum of three ~~(3)~~ attempts in any course at the University. An
88 "attempt" is defined as any instance in which the student earns a grade for the course or
89 withdraws from the course. The three-attempt limit does not apply to courses identified in
90 the University Catalog as being appropriate for students to take multiple times. A student
91 may petition for exceptions to this limitation through the Registrar's Office.

92 **VIII. ADMINISTRATIVE PROCEDURES**

93 **A.** To initiate a change to an initial registration after the drop/add period, the student
94 must submit the appropriate forms to the Registrar in a timely fashion. The
95 Registrar shall automatically assign the letter "W" for each class for which the
96 student has completed a timely withdrawal.

97 **B.** Students who wish to seek a withdrawal from a class after the withdrawal period
98 because of reasons described in this Regulation must obtain the appropriate form

Reviewed and endorsed by the Trustees Academic and Student Affairs Committee 3-9-18
Reviewed and endorsed by the Trustees Regulation Committee 3-14-18
Revisions proposed by Faculty Senate Exec 4-16-18

- 99 from the Registrar's office for submittal to the student's advisor and instructor.
100 Students who wish to terminate enrollment in the University must report their
101 intentions to the Dean of Students or designee, who may take further action upon
102 the student's request in accordance with this Regulation or other University
103 directives applicable to withdrawals from the University.
- 104 C. No special fees for a change of registration shall be assessed students who have
105 completed initial registration.

Responsible Division/Unit: Division of Academic Affairs

Source:

Links:

Associated Regulations, Policies, and Forms:

History:

University Regulation 238, Revision 4; adopted 7/17/08 Board of Trustees meeting
Revisions adopted 9/12/14 Board of Trustees meeting
Revisions adopted 11/14/14 Board of Trustees meeting
Revisions adopted 05/13/15 Board of Trustees meeting

Tara R. Evans

From: Emily Ann Monago
Sent: Saturday, April 14, 2018 3:06 PM
To: Tara R. Evans
Subject: Feedback on UW Regs 6-809 and 6-713

Importance: High

Hi Tara,

UW Reg 6-809

- On page 2, following item #15 regarding classroom behavior policy, the council propose adding:
- Classroom Statement on Diversity: The University of Wyoming values an educational environment that is diverse, equitable, and inclusive. The diversity that students and faculty bring to class, including age, country of origin, culture, disability, economic class, ethnicity, gender identity, immigration status, linguistic, political affiliation, race, religion, sexual orientation, veteran status, worldview, and other social and cultural diversity is valued, respected, and considered a resource for learning.
- Following this, we propose inserting what is currently item #17 referencing reasonable accommodations. The current item #16 regarding academic honesty would follow the statement for reasonable accommodations.

UW Reg 6-713

To me, this may be already covered with the current Reg language. However, I am moving it forward in case I am wrong:

- On page 3, the first sentence reads, "communicate the excused absence to the instructor prior to the absence,..."
- The recommended language is, "communicate the excused absence to the instructor prior to the absence whenever possible, or as soon as is practicable after the absence occurs."

Thank you,

Emily A. Monago, MPA, PhD
Chief Diversity Officer
University of Wyoming
Office of Diversity, Equity, and Inclusion
Dept. 3434, 1000 East University Avenue
Laramie, WY 82071
Phone: (307) 766-6672
Pronouns: She, Her, Hers

NO MORE | TOGETHER WE CAN END
DOMESTIC VIOLENCE & SEXUAL ASSAULT

 UNIVERSITY of WYOMING

CONFIDENTIALITY NOTICE

Tara R. Evans

From: Daniel Dale <ddale@uwyo.edu>
Sent: Thursday, March 29, 2018 3:16 PM
To: Tara R. Evans
Subject: feedback on proposed unireg changes

Dear Tara,

Dean Lutz asked her Associate Deans to take a look at the proposed changes to the uniregs, and to provide any feedback directly to you.

I have a couple small comments:

6-710: I would recommend dropping both the A+ and C- categories. In my experience, an A+ option unnecessarily increases stress for top-end students and induces some of them to get into the distasteful game of grade-grubbing. And the C- creates havoc since so many of our degree programs require a minimum of a C grade (and these requirements were developed during our old system without pluses and minuses).

6-809: I would prefer sticking with the original option of posting syllabi "by electronic means" and not narrowing this to require use of the UW's learning management system.

Thanks,
Danny Dale
Associate Dean
Arts & Sciences

AGENDA ITEM TITLE:

Modifications to UW Regulation 8-1 (Students), MacPherson/Evans

CHECK THE APPROPRIATE BOX(ES):

- ☒ Work Session
- ☐ Education Session
- ☐ Information Item
- ☒ Other Specify: Committee of the Whole (Items for Approval)

BACKGROUND AND POLICY CONTEXT OF ISSUE:

Attached are proposed changes to UW Regulation 8-1 regarding resident tuition for veterans (see pages 4-5). These updates are based on changes made during the 2018 legislative session to Wyoming statute 21-17-105 and expand those receiving resident tuition to spouses and children of uniformed service members who are actively serving in addition to veterans.

Per the routing process for UW Regulations, the draft modifications were provided to Executive Team, Deans and Directors, Faculty Senate, Staff Senate, ASUW, and the Internal Auditor. No feedback was submitted.

NOTE: This Regulation will be renumbered as UW Regulation 2-200 due to the regulatory structure review effective July 1, 2018.

The Trustee Regulation Committee will discuss this item at the July 2018 Board of Trustees retreat and recommend full Board action, if appropriate.

PRIOR RELATED BOARD DISCUSSIONS/ACTIONS:

None.

WHY THIS ITEM IS BEFORE THE BOARD:

UW Regulation 1-101 requires that any modification to UW Regulations must be approved by the Board.

ACTION REQUIRED AT THIS BOARD MEETING:

Board approval or disapproval of the recommended modifications to the Regulation.

PROPOSED MOTION

"I move to approve modifications to UW Regulation 8-1 as presented in the redline version to the Board."

PRESIDENT'S RECOMMENDATION:

The President recommends approval.



Draft 5-30-18

UNIVERSITY OF WYOMING REGULATIONS

Subject: Students

Number: UW Regulation 8-1 (new 2-XX)

I. ADMISSION

Admission and programs of the University of Wyoming are offered to all eligible people without regard to race, gender, religion, color, national origin, disability, age, protected veteran status, sexual orientation, gender identity, genetic information, creed, ancestry, political belief, or any other applicable protected category. Requirements for admission to the University shall be established by regulations of the University. The Director of Admissions, through the Provost and Vice President for Academic Affairs, is responsible for the admission of students. Admission of graduate students must also be approved by the faculty of an applicable graduate program.

II. FEES

Student tuition fees, and charges (Fees) shall be established by the Trustees, and shall be published by the University. All Fees are payable in advance, and no student shall be admitted to classes until Fees have been paid or a deferred payment plan has been established. Payment must be received by the University before any transcripts will be released. In accordance with the University refund policy, if a student formally withdraws from the University, the University shall refund tuition, minus any late fees.

III. STUDENT CLASSIFICATION FOR FEE PURPOSES

Individuals who qualify as Wyoming Residents shall pay the in-state tuition rate, as established by the Board of Trustees. All other students will be classified as non-resident for tuition classification purposes and shall pay the out-of-state tuition rate, as established by the Board of Trustees. For the purposes of determining whether a student qualifies for in-state or non-resident tuition, the following apply:

- A. For students who are originally classified as a non-resident, residing in Wyoming primarily as a student will not support a claim for resident status for tuition purposes.
- B. Graduate or professional students who move to Wyoming primarily to enroll at the University of Wyoming will be considered a non-resident for tuition purposes for the duration of his or her attendance except for those students who have met the criteria for sections C1, C2, C3, C4, or C5 below.

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C. If the student provides sufficient documentation of the following, the student will be considered a resident for tuition purposes:

- 1.** Any person who lives in Wyoming, including the spouse and any child (including a financial dependent who is under the age of 24) of that person if that person:
 - a.** Has his or her principal employment located within Wyoming and the income from his or her employment is the principal source of income for his or her family; and
 - b.** The individual pays Wyoming taxes as required by law; and
 - c.** He or she has been employed within Wyoming for at least a majority of the twelve (12) consecutive months immediately preceding the student's application for resident tuition.
- 2.** Graduates of a Wyoming high school.
- 3.** Active Wyoming National Guard members and U.S. Armed Forces members stationed in Wyoming, and their dependents.
- 4.** Graduate students for the duration of a University-funded fellowship.
- 5.** Wyoming residents temporarily absent from the State due to military service, attendance at an educational institution, or other type of documented temporary absence.
- 6.** Individuals who have received an associate's degree from a Wyoming Community College, have been awarded resident tuition status by the Community College, and who subsequently attend the University within one year of leaving the Wyoming Community College. A legal dependent under the age of 24 of a Wyoming Community College graduate shall qualify for tuition at the 150% of resident tuition rate at the University. Aside from the above, attending the University of Wyoming and a Wyoming Community College simultaneously or not being enrolled on a full-time basis at a Wyoming Community College does not qualify a student for resident status for tuition purposes at the University.
- 7.** The spouse or financial dependent who is under the age of 24 of an individual who is determined to be a Wyoming resident pursuant to this Regulation.
- 8.** Individuals with a permanent home in Wyoming. To determine if a permanent Wyoming home has been established, a variety of factors are

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considered, including evidence and supporting documentation of the following:

- a.** The student must be financially independent and have no reliance on resources outside the state of Wyoming for financial support for at least one year preceding the filing of the petition. If this criterion is not met, the student will be classified as a non-resident for tuition purposes.
 - (1) Financially Dependent students are defined as individuals who are financially reliant or are claimed on their parents' or legal guardian's most recent federal or state tax returns or rely on financial resources provided by individuals outside of the State of Wyoming.
 - (2) Financially Independent students are defined as individuals who are not financially reliant and are not claimed on their parents' or legal guardian's most recent federal or state tax returns and rely on financial resources that they generate or financial resources in the student's name (such as savings, grants and loans). The burden of proof for meeting this definition will be on the students.
 - (3) To prove financial independence, students must show they financially covered their total expenses for at least the twelve (12) months immediately preceding the date of submitting an application for resident status. See the application form requesting financial information specific to the applicant for various categories of expenses.
 - (4) Student's financial revenue may be generated from a variety of sources including but not limited to their employment earnings, financial aid, loans, non-University of Wyoming scholarships, savings accounts and grants.
 - (5) Student must document employment or self-employment for at least 20 hours per week continuously for at least the past year or the equivalent number of work hours over the past year. Work-study that is part of a UW financial aid package does not fulfill this requirement.
 - (6) Loans from institutions, such as banks and governmental entities, are not considered out-of-state resources. Financial sources must show the student as the sole account holder. Any loans with a co-signer or a guarantor, except federal or state student loan program loans, shall not be used for purposes of proving financial independence. Funds provided by a family member, relative, a trust established or controlled by a family member or relative, or a friend,

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whether placed into a savings account or other financial holding or account, will indicate that a student is not financially independent.

- b. The student must additionally meet four of the following criteria:
- (1) Any former home has been abandoned and the individual has cut all ties with their former state for at least one year immediately preceding filing for residency tuition.
 - (2) If a home is owned in Wyoming, it shall be the owner's primary residence, the individual shall have over 50% ownership interest, and ownership must be dated at least one year immediately preceding filing for residency tuition.
 - (3) One full year of continual presence in Wyoming immediately preceding the filing for residency tuition.
 - (4) Wyoming vehicle registration at least one year immediately preceding filing for residency tuition.
 - (5) Wyoming address on most recent federal income tax return for at least one year immediately preceding filing for residency tuition.
 - (6) A valid Wyoming driver's license for at least one year immediately preceding filing for residency tuition.
 - (7) Wyoming voter registration for at least one year immediately preceding filing for residency tuition.

9. An applicant for resident tuition who is a veteran, ~~or~~ eligible individual, or covered individual as described in 38 U.S.C. 3679(c)(2), shall qualify as a resident for purposes of tuition at the University of Wyoming if the applicant provides:

- a. A certificate or other evidence of the veteran's or uniformed service member's qualifying service in the uniformed services of the United States;
- b. Documented evidence at the time of enrollment at the University of Wyoming that:
- (1) The applicant for resident tuition intends to live in Wyoming during the term of enrollment;
 - (2) The veteran was discharged or released from a qualifying period of service in the active military, naval or air service before the date of enrollment or the uniformed service member is currently on active duty;

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(3) ~~If the applicant is a spouse or a child of the veteran, the applicant is a veteran, eligible individual or covered individual as described in 38 U.S.C. 3679(c)(2), a transferee pursuant to 38 U.S.C. 3311(b)(9) or 3319 of the veteran's eligibility for educational benefits.~~

- c. A person who has qualified for resident tuition pursuant to the above requirements of this section, shall remain qualified in subsequent years if the person pursues one or more courses of education while remaining continuously enrolled, other than during regularly scheduled breaks; lives in the state during the term of enrollment; and, if the person is eligible through a transfer of eligibility pursuant to 38 U.S.C. 3319, the transfer has not been validly revoked.
- d. Individuals who are not U.S. citizens or permanent residents are considered non-residents except as provided by Section C2 above.

IV. APPEALING TUITION DETERMINATIONS

Students may appeal their classification as a resident or a non-resident through the following process:

- A. A student assigned a non-resident classification may submit an application for residency for tuition purposes to the Registrar or designee. The student must submit the application and accompanying documentation on or before the first day of classes for the semester the student wants the tuition classification to be reconsidered.
- B. If the Registrar or designee does not grant reclassification, the student may appeal on a form prescribed by the Registrar that decision to the Residency Classification Committee for review, within ten (10) calendar days of the date of the Registrar's or designee's decision. The members of the Residency Classification Committee shall be appointed by the President or designee.

The Residency Classification Committee will review the written decision of the Registrar along with the student's original application and accompanying documentation which were submitted to the Registrar prior to the submission deadline for that semester and make a written finding to affirm or reverse the classification decision of the Registrar. The student has the burden of proof to show that the Registrar committed error in making the original decision regarding classification. The decision of the Residency Classification Committee is final.

- C. Individuals may be reclassified for the following term when facts indicate that a change in residency has occurred since the time of original residence classification

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or since their most recent appeal. Such reclassification will remain in effect so long as the individual is continuously enrolled at the University. Reclassification as an in-state student will not be applied retroactively to previous terms.

V. REDUCED TUITION

The following non-resident individuals shall receive reduced tuition rates calculated at one hundred fifty percent (150%) of resident tuition:

- A. Graduates of the University;
- B. Spouses of graduates of the University; and
- C. Children of graduates of the University.
- D. Other tuition discount programs established by the University.

VI. SCHOLARSHIPS

Scholarships, other than those from external sources, are established by the Trustees or by Statute. A listing of such scholarships shall be published on the University Student Financial Aid website.

VII. DISMISSAL

Dismissal of students shall be governed by UW Regulation 8-30 and/or UW Regulation 8-229.

VIII. STUDENT EMPLOYMENT

The University may provide work opportunities for students to assist in meeting costs associated with progress toward their educational objectives and educational benefits. See the University Employee Handbook for rules, policies, and procedures governing student employees.

IX. STUDENT ORGANIZATIONS

The Associated Students of the University of Wyoming (ASUW) is hereby recognized as an official organization of the University (see UW Regulation 8-249). All other campus student organizations must apply annually for official University recognition in accordance with the policies and procedures outlined in UW Regulation 8-234.

X. STUDENT PUBLICATIONS

Draft 5-30-18

All student publications supported by University facilities or funds shall be approved by, and subject to the direction of, the University Student Media Board. The Board shall report to the President of the University (see UW Regulation 8-38).

~~XI. ADMINISTRATION~~

~~The Provost and Vice President for Academic Affairs shall administer this Regulation.~~

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

Source: Wyoming Statute § 21-17-105; 38 U.S.C. § 3679(c)(2); 38 U.S.C. § 3311(b)(9); 38 U.S.C. § 3319

Links: <http://www.uwyo.edu/generalcounsel/current-uw-regulations-and-presidential-directives/index.html>

Associated Regulations, Policies, and Forms: University of Wyoming Fee Book

History:

Trustee Regulation VIII; UW Regulation 8-1 adopted 7/17/2008 Board of Trustees meeting
Revisions adopted 11/18/2010 Board of Trustees meeting
Revisions adopted 11/12/2014 Board of Trustees meeting
Revisions adopted 1/15/2015 Board of Trustees meeting
Revisions adopted 4/13/2015 Board of Trustees meeting
Revisions adopted 11/20/2015 Board of Trustees meeting
Revisions adopted 7/13/2016 Board of Trustees meeting
Revisions adopted 3/23/2017 Board of Trustees meeting

University Regulation 244, Revision 6; UW Regulation 8-244 adopted 7/17/2008 Board of Trustees meeting
Revisions adopted 11/14/2014 Board of Trustees meeting
Revisions adopted 3/23/2017 Board of Trustees meeting

AGENDA ITEM TITLE: Enrollment and Campus Visit Enhancement, Kyle Moore

CHECK THE APPROPRIATE BOX(ES):

- ☐ Work Session
- ☐ Education Session
- ☒ Information Item
- ☐ Other Specify: Committee of the Whole (Items for Approval)

BACKGROUND AND POLICY CONTEXT OF ISSUE:

Enrollment numbers as of the 1st day of June 2018 (with comparisons to June 1, 2017) and a presentation of progress and improvement plans for on campus recruitment activity

PRIOR RELATED BOARD DISCUSSIONS/ACTIONS:

None

WHY THIS ITEM IS BEFORE THE BOARD:

To keep the Board up to date on enrollments and recruitment activity. Additional information regarding fall enrollments will be presented.

ACTION REQUIRED AT THIS BOARD MEETING:

N/A

PROPOSED MOTION

N/A

PRESIDENT'S RECOMMENDATION:

N/A

AGENDA ITEM TITLE:

Wyoming Excellence Chairs/Fund, Alternative Funding Models, Miller/Benham-Deal

CHECK THE APPROPRIATE BOX(ES):

- ☐ Work Session
- ☐ Education Session
- ☒ Information Item
- ☐ Other Specify: Committee of the Whole (Items for Approval)

BACKGROUND AND POLICY CONTEXT OF ISSUE:

This information session will include a brief update on the Wyoming Excellence in Higher Education Endowment and a discussion with the board about preliminary strategic approaches for funding and supporting Wyoming Excellence Chairs in the future.

PRIOR RELATED DISCUSSIONS/ACTIONS:

The Board receives regular updates on the Wyoming Excellence in Higher Education Endowment. At the January 2018 board meeting, the Office of Academic Affairs and the Budget Office provided a report that addressed fiscal year 2018 and 5-year budget projections, plus implications of changes to the state statute and uncertainties about future distributions.

WHY THIS ITEM IS BEFORE THE BOARD:

For information and discussion.

ACTION REQUIRED AT THIS BOARD MEETING:

N/A

PROPOSED MOTION:

N/A

PRESIDENT'S RECOMMENDATION:

N/A



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www.uwyo.edu/acadaffairs

Wyoming Excellence in Higher Education Endowment

FY2018 Update

As of June 26, 2018, the corpus of the Excellence in Higher Education Endowment is \$114,147,273.58¹. The state treasurer's office currently holds \$1,927,977.40 in the Higher Education Reserve Account. In accordance with the spending policy, a total of \$5,816,225.07 was distributed in FY18, with two-thirds of that amount (\$3,877,483.43) being distributed to University of Wyoming. Quarterly distributions for FY2018 included:

1. Quarter 1 (July – September 2017)	\$ 969,370.87
2. Quarter 2 (October – December 2017)	\$ 707,284.32
3. Quarter 3 (January – March 2018)	\$ 464,537.01
4. Quarter 4 (April – June 2018)	\$1,736,291.23

The university is required to hold 10% of the annual payout in reserve during fiscal years when the earnings reach or exceed the spending policy amount. These savings, in conjunction with amounts appropriated from the Excellence in Higher Education Endowment reserve account, are set aside to sustain the endowed chair positions and the work of the endowed faculty during times when there is a shortfall in distributions the university would have received had the spending policy amount been reached.

Since the inception of the endowment, the university has strived to maintain an internal reserve that, at minimum, would sustain expenditures for one fiscal year. Upon receipt of the final FY2018 distribution, the university's internal reserve total is \$3,677,338, which exceeds the FY2019 budget of \$3,192,199 by \$485,139.

Looking Back

The Excellence in Higher Education Endowment was created in 2006. After careful consideration of salary, benefits and other position-related costs and projected payout estimates provided by the state treasurer's office, Provost Myron Allen established a plan for creating 15 Excellence Chair positions. These positions would, in part, be funded with earnings combined from both the state account (block grant) and private endowment gifts to the university, allowing for a greater number of faculty positions and establishing a unique private-public partnership in endowing distinguished professorships. The Provost was also able to augment the program by providing bridge funding for non-permanent positions (i.e., visiting chair programs) for several years. The expenses associated with the additional bridge-funded (or temporarily) supported positions were funded with accumulated reserves held at the university beyond those needed to cover the risks of any future periods of earnings declines.

¹ As per email from state treasurer's office on June 26, 2018.

Due to a decline in the annual payout in FY2017 from the previous fiscal year (-\$695,876) and because of uncertainties resulting from increased fluctuations in quarterly distributions in both FY2017 and FY2018, the number of permanent Excellence Chair positions were reduced and the bridge-funded visiting chair programs were discontinued. These actions ensured that reserves held by the university were sufficient to cover the risks of any future periods of earning declines.

Looking Ahead

Recruiting and retaining outstanding faculty and academic learners and fostering their professional development is a key to **driving excellence**, an overarching goal of the university's strategic plan, *Breaking Through: 2017-2022*. In an effort to achieve this goal, Provost Kate Miller is examining different approaches for funding and supporting the work of the university's endowed faculty, including the Wyoming Excellence Chairs, so that the university can achieve its mission and assist the state of Wyoming and its residents to the broadest extent possible.

Maintaining status quo is one option. This approach would allow for the continuation of 14 permanent (tenured) positions using the same funding sources and providing support for their work as the annual payout allows. The drawback to this approach is that it relies heavily on earnings from the Excellence in Higher Education endowment. In FY2019, eleven of the permanent (tenured) positions are funded solely from this endowment. Of the remaining three positions, two are funded jointly from the endowment and other private endowment gifts to the university and one position is funded from earnings combined from both the state account (block grant) and the Excellence in Higher Education endowment.

An alternative approach is to use the state account (block grant) or other endowment gifts to the university to fund each Chair's base salary, or a portion of the base salary, and apply earnings from the Excellence in Higher Education endowment to support additional compensation for the Chair holder. This hybrid approach would help to manage risks to the university during periods of endowment earnings declines and could expand the university's capacity to recruit and retain faculty who have established reputations for excellence in research or instruction and whose presence enhances the educational quality and reputation of the university.

Should this be the approach taken, the Provost will carefully consider how to transition from the current funding model. For example, a stepwise method could be used, beginning when chairs become vacant. As additional strategic and cluster hiring occurs, special consideration could be given to senior level positions in disciplines specified in the Excellence in Higher Education Endowment (i.e., related to economic and social challenges facing Wyoming and areas important to the university's mission and strategic plan, including disciplines important to the state and region and its history and culture). Finally, as additional earnings become available, a competitive program for non-permanent visiting chair programs could be implemented.

AGENDA ITEM TITLE:

Professional Advising (Update on Implementation Plan, Advising Model, Hires, Plans for Rolling out, etc.), Alexander

CHECK THE APPROPRIATE BOX(ES):

- ☐ Work Session
- ☐ Education Session
- ☒ Information Item
- ☐ Other Specify: Committee of the Whole (Items for Approval)

BACKGROUND AND POLICY CONTEXT OF ISSUE:

In 2015-16, UW conducted an extensive study of our own internal advising practices and policies, peer institutions' policies, and national best practices as part of our Strategic Enrollment Management Plan. As a result, a cross-campus group of faculty, students, and professional staff proposed a new system that would improve student retention, time to degree, and overall student success at UW. This model, featuring professional advising centers embedded in colleges for first-year and transfer students and training based on best-practices competencies for professional and faculty advisors, is now being rolled out.

This presentation will update the Trustees on the status of the rollout of the model, including hiring, budget, training, scenario planning, the UW Advising Council, and Orientation advising.

PRIOR RELATED BOARD DISCUSSIONS/ACTIONS:

In November of 2017, the Board of Trustees approved advising fees to support the advising model redesign proposed by Academic Affairs.

WHY THIS ITEM IS BEFORE THE BOARD:

This item is before the Board to provide a status update on a significant change in our student success model.

ACTION REQUIRED AT THIS BOARD MEETING:

N/A

PROPOSED MOTION

N/A

PRESIDENT'S RECOMMENDATION:

N/A

AGENDA ITEM TITLE: Educational Attainment Planning Grant, Nichols/Aguayo

CHECK THE APPROPRIATE BOX(ES):

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

BACKGROUND AND POLICY CONTEXT OF ISSUE:

President Nichols and Director of Transfer Relations Aguayo will update the Board of Trustees on the status of the statewide postsecondary educational attainment goal, share data on the current state attainment, and discuss the various national grants sourced in support of the goal.

Grants include:

- ✓ Lumina Technical Assistance Funding- State convening, July 2017
- ✓ Lumina Peer Learning Opportunity- State delegation, November 2017
- ✓ WICHE Task Force on Closing Postsecondary Attainment Gaps- March 2018
- ✓ Lumina Peer Learning Opportunity- State delegation, May 2018
- ✓ Lumina State Policy Retreat- State delegation, October 2018
- ✓ Lumina Technical Assistance Funding- Attainment Gaps, In Progress
- ✓ SHEEO Adult Promise- Cohort selection, In Progress

WHY THIS ITEM IS BEFORE THE BOARD:

In November of 2017, the Board and the Wyoming Community College Commission formally adopted by joint board resolution a statewide attainment goal of 60 percent. ENDOW supported the adoption of a statewide attainment goal in December of 2017 and Governor Mead issued an executive order on January 26, 2018 stating Wyoming will achieve 67% post-secondary credential attainment by 2025 and 82% by 2040.

ACTION REQUIRED AT THIS BOARD MEETING:

None at this time.

PROPOSED MOTION:

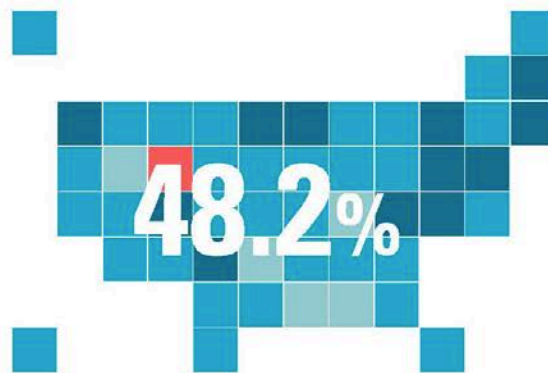
None at this time.

PRESIDENT'S RECOMMENDATION:

N/A

A STRONGER NATION

Learning beyond high school builds American talent



Wyoming's Report 2018



Lumina
FOUNDATION

Wyoming's progress toward the goal

By 2025, 60 percent of Americans will need some type of high-quality credential beyond high school. To count toward this important goal, any credential must have clear and transparent learning outcomes that lead to further education and employment. **Wyoming's attainment rate is 48 percent, and the state is working toward its attainment goal of 60 percent by 2025.**

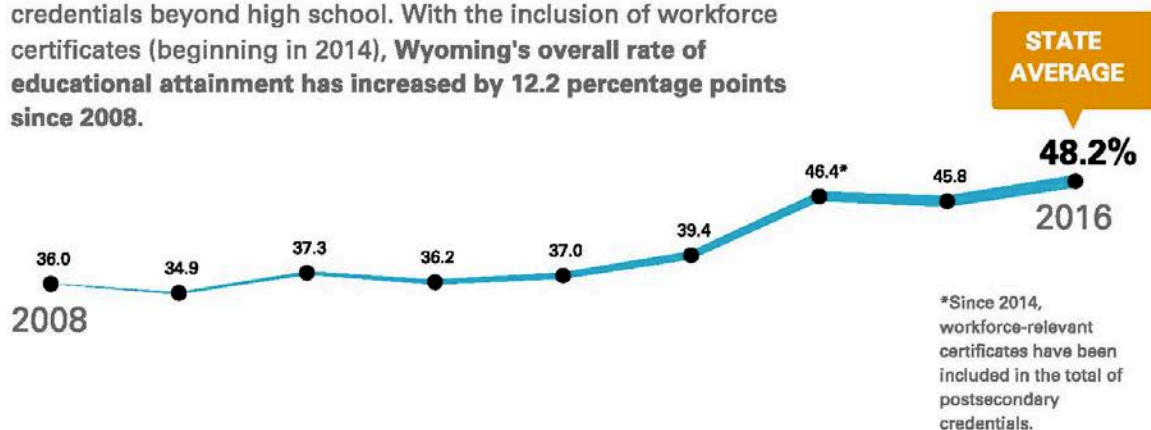
How Wyoming compares to the nation

Educational attainment in Wyoming exceeds the national average, but work remains before it reaches 60 percent.

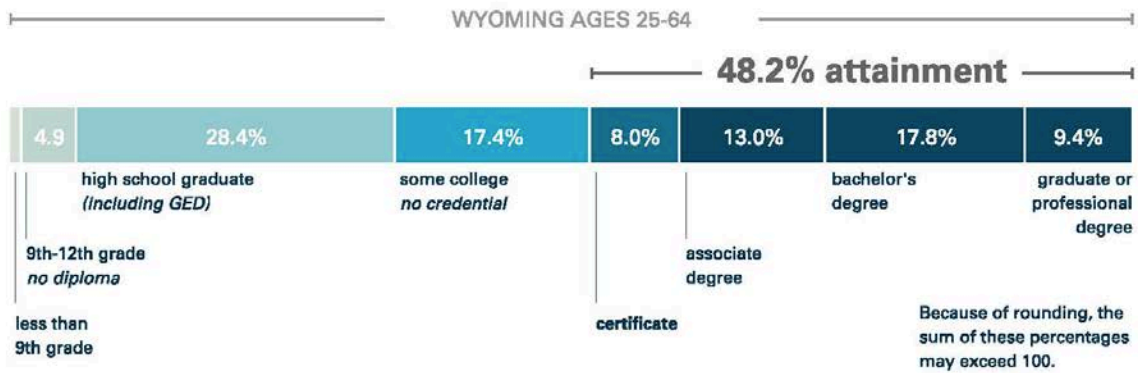


Wyoming's progress

To reach state goals, the state will not only have to maintain current rates of attainment but also significantly increase the number of people who enroll in programs and earn all types of credentials beyond high school. With the inclusion of workforce certificates (beginning in 2014), **Wyoming's overall rate of educational attainment has increased by 12.2 percentage points since 2008.**



Highest Education Level Across Wyoming



Wyoming's racial and ethnic disparities
























There are **significant gaps** in educational attainment that must be closed – specifically, **gaps linked to race and ethnicity. These gaps persist in every state.** Because educational attainment beyond high school has become the key determinant of economic opportunity **closing these gaps is crucial.**

Comparing Wyoming Counties

Exploring educational attainment at the local level can be especially helpful to state and local leaders as they work on talent development. For example, by pinpointing counties or regions where attainment lags, resources can be targeted where they're needed most. Conversely, in areas of high attainment, other regions may find practices or processes they can emulate.

Compare degree attainment rates across Wyoming's 23 counties. Attainment is shown here as the percentage of people ages 25-64 with at least an associate degree.*

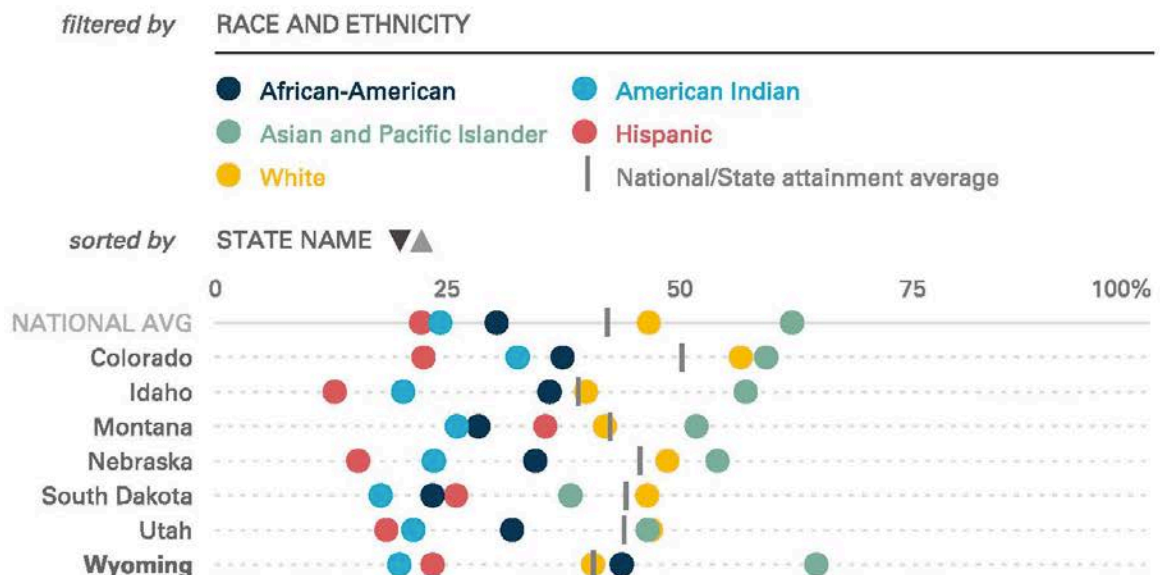
sorted by NAME ▼▲

Attainment	County	Population	Pop. Rank	Attainment	County	Population	Pop. Rank
 58.7%	Albany	38,256	6	 33.6%	Natrona	81,039	2
 28.1%	Big Horn	12,005	15	 30.7%	Niobrara	2,480	23
 31.3%	Campbell	48,803	3	 44.0%	Park	29,353	8
 32.3%	Carbon	15,618	12	 29.1%	Platte	8,680	17
 29.7%	Converse	14,191	13	 42.3%	Sheridan	30,200	7
 34.0%	Crook	7,464	20	 37.2%	Sublette	9,769	16
 35.0%	Fremont	40,242	5	 33.1%	Sweetwater	44,165	4
 36.9%	Goshen	13,390	14	 61.5%	Teton	23,191	9
 41.5%	Hot Springs	4,679	22	 29.0%	Uinta	20,773	10
 40.2%	Johnson	8,486	18	 29.4%	Washakie	8,235	19
 42.5%	Laramie	98,136	1	 30.4%	Weston	7,236	21
 30.8%	Lincoln	19,110	11				

Results by race and ethnicity in Wyoming

A growing proportion of today's learners are African-American, Hispanic, and American Indian; and data show persistent and troubling gaps between their attainment levels and those of their white peers. Addressing these gaps – and expanding post-high-school learning opportunities for all – is essential to reducing the inequality that influences much of American life.

Explore **Wyoming's attainment rates across five racial and ethnic groups**, and see how it performs relative to other states. Attainment is shown here as the percentage of residents, ages 25-64 with at least an associate degree.*



Data sources

Data sources for *A Stronger Nation* are listed below, along with links and additional information.

Attainment and enrollment rates

U.S. Census Bureau American Community Survey (ACS): One-year Public Use Microdata Sample (PUMS). County-level and metro-regional data are from ACS five-year estimates (2012-2016). College enrollment percentages reflect the enrollment of non-degree-holding students, ages 18-54, at public and private two- and four-year institutions.

- U.S. Census Bureau: <http://www.census.gov/programs-surveys/acs>

Persistence and completion rates

Student retention rates (persistence) and degree-completion rates were collected by the National Student Clearinghouse. Graduate degrees awarded were analyzed by the National Center for Education Statistics and IPEDS.

- National Student Clearinghouse, 2016: <http://www.studentclearinghouse.org/>
- National Center for Education Statistics: <https://nces.ed.gov/>
- Integrated Postsecondary Education Data System Completion Survey 2014-2015: <https://nces.ed.gov/ipeds/Home/UseTheData>

Awareness

Data that track public opinion about the importance of earning credentials come from a Gallup-Lumina Foundation survey conducted in 2016.

Population

U.S. Census Bureau Population Division: Annual Estimates of the Resident Population April 1, 2010, to July 1, 2016.

- U.S. Census Bureau Annual Population Estimates: https://factfinder.census.gov/faces/tableservices/jsf/pages/productview.xhtml?pid=PEP_2016_PEPANNRES&prodType=table

Inclusion of certificates

Attainment rates for 2014, 2015, and 2016 include the estimated percentage of working-age Americans who have earned high-value postsecondary certificates – not just associate degrees and above, as *A Stronger Nation* reported in previous years. This estimated percentage was derived by polling a nationally representative sample of Americans ages 25-64. The surveys were conducted by NORC at the University of Chicago, an independent research institution.

At the state level, the estimated percentage of state residents who have earned high-value certificates was derived by labor market experts at Georgetown University's Center on Education and the Workforce.

- NORC at the University of Chicago: <http://www.norc.org>
- Integrated Postsecondary Education Data System: <https://nces.ed.gov/ipeds/Home/UseTheData>
- Georgetown University's Center on Education and the Workforce: <https://cew.georgetown.edu/>

Defining metro areas

Metro-area data in *A Stronger Nation* are those that apply to the nation's Metropolitan Statistical Areas (MSAs). The term MSA refers to "a large population nucleus, together with adjacent communities having a high degree of social and economic integration with that core." MSAs comprise one or more entire counties, except in New England, where cities and towns are the basic geographic units. The federal Office of Management and Budget defines MSAs by applying published standards to Census Bureau data.

Lumina Foundation is an independent, private foundation in Indianapolis that is committed to making opportunities for learning beyond high school available to all. We envision a system that is easy to navigate, delivers fair results, and meets the nation's need for talent through a broad range of credentials. Our goal is to prepare people for informed citizenship and for success in a global economy.



Lumina™
FOUNDATION

P.O. Box 1806
Indianapolis, IN 46206-1806
www.luminafoundation.org

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February 2018



State Higher Education Executive Officers Association 2018 Wyoming State Report

Statewide Educational Attainment Goal

In 2017, Wyoming began its work on a postsecondary educational attainment goal in earnest. With support through a Lumina technical assistance grant, statewide education leaders convened last July to begin the discussion of credential attainment. In November 2017, the University of Wyoming Board of Trustees and the Wyoming Community College Commission formally adopted by joint board resolution a statewide attainment goal. Our state's ENDOW economic diversification council formally supported the adoption of a statewide attainment goal in December 2017 and Matt Mead, Governor of Wyoming, issued an executive order on January 26, 2018 stating Wyoming will achieve 67% post-secondary credential attainment by 2025 and 82% by 2040.

This goal has the support of K-12, higher education, employers, the legislature and governor. Wyoming's public higher education institutions, including the University of Wyoming and Wyoming's community colleges, were selected to join the WICHE Task Force for Closing Postsecondary Attainment Gaps and are now engaged in the development of a statewide plan to increase educational attainment, in partnership with the ENDOW economic diversification committee, the Department of Education, governmental agencies focused on the workforce, and other stakeholders. New and innovative ways to engage adults in higher education are a priority and stakeholders are actively working to develop an adult-focused state promise program. Lumina data suggests that there are over 80,000 adults working in Wyoming with some college and no degree, and an additional 40,000 with an associate's and no bachelor's degree.

Facilitating Transfer between Wyoming's Community Colleges and the University of Wyoming

Wyoming's community colleges and the University of Wyoming are collaborating to ensure a seamless transfer experience. Efforts include guided pathways, recognized by *Washington Monthly* in August 2017 as among the most innovative in the nation. The state's community colleges have partnered with the university to create 182 degree plans across 65 different degree tracks that assure students that courses taken at Wyoming community colleges meet UW degree course requirements. These articulation agreements help to ensure that students earning an associate's degree in a given major at a Wyoming community college can transfer to UW and earn their bachelor's degree in the same major in two years. The university has also established a Transfer Success Center within the last academic year to provide additional support to transfer students.

Efforts are also underway to develop a common transcript and course numbering and equivalency system to facilitate students' planning and ease transfers. The University and Community College Commission will submit a preliminary report to the state legislature's Joint Education Interim Committee in fall 2018 and continue work toward developing plans for the system and its implementation into summer 2019.

State Support for Higher Education and Extension of Hathaway Scholarship Eligibility

The State of Wyoming continues to provide strong support for public higher education. The University of Wyoming's block grant was funded by the state at \$379,959,114 for the 2019-20 biennium; the community colleges received funding of \$223,311,241. In addition to its direct support to institutions, the state also offers Hathaway scholarships that give traditional-aged resident students an incentive to prepare for and pursue post-secondary education within the state of Wyoming. The program consists of four separate merit scholarships and a need-based scholarship for eligible students that supplements the merit awards. A bill passed by the state legislature extended the time that students have to apply for a Hathaway scholarship from two to four years following their graduation from high school.

New Leadership for the Wyoming Community College Commission

In May 2018, the Wyoming Community College Commission announced that Dr. Sandra Caldwell would serve as its next executive director. Dr. Caldwell previously served as president of Fresno, California's Reedley College and associate vice president for planning and improvement at Western Wyoming Community College. Dr. Jim Rose, who served as Executive Director since 2005, retired in June 2018.

Task Force on Closing Postsecondary Attainment Gaps
Request for Proposals



WICHE Task Force on Closing Postsecondary Attainment Gaps

Proposal Form

1. Proposal Contact

- a) Name: Mary Aguayo
- b) Title: Director of Transfer Relations
- c) Agency/Organization: University of Wyoming
- d) Address: Dept. 4313, 1000 E. University Ave., Laramie, WY 82071
- e) Phone/Email Address: 307-766-6695, marva@uwyo.edu

This proposal is submitted on behalf of the Wyoming Community College Commission, the University of Wyoming, and the seven Wyoming community colleges and is endorsed by:

Jim Rose, Executive Director, Wyoming Community College Commission
Darren Divine, President, Casper College
Stefani Hicswa, President, Northwest College
Karla Leach, President, Western Wyoming Community College
Laurie Nichols, President, University of Wyoming
Joe Schaffer, President, Laramie County Community College
Lesley Travers, President, Eastern Wyoming College
Brad Tyndall, President, Central Wyoming College
Paul Young, President, Northern Wyoming Community College District

2. Demonstration of Cross-sector Commitment

Please list the name, title, and email address of the representative(s) from each of the following sectors who will make up your state Task Force team. Include a short (no more than 3 sentences) description of their expected contribution to the project. Indicate which individual and agency will serve as the project lead.

- State higher education agency
- Two- and four-year postsecondary systems and/or institutions
- State legislature
- Governor's office
- Workforce, economic development, and/or business and industry
- State K-12 agency
- Local and/or philanthropic communities

These task force members anticipate full participation in the task force process and will lead the change efforts statewide:

- Laurie Nichols, President, University of Wyoming, laurie.nichols@uwyo.edu*
- Joe Schaffer, President, Laramie County Community College, jschaffer@lccc.wy.edu*
- Jillian Balow, State Superintendent of Public Instruction, Wyoming Department of Education, superintendent@wyo.gov
- Cindy DeLancey, President, Wyoming Business Alliance and the Wyoming Heritage Foundation, cindy@wyoba.com (added 3/2/2018)

Task Force on Closing Postsecondary Attainment Gaps
Request for Proposals



- Mary Garland, President and Chair, John P. Ellbogen Foundation, mleg0@yahoo.com
- Mary Kay Hill, Policy Director, Office of Governor Matt Mead, marykay.hill@wyo.gov
- Shawn Reese, Chief Executive Officer, Wyoming Business Council, shawn.reese@wyo.gov
- Jeremiah Rieman, Director of Economic Diversification, Office of Governor Matt Mead, jerimiah.rieman@wyo.gov
- Jim Rose, Executive Director, Wyoming Community College Commission, jim.rose@wyo.gov
- Bill Schilling, ENDOW Vice Chair, bill@wymmentor.com (added 4/5/18)
- Jeff Wasserburger, Senator, Wyoming Legislature, jeff.wasserburger@wyoleg.gov
- Mary Aguayo, Director of Transfer Relations, University of Wyoming, maria@uwyo.edu

** Project co-leader*

These members anticipate providing support, recommendations, data analysis, and feedback to the task force, working to implement recommendations, and will serve as leaders in the statewide meetings:

- Leah Barrett, Vice President, Northern Wyoming Community College District, lbarrett@sheridan.edu
- Cory Daly, Vice President, Central Wyoming College, cdaly@cwcc.edu
- Matthew Ewers, Associate Vice President, Northern Wyoming Community College District, mewers@sheridan.edu
- Gerald Giraud, Vice President, Northwest College, gerald.giraud@nwc.edu
- Clark Harris, Vice President, Laramie County Community College, charris@lccc.wy.edu
- Nancy Johnson, Director of Distance Learning, Western Wyoming Community College, njohnson@westernwyoming.edu (added 5/4/18)
- Kyle Moore, AVP Enrollment, University of Wyoming and co-chair, Complete College Wyoming, kyle.moore@uwyo.edu
- Shawn Powell, Vice President, Casper College and co-chair, Complete College Wyoming, spowell@caspercollege.edu
- Lori Ridgway, Director of Marketing and Public Relations, Central Wyoming College, lriddgway@cwcc.edu
- Becca Steinhoff, Executive Director, Wyoming Kids First, director@wyokidsfirst.org (added 5/11/18)
- Kathy Wells, Vice President, Central Wyoming College, kwells@cwcc.edu

Attached letters of support:

- Greg Hill, CEO of Hess Corp. and state ENDOW Economic Diversification Council Chairman
- Complete College Wyoming

3. Data Resources & Access (250-word maximum)

Briefly describe the current state and other data sources available for the project, as well as staff capacity to perform necessary analysis (for example, state has linked higher education and workforce data with the capacity to disaggregate by race/ethnicity).

The Wyoming Community College Commission (WCCC), together with the seven community colleges, have begun the creation of a Statewide Longitudinal Data System in 2017. At the core of the data

Task Force on Closing Postsecondary Attainment Gaps
Request for Proposals



warehouse, the WCCC has implemented an identity-matching product that allows the linkage of individuals across multiple disparate data sources. The software uniquely allows commission staff to assign an anonymized ID that can be used to send the data to researchers for further analysis, without divulging any personally identifiable information. The current system has student and course level data from all seven community colleges, demographics for every high-school student who has graduated or dropped out of school in Wyoming, National Student Clearing House data for all community college students, all participants in Adult Basic Education and those receiving a High School Equivalency Certificate (formerly GED). The WCCC has recently obtained wage information from the Wyoming Department of Workforce Services for all former community college students, and for all students who participated in the state's Hathaway Scholarship Program. The University of Wyoming has recently implemented Oracle Business Intelligence Cloud Services, a data visualization tool, and has begun purchasing data on its graduates' career sectors and salary outcomes that can be disaggregated by race/ethnicity or other factors as needed.

4. State Actions Taken to Date (500-word maximum)

Outline what steps your state has taken to date to identify students under-served by the higher education system; policies, practices, or other actions put in place to address these gaps; and what progress has been evidenced towards these goals.

In 2017, Wyoming began its work on postsecondary educational attainment in earnest. With a Lumina technical assistance grant, we convened statewide education leaders in July to begin the discussion of credential attainment. In November of 2017, the University of Wyoming Board of Trustees and the Wyoming Community College Commission formally adopted by joint board resolution a statewide attainment goal of 60 percent. Our state's ENDOW economic diversification council formally supported the adoption of a statewide attainment goal in December of 2017 and Matt Mead, Governor of Wyoming, issued an executive order on January 26, 2018 stating Wyoming will achieve 67% post-secondary credential attainment by 2025 and 82% by 2040.¹ This goal has the support of K-12, higher education, employers, the legislature and governor and this cross-sector support and willingness to act is a significant strength as we develop our work in attainment. We have a small population and our stakeholders care, are engaged, and are motivated to be on the cutting edge. In tough economic times, we recognize that our state's postsecondary credential attainment is more important than ever before and we stand ready to make necessary changes.

Wyoming is poised to develop the plan and associated metrics to achieve the attainment goal. In response to a legislative request, all eight public colleges jointly submitted a 3-year plan outlining recruitment and retention strategies to the Wyoming State Legislature in December 2017, highlighting the attainment goal and outlining higher education's potential to increase the number of certificates and degrees produced in the state.² Included in this report are plans to:

- develop a single statewide college application,
- design and fund a statewide need-based financial aid program, and

¹ <http://governor.wyo.gov/documents/executive-orders>

² http://www.uwyo.edu/govcom/_files/docs/reports/october-2017-reports/legislative%20reports/november-wyoming-colleges.pdf

Task Force on Closing Postsecondary Attainment Gaps
Request for Proposals



- re-enroll working adults in higher education.

Wyoming sent a state delegation with representatives from the university, a community college, and a legislator to the Lumina Strategy Labs Peer Learning Opportunity on need-based aid in 2017, and the Community College Commission has obtained a grant from ECS to design a comprehensive need-based aid strategy.

Building on this collaboration and success, Wyoming's public colleges and the WCCC are ready to expand the scope and develop a statewide plan in partnership with the state economic diversification committee (ENDOW), the Department of Education, and governmental agencies focused on the workforce. A significant focus of this plan will be the development of a policy agenda that drives measurable change and works to close the achievement gaps for underrepresented students. Wyoming cannot achieve this goal without being mindful of attainment gaps for adult, rural, low-income, first generation, and students of color in the state, particularly considering that the Hispanic population is increasing significantly and Wyoming is home to one of the largest Native American reservations in the nation.

Wyoming's efforts begin with significant groundwork laid: The eight public colleges are high quality and low cost, and have made progress on advancing retention and completion through *Complete College Wyoming*. The state provides the Hathaway Scholarship for high school graduates to pursue a college education. Each college is actively developing new and innovative programs delivered through a variety of modalities, and is focused on serving the regional workforce needs. The community colleges and university are collaborating to ensure a seamless transfer experience through guided pathways, recognized by *Washington Monthly*³ in August 2017 as among the most innovative in the nation. The university has also established a Transfer Success Center and a Native American Education Research and Cultural Center within the last academic year, both designed to meet the unique needs of their target population and close the achievement gaps for the populations they serve.

5. Priorities for Task Force Participation (Up to Three, 100 words each)

Identify your state's priorities for participating in the Task Force (up to three), specifically, what does your state hope to gain from participating in this work.

Priority 1: Develop a statewide plan that identifies the actions, resources, and partnerships necessary to achieve Wyoming's attainment goals in 2025 and 2040 and close the gaps for underserved populations, including adult, rural, low-income, first generation, and students of color. Specifically, this should include the details of an optimal need-based financial aid program, with the intent to obtain funding in the 2019 legislative session. The attainment plan we develop will engage stakeholders around the state, help Wyoming make meaningful strides towards moving the needle on these critical initiatives to positively impact our economy for years to come.

Priority 2: Determine clear steps to create a statewide college-going culture, starting in the K-12 schools. This includes development of post-secondary transition plans with every ninth grader in the state, in alignment with the state superintendent's goal that high school graduates will be college, career, or military ready. The university and community colleges are also exploring a statewide shared application

³ <https://washingtonmonthly.com/magazine/septemberoctober-2017/the-twelve-most-innovative-colleges-for-adult-learners/>

Task Force on Closing Postsecondary Attainment Gaps
Request for Proposals



for all eight public colleges, which incorporates a transfer guarantee and provides students with an avenue for co-produced advising on a guided pathway to avoid excess credits. The need to market these changes and promote the value of higher education through a public awareness campaign is expected.

Priority 3: Innovate new ways to engage adults in higher education. Lumina data suggests that there are over 80,000 adults working in Wyoming with some college and no degree, and an additional 40,000 with an associate's and no bachelor's degree. Equity in access to higher education means Wyoming's higher education entities need to engage adults with new and different programs, modalities and delivery methods, stackable credentials, career-ready certificates, and partner with employers to deliver continuing education while on the job.

6. Key Components of technical assistance (TA) Needed (Up to Three, 100 words each)

Note the areas in which you expect to most benefit from WICHE's support. For example, using data to analyze existing gaps, identifying policy solutions, etc.

Component 1: Provide a structure to engage Wyoming's cross-sector stakeholders with one another and with other states' leaders. This multi-state engagement will allow us to be maximally innovative in developing national best practice on postsecondary credential attainment work. With its smaller population, Wyoming can move quickly and make bold changes but it does not have the infrastructure to support a large team dedicated completely to access and attainment. This collaborative framework will be transformational for our work. Wyoming's educational attainment stakeholders are nimble and action-oriented, and our success in passing an attainment goal in only nine months demonstrates we are ready to move forward efficiently and effectively.

Component 2: Develop clear evidence-based policy solutions to Wyoming's most pressing educational attainment concerns. In alignment with the needs of the state, Wyoming is actively looking to transform access and success in higher education statewide. This will involve taking a close look at every facet of how higher education engages with students and how it is structured to facilitate success for all, particularly those who are adult, rural, low-income, first generation, and students of color.

Component 3: Organize accountability metrics to ensure that Wyoming is able to formatively assess our progress towards our goals in 2025 and 2040. It will be necessary to measure progress using data systems that connect K-12, postsecondary, and workforce data in new and innovative ways. It is critical that we provide dashboards to tell the story of change to a wide audience in a clear and consistent manner. Wyoming must also work to better develop longitudinal data across state boundaries.

MATTHEW H. MEAD
GOVERNOR



2323 Carey Avenue
CHEYENNE, WY 82002

Office of the Governor

February 19, 2018

Joe Garcia
President
Western Interstate Commission for High Education
3035 Center Green Drive, Suite 200
Boulder, CO 80301-2204
(303) 541-0200

Dear President Joe Garcia and Postsecondary Attainment Gaps Task Force Selection Committee,

On behalf of Wyoming Governor Matt Mead's ENDOW initiative, I am writing in support of Wyoming's application for the *Western Interstate Commission for Higher Education Task Force on Closing Postsecondary Attainment Gaps*. ENDOW, which stands for the Economically Needed Diversity Options for Wyoming, represents a committed team of business, industry, and philanthropic leaders who have come together to chart a new course for Wyoming's economy. Central to this effort is increasing the state's postsecondary educational attainment and closing the achievement gap for underrepresented students in higher education.

A guiding principle of the December 2017 *ENDOW Preliminary Findings and Recommendations* report, available at endowwyo.biz, is a focus on education and workforce training. As noted, Wyoming's future economic success requires that a higher percentage of its working population possess a post-secondary credential. This specific recommendation resulted in the Governor's first executive order of 2018, setting an aggressive attainment goal of 67% by 2025. ENDOW also acknowledges that Wyoming must research and develop a need-based state financial aid program designed specifically to address achievement gaps focusing on underserved populations, including first generation, low-income, minority, and adult students.

The level of cross-sector commitment to higher education access and success found in Wyoming in 2018 is unrivaled anywhere in the west. Participation in this task force will be transformative to the future of our state and has potential to change the lives of underrepresented students throughout Wyoming. We are a small state with big aspirations and we possess the dexterity and determination to make the changes needed for tomorrow, today. Thank you for your consideration.

Joe Garcia
February 19, 2018
RE: Wyoming's application for the *Western Interstate Commission for Higher Education Task Force on Closing Postsecondary Attainment Gaps*
Page 2

Sincerely,



Gregory P. Hill
President and Chief Operating Officer of Hess Corporation
Governor's Designee and Chairman, ENDOW

GPH:pt



February 25, 2018

Joe Garcia, J.D., President
Western Interstate Commission for High Education
3035 Center Green Drive, Suite 200
Boulder, CO 80301-2204
(303) 541-0200

Dear President Garcia,


Complete College Wyoming is an affiliate of Complete College America. As such we support efforts to increase college retention and graduation rates within the state of Wyoming. Governor Matt Mead recently signed Executive Order 2018-1 entitled Educational Attainment. This Executive Order specifies Wyoming's educational attainment goals as being by 2025 67% of the working adults in the state will hold a high quality credential or degree and increases this percentage to 82% by 2040. As a state organization that includes members from Wyoming's seven community colleges, the University of Wyoming, the Wyoming State Department of Education, public schools, and businesses Complete College Wyoming supports this Executive Order.

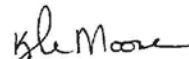
To assist the state of Wyoming close postsecondary attainment gaps, Complete College Wyoming supports a grant request to the Western Interstate Commission for High Education (WICHE) to benefit students and the state of Wyoming. In this regard Complete College Wyoming supports the WICHE grant request for funds to be used in Wyoming to:

- develop a statewide plan that identifies the actions, resources and partnerships necessary to achieve Wyoming's attainment goals in 2025 and 2040;
- to close educational completion and attainment gaps for students from underserved populations;
- increase the state's efforts to develop a "college-going" culture; and
- develop new ways to engage adults (i.e., non-traditional) in higher education.

If we can provide additional information regarding this letter of support please contact us at spowell@caspercollege.edu 307-268-2550 or kyle.moore@uwyo.edu 307-766-4898.

Sincerely,


Shawn Powell, Ph.D.
Co-Chair, Complete College Wyoming
Vice President of Academic Affairs
Casper College


Kyle Moore, M.S.
Co-Chair, Complete College Wyoming
Associate Vice Provost of Enrollment Management
University of Wyoming



Adult-Focused State Promise Program Letter of Intent: Wyoming

June 22, 2018

This letter of intent is submitted on behalf of the Wyoming Community College Commission, the University of Wyoming, and the seven Wyoming community colleges and is endorsed by:

Sandra Caldwell, Executive Director, Wyoming Community College Commission
Darren Divine, President, Casper College
Stefani Hicswa, President, Northwest College
Karla Leach, President, Western Wyoming Community College
Laurie Nichols, President, University of Wyoming
Joe Schaffer, President, Laramie County Community College
Lesley Travers, President, Eastern Wyoming College
Brad Tyndall, President, Central Wyoming College
Paul Young, President, Northern Wyoming Community College District

Wyoming began its work on postsecondary educational attainment in 2017 and we have made incredible strides in just one year, both setting a formal goal and in developing a plan to achieve it. We acknowledge the critical role that higher education plays in diversifying our economy and ensuring a vibrant future for the state, and have commitment throughout Wyoming to an equitable and strategic approach to lead the west in transforming the higher education landscape. Our attainment goal has the support of K-12, higher education, employers, the legislature and governor and this cross-sector support and willingness to act is a significant strength. We have a small population and our stakeholders care, are engaged, and are motivated to be on the cutting edge. In tough economic times, we recognize that our state's postsecondary credential attainment is more important than ever before and we stand ready to make necessary changes. We can move quickly, acquire the necessary matching funds, and have business community and political engagement on this critical task. With Lumina Foundation reporting 87,000 working adults with some college and no degree and just 5,000 high school graduates per year, Wyoming cannot afford to ignore the potential to transform our state through re-enrolling adults. This opportunity to join the cohort of Adult Promise states is one we are poised to optimize. This is the right opportunity for Wyoming at the right time.

Wyoming recognizes that the potential of the Adult Promise Program is so important we want to prioritize maximum funding. All seven community college presidents, the university president, and the Wyoming Community College Commission have committed to matching up to the full \$400,000 in potential grant dollars, as well as providing in-kind support. If Wyoming is selected to join the Adult Promise cohort, we will focus our support funds on the following priorities:

- Developing and promoting state-funded need-based financial aid for adult students
- Targeting outreach to adults who have left our institutions with accrued credits but no degree, and general marketing to adult students who may have credits from out-of-state institutions to invite them to complete their degree in Wyoming

- Focus on high-value programs that link to priority areas in the workforce
- Considering the impact of emergency aid and debt forgiveness
- Acknowledging the prior knowledge of adult students through development of a statewide PLA hub
- Creating cohort programs for returning adults with accelerated, hybrid, and year-round courses to ensure strong outcomes
- Building stackable credentials with guided pathways to provide adult students with certificates, associate's degrees, and bachelor's degrees
- Providing coaching and mentoring for adults to navigate higher education
- Closing the attainment gap for adult students of color

We value the advice and counsel from Lumina Foundation and SHEEO to determine optimal funding levels for each priority so we can best leverage resources for each project. These critical initiatives will build upon the attainment work already underway and will fit nicely within our framework for action. There are a number of other projects in progress because of our attainment work.

Throughout the last year, Wyoming has collaborated with Lumina Foundation to effect change. With a technical assistance grant, we convened statewide education leaders and lawmakers in July 2017 to convene a statewide educational attainment meeting. In November of 2017, the University of Wyoming Board of Trustees and the Wyoming Community College Commission formally adopted by joint board resolution a statewide attainment goal of 60 percent. Our state's economic diversification council, ENDOW, formally supported the adoption of a statewide attainment goal in December of 2017 and Matt Mead, Governor of Wyoming, issued an executive order on January 26, 2018 stating Wyoming will achieve 67% post-secondary credential attainment by 2025 and 82% by 2040.¹ Businesses and employers throughout the state are supportive. After signing his first executive order of 2018 establishing an attainment goal of 67% by 2025, Governor Mead stated, "Wyoming set a high educational attainment goal. It is important to give every person access to higher education... our educational attainment goal is an important cornerstone for diversifying our economy."

In response to a legislative request, all eight public colleges jointly submitted a 3-year plan outlining recruitment and retention strategies to the Wyoming State Legislature in December 2017, highlighting the attainment goal and outlining higher education's potential to increase the number of certificates and degrees produced in the state.² Included in this report are plans to re-enroll working adults in higher education. Wyoming was selected to send state delegations with representatives from the university, a community college, and a legislator to Lumina Foundation Strategy Labs Peer Learning Opportunities on need-based aid in 2017 and on use of federal aid programs for low income students in 2018, and the Community College Commission has obtained a grant from Education Council of the States to design a comprehensive need-based aid strategy. In March 2018, Wyoming was selected as one of the three states in WICHE's Task Force to Close Postsecondary Educational Attainment Gaps and has begun a 20-month process to develop our plan to meet our attainment goal equitably, and with deep collaboration from K-12, business and industry, community organizations, and the governor's office. Wyoming cannot achieve our goal without being mindful of attainment gaps for adult, rural, low-income, first generation, and students of color in the state. We are building the plan, but we are not waiting for action.

¹ <http://governor.wyo.gov/documents/executive-orders>

² http://www.uwyo.edu/govcom/_files/docs/reports/october-2017-reports/legislative%20reports/november-wyoming-colleges.pdf

Just this week, Laramie County Community College in Cheyenne, Wyoming announced an innovative effort to re-enroll adult students and serve as the proof of concept for an Adult Promise program in Wyoming. LCCC privately fundraised nearly \$1 million in direct student aid to pilot a full tuition and fees scholarship program for 300 adult students, called *Rediscover LCCC*.³ Jerimiah Rieman, director of economic diversification strategy in the governor's office, acknowledged that this strategy is perfectly positioned to help Wyoming achieve our 67% educational attainment goal when he said, "To reach this ambitious goal, Wyoming must encourage college attendance and address achievement gaps, including adult students. LCCC's swift action to tackle Wyoming's educational attainment gap is admirable and encouraging."

In addition to these direct actions, Wyoming has increasing levels of collaboration in data systems and sharing. This includes the development of a statewide educational longitudinal database, an increased focus on reverse transfer, and a shared statewide higher education transcript. The database will link middle school, high school, community college, and university data from 2006 to present in a single location, providing us with a springboard for research and re-recruitment. The University of Wyoming is engaging with the National Student Clearinghouse to effectively scale reverse transfer, providing associate's degrees to those who have transferred without a credential and subsequently met their community college requirements. Finally, the state passed a law in 2018 mandating a common statewide transcript and common course numbering to streamline students' transfer experience. Each of these alone is a significant project, but together they are setting the stage for success in meeting our attainment goals and significant to our adult student population.

Significant groundwork has been laid in advance of Wyoming's request to be included in the Adult Promise cohort. The eight public colleges are high quality and low cost, are actively developing an attainment plan with WICHE to close equity gaps, have an exciting pilot project underway specifically focused on meeting the needs of Wyoming's adult students, and are putting the necessary infrastructure into place to engage across institutions. This is a key priority for us and we are ready to move forward. The energy and commitment to serving adult students runs deep, and we very much hope to empower adult higher education achievement through an invitation to apply for this exciting grant opportunity.

³ http://lccc.wy.edu/news/2018-6-18_rediscover.aspx

AGENDA ITEM TITLE: Select Committee on Family Medical Residency, David Jones/Asay

CHECK THE APPROPRIATE BOX(ES):

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

BACKGROUND AND POLICY CONTEXT OF ISSUE:

As a result of the UW Medical Education, Agency 167 presentation to the Joint Appropriations Committee in December 2017 requesting the Legislature's involvement in identifying a solution to challenges currently being experienced by the UW FMRP, the JAC appointed a Select Legislative Committee on the Family Medicine Residency Program (FMRP) through the 2019/2020 budget bill.

The charge to this committee is to study the current administrative-fiscal structure of the FMRP and its clinics, and to make recommendations to the JAC regarding whether changes should be made to the FMRP Clinic structure. Prior to this first meeting, the David Jones, Interim Dean of the College of Health Sciences and Interim CEO for Educational Health Center of Wyoming, sent a letter to the Committee to articulate what we hoped the outcome of these meetings might be, which are:

- Guidance as to how the FMRP clinics can operate as a Federally Qualified Health Center and still meet state expectations
- Recommendations from the Select Committee that a) clarify state expectations for the responsibility/authority over the residency program and b) provide an administrative-fiscal structure that allows the FMRP Clinics to be successful.
- Recommendations that would separate FMRP functions to allow a clear separation of authority. This would allow for the state and the university to continue to be responsible for the residency program, but would allow the co-applicant board/FQHC to have authority over clinical operations.
- Guidance that will allow the fiscal/budgetary structure of the FMRP to be augmented so that the revenue received due to enhanced reimbursements and 340b pharmacy pricing to flow back to clinical operations to be used to enhance services.

On June 18, the Select Committee convened for its first of three meetings. Representatives from the UW (David Jones, Meredith Asay, and the FMRP Directors from Casper and Cheyenne) spoke to the Committee about the history of the UW FMRP, our Federally Qualified Health Center (FQHC) designation from the Health Resources and Services Administration (HRSA), and the challenges we face in operating the clinics under the current administrative-fiscal structure with the added expectations of clinic revenue management HRSA.

At the conclusion of the June 18 meeting, the Select Committee began planning potential topics for their next meeting on August 10. The Committee plans to begin considering possible models of fiscal administration that would address the challenges the FMRP Clinics currently face at its next meeting.

PRIOR RELATED BOARD DISCUSSIONS/ACTIONS: N/A

WHY THIS ITEM IS BEFORE THE BOARD:

It is now the expectation of UW administration that the Committee will begin to draft recommendations to the Joint Appropriations Committee at the Select Committee's next meeting August 10. UW administration and the UW FMRPs would like to inform the BOT and seek its guidance on recommendations that the UW FMRP and UW administration would like to offer to the Select Committee at its next meeting.

The BOT should be informed regarding the possible changes to the structure of the FMRP and the possible changes to the fiscal model that may be discussed at the Select Committee meeting in August.

ACTION REQUIRED AT THIS BOARD MEETING:

None

PROPOSED MOTION:

This is an information item. No motion is being proposed.

PRESIDENT'S RECOMMENDATION:

This is an information item.



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DATE: June 12, 2018

TO: Select Committee on the UW Family Medicine Residency Program

We appreciate the opportunity to engage the UW Family Medicine Residency Program (FMRP) with the Select Committee. The purpose of this letter is to provide a brief overview of the issues facing the FMRP, and to share what we hope will come out of these discussions.

Background

In the 2013/2014 biennial budget, Governor Mead--in response to the State's fiscal challenges and to the FMRP's ever-increasing reliance on general funds--recommended that the University conduct a study on clinical delivery options that could be implemented in order to reduce the reliance on state general funds. Accordingly, the University, through the College of Health Sciences Dean, conducted a study on possible delivery options. A report was drafted and submitted to the governor's office in the fall of 2012. This report recommended that the UW FMRP seek the designation as a Federally Qualified Health Center Look-Alike (FQHC-LA) from the Health Resources and Services Administration (HRSA) a federal agency. Governor Mead supported this recommendation.

The benefits of a FQHC Look Alike designation include: increased grant opportunities, 340b pharmacy pricing, and increased reimbursements for Medicaid and Medicare services. In addition, a major advantage of the FQHC designation is the National Health Services Corps loan repayment program for providers. The University saw these benefits as opportunities to reduce the UW FMRP's need to request additional state general funds. (Although FQHCs may target underserved populations, these clinics provide services to those who have private insurance, as well).

HRSA requires that service recipients (patients) participate in the governance of clinical service delivery at FQHCs. Accordingly, FQHC boards must be composed of members who are also patients-- a majority of board members must be patients of the clinics. Federal regulations allow a public agency (such as a state university) to seek FQHC status through a co-applicant, if that public agency does not have its own governance structure that meets this criterion. The public agency's "co-applicant" board would meet

the governance requirements, and the “co-applicant” board and the public agency *share* governance responsibilities. As the University’s governance structure did not meet this requirement, the University sought the FQHC-LA designation through a co-applicant agreement.

In 2013, the University created a board to be its co-applicant – the Educational Health Center of Wyoming (EHCW) - and a co-applicant agreement outlining the roles and responsibilities of the University of Wyoming and the Co-Applicant board, effective February 25, 2013, was executed. The Educational Health Center of Wyoming was made up of volunteers (currently there are 12 Board members). Together, the co-applicant board and the University sought the FQHC designation for the UW FMRP.

In 2014, the co-applicant Educational Health Center of Wyoming and the UW FMRP received the designation of a FQHC Look-Alike for the clinics at the Cheyenne and Casper Family Medicine Residencies. This designation was achieved because a significant proportion of Natrona and Laramie counties have underserved populations--those who are uninsured or under-insured. The FMRP is required to be a part of the clinics to meet the standards of the Accreditation Council of Graduate Medical Education (ACGME), as both Clinical Faculty and Resident Physicians teach and learn by providing patient care.

In 2016, the College of Health Sciences sought to add a third HRSA-sponsored Family Medicine Clinic. In receiving a New Access Point grant, and with the addition of the Albany Community Health Center in Laramie, HRSA designated UW’s Clinic triad (Casper-Cheyenne-Laramie) as a full FQHC, as the health care needs for underserved populations in Albany County are significant. The University of Wyoming Board of Trustees and the Governor supported this addition with the caveat that no state funds go to the Albany Community Health Center for operations. This clinic is expected to sustain on federal funds and clinic revenue.

As the FQHC “triad” (Casper-Cheyenne-Laramie) took shape, the enhanced Medicaid/Medicare and 340b Pharmacy reimbursement began to come back to the UW FMRP budgets, and the FMRP reserves proceeded to increase. This is a proven benefit of the designation of FQHC. The UW FMRP has and continues to receive significant amounts of revenue due to the designation as an FQHC, specifically because of the increased Medicaid/Medicare reimbursement, 340b pharmacy pricing/program, and FQHC GME funding. However, accepting the designation, and in turn the funds, necessitates compliance with standards that are established by HRSA. In other words, the designation comes with requirements that, if not met, could mean losing the designation and the associated benefits of an FQHC.

Challenges

The FMRP is currently structured as a co-applicant/public agency-run FQHC. This structure is unique because of the shared governance that it requires. Additionally, this type of arrangement is new to the University, and as such, the University continues to grapple with how it can meet the expectations of the state without running afoul of federal regulations. Specific challenges that have arisen since the designation as an FQHC include:

1. The current governance structure of the FMRP is complex, confusing, and may not fully comply with the current expectations of HRSA for an FQHC.

University employees and faculty operate the FMRP clinics in Cheyenne and Casper. These employees report to the program directors who are also university employees. The program directors report to the CEO, who is currently a university employee and also the interim dean of the college of health sciences. The CEO reports to both the co-applicant board and university administration, and federal law imposes several requirements of the co-applicant board that may not be consistent with typical University operations. As a result, at this level of governance, the authority over certain decision-making becomes unclear and difficult to resolve. The FMRP grapples with what entity – the university or the co-applicant board- has ultimate authority over its actions. The vague outlay of responsibilities and authority, combined with the numerous “directors” and layers of administrators, cause confusion as to who has the ultimate authority and who should or should not make recommendations to that authority.

2. The current budget process for Agency 167, Medical Education, UW FMRP, limits the FMRP's ability to run modern-day clinics.

The UW FMRP's budget is treated as a state agency budget where every dollar spent must be authorized in the state biennial budget. This includes clinic revenue and funds from the federal government. In practice, this budgeting process proves difficult when running modern day health care clinics. During the state budget process, the FMRP attempts to predict the amount of money it will receive in clinic revenue for the next two-year period. Additionally, predictions are made for expenses over the two-year period. While this prediction is easier to fulfill, there are always issues that come up when operating a health care clinic.

For example, if a piece of equipment breaks and the UW FMRP does not have money in its budget to fix it, the FMRP must go through the following process: program directors make request to CEO- CEO makes request to EHCW(co-applicant board)- EHCW makes request to UW administration/Dean of the College of Health Sciences – Dean makes request to Provost – Provost makes request to President – President makes request to University Board of Trustees – Trustees make request to Governor. Depending on the request, it may also then be approved through the budget process by the legislature.

3. The current budget process for Agency 167, Medical Education, UW FMRPs does not allow the enhanced clinic revenue received due to the FQHC designation to flow back into the clinic operations as is intended by federal regulation.

The UW FMRP gets millions of dollars from the state General Fund. Those dollars are used for the continued operations of the FMRP and most of the GF goes to pay for salaries of the employees. The FMRP also, now, gets millions of dollars from the federal government because of the designation as an FQHC. The dollars received as revenue by the FMRP as a result of enhanced reimbursements or 340b pharmacy prices are intended to flow back to the FQHC to help support the mission of the FQHC of providing health care for the underserved. This is not possible under the current state budget process. Instead, the funds received by the UW FMRP must be authorized by the legislature before they can be

expended. This results in dollars accumulating between legislative sessions in a reserve account.

4. The EHCW has little authority over the FQHC.

At the time of the creation of the Educational Health Center of Wyoming Board, the University created an agreement with the co-applicant board (EHCW) to guide decision-making and authority between the two entities. Since that time, HRSA requirements have been clarified to the University and have revealed areas where HRSA expects the FMRP to change some of its practices in order to meet full compliance. Currently, because the FMRP clinics are part of the FMRP, which is considered a university or state entity, the EHCW has to go through the university administration for most decision-making. For more involved decisions, the UW administration must seek and gain approval for its decisions from the UW Board of Trustees. As a result, the EHCW, which is supposed to be a governing body over clinical operations, has little-to-no authority over the FQHC.

In the fall of 2017, the University contracted with a legal consultant (Nick Healey) to review and identify issues with the current administrative structure of the UW FMRP as an FQHC, and to offer recommendations that would foster a transition to an administrative structure that would be compliant with HRSA. The recommendations from Mr. Healey accompany this letter. According to Mr. Healey, the current administrative structure of our FQHC is not in full compliance with HRSA, and if changes are not made, there is a risk that the FMRP will lose its FQHC designation and the financial advantages that accompany this designation.

Desired Outcomes

As we embark upon discussions regarding the UW FMRP and the residency program, in general, it is our goal to work with the Select Committee to develop recommendations that will result in an optimal administrative, operational, and fiscal structure. It is our opinion that changes need to be made to the structure, governance, and budget process of the UW FMRP, or the federal designation as an FQHC will be lost. This designation currently offers additional support to the UW FMRP in the amount of multiple millions of additional dollars.

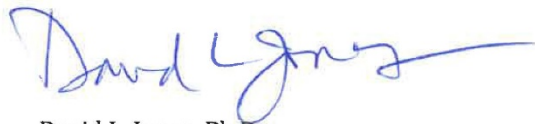
Specifically, through the Select Committee process, we are hopeful to have resolution, recommendations, and definitive guidance regarding the following issues:

- Guidance as to how the FMRP clinics can operate as a FQHC and still meet state expectations
- Recommendations from the Select Committee that a) clarify state expectations for the responsibility/authority over the UW FMRP and b) provide an administrative-fiscal structure that allows the FMRP Clinics to be successful
- Recommendations that would separate FMRP functions to allow a clear separation of authority. This would allow for the state and the university to continue to be responsible for resident physician training, but would allow the co-applicant board/EHCW to have authority over clinical operations.

- Guidance that will allow the fiscal/budgetary structure of the FMRP to be augmented so that the revenue received due to enhanced reimbursements and 340b pharmacy pricing can flow back to clinical operations to be used to enhance and expand services

We understand that the answers to these questions are complex and not easy to come by. We appreciate the opportunity to work with the Select Committee to develop recommendations.

Respectfully submitted,

A handwritten signature in blue ink, appearing to read "David L. Jones", with a stylized flourish extending from the end.

David L. Jones, Ph.D.
Interim Dean, College of Health Sciences
Interim CEO, Educational Health Center of Wyoming

Committee of the Whole – PROPOSED ITEMS FOR ACTION:

AGENDA ITEM TITLE: Contracts and Grants, Synakowski

CHECK THE APPROPRIATE BOX(ES):

- ☐ Work Session
- ☐ Education Session
- ☐ Information Item
- ☒ Other Specify: Committee of the Whole (Items for Approval)

BACKGROUND AND POLICY CONTEXT OF ISSUE:

The Division of Research and Economic Development provides a list of all Contracts and Grants awarded to the University of Wyoming. This report provided data on a monthly basis. Attached is a list of all research grants and contracts awarded in the months of April and May 2018.

PRIOR RELATED BOARD DISCUSSIONS/ACTIONS:

At each meeting the Board approves or disapproves the Contract and Grants Report.

WHY THIS ITEM IS BEFORE THE BOARD:

UW Regulation 4-2 requires that all research grants, contracts and gifts be accepted or rejected by the Board.

ACTION REQUIRED AT THIS BOARD MEETING:

Board approval or disapproval of the Contract and Grants Report.

PROPOSED MOTION

I move to approve the Contract and Grants Report as presented to the Board.

PRESIDENT'S RECOMMENDATION:

The President recommends approval.

April 2018

Sponsor	Amount	Principal Investigator (PI)	Co-PI	Dept	Description
Animal and Plant Health Inspection Service/Department of Agriculture	\$ 33,376	Brant Schumaker		Veterinary Science	Managing Animal Health Technical Services, Cattle Health, Equine, Cervids and Small Ruminant Health for FY2018
Bureau of Land Management/Department of the Interior	\$ 10,000	George Jones		Wyo Natural Diversity Database	Special Status Plant Species and Plant Ecological Assessments in Wyoming
Colorado Potato	\$ 5,500	William Stump		Plant Sciences	Field Tests of Generic and New Generation Chemistries for Potato Pest Suppression, Bacterial Ringrot Symptom Expression in Various Potato Cultivars
Department of Education	\$ 4,831	Debra Hintz		Scholarships & Financial Aid	Federal Work Study Program 2017-18
Forest Service/Department of Agriculture	\$ 76,000	John Tanaka		Ecosystem Science & Management	Sustainable Rangelands Roundtable 2015
Forest Service/Department of Agriculture	\$ 11,500	Patrick Harrington		Residence Life Administration	Shoshone National Forest: Middle Fork Stock Bypass New Trail Construction Part II
Geological Survey of Canada	\$ 16,129	Kevin Chamberlain		Geology & Geophysics	Superior Craton In-situ SIMS and ID-TIMS U-Pb in Support of Wouter Bleeker at the GSC
Hess Corporation	\$ 4,500,000	Mohammad Piri		Center of Innovation for Flow through Porous Media	HESS III Equipment Purchases
Microbios, Inc.	\$ 12,867	Scott Lake		Animal Science	Effects of Direct Fed Microbials on Weaned Calf Performance
MultiCare Health System	\$ 2,200	Mary Hidecker		Communication Disorders	Using Functional Profiles to Predict Transition Issues for Those with Cerebral Palsy

April 2018

National Cattlemen's Beef Association	\$ 103,000	Kristie Maczko		Ecosystem Science & Management	Estimating the Economic Value of U.S. Beef Cattle Ranching Based Ecosystem Services
National Institute of Food and Agriculture/Department of Agriculture	\$ 715,808	Glen Whipple		Cooperative Extension Service	University of Wyoming Extension Programs: Smith Lever 3b & 3c
National Institute of Food and Agriculture/Department of Agriculture	\$ 18,954	Glen Whipple		Cooperative Extension Service	University of Wyoming Extension Programs: Smith Lever Special Needs
National Institute of Standards & Technology/Technology Administration/DOC	\$ 500,000	David Bell		Manufacturing Works	Manufacturing-Works (The Wyoming Manufacturing Extension Partnership) at the University of Wyoming - Year 2
National Institutes of Health/DHHS	\$ 900,567	Robert Seville		Distance Education	Wyoming IDeA Networks for Biomedical Research Excellence (INBRE 3)_Year 2 - Admin Core
National Institutes of Health/DHHS	\$ 602,848	Christine Porter		Kinesiology & Health	Growing Resilience in Wind River Indian Reservation: an RCT on Gardens for Health - Year 4
National Institutes of Health/DHHS	\$ 322,221	Donald Jarvis		Molecular Biology	Impact of Fc N-glycan Structure on HIV-specific Antibody Functions - Subcontracts
National Science Foundation	\$ 84,268	Zhuang Niu		Mathematics & Statistics	The Structure of Simple Separable Amenable C^* -Algebras
National Science Foundation	\$ 218,601	Andrew Parsekian		Geology & Geophysics	EAGER: Thermokarst Lake Carbon Gas Emission Estimates and Scaling
National Security Agency	\$ 99,976	Mike Borowczak		Computer Science	University of Wyoming GenCyber Grant: COWPOKES-CS: Cybercamp of Wyoming: Providing Opportunities, Knowledge, Experiences, and Security through Computer Science

April 2018

Neogen GeneSeek Operations	\$ 26,000	Wei Guo		Animal Science	Optimal Genomic Selection in Cattle
Office of Naval Research	\$ 255,623	Dimitri Mavriplis		Mechanical Engineering	High-Order Adaptive Overset Mesh Methodology for Dynamic Ship/Aircraft Interface Simulations
Old World Industries, LLC	\$ 55,000	Matthew Andersen		Agriculture & Applied Economics	Identification of Agricultural Technologies from the Public Sector for Commercialization
SETI Institute	\$ 62,474	Hannah Jang-Condell		Physics & Astronomy	Harnessing the Power of the WFIRST Coronagraph: A Coordinated Plan for Exoplanet and Disk Science
Simpson Strong-Tie Company, Inc.	\$ 23,300	Johnn Judd		Engineering & Applied Science Deans Office	Seismic Performance of Steel Special Moment Frame Buildings that Utilize Simpson Strong-Tie Strong-Frame Moment Connections
South Dakota State University	\$ 14,913	Kristiana Hansen		Agriculture & Applied Economics	Real-Time Energy Monitoring Pilot Program to Improve Producer Understanding of Irrigation Costs and Water Use
U.S. Fish & Wildlife Service/Department of the Interior	\$ 47,169	Bonnie Heidel		Wyo Natural Diversity Database	FE Warren Air Force Base Threatened and Endangered Species
U.S. Fish & Wildlife Service/Department of the Interior	\$ 4,717	Shannon Albeke		Wyoming Geographic Information Science Center	Data Wrangling with Program R
Utah State Univ	\$ 72,502	Jay Norton		Ecosystem Science & Management	Integrating Livestock and Cover Crops into Irrigated Crop Rotations
Various Sponsors	\$ 27,972	David Jones		Family Medicine Residency Programs Casper	New Access Point - Program Income
Various Sponsors	\$ 11,104	David Bell		Manufacturing Works	Program Income - NIST

April 2018

Various Sponsors	\$ 9,050	Jennifer Thompson		College of Agriculture & Natural Resources Deans Office	VAR SPON WY BACKYARDS TO BARNYARDS AN EDUCATIONAL NEWSLETTER FOR WY SMALL ACRE ENTHUSIAST, THOMPSON
Various Sponsors	\$ 365	Gary Beauvais		Wyo Natural Diversity Database	VAR SPON DATABASE MANAGEMENT
Western Sugar Cooperative	\$ 7,200	William Stump		Plant Sciences	Sugar Beet Pest Management in the High Plains Region
WY Cultural Trust Fund	\$ 7,500	Mark Ritchie		Visual & Literary Arts	Go West--Mid America Printmaking Council Conference
WY Cultural Trust Fund	\$ 10,000	Erick Robinson		Anthropology	Developing Capacity of In-field and Non-destructive Analysis of Wyoming's Cultural Heritage
WY Dept of Agriculture	\$ 9,703	Karen Panter		Plant Sciences	Year-round Greenhouse and High Tunnel Specialty Cut Flower Production
WY Dept of Agriculture	\$ 24,500	Jeffrey Edwards		Cooperative Extension Service	High Tunnel Construction and Use for Specialty Crop Production
WY Dept of Agriculture	\$ 24,421	James Heitholt		Plant Sciences	Screening and Developing Dry Bean Varieties that Use Less Water and Fertilizer
WY Dept of Agriculture	\$ 24,480	Jennifer Thompson		Cooperative Extension Service	Wyoming Vegetable and Fruit Growing Guide for Beginning Producers
WY Dept of Agriculture	\$ 24,498	Jill Keith		Family & Consumer Sciences	Wyoming-Grown Peruvian Popping Beans: A Healthy Snack for Consumers?
WY Dept of Agriculture	\$ 23,860	Sadanand Dhekney		Plant Sciences	Rapid Development of Table and Wine Grape Cultivars for Wyoming
WY Dept of Agriculture	\$ 24,449	Urszula Norton		Plant Sciences	Growing Hops for Wet Hop Brewing at High Altitude Climate
WY Dept of Agriculture	\$ 16,008	Steven Miller		Botany	Wyoming Heritage Apples Identification and Outreach
WY Dept of Health	\$ 50,004	Canyon Hardesty		Wyoming Institute for Disabilities WIND	Friendships and Dating Program

April 2018

WY Dept of Transportation	\$ 17,000	Mohamed Ahmed		Civil & Architectural Engineering	Performance Measures and Independent Evaluation Support - Connected Vehicle Pilot Deployment Program
WY Dept of Transportation	\$ 228,720	Mohamed Ahmed		Civil & Architectural Engineering	Human Machine Interface for Connected Vehicle: Requirements, Development and Assessment-Federal
WY Dept of Transportation	\$ 60,000	Khaled Ksaibati		Civil & Architectural Engineering	Wyoming Low-Volume Roads Traffic Volume Estimation Phase III
WY Office of Homeland Security	\$ 60,000	Michael Samp		University Police	Security Enhancements, Cameras and Access Control Improvements to Existing UW Facilities in Order of Priority FY2017
WY State Forestry Division	\$ 10,000	Jennifer Thompson		Cooperative Extension Service	Small Acreage Outreach Project
WY, State of (Treasurer)	\$ 4,500,000	Mohammad Piri		Center of Innovation for Flow through Porous Media	HESS III Equipment Purchase - State Match
Wyoming Game and Fish Department	\$ 30,000	Ian Abernethy		Wyo Natural Diversity Database	Preble's Surveys for Recovery Planning
Wyoming Pathways, Inc.	\$ 11,500	Patrick Harrington		Residence Life Administration	Sinks Canyon Brewers Trail Extension
Wyoming Wilderness Association	\$ 5,750	Patrick Harrington		Residence Life Administration	Wilderness Study Area Route Rehabilitation: Red Desert Reclamation and Signing

Sponsored Programs

Total From 04/2018 \$ 8,508,263

Total From 7/2017 \$ 3,003,450

Total From 8/2017 \$ 4,723,097

Total From 9/2017 \$ 7,496,627

Total From 10/2017 \$ 5,139,523

April 2018

Total From 11/2017 \$ 4,731,831
Total From 12/2017 \$ 13,354,606
Total From 01/2018 \$ 10,094,521
Total From 02/2018 \$ 8,348,623
Total From 03/2018 \$ 6,017,177

Total Year to Date \$ 71,417,719

Sponsor	Amount	Principal Investigator (PI)	Co-PI	Dept	Description
US Department of Education (D-ED)	\$ 23,835,105	Debra Hintz		Student Financial Aid (SFA)	Direct Student Loans 2017-18
US Department of Education (D-ED)	\$ 16,408,924	Debra Hintz		Student Financial Aid (SFA)	Direct Student Loans 2017-18

Total Insitutional Awards \$ 40,244,029

Grand Total \$ 111,661,748

May 2018

Sponsor	Amount	Principal Investigator (PI)	Co-PI	Dept	Description
Administration for Community Living/DHHS	\$ 276,658	Wyoming Institute for Disabilities WIND	Sandra Root-Elledge		Wyoming State Plan for Assistive Technology 2017-2019: Wyoming Assistive Technology Resources (WATR) Reutilization
Alchemy Sciences, Inc.	\$ 1,000,000	Petroleum Engineering	Mohammad Piri		Enhanced Hydrocarbon Recovery from Unconventional and Conventional Reservoirs - Tier 1
Antelope Butte Foundation	\$ 22,000	Residence Life Administration	Patrick Harrington		Antelope Butte Mountain Recreation Area 2018 Summer Projects
Ball State University	\$ 5,569	Politics Public Affairs & International Studies	Eric Nigh		Stevens Initiative: Connecting American and Iraqi Tertiary Students through a STEM Project-Based Learning Virtual Exchange
BASF Corporation	\$ 7,700	Plant Sciences	Andrew Kniss		Herbicide Evaluation Program Support
Battelle Energy Alliance	\$ 20,100	VP for Research & Economic Development Office	Diana Hulme		Center for Advanced Energy Studies (CAES): Large scale energy storage using molten salt research capability identification, research planning and research funding approach
Battelle Energy Alliance	\$ 85,861	VP for Research & Economic Development Office	Diana Hulme		Center for Advanced Energy Studies Program Development Activities
Colorado State University	\$ 14,984	Cooperative Extension Service	Jeffrey Edwards		ATV Safety Training for ATV Users in Agriculture and Natural Resource Industries in Wyoming
Defense Logistics Agency	\$ 156,268	Small Business Development Center	Jill Kline		Wyoming Procurement Technical Assistance Center Government Contracting Assistance (2017-2018) State Office

May 2018

Department of Education	\$ 7,132	Scholarships & Financial Aid	Debra Hintz		D-ED Teacher Education Assistance for College & Higher Ed (TEACH) 2017-18
Forest Service/Department of Agriculture	\$ 5,000	Wyo Natural Diversity Database	Gary Beauvais		Priority Species Inventory Project
Forest Service/Department of Agriculture	\$ 11,500	Residence Life Administration	Patrick Harrington		Bighorn Canyon Edelman Trail 025 Reroute Project
Forest Service/Department of Agriculture	\$ 23,000	Residence Life Administration	Patrick Harrington		Medicine Bow National Forest: Brush Creek/Hayden Ranger District Trail Maintenance
GlycoBac	\$ 25,510	Molecular Biology	Donald Jarvis		Engineering a New Insect Cell Line for Human-type Protein Glycosylation
Health Resources and Services Administration/DHHS	\$ 96,750	Wyoming Institute for Disabilities WIND	Canyon Hardesty		Wyoming Family to Family Health Information Center 2018-2019
ISK Biosciences Corporation	\$ 4,250	Plant Sciences	Andrew Kniss		Herbicide Evaluation Program Support
Jet Propulsion Laboratory	\$ 26,000	Atmospheric Science	Zhien Wang		CloutSat Level 2 Standard Products and Lidar-Aux Product Improvement and Operational Support
Montana, State of	\$ 156,000	Wyoming Survey & Analysis Center	Bistra Anatchkova		2018 Montana Adult Tobacco Survey
National Aeronautics & Space Administration	\$ 570,000	Physics & Astronomy	Shawna McBride		Wyoming NASA Space Grant Consortium 2015-2018
National Energy Technology Laboratory (NETL)	\$ 35,493	School of Energy Resources Directors Office	Davin Bagdonas		Assessment of Rare Earth Elements (REE) Occurrences in Powder River Basin Coal
National Institutes of Health/DHHS	\$ 823,483	Molecular Biology	Daniel Levy		Integration of Xenopus Extract and Microfluidics to Study Organelle Size Scaling - 2018-2019

May 2018

National Security Agency	\$ 89,989	Center for Global Studies	Shawn Bunning		Wyoming STARTALK Arabic Camp: Arabian Nights
Natural Resources Conservation Service/Department of Agriculture	\$ 184,000	Ecosystem Science & Management	Kristie Maczko		Conservation Practices to Reduce Environmental and Economic Impacts of Invasive Species on Rangeland Ecosystem Services
Natural Resources Conservation Service/Department of Agriculture	\$ 137,000	Ecosystem Science & Management	Kristie Maczko		Assessing Rangeland Ecosystem Services Enhanced by Conservation Practice Implementation
New Mexico Department of Game and Fish	\$ 63,000	Wyoming Geographic Information Science Center	Shannon Albeke		Develop Georeferenced Database for Flannelmouth Sucker, Bluehead Sucker, and Roundtail Chub (3-Species)
Park County Weed and Pest Control District	\$ 16,000	Plant Sciences	Daniel Tekiela		Greater Yellowstone Coordinating Committee: Early Detection of Nascent Invasive Populations in Rugged Terrain Using Remote Sensing and UAV's
Rust Family Foundation	\$ 6,000	Anthropology	Jason Toohey		Development of Ritual and Social Complexity at the site of Callacpuma, Cajamarca, Peru
Sun World Innovations	\$ 2,000	Plant Sciences	Sadanand Dhekney		Optimizing In Vitro Culture Techniques for Grape Improvement
U.S. Fish & Wildlife Service/Department of the Interior	\$ 6,888	Veterinary Science	Sierra Love Stowell		Genetic Matrixing of Greenback Cutthroat Trout at the Leadville National Fish Hatchery, Colorado
University of Utah	\$ 105,876	University Libraries Administrative Office	Lori Phillips		National Network of Library of Medicine, Year 3
Various Sponsors	\$ 971	Small Business Development Center	Jill Kline		Program Income for FY18 SBDC SBA

May 2018

Various Sponsors	\$ 603	School of Nursing	Mary Burman		VARIOUS NURSING SCHOOLS PROGRAM DEVELOPMENT, CLARKE
Western Interstate Commission on Higher Education	\$ 10,000	Provosts Office	Anne Alexander		Interstate Passport: Facilitate the Block Transfer of Lower-Division General Education Based on Learning Outcomes
WY Dept of Agriculture	\$ 390,848	Agriculture Experiment Station	Bret Hess		Operations and Maintenance of the Wyoming State Seed Laboratory
WY Dept of Health	\$ 60,000	Wyoming Survey & Analysis Center	Tiffany Cook		Evaluation Services for the Public Health Actions to Prevent and Control Diabetes, Heart Disease, Obesity and Associated Risk Factors and to Promote School Health
WY Governor's Office	\$ 212,667	Wyoming Geographic Information Science Center	Paddington Hodza		Wyoming Geospatial Hub Stewardship
WY State Bar	\$ 13,440	Wyoming Survey & Analysis Center	Bistra Anatchkova		Online Survey of Wyoming Attorneys to Evaluate Wyoming Judges Performance on the Bench
WY Water Development Commission	\$ 196,323	Petroleum Engineering	Maohong Fan		Recycling Co-Produced Waters (CWS) in the Energy Industry for Economic Development
WY Weed + Pest District	\$ 46,000	Ecosystem Science & Management	Timothy Collier		WY WEED SUPPORT FOR BIOLOGICAL CONTROL POSITION, COLLIER
WY Weed and Pest Council	\$ 21,500	Plant Sciences	Daniel Tekiela		Risk Assessments, Cheatgrass Seedbank Management and Herbicide Sensitivity Window
Wyoming Game and Fish Department	\$ 10,000	Wyo Natural Diversity Database	Merav Ben- David		Spotted Skunk Genetics Work

May 2018

Wyoming Game and Fish Department	\$ 21,300	Wyoming Survey & Analysis Center	Brian Harnisch		Mixed-mode Survey of Wyoming Hunters Regarding the Use of High Tech Equipment
Wyoming Humanities Council	\$ 750	Philosophy & Religious Studies	Seth Ward		Mordechai Kedar: Middle East, Arab World and Isreal
Wyoming Humanities Council	\$ 2,000	Music	Anne Guzzo		Locust: The Opera (Pre/Post Performance Lectures and Question and Answer Sessions)
Wyoming Military Department	\$ 49,951	Anthropology	Rick Weathermon		Human Remains Recovery and Archaeological Site Testing, 48PL558 Camp Guernsey
Wyonics LLC	\$ 19,019	Chemistry	Caleb Hill		Ionic Liquids as Advanced Solvents for the Extraction of Rare Earth Elements from Coal Products

Sponsored Programs

Total From 04/2018 \$5,039,382

Total From 7/2017 \$3,003,450

Total From 8/2017 \$4,723,097

Total From 9/2017 \$7,496,627

Total From 10/2017 \$5,139,523

Total From 11/2017 \$4,731,831

Total From 12/2017 \$13,354,606

Total From 01/2018 \$10,094,521

Total From 02/2018 \$8,348,623

Total From 03/2018 \$6,017,177

Total From 04/2018 \$8,508,263

Total Year to Date \$76,457,101

Sponsor	Amount	Principal Investigator (PI)	Co-PI	Dept	Description
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May 2018

US Department of Education (D-ED)	\$23,835,105	Debra Hintz		Student Financial Aid (SFA)	Direct Student Loans 2017-18
US Department of Education (D-ED)	\$16,408,924	Debra Hintz		Student Financial Aid (SFA)	Direct Student Loans 2017-18

Total Insitutional Awards \$40,244,029

Grand Total \$116,701,130

Committee of the Whole – PROPOSED ITEMS FOR ACTION:

AGENDA ITEM TITLE:

Personnel – Academic Report and Non-Academic Report, Miller/Benham Deal

CHECK THE APPROPRIATE BOX(ES):

- ☐ Work Session
- ☐ Education Session
- ☐ Information Item
- ☒ Other Specify: Committee of the Whole (Items for Approval)

BACKGROUND AND POLICY CONTEXT OF ISSUE:

Information is provided to the Board about personnel matters, including but not limited to appointments, reappointments, tenure, promotion and extended term renewals; change in appointments, retirements and resignations; and sabbatical and professional development leaves. Supporting material include a list of all personnel information that needs actions by the Board

PRIOR RELATED BOARD DISCUSSIONS/ACTIONS:

The Board receives regular information about personnel matters.

WHY THIS ITEM IS BEFORE THE BOARD:

Per UW Regulations 5-1, appointments, leaves without pay, and adjunct appointments will be made by the Trustees of the University, upon recommendation of the appropriate administrative and/or academic officers. Changes in appointments, resignations and retirements are reported to the Board for information.

ACTION REQUIRED AT THIS BOARD MEETING:

Board approval or disapproval of the personnel report as provided.

PROPOSED MOTION:

“I move to approve the personnel report as provided to the Board.”

PRESIDENT’S RECOMMENDATION:

The President recommends approval.

Committee of the Whole – PROPOSED ITEMS FOR ACTION:

AGENDA ITEM TITLE:

Construction Manager-At-Risk Selection for the West Campus Satellite Energy Plant, Kibbon

CHECK THE APPROPRIATE BOX(ES):

- ☐ Work Session
☐ Education Session
☐ Information Item
☒ Other Specify: Committee of the Whole (Items for Approval)

BACKGROUND AND POLICY CONTEXT OF ISSUE:

The proposal for consideration is the construction of a new 9,000 square foot hot water boiler plant as well as a direct buried distribution system within the heart of the growing north-west corner of Campus. This multi-level plant will house up to 50 Million British Thermal Units of natural gas boilers with steam backup capability. The plant will also contain the necessary pumping equipment for a new 1.5 million gallon, partially buried chilled water storage tank adjacent to the plant that is also to be included within this scope of work. Coordination and staging of work during utility shutdowns will be of the utmost importance during the interconnection of the new steam, hot and chilled water, natural gas, domestic cold water, and 15 kilovolts distribution systems to existing campus infrastructure. Site improvements and a renovated main southern access to campus will be included.

The project is proposed to be located on the south side of Lewis St. directly across from the Anthropology Building. The total construction cost is estimated to be approximately \$24M.

The Planning and Construction Unit within the Division of Administration advertised for (CMAR) qualifications and General Conditions fee proposals in May, 2018. Three responses were received on May 31st, 2018. The RFQ responses were reviewed by (4) members of the UW Operations team, the ranking of the proposals is as follows:

- GE Johnson Construction of Wyoming (aggregate score average: 89.75)
- GH Phipps of Wyoming (aggregate score average: 68.75)
- Sampson Construction Co. Inc. (aggregate score average: 60.25)

The operations team ranked the responses by statutory selection measures which include: ability of professional personnel, past performance, schedule requirements, location, residency, current and projected workload(s), previous work awarded, and equitable work distribution. The Facilities Contracting Committee will meet on Friday June 29 to discuss this item.

PRIOR RELATED BOARD DISCUSSIONS/ACTIONS:

The Board of Trustees reviewed and approved using the (CMAR) construction delivery method at the May 2018 meeting.

WHY THIS ITEM IS BEFORE THE BOARD:

The University's Project Development Policy requires all construction contracts to go before the Board of Trustees Facilities Contracting Committee for approval. The committee in turn makes a recommendation to the full Board of Trustees.

ACTION REQUIRED AT THIS BOARD MEETING:

Authorization to complete negotiations and contract with **GE Johnson Construction of Wyoming**, for the West Campus Satellite Energy Plant.

PROPOSED MOTION

I move to approve the recommendation made by the Facilities Contracting Committee regarding the selection of the (CMAR) and enter into a contract with GE Johnson Construction of Wyoming, for the West Campus Satellite Energy Plant project.

PRESIDENT'S RECOMMENDATION:

The President recommends approval.

INFORMATION ONLY

AGENDA ITEM TITLE:

Contracts and Procurement Report (per Signature Authority Regulation), Evans

CHECK THE APPROPRIATE BOX(ES):

- ☐ Work Session
- ☐ Education Session
- ☒ Information Item
- ☐ Other

BACKGROUND AND POLICY CONTEXT OF ISSUE:

Per UW Regulation 3-1 (Signature Authority), unless otherwise limited by UW Regulation or reserved by the Board of Trustees, the President shall have authority to approve and/or sign University contracts, federal contracts, agreements, memorandums of understanding, and procurements that involve an external party, require consideration (paid or received) valued less than \$1,000,000 (one-time or in aggregate), and for which the term is less than five years. The President may delegate this authority to University Officers for such contracts, federal contracts, agreements, memorandums of understanding, and procurements that require consideration (paid or received) valued less than \$500,000 (one-time or in aggregate) and for which the term is less than five years.

As required by the Regulation, attached are the following reports:

- 1) Service Contracts (including contracts, federal contracts, agreements, and memorandums of understanding) valued at \$50,000 or above (one-time or in aggregate) from April 16, 2018 – June 15, 2018
- 2) Procurements valued at \$50,000 or above (one-time or in aggregate) from April 16, 2018 – June 15, 2018

Service contract workflow

Per Presidential Directive 3-2014-1 (Signature Authority), the President can delegate signature authority to University officers for service contracts valued less than \$500,000 (one-time or in aggregate) and for which the term is less than five years.

Procurement workflow

Cost Center Managers (business manager level) approve all purchases, and are the final approvers for purchases of \$99,999 or less.

Deans/Associate Vice Presidents are included in the approval workflow if the purchase is \$100,000 or above. They are the final approvers for purchases between \$100,000 and \$249,999.

Vice Presidents are added to the approval workflow if the purchase is \$250,000 or above. They are the final approvers for purchases between \$250,000 and \$499,999.

The President is added to the approval workflow if the purchase is \$500,000 or above. She is the final approver for purchases between \$500,000 and \$999,999.

The Board of Trustees approves purchases of \$1,000,000 and above.

PRIOR RELATED BOARD DISCUSSIONS/ACTIONS:

Standing information item at each in-person Board of Trustees meeting.

WHY THIS ITEM IS BEFORE THE BOARD:

Per UW Regulation 3-1 (Signature Authority), at each regular meeting of the Board of Trustees (excluding conference calls), the President shall provide a written report to the Board of Trustees identifying each contract, federal contract, agreement, memorandum of understanding, or procurement valued at \$50,000 or above (one-time or in aggregate) signed by the President or designee under this provision.

ACTION REQUIRED AT THIS BOARD MEETING:

N/A. Information Only.

PROPOSED MOTION

N/A. Information Only.

PRESIDENT'S RECOMMENDATION:

N/A. Information Only.

UW Regulation 3-1 (Signature Authority) Procurement Board Report - April 16, 2018 - June 15, 2018										
Creation Date	Supplier Name	Line No	Description	Quantity	Line unit price	Total Line Price	Total PO Amount	Department	Last approver	Title of Approver
4/16/2018	Big Horn Roofing	1	CASPER FAMILY PRACTICE / BCFA / HEALTH SCIENCE / WSVL: FY18 CAMPUS ROOF REPLACEMENT PROJECT PER BID DOCUMENTS.	1	\$413,950.00	\$413,950.00	\$413,950.00	Facilities Construction management	William Mei 4/13/18	VP Administration
4/17/2018	Cheyenne Physician Group LLC	1	Resident Education - General Surgery		\$90,000.00	\$90,000.00	\$90,000.00	Family Medicine Residency Programs Cheyenne	Laurie Kempert 4/17/18	Business Manager, Executive, College of Health Sciences
4/18/2018	Education Northwest, Inc.	1	External evaluation services by Education Northwest on behalf of the GEAR UP Wyoming grant.		\$115,000.00	\$115,000.00	\$115,000.00	SEO General	Tami Benham-Deal 4/18/18	Vice Provost, Academic Affairs
4/19/2018	Wyoming Department of Agriculture	1	Per MOU- Reimbursement to WDA for income from the Wyoming State Seed Analysis Laboratory in Powell- 1/1/18-3/31/18	1	\$65,998.65	\$65,998.65	\$65,998.65	State Seed Lab	Catherine Harris 4/18/18	Business Manager, Executive, College of Agriculture & Natural Resources
4/24/2018	EBSCO Information Services	1	subscription to 2018 eJournal package for UW library collection		\$69,142.98	\$69,142.98	\$69,142.98	University Libraries Administrative Office	Laurie Mendick 4/24/18	Business Manager, Executive, University Libraries
4/24/2018	Wyoming Oil & Gas Fair	1	WOGF Fair- 2018/2019		\$140,000.00	\$140,000.00	\$140,000.00	Enhanced Oil Recovery Institute	Rachel Ferrell 4/24/18	Business Manager, Executive, SER
4/24/2018	Mechdyne Corporation	1	Mechdyne corporation will assist in running & maintaining the 4-well CAVE in the 3-D Vtr Ctr located in the Energy Innovation Center. This PO line only for \$135k for the period of 4/15/18-4/14/19.		\$135,000.00	\$135,000.00	\$135,000.00	School of Energy Resources Directors Office	Mark Northam 4/24/18	Executive Director, SER
4/25/2018	CDW Government, Inc.	1	HP EliteDisplay E243 LED monitors	87	\$153.40	\$13,351.80		Client Support Services	Robert Alyward 4/25/18	VP Info Tech & CIO
4/25/2018	CDW Government, Inc.	2	HP ProDesk 600 G3 SFF Core i5 7500 3.4 GHz 16 GB 312 GB US	76	\$679.38	\$51,632.88	\$65,152.68	Client Support Services	Robert Alyward 4/25/18	VP Info Tech & CIO
4/25/2018	FieldTurf USA Inc.	1	INDOOR PRACTICE FACILITY (IFF): REPLACE TURF (MATERIALS ONLY)	1	\$368,000.00	\$368,000.00		Facilities Engineering	Darcy Bryant 4/23/18	Deputy Director, Business Serv, Univ Ops*
	FieldTurf USA Inc.	2	INDOOR PRACTICE FACILITY (IFF): SUPPLY & INSTALL HIGH PERFORMANCE INFIELD GRASS SURFACE	1	\$48,600.00	\$48,600.00	\$416,600.00	Facilities Engineering	Darcy Bryant 4/23/18	Deputy Director, Business Serv, Univ Ops*
4/25/2018	Victors & Spoils	1	UW Mkt Campaign Production Fees March-April 2018		\$250,000.00	\$250,000.00	\$250,000.00	Office of the President	Laurie Nichols 4/25/18	President
4/26/2018	Coach Comm LLC	1	Coach Comm X-System Sideline Communication System		\$132,322.00	\$132,322.00	\$132,322.00	Athletics Business Office	Bill Speer 4/25/18	Sr Assoc AD/Business Operations, Athletics
4/27/2018	USDA Forest Service	1	Document the movements and space-use of Ferruginous Hawks in Wyoming Oil & Gas fields.	1	\$70,000.00	\$70,000.00	\$70,000.00	Berry Center	Amanda Larson 4/20/18	Asst To The Vice President, Research
4/27/2018	Classic Club	1	MENS GOLF TEAM PALM DESERT CA CLASSIC CLUB GOLF COURSE RENTAL 2.15.18		\$32,184.00	\$32,184.00		Cowboy Joe Club	Rachael Hulet 4/25/18	Asst AD/Business Operations, Athletics
	Classic Club	2	MENS GOLF TEAM PALM DESERT CA CLASSIC CLUB GOLF COURSE RENTAL 2.15.18-food		\$19,292.01	\$19,292.01		Cowboy Joe Club	Rachael Hulet 4/25/18	Asst AD/Business Operations, Athletics
	Classic Club	3	MENS GOLF TEAM PALM DESERT CA CLASSIC CLUB GOLF COURSE RENTAL 2.15.18-shipping		\$145.18	\$145.18	\$51,621.19	Cowboy Joe Club	Rachael Hulet 4/25/18	Asst AD/Business Operations, Athletics
4/27/2018	Source Office Products	1	ARTELUITE CONFERENCE TABLE // ITEM #: TA-BO-7280-168-XI-CH		\$18,783.71	\$18,783.71		Facilities Construction Mgt	Darcy Bryant 4/26/18	Deputy Director, Business Serv, Univ Ops
	Source Office Products	2	SLIDING VENEER DOORS WITH LOGOS // ITEM #: SD		\$14,033.71	\$14,033.71		Facilities Construction Mgt	Darcy Bryant 4/26/18	Deputy Director, Business Serv, Univ Ops
	Source Office Products	3	HARDWARE / MATCHING WOOD HEADER // ITEM #: HD		\$4,964.29	\$4,964.29		Facilities Construction Mgt	Darcy Bryant 4/26/18	Deputy Director, Business Serv, Univ Ops
	Source Office Products	4	FREIGHT // ITEM #: FT		\$1,271.43	\$1,271.43		Facilities Construction Mgt	Darcy Bryant 4/26/18	Deputy Director, Business Serv, Univ Ops
	Source Office Products	5	PORCELAIN WHITEBOARDS // ITEM #: PCSM/WB		\$2,429.71	\$2,429.71		Facilities Construction Mgt	Darcy Bryant 4/26/18	Deputy Director, Business Serv, Univ Ops
	Source Office Products	6	INSTALLATION // ITEM #: IN		\$1,734.29	\$1,734.29		Facilities Construction Mgt	Darcy Bryant 4/26/18	Deputy Director, Business Serv, Univ Ops
	Source Office Products	7	ENDORSE EXEC HIGH-BACK UPH. BACK BIG AND TALL // ITEM #: HLEUBT		\$11,077.60	\$11,077.60		Facilities Construction Mgt	Darcy Bryant 4/26/18	Deputy Director, Business Serv, Univ Ops
	Source Office Products	8	CERES GUEST / MULTI-PURPOSE FOUR LEG STACKING // ITEM #: HCGE		\$2,321.28	\$2,321.28	\$56,600.02	Facilities Construction Mgt	Darcy Bryant 4/26/18	Deputy Director, Business Serv, Univ Ops
5/2/2018	Big Huhns Excavation, Inc.	1	EXCAVATE AND INSTALL NEW MANHOLES AND SEWER PIPE	1	\$115,993.19	\$115,993.19	\$115,993.19	Facilities Construction management	Darcy Bryant 4/27/18	Deputy Director, Business Serv, Univ Ops
5/2/2018	Duke University	1	Duke Subaward - Jarvis - 1003906A - Impact of Fc N-glycan structure on HIV-specific antibody functions	1	\$171,219.00	\$171,219.00	\$171,219.00	Molecular Biology	Francis Galey 5/2/18	Dean, College of Agriculture & Natural Resources
5/2/2018	Colfax International	1	Nvidia 920-22787-2511-000 8-GPU/512GB DGX-1 Deep Learning System per attached quote		\$87,300.00	\$87,300.00		Computer Science	Michael Pishko 5/2/18	Dean, College of Engineering and Applied Science
	Colfax International	2	Nvidia 718-V101004P2ED1B6 8GPA/512GB DGX-1 V100-32G Support, EDU, 3 Years per attached quote		\$36,993.00	\$36,993.00	\$124,495.00	Computer Science	Michael Pishko 5/2/18	Dean, College of Engineering and Applied Science
5/3/2018	Sheridan Motor, Inc.	1	UW-109 2018 Dodge Durango	1	\$25,767.00	\$25,767.00		Fleet Services	Shawn Fletcher 5/3/18	Manager, Fleet Services
	Sheridan Motor, Inc.	2	UW-353 2018 Dodge Durango	1	\$25,767.00	\$25,767.00		Fleet Services	Shawn Fletcher 5/3/18	Manager, Fleet Services
	Sheridan Motor, Inc.	3	UW-406 2018 Dodge Durango	1	\$25,767.00	\$25,767.00	\$77,301.00	Fleet Services	Shawn Fletcher 5/3/18	Manager, Fleet Services
5/3/2018	Teton Motors Inc	1	UW-203 2018 12 Pass Van	1	\$29,983.00	\$29,983.00		Fleet Services	Shawn Fletcher 5/3/18	Manager, Fleet Services
	Teton Motors Inc	2	UW-204 2018 12 Pass Van	1	\$29,983.00	\$29,983.00	\$59,970.00	Fleet Services	Shawn Fletcher 5/3/18	Manager, Fleet Services
5/3/2018	Leadership Wyoming	1	Leadership Wyoming - payout of a portion of UW held interest from the Leadership WY Operations account	1	\$103,000.00	\$103,000.00	\$103,000.00	Office of the President	Laurie Nichols 5/2/18	President
5/3/2018	XRO Energy LLC	1	XRO Energy-AFE- Washakie-Per RFP- Wyoming Reservoir Pilot Test Data Acquisition Program-		\$130,000.00	\$130,000.00	\$130,000.00	Enhanced Oil Recovery Institute	Mark Northam 5/3/18	Executive Director, SER
5/3/2018	TA Instruments Inc	1	DMA 3300 Dynamic Mechanical Analysis and Fatigue Instrument with LSO Temperature Control accompanied by air chiller system and necessary accessories - Dr. Prick WL		\$134,350.00	\$134,350.00	\$134,350.00	School of Energy Resources Directors Office	Mark Northam 5/3/18	Executive Director, SER
5/10/2018	Chandler Engineering Company LLC	1	Quixix Precision Pump Q6210-HC-H-DH-S per line 1 of the attached quote number Q1804-SV4563 REV1 to include one of QC-A-1122 from line three of referenced quote.	1	\$91,642.00	\$91,642.00		School of Energy Resources Directors Office	Laurie Nichols 5/9/18	President**
	Chandler Engineering Company LLC	2	Quixix Precision Pump Q6210-HC-H-DH-S per line 1 of the attached quote number Q1804-SV4563 REV1 to include one of QC-A-1122 from line three of the referenced quote.	1	\$91,642.00	\$91,642.00		School of Energy Resources Directors Office	Laurie Nichols 5/9/18	President**
	Chandler Engineering Company LLC	3	Quixix Precision Pump Q6210-HC-H-DH-S per line 1 of the attached quote number Q1804-SV4563 REV1 to include one QC-A-1122 from line three of the referenced quote.	1	\$91,642.00	\$91,642.00		School of Energy Resources Directors Office	Laurie Nichols 5/9/18	President**

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	Chandler Engineering Company LLC	4	Quizix Precision Pump Q6210-HC-H-DH-S per line 1 of the attached quote number Q1804-SV4565 REV1 to include one of QC-A-1122 from line three of the referenced quote.	1	\$91,642.00	\$91,642.00		School of Energy Resources Directors Office	Laurie Nichols 5/9/18	President**
	Chandler Engineering Company LLC	5	Quizix Precision Pump Q6210-HC-H-DH-S per line 1 of the attached quote number Q1804-SV4565 REV1 to include one of QC-A-1122 from line three of the referenced quote.	1	\$91,642.00	\$91,642.00		Petroleum Engineering	Laurie Nichols 5/9/18	President**
	Chandler Engineering Company LLC	6	Quizix Precision Pump Q6210-HC-H-DH-S per line 1 of the attached quote number Q1804-SV4565 REV1 to include one of QC-A-1122 from line three of the referenced quote.	1	\$91,642.00	\$91,642.00		Petroleum Engineering	Laurie Nichols 5/9/18	President**
	Chandler Engineering Company LLC	7	Quizix Precision Pump Q6210-HC-H-DH-S per line 1 of the attached quote number Q1804-SV4565 REV1 to include one of QC-A-1122 from line three of the referenced quote.	1	\$91,642.00	\$91,642.00		Petroleum Engineering	Laurie Nichols 5/9/18	President**
	Chandler Engineering Company LLC	8	Quizix Precision Pump Q6210-HC-H-DH-S per line 1 of the attached quote number Q1804-SV4565 REV1 to include one of QC-A-1122 from line three of the referenced quote.	1	\$91,642.00	\$91,642.00		Petroleum Engineering	Laurie Nichols 5/9/18	President**
	Chandler Engineering Company LLC	9	Quizix Precision Pump Q6210-HC-H-DH-S per line 1 of the attached quote number Q1804-SV4565 REV1 to include one of QC-A-1122 from line three of the referenced quote.	1	\$91,642.00	\$91,642.00		Petroleum Engineering	Laurie Nichols 5/9/18	President**
	Chandler Engineering Company LLC	10	Quizix Precision Pump Q6210-HC-H-DH-S per line 1 of the attached quote number Q1804-SV4565 REV1 to include one of QC-A-1122 from line three of the referenced quote.	1	\$91,642.00	\$91,642.00		Petroleum Engineering	Laurie Nichols 5/9/18	President**
	Chandler Engineering Company LLC	11	Quizix Precision Pump Q6210-HC-H-DH-S per line 1 of the attached quote number Q1804-SV4565 REV1 to include one of QC-A-1122 from line three of the referenced quote.	1	\$91,642.00	\$91,642.00		Petroleum Engineering	Laurie Nichols 5/9/18	President**
	Chandler Engineering Company LLC	12	Quizix Precision Pump Q6220-1725-H-EH-S per line 2 of the attached quote number Q1804-SV4565 REV1 to include one QC-A-1122 from line three of the referenced quote.	1	\$132,112.00	\$132,112.00		Petroleum Engineering	Laurie Nichols 5/9/18	President**
	Chandler Engineering Company LLC	13	Quizix Precision Pump Q6220-1725-H-EH-S per line 2 of the attached quote number Q1804-SV4565 REV1 to include one QC-A-1122 from line three of the referenced quote.	1	\$132,112.00	\$132,112.00		Petroleum Engineering	Laurie Nichols 5/9/18	President**
	Chandler Engineering Company LLC	14	Freight		\$7,800.00	\$7,800.00	\$1,280,086.00	Petroleum Engineering	Laurie Nichols 5/9/18	President**
3/10/2018	SHI International Corp	1	Sophos Email Protection Subscription Renewal 6/11/18-12/10/21 per attached quote	1	\$70,855.58	\$70,855.58	\$70,855.58	Systems Services	Robert Aylward 5/9/18	VP Info Tech & CIO
3/14/2018	Mid-Con Energy Operating LLC	1	Mid-Con Energy-Per RFP- Wyoming Reservoir Pilot Test Data Acquisition Program- Mid-Con- Cyclic Water-Culp Draw		\$130,000.00	\$130,000.00	\$130,000.00	Enhanced Oil Recovery Institute	Mark Northam 5/14/18	Executive Director, SER
3/14/2018	Zwick USA LP	1	2020 TN AllroundLine Table-Top Machine with necessary accessories and software		\$117,236.00	\$117,236.00	\$117,236.00	School of Energy Resources Directors Office	Mark Northam 5/14/18	Executive Director, SER
3/14/2018	Chicoine, David L	1	Payment for services as Interim Dean for Spring 2018 semester. Signed contract attached.		\$110,163.00	\$110,163.00	\$110,163.00	College of Business Deans office	Tami Benham-Deal 5/11/18	Vice Provost, Academic Affairs
3/17/2018	US Foods	1	DISHWASHER CONVEYOR TYPE Includes all items, services, freight and warranties quoted for item 18 of job reference 3224 See attached Quote	1	\$65,832.45	\$65,832.45		Dining	Eric Webb 5/16/18	ExDir, ResLife&Dining Svcs&WyUn
	US Foods	2	BOOSTER HEATER STEAM Includes all items, services, freight and warranties quoted for item 2 of job reference 3224 See attached Quote	1	\$3,738.42	\$3,738.42		Dining	Eric Webb 5/16/18	ExDir, ResLife&Dining Svcs&WyUn
	US Foods	3	TRAY ACCUMULATOR Includes all items, services, freight and warranties quoted for item 3 of job reference 3224 See attached Quote	1	\$118,463.04	\$118,463.04		Dining	Eric Webb 5/16/18	ExDir, ResLife&Dining Svcs&WyUn
	US Foods	4	BLOWER DRYER Includes all items, services, freight and warranties quoted for item 4 of job reference 3224 See attached Quote	1	\$5,956.20	\$5,956.20		Dining	Eric Webb 5/16/18	ExDir, ResLife&Dining Svcs&WyUn
	US Foods	5	Statement of Work: Removal, Electrical Updates, Fabrication, Plumbing, Set in Place by Aeroworks Includes all items, services, freight and warranties quoted for item 4 of job reference 3224 See attached Quote	1	\$81,194.72	\$81,194.72	\$225,184.83	Dining	Eric Webb 5/16/18	ExDir, ResLife&Dining Svcs&WyUn
3/17/2018	Victors & Spoils	1	UW Mkt. Campaign Production Fees May-June 2018		\$250,000.00	\$250,000.00	\$250,000.00	Office of the President	Laurie Nichols 5/16/18	President
3/18/2018	Mechanical Systems Inc	1	REMOVE AND INSTALL NEW STORM SEWER PIPE, MANHOLE AND REFINISH Flexiva 10KW & Flexiva 30W solid-state transmitter with Flexiva 30W Exciter with Engine -Sheridan Site	1	\$79,906.00	\$79,906.00	\$79,906.00	Facilities Construction management	Darcy Bryant 5/17/18	Deputy Director, Business Serv, Univ Ops
3/18/2018	GatesAir, Inc.	1	Carl Zeiss Axio Zoom V16 High Resolution Zoom Microscope	1	\$62,900.00	\$62,900.00	\$62,900.00	Wyoming Public Media	Amade Larson 5/15/18	Asst To The Vice President, Research
3/18/2018	Carl Zeiss Microscopy, LLC	1	Carl Zeiss Axio Zoom V16 High Resolution Zoom Microscope		\$73,736.50	\$73,736.50	\$73,736.50	Zoology & Physiology	Qian-Qian Sun 5/18/18	Professor, Zoology
3/21/2018	Applied Voice & Speech Technologies Inc	1	CK-E Software and Licenses per attached quote		\$2,843.05	\$2,843.05		Systems Services	Robert Aylward 5/18/18	VP Info Tech & CIO
	Applied Voice & Speech Technologies Inc	2	Training per attached quote		\$25,600.00	\$25,600.00		Systems Services	Robert Aylward 5/18/18	VP Info Tech & CIO
	Applied Voice & Speech Technologies Inc	3	XpressCare 3 Year per attached quote		\$36,593.35	\$36,593.35		Systems Services	Robert Aylward 5/18/18	VP Info Tech & CIO
	Applied Voice & Speech Technologies Inc	4	CK-E Software Subscription and Set-up per attached quote		\$8,606.00	\$8,606.00		Systems Services	Robert Aylward 5/18/18	VP Info Tech & CIO
	Applied Voice & Speech Technologies Inc	5	CK-E Hardware per attached quote		\$7,788.75	\$7,788.75	\$81,431.15	Systems Services	Robert Aylward 5/18/18	VP Info Tech & CIO
3/23/2018	First American Title Insurance Co.	1	910 BRADLEY ST - PURCHASE OF LAND	1	\$55,000.00	\$55,000.00		Real Estate Operations	William Mai 5/23/18	VP Administration

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	First American Title Insurance Co.	2	910 BRADLEY ST - PURCHASE OF BUILDING	1	\$414,713.00	\$414,713.00		Real Estate Operations	William Mai 5/23/18	VP Administration
	First American Title Insurance Co.	3	910 BRADLEY ST - CLOSING COSTS	1	\$1,035.71	\$1,035.71	\$470,748.71	Real Estate Operations	William Mai 5/23/18	VP Administration
5/24/2018	Elludan Company L.P.	1	Maintenance Banner Financial Aid 7/1/18-6/30/19 per attached Sales Order		\$37,978.00	\$37,978.00		Systems Services	Robert Aylward 5/24/18	VP Info Tech & CIO
	Elludan Company L.P.	2	Maintenance Banner Operational Data Store Oracle 7/1/18-6/30/19 per attached Sales Order		\$37,153.00	\$37,153.00		Systems Services	Robert Aylward 5/24/18	VP Info Tech & CIO
	Elludan Company L.P.	3	Maintenance Banner Student 7/1/18-6/30/19 per attached Sales Order		\$66,876.00	\$66,876.00		Systems Services	Robert Aylward 5/24/18	VP Info Tech & CIO
	Elludan Company L.P.	4	Maintenance Financial Aid FM Need Analysis 7/1/18-6/30/19 per attached Sales Order		\$4,784.00	\$4,784.00	\$146,791.00	Systems Services	Robert Aylward 5/24/18	VP Info Tech & CIO
5/31/2018	Innovative Interfaces Inc	1	Annual Maintenance - Perpetual License Agreement with III for an integrated library system requiring an annual maintenance renewal		\$82,166.97	\$82,166.97	\$82,166.97	Libraries	Laurie Mendick 5/30/18	Business Manager, Executive, University Libraries
6/1/2018	Huron Consulting Services	1	Reporting backfill for post-implementation of WyoCloud Financials	1	\$89,000.00	\$89,000.00	\$89,000.00	Controller	Mary Hudson 5/31/18	Coord, Financial Services
6/1/2018	Realtime Technologies Inc	1	Software agreement UW Truck Simulator Upgrade and Move Proposal		\$155,937.00	\$155,937.00	\$155,937.00	Engineering & Applied Science Deans Office	Michael Pishko 6/1/18	Dean, College of Engineering and Applied Science
6/4/2018	Hodgkins Beckley Consulting LLC	1	Insurance Billing Consultation	1	\$66,896.73	\$66,896.73	\$66,896.73	Student Health Services	Jamison Miller 5/24/18	Dir Student Affairs Bus Op.
6/5/2018	Commercial Flooring Inc	1	WILDCATTER SUITES: REPLACE CARPET AND BASE IN AREAS ACCORDING TO PLAN	1	\$58,500.00	\$58,500.00	\$58,500.00	Facilities Engineering	Darcy Bryant 6/5/18	Deputy Director, Business Serv, Univ Ops
6/5/2018	Regions	1	Regions Trust Payment	1	\$96,464.37	\$96,464.37	\$96,464.37	Bison Run	Jamison Miller 6/5/18	Dir Student Affairs Bus Op.
6/7/2018	Digital Science & Research Solutions Inc	1	Dimensions & Elements - Abstracting & Indexing Database & Repository Tool		\$95,270.00	\$95,270.00	\$95,270.00	Digital Collections	Laurie Mendick 6/6/18	Business Manager, Executive, University Libraries
6/11/2018	First American Title Insurance Co.	1	471 N 9TH STREET - PURCHASE OF LAND	1	\$55,000.00	\$55,000.00		Real Estate Operations	William Mai 6/11/18	VP Administration
	First American Title Insurance Co.	2	471 N 9TH STREET - PURCHASE OF BUILDING	1	\$218,172.00	\$218,172.00		Real Estate Operations	William Mai 6/11/18	VP Administration
	First American Title Insurance Co.	3	471 N 9TH STREET -CLOSING COSTS	1	\$907.61	\$907.61	\$274,079.61	Real Estate Operations	William Mai 6/11/18	VP Administration
6/11/2018	Bio-Rad Laboratories	1	CFX96 Touch Real-Time PCR Detection System, Catalog No. 1855195, Laptop Computer, Catalog No. 1707399, CFX Maestro Windows, Catalog No. 12004110 and Partial Freight Charge	1	\$20,706.67	\$20,706.67		Veterinary Science	Catherine Harris 6/11/18	Business Manager, Executive, Agriculture
	Bio-Rad Laboratories	2	CFX96 Touch Real-Time PCR Detection System, Catalog No. 1855195, Laptop Computer, Catalog No. 1707399 and Partial Freight Charge	1	\$20,706.67	\$20,706.67		Veterinary Science	Catherine Harris 6/11/18	Business Manager, Executive, Agriculture
	Bio-Rad Laboratories	3	CFX96 Touch Real-Time PCR Detection System, Catalog No. 1855195, and Partial Freight Charge	1	\$20,706.66	\$20,706.66		Veterinary Science	Catherine Harris 6/11/18	Business Manager, Executive, Agriculture
	Bio-Rad Laboratories	4	Real-Time PCR System, 1 yr FULL ON-SITE Extended Cover Service Plan, Catalog No. ENP10045	9	\$1,962.50	\$17,662.50	\$79,782.50	Veterinary Science	Catherine Harris 6/11/18	Business Manager, Executive, Agriculture

*Board of Trustees approved the Indoor Practice Facility Upgrade Project on 3-21-18

** Board of Trustees approved purchase on 5-10-18 per UW Regulation 3-1

UW Regulation 3-1 (Signature Authority) Contracts Board Report - April 16, 2018 - June 15, 2018

Contract Number	Contract Header Name	Contract Type	Department	Supplier	Signed Date	Agreed Amount	Signer Name	Signer Job Title
No contract number assigned due to WyoCloud error--went through paper process	Agreement for Services (external auditors)	Services Contract	Administration	BKD, LLP	5/15/18	\$1,334,585.00	Laurie Nichols	President*
17104OnTheDoubleJanitorialJune2018	Janitorial Service for clinic	Services Contract	College of Health Sciences	On The Double Janitorial	5/29/18	\$54,897.00	David Jones	Interim Dean/Professor
17104VISUALUTIONS,INCMAY2018	Billing contract for Residency Clinics	Services Contract	College of Health Sciences	Visualutions Inc	5/29/18	\$750,000.00	Laurie Nichols	President
11001XROAFW0418	XRO Energy	Services Contract	Enhanced Oil Recovery Institute	XRO Energy LLC	4/23/18	\$130,000.00	Kate Miller	Provost & Vice President, Academic Affairs
11001MCCWCD0418	Mid-Con Energy	Services Contract	Enhanced Oil Recovery Institute	Mid-Con Energy Operating LLC	5/2/18	\$130,000.00	Mark Northam	Executive Director, SER
40004-AVST Inc-April 2018	Statement of Work-Unified Messaging System	Services Contract	Information Technology	Applied Voice & Speech Technologies Inc	5/10/18	\$81,431.15	Robert Aylward	Vice President for Information Technology & CIO
40006-Collax International-April 2018	Quotation with Terms and Conditions	Services Contract	Information Technology	Collax International	4/24/18	\$124,495.00	Robert Aylward	Vice President for Information Technology & CIO
90202NewHorizonsMay2018	Provision of Charter Services-2018 FB	Services Contract	Intercollegiate Athletics	New Horizons Travel	5/30/18	\$562,000.00	Laurie Nichols	President
90004PaciolanMay2018	Ticket Services	Services Contract	Intercollegiate Athletics	Paciolan, Inc.	6/12/18	\$717,000.00	Laurie Nichols	President
90257NewHorizonsMay2018	Provision of Charter Services-2018-2019 Volleyball Season	Services Contract	Intercollegiate Athletics	New Horizons Travel	5/15/18	\$75,713.90	Billy Sparks	Sr Assoc Ath Dir/Business Ops
90202MarriottWaikikiBeachApril2018	Hawaii Game Hotel	Services Contract	Intercollegiate Athletics	Waikiki Beach Marriott Resort & Spa	4/25/18	\$70,000.00	Thomas Burman	Athletic Director
90020LandmarkEventStaffingJune2018		Services Contract	Intercollegiate Athletics	Landmark Event Staffing Services, Inc.	6/7/18	\$365,000.00	William Mai	Vice President for Administration
28350-Ichnos-February 2018	Ichnos- support services related to archaeological project in Italy	Services Contract	Provost	Ichnos	5/15/18	\$70,000.00	Kate Miller	Provost & Vice President, Academic Affairs
10501-P&PConsulting-042418	P&P Consulting Amendment No. 1	Services Contract	School of Energy Resources	P&P Consulting Services Inc	5/22/18	\$69,000.00	William Mai	Vice President for Administration
10501-ZwickUSA-April2018	Zwick USA Services	Services Contract	School of Energy Resources	Zwick USA LP	4/30/18	\$117,236.00	Robert Aylward	Vice President for Information Technology & CIO
10501-Piri Technologies-Feb2018	Piri Technology Consulting Agreement	Services Contract	School of Energy Resources	Piri Technologies LLC	5/8/18	\$176,000.00	Mark Northam	Executive Director, SER
19001InnovativeInterfacesApril2018	Innovative Interfaces Incorporated Perpetual License Agreement	Services Contract	University Libraries	Innovative Interfaces Inc	5/16/18	\$82,167.00	William Mai	Vice President for Administration
19002-EBSCO-May 21, 2018	EBSCO Product Order Form	Services Contract	University Libraries	EBSCO Information Services	6/5/18	\$151,920.00	William Mai	Vice President for Administration
19002-ProQuest-May2018	ProQuest License Agreement	Services Contract	University Libraries	ProQuest, LLC	5/31/18	\$399,842.00	William Mai	Vice President for Administration
26001BigHornRoofing,IncMay2018FY18RoofReplacementsProject	Agreement Between Owner and Contractor	Services Contract	University Operations	Big Horn Roofing	5/29/18	\$165,610.00	William Mai	Vice President for Administration
26001BigHuhnsExcavation,Inc.April2018	Agreement Between Owner and Contractor	Services Contract	University Operations	Big Huhns Excavation, Inc.	4/16/18	\$115,993.19	William Mai	Vice President for Administration
26001SimonContractorsMay2018FY18Asphalt&ConcreteRepair	Agreement Between Owner and Contractor	Services Contract	University Operations	Simon Contractors	6/1/18	\$386,044.28	William Mai	Vice President for Administration
26001GormanEngineeringLLCMay2018	Consultant Agreement	Services Contract	University Operations	Gorman Engineering LLC	6/1/18	\$50,000.00	William Mai	Vice President for Administration
26001MechanicalSystems,Inc.June2018	Agreement Between Owner and Contractor	Services Contract	University Operations	Mechanical Systems Inc	6/15/18	\$149,790.00	William Mai	Vice President for Administration
26001JTLGroup(dbaKnifeRiver)May2018FY18Asphalt/Concrete	Agreement Between Owner and Contractor	Services Contract	University Operations	Knife River	6/6/18	\$159,936.55	William Mai	Vice President for Administration
26001DesignPointEngineeringLLCJune2018	Consultant Agreement	Services Contract	University Operations	Design Point Engineering LLC	6/5/18	\$50,000.00	William Mai	Vice President for Administration
26001MechanicalSystems,Inc.April2018	Agreement Between Owner and Contractor	Services Contract	University Operations	Mechanical Systems Inc	5/11/18	\$79,906.00	William Mai	Vice President for Administration

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31081HowToConcertsApril2018	Brothers Osborne Offer Letter	Services Contract	VP Student Affairs Office	How to Concerts LLC	5/8/18	\$70,000.00	Sean Blackburn	VP for Student Affairs
31081PKEntIncMay2018	Ken Jeong Contract	Services Contract	VP Student Affairs Office	DK Ent Inc	5/29/18	\$61,500.00	Sean Blackburn	VP for Student Affairs
						\$6,750,067.07		

*Board of Trustees approved administration to sign March 23, 2018

INFORMATION ONLY

AGENDA ITEM TITLE:

Capital Construction Report (progress update, including change orders), Theobald

CHECK THE APPROPRIATE BOX(ES):

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

Capital Construction Progress Report as of June 22, 2018

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

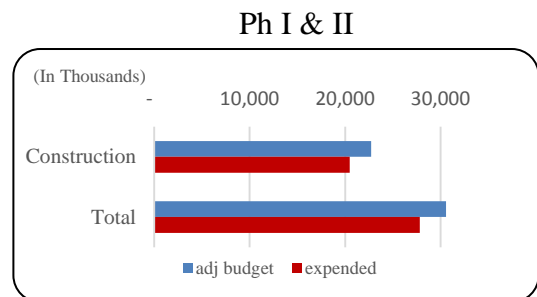
PROJECTS IN CONSTRUCTION

I. Arena Auditorium Renovation

Phase I

Contractor: Haselden Wyoming Constructors
Casper, WY

Original Project Budget \$12,850,000 (a)
Adjusted Project Budget \$12,982,109 (d)



<u>Funding Sources:</u>	<u>Original Anticipated:</u>	<u>Actual:</u>
Foundation	5,000,000	3,149,951
State Match	5,000,000	3,900,049
State Appropriation	2,850,000	5,120,000
Athletics	-	812,109
Total Funding	12,850,000	12,982,109

Guaranteed Maximum Price \$ 7,056,730

Contract Substantial Completion Date March 27, 2014

(In Thousands)	Budget (a)	Additional Funding (b)	Use of Contingency (c)	Adj Budget (a+b+c)=(d)	Expenditures (e)	Obligations (f)	Remaining Balance (d+e+f)=(g)
Construction	7,057	911	360	8,328	(8,328)	-	-
Contingency	360	-	(360)	-	-	-	-

Design	1,065	-	-	1,065	(1,042)	(17)	6
FF&E	3,663	(460)	-	3,203	(3,298)	-	(95)
Tech	250	(250)	-	-	-	-	-
Admin	455	(69)	-	386	(297)	-	89
Total	12,850	132	-	12,982	(12,965)	(17)	-

Phase II

Contractor- pre construction: Haselden Wyoming Constructors, Casper, WY
Contractor – Design/Bid/Build: Sletten Construction of Wyoming, Inc.

Original Budget for Phase I and Phase II was \$30,000,000. Funding remaining from Phase I was applied to Phase II. See additional funding (b) below.

Original Project Budget \$17,150,000 (a)
Adjusted Project Budget \$17,830,000 (d)

Funding Sources:	Original Anticipated:	Actual:
Foundation	5,000,000	6,850,049
State Match	5,000,000	6,099,951
State Appropriation	7,150,000	4,880,000
Athletics Master Landscaping Project		(243,061)
Total Funding	17,150,000	17,586,939

Contract Price \$13,282,982

Contract Substantial Completion Date October 16, 2017

Note: Funds have been reallocated among the budget categories. The adjusted budget has not changed in total. Corresponding expenditures and obligations have also been reallocated. The project has changed from CMAR to Design/Bid/Build.

(In Thousands)	Budget (a)	Additional Funding (b)	Use of Contingency (c)	Adj Budget (a+b+c)=(d)	Expenditures (e)	Obligations (f)	Remaining Balance (d+e+f)=(g)
Construction	12,709	574	1,130	14,413	(12,160)	(2,253)	-
Contingency	1,138	167	(1,153)	152	-	-	152
Design	1,835	379	-	2,214	(2,144)	(49)	21

FF&E	760	(368)	6	398	(277)	(20)	101
Tech	300	(250)	-	50	(20)	-	30
Admin	408	(65)	17	360	(275)	(45)	40
Total	17,150	437	-	17,587	(14,876)	(2,367)	344

Statement of Contract Amount

Original contract		13,282,982
Change order #1	Drilled pier over run quantity	34,646
Change order #2	Changes to commissary foundation and statue base	11,418
Change order #3	Replacement of missing CMU bond beam above vestibule doors	1,149
Change order #4	Miscellaneous structural items: steel columns, modification to foundation pilaster	3,179
Change order #5	Changes to concession stands	4,545
Change order #6	Added dimming controls for concourse lights	4,556
Change order #7	Revised toilet partition specifications	(1,936)
Change order #8	Revised specification on temperature control system controller	4,962
Change order #9	Modifications to existing mechanical vent stacks	14,537
Change order #10	Added drywall soffit for mechanical diffusers at east entry vestibules	7,121
Change order #11	Revised sliding grille security to overhead coiling grille for new North & South concessions	23,732
Change order #12	Revised location of recessed light fixture Z at the Sailors gallery	3,657
Change order #13	Additional fire alarm work related to smoke exhaust fan dampers	9,972
Change order #14	Delete relocation of fire hydrant, credit to owner	(10,604)
Change order #15	Repairs to existing damaged waste piping at East Concourse as requested by UW Operations	47,942
Change order #16	Change concrete subcontractors	97,371
Change order #17	Revisions to new emergency generator electrical feed for sub-concourse telecom room D-20	2,069
Change order #18	Add stainless steel doors and entrance trim for the elevator	7,954
Change order #19	Add bar buckle sign supports	6,404
Change order #20	Wall tile upgrade for new concessions (more durable wall finish)	16,775

Change order #21	Revisions to interior panel signs, various modifications, addition of existing restroom signage	3,232
Change order #22	Revisions to roof flashings and roof parapet cap metal revision	(780)
Change order #23	Sod replacement	19,356
Change order #24	Polished concrete upgrades	170,688
Change order #25	Painting of existing truck tunnel	10,014
Change order #26	Walnut upgrade from veneer at entry addition	12,096
Change order #27	Mirror replacement at existing restrooms	11,601
Change order #28	Modifications to four concession counters for movable beer dispensing equipment	7,211
Change order #29	Addition of exterior signage	82,108
Change order #30R	Addition of lights for added concession signs	5,209
Change order #31R	Delete work to move existing truck ramp condensing unit	(3,992)
Change order #32	Addition of specialty millwork to include custom walnut oversized trophy cases for Sailors gallery, the concourse and two enlarged pedestals for interactive Hall of Fame displays	67,521
Change order #33	Revisions to security cameras; revisions to exterior cameras, camera models and arena central located security cameras	19,016
Change order #34	Replacement of all existing faucets in existing restrooms on the concourse	34,000
Change order #35	Additional interior graphics and signage	14,731
Change order #36	Added lit portal signs at the concourse and arena sides of 16 portals	100,912
Change order #37	UL testing for main switch (pringle switch) required by state electrical inspector	10,616
Change order #38	Added door at concession 2, added athletic specialty lights, security separation door added at concession 2 for beer/wine sale vendor operation, four revolving special event lights added to north and south lobbies	4,810
Change order #39	Added donor wall display and hall of fame dimensional letters	29,573
Change order #40	Credit: back charges for additional landscape pre-con meeting & site visit; back charges for (2) additional site visits by food service design consultant	(5,303)
Change order #41	Exterior painting of metal roof panels	23,200
Change order #42	Credit: back charge for replacement of water damaged furniture at existing ticket office	(7,503)

Change order #43	Relocation of the FDC on the east side of building	8,640
Change order #44	Light pillar additional steel angle supports	13,629
Change order #45	Additional work for addition of stainless steel base and corner guards for added durability	34,139
Change order #46	Willet west concrete replacement	144,096
Change order #47	Concourse data and power outlets for concessions	14,873
Change order #48	Additional work related to grinding and resealing existing concrete floors in existing restrooms and concession stands	16,832
Adj Contract		14,421,596

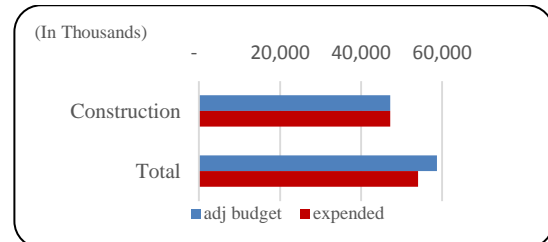
Work Planned for the Upcoming Month:

- Landscaping replacement.
- Metal panel replacement.
- Settling concrete replacement.
- Stainless steel corner guard and base installation.

II. High Bay Research Facility

Contractor: Haselden Wyoming Constructors
Casper, WY

Original Project Budget
(not including donated equipment) \$64,800,000 (a)
Adjusted Project Budget
(not including donated equipment) \$67,883,458 (d)



<u>Funding Sources:</u>	<u>Original Anticipated:</u>	<u>Actual:</u>
Foundation	16,300,000	16,300,000
Grants (AML sponsored programs)	15,000,000	15,000,000
State Appropriations	14,800,000	14,800,000
Foundation donor restricted for equipment	11,200,000	11,200,000
State Matching 2014	7,500,000	7,500,000
Loss of donor funding \$1M/match \$1M *	-	-
Reserve for cost overrun	-	4,484,000
Reserve Account	-	599,458
Total Funding	64,800,000	69,883,458
Donation of Physical Equipment eligible for State match	2,500,000	2,500,000
Total Project	67,300,000	72,383,458

Guaranteed Maximum Price \$42,925,724
Budget includes amounts restricted for equipment purchase only under Tech.
Contract Substantial Completion Date January 2017

Note: The amount of restricted donation funds has been moved out of Tech and represented as Restricted for Tech for clarification.

Work Completed/In Progress:

- Minor punch list items remain and will continue through the summer.
- Landscaping and metal panel work will take place post season and during the summer months.

Issues Encountered with Proposed Resolution for Each:

- None at this time.

(In Thousands)	Budget (a)	Additional Funding (b)	Use of Contingency (c)	Adj Budget (a+b+c)=(d)	Expenditures (e)	Obligations (f)	Remaining Balance (d+e+f)=(g)
Restricted for Tech	11,200	-	-	11,200	(6,196)	(5,004)	-
Restricted Equip Donation	2,500	-	-	2,500	(2,500)	-	-
(In Thousands)	Budget (a)	Additional Funding (b)	Use of Contingency (c)	Adj Budget (a+b+c)=(d)	Expenditures (e)	Obligations (f)	Remaining Balance (d+e+f)=(g)
Construction	42,926	0	4,229	47,155	(47,155)	-	-
Contingency	3,125	5,084	(6,607)	1,602	-	-	1,602
Design	4,741		121	4,862	(4,669)	-	193
FF&E	1,288	-	55	1,343	(1,270)	(63)	10
Tech	644	-	80	724	(246)	(166)	312
Admin	876	-	2,122	2,998	(697)	(2,107)	194
Total	53,600	5,084	-	58,684	(54,037)	(2,336)	2,311

Statement of Contract Amount

Original contract		42,925,724
Change Order #1	Additional Concrete Work, Gas Meter, Manifold & Piping, Equipment Relocation	86,647
Change Order #2	Additional Costs for Extended Contract Date and Mechanical Systems Changes	4,952,341
Change Order #3	Door and Exterior Detail Changes, Bike Racks	10,563
Change Order #4	Radiation Shielding at South Walls	15,411
Change Order #5	Credits: Door Card Reader, Roof Davit	(11,559)
Change Order #6	Deleted Casework, Truck Turning Layout, Floor Radiation Shielding	(13,366)
Change Order #7	Heat Recovery, Fume Hoods, Electrical Changes	(76,674)

Change Order #8	Chiller Vibration Isolation, Epoxy Flooring, Add End Switches to Control Valves	7,791
Change Order #9	Vibration Isolation for Pumps, Vertical Wire Management Sleeve	9,226
Change Order #10	Isolation valves, Additional ceramic tile, Elimination of tempered at lead glazing, Credit for UW personnel related to a hit conduit within steam tunnel, Destat fan, Electrical panel	(563)
Change Order #11	Balancing dampers, Catwalk guard, fire hydrant extensions, VPS power	11,980
Change Order #12	Mechanical: Circulation pump sequence	5,132
Change Order #13	Return of remaining construction contingency and buyout	(712,316)
Change Order #14	Return of GMP savings	(55,254)
Adj Contract		47,155,083

Work Completed/In Progress:

- ✓ Installation of Board approved miscellaneous projects.

Issues Encountered with Proposed Resolution for Each:

- 1) None at this time.

Work Planned for the Upcoming Month:

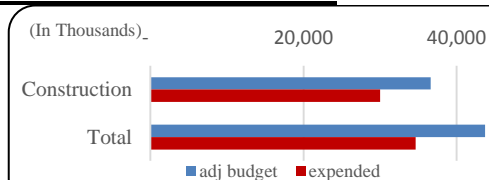
- 2) Installation of Board approved miscellaneous projects.

III. Mick and Susie McMurry High Altitude Performance Center

Contractor: GE Johnson Construction Wyoming
Jackson, WY

Original Project Budget \$ 44,000,000 (a)

Adjusted Project Budget \$ 44,019,000 (d)



Funding Sources:	Original Anticipated:	Actual:
Foundation	3,000,000.00	3,000,000.00
Foundation	21,000,000.00	21,000,000.00
State Match	20,000,000.00	20,000,000.00
Athletic Gifts	-	18,844.89
Athletics	-	80,875.00
Athletics Master Landscaping Project		(400,000.00)
Total Project	44,000,000.00	43,699,719.89

Guaranteed Maximum Price \$34,638,119

Contract Substantial Completion Date June 1, 2018

(In Thousands)	Budget (a)	Additional Funding/Adj (b)	Use of Contingency (c)	Adj Budget (a+b+c)=(d)	Expenditures (e)	Obligations (f)	Remaining Balance (d+e+f)=(g)
Construction	34,638	813	1,168	36,619	(30,009)	(6,610)	-
Contingency	1,363	-	(1,179)	184	-	-	184
Design	3,607	81	-	3,688	(3,047)	(541)	100
FF&E	1,961	100	-	2,061	(1,141)	(920)	-
Tech	1,015	(813)	-	202	(26)	(112)	64
Admin	1,416	(481)	11	946	(428)	(322)	196
Total	44,000	(300)	-	43,700	(34,651)	(8,505)	544

Statement of Contract Amount

Original contract		\$34,638,119
Change order #1	Add cement board in lieu of drywall - area S-2	8,389
Change order #2	Exploratory excavation to locate buried water lines	11,010
Change order #3	Pricing for ASI-100, civil plan updates	543
Change order #4	Increase grease interceptor size	4,547
Change order #5	Switch from aluminum to copper bussing at all panel boards & switchboards	7,293
Change order #6	Labor & material credit for elimination of manhole #3 due to resizing the grease interceptor	(8,659)
Change order #7	Provide power to floor box 6 at the squad room and training table	1,240
Change order #8	Prep, prime and paint exposed HSS columns in the recovery pool room with epoxy based paint	3,280
Change order #9	Remove and replace door, frame and hardware at opening L204	4,166
Change order #10	Sink discrepancies at both sports med exam rooms	6,220
Change order #11	Furnish and install 3 exit signs	1,341
Change order #12	Furnish and install fixtures and occupancy sensor	1,166
Change order #13	Parts and labor to provide power to SP-1, sump pump for new elevator	1,969
Change order #14	Parts and labor for elevator tube steel	7,225
Change order #15	Parts and labor for rubber flooring at landings on S7	3,630
Change order #16	Parts and labor credit for static control tile	(8,264)
Change order #17	Materials and labor for epoxy paint at all wet areas	8,741
Change order #18	Changes to the building envelope to satisfy UW standards & commissioning consultants	(125,200)

	suggestions; credit to switch from Plae and Mondo rubber flooring to Regupol	
Change order #19	Eliminate the permeable pavers and have concrete hardscapes at all drive lanes – reflects costs to add all necessary storm water storage vessels, re-work storm water infrastructure and add concrete	27,761
Change order #20	Modify select fixtures to mitigate maintenance issues	12,017
Change order #21	Added costs for necessary parts and labor to install door holds and alarm infrastructure at the affected openings due to design team oversight	4,307
Change order #22	Design deficiency – includes all necessary materials and labor to fabricate a parapet cap that sheds water away from the building	2,555
Change order #23	Multiple lighting deficiencies and discrepancies in the lighting plan – includes all necessary additions and revisions	23,673
Change order #24	UW Athletics wanted to add power and data at (2) locations in the new weight room to accommodate bikes	4,104
Change order #25	Response/cost reconciliation to audit report; CCD's 1-4; revised schedule/phasing plans associated with code review changes (schedule extension has not added cost)	360,178
Change order #26	New exterior knox box at north elevation; install owner furnished Morpho Lite biometric readers; install (14) owner furnished cameras.	813,342
Change order #27	Furnish and install complete commercial kitchen package for HAPC training table and fueling station	314,053
Change order #28	Furnish and install 3-Form Ceiling lettering in football locker room	60,295
Change order #29	Adding south tower access panel, fabricating and installing west loading lock trickle channel, changing glazing at south landing to tempered, axiom trim diffusers modifications in the squad room and adding solid surface sill on recovery pool exterior wall for durability	23,809
Change order #30	Additional cost to convert (5) ADA lockers to full sized lockers with benches	9,566
Change order #31	Demolish and re-install existing fixtures to increase shower head count	67,252
Change order #32	Upgrade furnishings in copy/kitchen area	34,698
Pending	June BOT approved change orders	295,009
Adj Contract		\$36,619,376

Work Completed/In Progress:

- Mechanical, electrical and plumbing (MEP) rough-ins.
- Interior finishes are underway.
- North entry addition.

Issues Encountered with Proposed Resolution for Each:

1. None at this time.

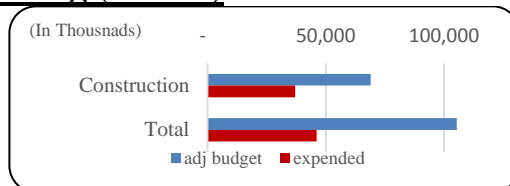
Work Planned for Upcoming Month:

- Substantial completion and punch list work.

IV. Engineering Education and Research Building (EERB)

Contractor: GE Johnson Construction Wyoming
Jackson, WY

Original Project Budget \$ 105,358,910 (a)



Funding Sources:	Original Anticipated:	Actual:
Grant – AML funds	350,000.00	350,000.00
Grant 2 – AML funds	750,154.00	750,154.00
State appropriation	55,000,000.00	55,000,000.00
Reduced by 2015 legislative action	(8,570,000.00)	(8,570,000.00)
Reduced by 2015 legislative action	(3,475,737)	(3,475,737)
State gen fun from AML – held until match	15,800,000.00	15,800,000.00
State matching funds	14,200,000.00	14,200,000.00
State Sec I swap for cap construction	10,000,000.00	10,000,000.00
2016 Appropriation	14,500,000.00	14,500,000.00
2015 DEQ redirected funds	3,475,737	3,475,737
Foundation donation	3,328,756	3,328,756
Total Project	105,358,910.00	105,358,910.00

Guaranteed Maximum Price \$69,014,882

Contract Substantial Completion Date February 13, 2019

Note: Funds have been reallocated among the budget categories. The adjusted budget has not changed in total.

(In Thousands)	Budget (a)	Additional Funding (b)	Use of Contingency (c)	Adj Budget (a+b+c)=(d)	Expenditures (e)	Obligations (f)	Remaining Balance (d+e+f)=(g)
Construction	72,491	(3,476)	-	69,015	(37,072)	(31,943)	-
Contingency	8,205	-	-	8,205	-	-	8,205
Reserve	5,243	3,369	-	8,612	-	-	8,612
Design	7,943	(129)	-	7,814	(7,060)	(754)	-
FF&E	3,993	(75)	-	3,918	-	-	3,918

Tech	3,474	(75)	-	3,399	-	-	3,399
Admin	4,010	386	-	4,396	(1,959)	(487)	1,950
Total	105,359	-	-	105,359	(46,091)	(33,184)	26,084

Statement of Contract Amount

Original contract		\$69,014,882
	No Change Orders	-
Adj Contract		\$69,014,882

Work Completed/In Progress:

- 1) Exterior masonry is complete on the north and west elevations, it is ongoing on the south and east elevations.
- 2) Installations of exterior glazing systems are ongoing.
- 3) Interior metal stud framing and drywall is underway, all levels.
- 4) Drywall tape and finish is underway, all levels.
- 5) Interior priming and painting is underway levels 1 and 2.
- 6) The atrium skylight and associated cloud paneling is underway.
- 7) Overhead service carriers and lab casework is underway on levels 1 and 2.
- 8) Mechanical, plumbing, and electrical installation is on-going.
- 9) Low-voltage rough in is complete, cabling is underway, all levels.
- 10) Site utilities are underway including the hot and cold water piping to tie-into the West Campus Satellite Energy Plant.
- 11) Site-work is underway with the flood wall on the northeast side of the site.

Issues Encountered with Proposed Resolution for Each:

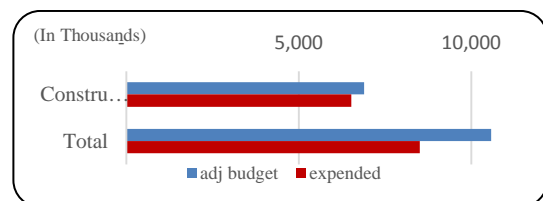
- 1) None at this time.

Work Planned for the Upcoming Month:

- 3) The items included above will continue.

V. BSL3 – State Vet Lab

Contractor: Sampson Construction Co, Inc.
Original Project Budget \$8,372,000 (a)
Adjusted Project Budget \$10,572,065



<u>Funding Sources:</u>	<u>Original Anticipated:</u>	<u>Actual:</u>
State of Wyoming Reimbursement	8,372,000.00	10,572,065
Total Project	8,372,000.00	10,572,065

Contract Substantial Completion Date

June 26, 2017

(In Thousands)	Budget (a)	Additional Funding (b)	Use of Contingency (c)	Adj Budget (a+b+c)=(d)	Expenditures (e)	Obligations (f)	Remaining Balance (d+e+f)=(g)
Construction	6,512		378	6,890	(6,520)	(370)	-
Specialized Equipment	253	2,200		2,453	(1,001)	(1,423)	29
Contingency	496		(441)	55			55
Design	766		149	915	(758)	(157)	-
Admin	345		(86)	259	(230)	(9)	20
Total	8,372	2,200	-	10,572	(8,509)	(1,959)	104

Statement of Contract Amount

Original contract		6,512,000
Change Order #1	Re-feed supply & exhaust air to corridor, storage & incinerator rooms	8,780
Change Order #2	Provide/install floor sink for new autoclaves	1,289
Change Order #3	Remove existing floor drain	699
Change Order #4	Repair stated existing problems (Wazee crane report)	5,067
Change Order #5	Delete 42 door guards	(4,620)
Change Order #6	Eliminate demo of existing Clayton steam boiler	(2,625)
Change Order #7	Eliminate installation of floor sink & cold water drop in cagewash	(888)
Change Order #8	Add new 2" floor drain for emergency shower/eyewash	1,503
Change Order #9	Add 10 new 3/4" valves for emergency shower/eyewash	2,486
Change Order #10	Change 1000 AMP breaker to free standing disconnect	(1,873)
Change Order #11	Add 6 new 3/4" isolation valves for emergency eyewashes	2,178
Change Order #12	Existing floor sink drain to be relocated to meet code, revise outlet size for combination waste & vent	614
Change Order #13	Add new floor drain in necropsy storage	2,725
Change Order #14	Add new stainless steel supply diffuser in necropsy; modify duct to avoid crane rail	3,724
Change Order #15	Remove excess concrete floor grout to structural concrete in necropsy room	6,000
Change Order #16	Delete perimeter drain around exterior entrance addition foundation	(199)
Change Order #17	Flash in mechanical curb to maintain water-tight integrity	906
Change Order #18	Relocate existing boiler feed water equipment, along with electrical relocation	7,340
Change Order #19	Revise exterior transformer	(1,552)

Change Order #20	Demo/replace CO2 lines & hangers/isolation valve for CO2 system; test when complete	7,132
Change Order #21	Demo/re-install secondary containment system	16,791
Change Order #22	Relocate existing piping into new walls	11,260
Change Order #23	Provide/install new data cabling	14,639
Change Order #24	Change specified LR25D model pass-thru refrigerator to a LR55D model	3,282
Change Order #25	Provide & install a weather-resistant fire alarm horn/strobe devise on north wall of necropsy, caulk accordingly	174
Change Order #26	Provide new floor sink, FS-1, with waste & vent lines	2,469
Change Order #27	Fabricate enclosures for existing blower equipment for exterior usage (manufacturer defect)	958
Change Order #28	Cut, remove, replace existing concrete slab; install new 3" floor sink w/ pipe & fittings to tie into existing 4" drain line	1,738
Change Order #29	Provide & install 2-3" swing check valves, new feed water pipe & fittings, hangers & supports; controls work to modify BFU control panel & reconfigure boiler controls	16,413
Change Order #30	Prep/re-surface floor with shock-crete and topcoat to build up floor slope	46,358
Change Order #31	Delete work in incinerator room 1138	(7,401)
Change Order #32	Fabricate (5) stainless steel enclosures for CO2 panels	1,581
Change Order #33	Credit 10% overhead and profit of prior owner approved change orders (#5,6,7,10,16,19) – per article 39 of specifications	(1,176)
Change Order #34	Delete re-install of autoclaves, owner will complete and credit 10% overhead and profit	(17,091)
Change Order #35	Add porcelain tile and epoxy paint finishes; delete FRP finishes	11,565
Change Order #36	Provide and install PT-2; credit resign tops and sinks	6,565
Change Order #37	Credit 3 door cylinders	(262)
Change Order #38	Install water lines for (3) purified water units, provide and install supports for additional lines	867
Change Order #39	Relocate steam and condensate lines; provide additional hangers and supports	3,941
Change Order #40	Provide power and lighting to roof top fan housing enclosure	1,081
Change Order #41	Reconfigure existing EDS waste lines and add two clean-outs	20,599
Change Order #42	Provide new circuit for (4) jacket heaters	731
Change Order #43	Tie onto existing dry pipe sprinkler system	1,279
Change Order #44	Supply and install cabinet back panels and bottoms	4,146

Change Order #45	Purchase single door sterilizer in lieu of renting temporary sterilizer	9,367
Change Order #46	Add VHP piping and ports to decon room 1122; install VHP lines utilizing 1-1/2" PVC pipe; provide & install isolation valves & quick connects	4,752
Change Order #47	Fabricate & install 10" stainless steel duct for exhaust air into decon room 1122; provide new 24"x12" stainless steel exhaust grill; provide & install new bubble tight damper; additional balancing	12,625
Change Order #48	Remove demolition of floor, cove base in corridor	(3,328)
Change Order #49	Provide compressed air to new cage wash equipment	1,124
Change Order #50	Remove and replace existing electrical conduit in Necropsy CMU walls	69,365
Change Order #51	Fix and repair 2 nd floor mechanical room door leak	821
Change Order #52	Install new light fixtures by autoclaves	1,675
Change Order #53	Replace eyewash fixtures with hoses; install stainless steel caps to infill existing counter tops	3,893
Change Order #54	Demolish concrete/asphalt; provide new curb and slab; add fencing and gates, including utilities for exterior temporary incinerator	27,509
Change Order #55	Remove and replace (25) HEPA filters and pre-filters	16,255
Change Order #56	Provide reimbursable cost for Rocky Mountain Power utility work paid by UW	(1,750)
Change Order #57	Run additional conduit from Panel UPS to BSL3 mezzanine for back-up power to Johnson Controls controllers	1,865
Change Order #58	Provide and install (6) door closure kits	590
Change Order #59	Extend substantial completion date	-
Change Order #60	Provide and install new door hardware for door 1151A	741
Change Order #61	Cut hole in floor and install a 2" floor drain in corridor C1140 to help with existing drainage	6,714
Change Order #62	Patch open drywall holes; firestop multiple openings; take down and replace existing electrical and security wiring and conduit not installed per code	18,380
Change Order #63	Re-coat and re-texture flooring in corridor C1140 & C1140A	2,259
Change Order #64	Supply and install three (3) additional egress buttons	1,413
Change Order #65	Fix multiple construction discrepancy items as detailed in log	56,657
Change Order #66	Credit back allowance not needed for installation	(108,583)
Change Order #67	Remove and re-install HEPA filter housing unit EE-12 to correct orientation for proper air flow; re-work hangers and supports as required for re-installation	1,996

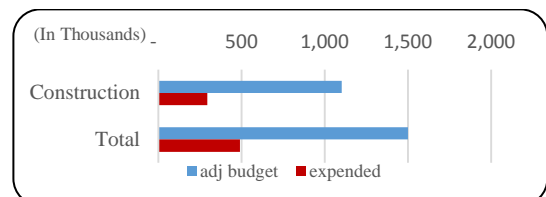
Change Order #68	Provide and install additional shelving for DI water system equipment	543
Change Order #69	Provide & install (2) 32"x32" backdraft dampers for AHU-4 supply fans; fabricate & install duct flanges & galvanized sleeves for installation and support of backdraft dampers	5,206
Change Order #70	Repair and replacement of two existing cards in existing transfer switches	2,962
Change Order #71	Extend 208V amp circuit from north wall of BSL3 mezzanine to west wall for additional power source for VHP machine	494
Change Order #72	Rewire phoenix controllers to a 24V system from 120V	2,322
Change Order #73	Remove existing door hardware; replace with new hardware and have VTI wire accordingly	1,732
Change Order #74	Provide and install new trench drain trap seals serving the EDS system	1,259
Change Order #75	Provide and install (15) door louvers (to address air flow issues)	36,173
Change Order #76	Replace damper actuators on cooling tower #1 and #2	19,424
Change Order #77	Remove existing door seals and re-paint due to balancing requirements	6,968
Change Order #78	Supply new door sweeps	1,153
Adj Contract		\$6,893,769

Work Completed/In Progress:
<ul style="list-style-type: none"> Working through air flow balancing issues. Manufacturing of the new incinerator is underway. Construction of the incinerator addition is underway.
Issues Encountered with Proposed Resolution for Each:
<ul style="list-style-type: none"> None at this time

Work Planned for the Upcoming Month:
<ul style="list-style-type: none"> CMU installation Structural steel installation Roof installation

VI. WWAMI – Lab Renovation

Contractor: Arcon, Inc., Laramie, WY
Original Project Budget \$1,500,000 (a)
Adjusted Project Budget \$1,500,000



Funding Sources:	Original Anticipated:	Actual:
WWAMI Income	643,000	643,000
Academic Affairs Medical Education Quasi Account	197,000	197,000
College of Health Sciences Building Account	360,000	360,000
State Appropriation (FY17/18 Budget) for Level II study	300,000	300,000
Total Project	1,500,000	1,500,000

Contract Substantial Completion Date November 30, 2018

(In Thousands)	Budget (a)	Additional Funding/Adj (b)	Use of Contingency (c)	Adj Budget (a+b+c)=(d)	Expenditures (e)	Obligations (f)	Remaining Balance (d+e+f)=(g)
Construction	1,063	39	-	1,102	(294)	(808)	-
Contingency	71	-	-	71	-		71
Design	168	17	-	185	(164)	(21)	-
FF&E	81	(17)	-	64	-	-	64
IT/Tech	68	(39)	-	29	-	-	29
Admin	49	-	-	49	(33)	(15)	1
Total	1,500	-	-	1,500	(491)	(844)	165

Statement of Contract Amount

Original contract		1,101,500
	No Change Orders	
Adj Contract		\$1,101,500

Work Completed/In Progress:

- Punch list completed June 22, 2018
- Cadavers move in June 25, 2018.
- Demolition will commence mid-July.

Issues Encountered with Proposed Resolution for Each:

- None at this time.

Work Planned for the Upcoming Month:

- Health Sciences classroom remodel will begin late May.

INFORMATION ONLY

AGENDA ITEM TITLE: Construction Update, Theobald

CHECK THE APPROPRIATE BOX(ES):

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

BACKGROUND AND POLICY CONTEXT OF ISSUE:

BSL – 3 Update

- Working through air flow balancing issues.
- Manufacturing of the new incinerator is underway.
- Construction of the incinerator addition is underway.

Engineering Update

- Exterior masonry is complete on the north and west elevations, it is ongoing on the south and east elevations.
- Installation of exterior glazing systems are ongoing.
- Interior metal stud framing work is underway, all levels.
- Drywall hang tape and finish is underway, all levels.
- Interior priming and painting is underway levels 1 and 2.
- The atrium skylight and associated cloud paneling is underway.
- Overhead service carriers and lab casework is underway on levels 1 and 2.
- Mechanical, plumbing, and electrical installation is on-going.
- Low-voltage rough in is complete, cabling is underway, all levels.
- Site utilities are underway including the hot and cold water piping to tie-into the West Campus Satellite Energy Plant.
- Site-work is underway with the flood wall on the northeast side of the site.
- No change orders to date and construction is progressing.

Arena Auditorium Phase II

- Minor punch list items remain and will continue through the middle of June.
- Landscaping and metal panel work will take place post season and during the summer months.
- Anticipate issuing substantial completion at the end of May.

Mick and Susie McMurry High Altitude Performance Center (AKA RAC 2)

Addition

- All areas within the addition have been turned over to athletics.
- Few minor punch list items remain.

Renovation

- Interior finishes are underway.
- Mechanical/Electrical/Plumbing finishes are being installed.
- In slab rough-in within the Olympic weight room is complete.
- North entry demolition and addition construction is ongoing.
- Coaches will move into the building July 13, 2018.

WWAMI

- Punch list completed June 22, 2018
- Cadavers move in June 25, 2018.
- Demolition will commence mid-July.

Science Initiative

- 100% design development documents were received May 25, 2018.
- 100% design development documents were reviewed with design team on June 20 and 21.
- Site demolition will commence on June 25, 2018 starting with abatement and franchise utility relocations.

Landscape Master Plan

- Notice of Intent to award was provided to the contractor on June 18, 2018.
- Construction will commence second week of July with focus on areas around the HAPC and completion is anticipated mid-August.

West Campus Satellite Energy Plant

- Anticipate awarding Construction Manager-at-Risk (CMAR) contract post Board approval in July.
- Exterior Design Advisory Committee met on June 21, 2018.

PRIOR RELATED BOARD DISCUSSIONS/ACTIONS:

Regular construction updates have been shared with the Board.

WHY THIS ITEM IS BEFORE THE BOARD:

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

ACTION REQUIRED AT THIS BOARD MEETING:

N/A

PROPOSED MOTION

N/A

PRESIDENT'S RECOMMENDATION:

N/A

INFORMATION ONLY

AGENDA ITEM TITLE: Foundation Monthly Giving Report, Blalock

CHECK THE APPROPRIATE BOX(ES):

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

BACKGROUND AND POLICY CONTEXT OF ISSUE:

The UW Foundation provides a YTD Giving report for each meeting of gifts documented in the system.

PRIOR RELATED BOARD DISCUSSIONS/ACTIONS:

N/A

WHY THIS ITEM IS BEFORE THE BOARD:

Informational report

ACTION REQUIRED AT THIS BOARD MEETING:

N/A

PROPOSED MOTION

N/A

PRESIDENT'S RECOMMENDATION:

N/A

University of Wyoming, Foundation
FY 2018 Monthly Giving Report through May
All Gifts

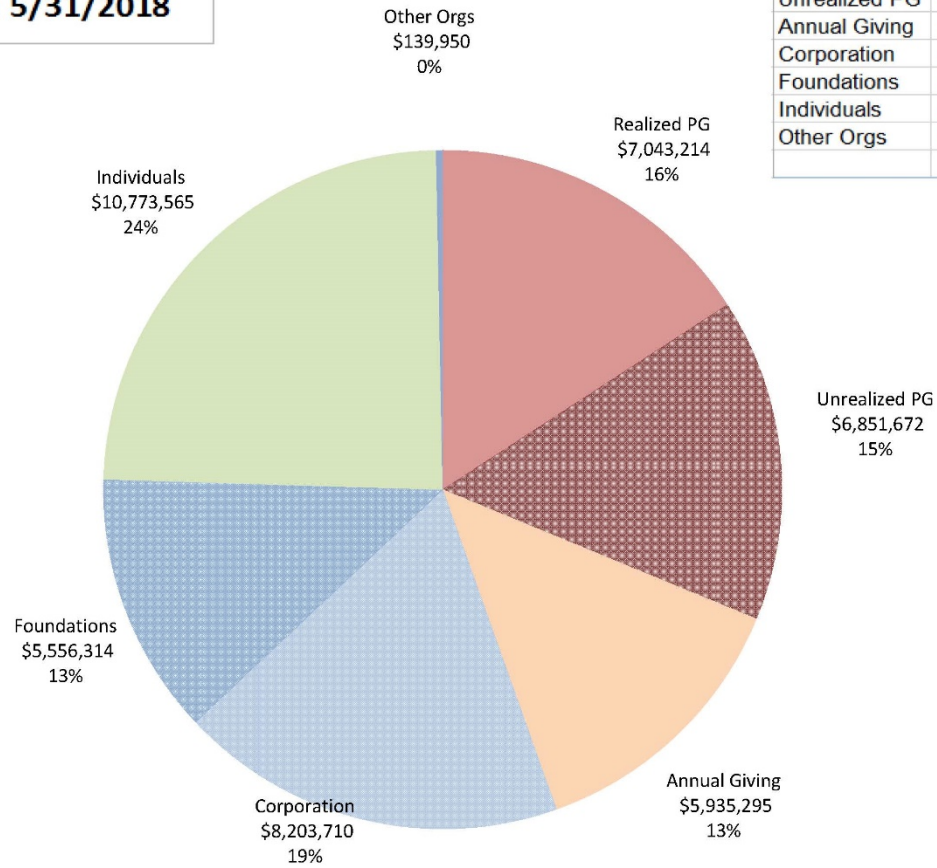
FUND	Current Month Gifts Received		FY 2018 to date							STATE MATCHING	FY 2017 Commitments YTD	
			Cash & Cash equivalent			New Commitments YTD						
	DONORS	GIFTS	DONORS	OUTRIGHT	GIK	PLEDGE PMTS	NEW PLEDGES	PLANNED GIFTS	TOTAL		DONORS	GIFTS
AGRIC	40	\$306,470	898	\$1,779,045	\$800	(\$423,500)	\$300,000	\$32,670	\$1,689,015	\$0	674	\$2,502,911
AHC	51	\$1,848,725	255	\$554,408	\$1,833,795	\$0	\$0	\$0	\$2,388,203	\$0	305	\$255,434
ALUMNI	124	\$18,543	2461	\$253,727	\$0	(\$67,050)	\$12,000	\$0	\$198,677	\$0	2818	\$209,747
A & S	115	\$639,355	1917	\$7,191,006	\$421,900	(\$5,405,798)	\$4,766,500	\$3,530,001	\$10,503,610	\$0	1974	\$4,383,824
ATHLETICS	839	\$387,516	6265	\$8,792,699	\$482,699	(\$4,326,527)	\$911,500	\$0	\$5,860,370	\$150,000	7029	\$9,848,466
BUSINESS	50	\$70,460	783	\$1,138,868	\$40,000	(\$765,325)	\$655,000	\$1,384,000	\$2,452,543	\$50,000	826	\$2,017,328
EDUCATION	43	\$14,004	561	\$1,704,580	\$0	(\$454,140)	\$355,000	\$0	\$1,605,440	\$125,000	618	\$1,128,356
ENERGY	1	\$10	52	\$1,163,017	\$81,000	(\$433,334)	\$7,500	\$0	\$818,183	\$0	26	\$1,104,668
ENGINEERING	76	\$884,405	1139	\$4,011,872	\$3,236,005	(\$2,712,549)	\$4,231,197	\$0	\$8,766,526	\$2,540,000	1150	\$7,005,442
IENR/HAUB	40	\$8,345	237	\$983,427	\$0	(\$505,000)	\$0	\$0	\$478,427	\$0	148	\$2,580,257
HEALTH SCI	79	\$34,795	717	\$488,075	\$0	(\$187,727)	\$539,000	\$172,000	\$1,011,348	\$0	707	\$2,672,388
HONOR	3	\$30,050	3	\$30,150	\$0	\$0	\$0	\$0	\$30,150	\$0	0	\$0
LAW	26	\$47,409	349	\$440,101	\$0	(\$82,450)	\$268,500	\$775,001	\$1,401,152	\$0	378	\$192,675
LIBRARY	9	\$600	160	\$36,538	\$100	(\$10,000)	\$0	\$0	\$26,638	\$0	184	\$191,172
WYO PUBLIC MEDIA	881	\$19,920	7963	\$1,239,906	\$0	\$0	\$0	\$0	\$1,239,906	\$0	8375	\$1,272,038
STU AFFRS	11	\$2,350	263	\$309,511	\$18,004	(\$140,000)	\$0	\$0	\$187,515	\$0	523	\$395,563
UW ART MUS	12	\$2,152	311	\$167,505	\$105,200	(\$1,000)	\$0	\$248,000	\$519,705	\$0	368	\$2,675,067
PRESIDENT'S IMPACT FND	28	\$3,336	349	\$70,467	\$0	\$0	\$0	\$0	\$70,467	\$0	463	\$83,333
OTHER GIFTS NOT YET BOOKED	85	\$149,310	784	\$6,813,667	\$1	(\$3,850,421)	\$1,582,600	\$710,000	\$5,255,847	\$0	840	\$11,103,281
TOTAL	2,400	\$4,467,754	20,958	\$37,168,568	\$6,219,503	(\$19,364,821)	\$13,628,797	\$6,851,672	\$44,503,720	\$2,865,000	22,144	\$49,621,951
Funds Not Deposited at Foundation				-\$5,127,788								
Foundation Cash In				\$32,040,780								
**Total Donors does reflect Column totals. Donors may give to more than one unit/division.												

University of Wyoming, Foundation
FY 2018 Monthly Giving Report through May
Annual Gifts

FUND	FY 2018 GOALS	Current Month		FY 2018 to date		FY 2017 to same date		FY 2018 AF % of Goal
		DONORS	AMOUNT	DONORS	TOTAL	DONORS	TOTAL	
AGRIC	\$ 122,000	16	\$2,165	604	\$120,651	538	\$99,432	98.89%
AHC	\$ 69,000	47	\$9,730	228	\$57,613	226	\$42,653	83.50%
ALUMNI	\$ 188,000	86	\$7,808	2066	\$131,693	2456	\$150,422	70.05%
A & S	\$ 390,000	88	\$19,631	1656	\$392,955	1701	\$392,267	100.76%
ATHLETICS	\$ 3,100,000	829	\$251,831	5866	\$3,037,413	6806	\$3,176,029	97.98%
BUSINESS	\$ 217,000	29	\$13,010	670	\$166,857	743	\$150,241	76.89%
EDUCATION	\$ 62,000	32	\$2,679	512	\$61,007	564	\$57,724	98.40%
ENERGY	\$ 4,000	1	\$10	39	\$11,653	22	\$4,668	291.31%
ENGINEERING	\$ 270,000	57	\$9,570	994	\$248,017	999	\$229,678	91.86%
ENR/HAUB	\$ 38,000	38	\$3,345	219	\$40,407	132	\$37,257	106.34%
HEALTH SCI	\$ 113,000	67	\$7,235	606	\$114,170	599	\$129,521	101.04%
HONOR	\$ -	2	\$50	2	\$150	0	\$0	N/A
LAW	\$ 62,000	18	\$11,834	264	\$88,849	294	\$72,428	143.30%
LIBRARY	\$ 35,000	9	\$600	154	\$25,313	174	\$51,303	72.32%
WYO PUBLIC MEDIA	\$ 1,100,000	0	\$0	7963	\$1,207,207	8366	\$1,268,473	109.75%
STU AFFRS	\$ 30,000	8	\$1,600	233	\$60,407	433	\$53,218	201.36%
UW ART MUS PRESIDENT'S	\$ 39,000	11	\$1,352	133	\$38,849	171	\$31,978	99.61%
IMPACT FND	\$ 86,000	28	\$3,336	346	\$70,442	458	\$82,852	81.91%
OTHER	\$ 75,000	48	\$9,625	395	\$61,642	494	\$58,463	82.19%
GIFTS NOT YET BOOKED								
TOTAL	\$6,000,000	2,229	\$355,411	19,612	\$5,935,295	20,931	\$6,088,605	98.92%

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

**Giving by Type
FY 18 through 5/31/2018**



Realized PG	\$	7,043,214
Unrealized PG	\$	6,851,672
Annual Giving	\$	5,935,295
Corporation	\$	8,203,710
Foundations	\$	5,556,314
Individuals	\$	10,773,565
Other Orgs	\$	139,950
		44,503,720.08