

THE UNIVERSITY OF WYOMING

MINUTES OF THE TRUSTEES

Wednesday, April 10, 2019

Final minutes can be found on the University of Wyoming Board of Trustees website at
www.uwyo.edu/trustees

**THE UNIVERSITY OF WYOMING
CONFERENCE CALL OF THE BOARD
MINUTES OF THE TRUSTEES**

**Wednesday, April 10, 2019
8:00-9:30 a.m.
Old Main Boardroom; Laramie, Wyoming**

AGENDA

Roll Call

Public Session

- Consideration and Action: March 27-29, 2019, Board of Trustees Meeting Minutes (public session & executive session) – True.....
- Consideration and Action: Personnel – Nichols
- Consideration and Action: Science Initiative Site Clearing Change Orders – Theobald/Evans
- Consideration and Action: Willett Drive Condensate Line Replacement and Associated Sanitary Sewer – Theobald/Kibbon
- Consideration and Action: Approval of Board Appointees to the Task Force on University of Wyoming Housing – True/Theobald
- Information: Budget Materials/Timeline Update – McKinley/Jewell
- Information: Academic School Year Calendar Update/Recommendation – Sullivan/Miller
- Information: Tuition Proposal/Recommendation Status Update – Fall/Jewell/Nichols.....
- Information: BSL-3 Temporary Occupancy Permit Update – Theobald/Kibbon

THE UNIVERSITY OF WYOMING
MINUTES OF THE BOARD OF TRUSTEES
Wednesday, April 10, 2019
Conference Call Meeting
Old Main Board Room

The University of Wyoming Board of Trustees held a conference call on Wednesday morning, April 10, 2019. Trustee President Dave True called the meeting to order at 8:00 a.m. Managing Director and Deputy Secretary for the Board of Trustees Shannon Polk took roll.

Trustees participating included: Mel Baldwin, Brad Bonner, Kermit Brown, Jeff Marsh, John McKinley, Macey Moore, Dick Scarlett, Laura Schmid-Pizzato for this portion of the call, Michelle Sullivan, Dave True, and Wava Tully. Trustee David Fall was not in attendance for this portion of the call. Ex-officio Trustees University President Laurie Nichols and ASUW President Alex Mulhall were in attendance. Governor Mark Gordon, Executive Director for Wyoming Community College Commission Sandy Caldwell, and State Superintendent of Public Instruction Jillian Balow were not in attendance.

AGENDA ITEM TITLE:

Consideration and Action: March 27-29, 2019, Board of Trustees Meeting Minutes (public session and executive session), True

MINUTES OF THE MEETING:

The draft minutes were to be uploaded later in the week, and the motion was held until the May meeting.

AGENDA ITEM TITLE:

Consideration and Action: Personnel, Nichols

MINUTES OF THE MEETING:

Approved 4-10-19 @ 8:41 a.m.

Personnel Report

Trustee Moore moved the UW Board of Trustees approve the non-academic personnel report as provided to the Board. Trustee Brown seconded the motion. The motion passed with a unanimous decision. Trustee Fall was not in attendance for the vote.

AGENDA ITEM TITLE:

Consideration and Action: Science Initiative Site Clearing Change Orders, Theobald/Evans

MINUTES OF THE MEETING:

Approved 4-10-19 @ 8:44 a.m.

Change Orders

Trustee McKinley moved to authorize UW Administration to execute change orders 2, 3, 4, and 5 in the amount of \$95,000 for the Science Initiative Stone House project. Trustee Marsh seconded the motion. The motion passed with a unanimous decision. Trustee Fall was not in attendance for the vote.

AGENDA ITEM TITLE:

Consideration and Action: Willett Drive Condensate Line Replacement and Associated Sanitary Sewer, Theobald/Kibbon

MINUTES OF THE MEETING:

Trustee McKinley explained that as shown in the materials, there was a need to replace the condensate return line. He noted that the funds would be coming from Major Maintenance funding and that it was important to get this into the construction schedule.

Approved 4-10-19 @ 8:45 a.m.

Willett Drive Condensate Line Replacement and Associated Sanitary Sewer

Trustee McKinley moved to authorize UW administration to enter into contract negotiations with Mechanical Systems, Incorporated for the construction project involving condensate return line and sewer line at Willet Drive, not to exceed \$749,656.00. Trustee Marsh seconded the motion. The motion passed with a unanimous decision. Trustee Fall was not in attendance for the vote.

AGENDA ITEM TITLE:

Consideration and Action: Approval of Board Appointees to the Task Force on University of Wyoming Housing, True/Theobald

MINUTES OF THE MEETING:

Vice President for Finance and Administration Neil Theobald noted that City of Laramie Mayor Shumway would be appointed as the City of Laramie representative on April 16, 2019 and the only position left to fill was the Governor's representation.

Trustee True thanked Trustees McKinley and Brown for their commitment to this project. UW President Nichols noted her recommended appointments, Vice President for Student Affairs Sean Blackburn and Vice President for Finance and Administration Neil Theobald.

Approved 4-10-19 @ 8:47 a.m.

Approval of Board Appointees to the Task Force on University of Wyoming Housing

Trustee Scarlett moved for approval of the two University of Wyoming Board members, Trustee Brown and Trustee McKinley as recommended by President True for the task force on University of Wyoming Housing. Trustee Marsh seconded the motion. The motion passed with a unanimous decision. Trustee Fall was not in attendance for the vote.

AGENDA ITEM TITLE: Information: Budget Materials/Timeline Update, McKinley/Jewell

MINUTES OF THE MEETING:

Associate Vice President for Budgeting and Fiscal Planning David Jewell reported on the FY20 Operating Budget Timeline. He explained that the proposed FY20 operating budget would be distributed on April 15, 2019, the budget committee would review the materials with Administration on April 29, 2019, the budget committee hearings would be held May 13-14, 2019 and the budget committee would provide its full update to the Board on May 16, 2019 with Board approval following at the June conference call.

Associate Vice President Jewell provided a tentative timeline for the FY21-22 biennium budget timeline. He noted that they would be asking the Deans to come forward during the May budget hearings with any materials, proposals or requests for the FY21-22 budget request. He explained that materials would be presented to the full board on July 5, 2019 and would include the pieces of medical education, 167.

**AGENDA ITEM TITLE:
Information: Academic School Year Calendar Update/Recommendation, Sullivan/Miller**

MINUTES OF THE MEETING:

Trustee Sullivan noted that a press release had been initiated that morning inviting public comment about the proposed calendar. Provost and Vice President for Academic Affairs Kate Miller and Honors College Dean Donal Skinner provided an update and recommendation from the Calendar Committee for a three-year calendar to begin July 1, 2020. Dean Skinner provided some recommendations from the committee including: starting the academic year on a Monday, not splitting the finals week, increasing the length of the Thanksgiving Break by two days, and adding an extra break day in both semesters. He explained that there was strong sentiment for a winter break of at least 4 weeks, and the break had been reduced to that with the intention of compressing the study abroad J-term courses. He noted that with the shortened J-term, the Spring semester would end a week earlier.

Trustee Sullivan noted that this would provide the opportunity to explore the different ways in which to deliver course work during the J-term. Trustee True noted his appreciation for the work of the committee and that he anticipated the topic to be up for Board approval in May.

AGENDA ITEM TITLE:

Information: Tuition Proposal/Recommendation Status Update, Fall/Jewell/Nichols

MINUTES OF THE MEETING:

UW President Nichols explained the outside firm's (RNL) further recommendations following the discussions from the March Board meeting. She noted the areas of enrollment in which they would be focusing on, such as keeping enrollment steady and focusing more on Wyoming enrollment.

Associate Vice President for Budgeting and Fiscal Planning David Jewell explained that the modeling of the enrollment had been based on the 2018 enrollment and they had looked at the possibility of increasing the amount of resident students while discounting out of state students and also offering more money to needs based students in Wyoming. He explained that they had been analyzing the data to figure out how to change the process of enrollment, and the recommendation would be presented at the May Board meeting. UW President Nichols discussed items that would be brought forward during the May Board meeting including the 4% tuition increase and the Rocky Mountain Scholar Discount to create a program for needs based students.

Trustee McKinley remarked on the UW Trustee Regulation related to changes to tuition. Trustee Scarlett remarked on improving relationships with Wyoming High School counselors. General Counsel Tara Evans noted that there were two UW Regulations and depending on the recommendations, she would work with the Trustees Regulation Committee to make any changes needed.

Trustee Sullivan acknowledged the work done and the efforts by everyone involved. Trustee Brown expressed his sentiment that they needed to do more to convince students that they were ready to come to UW.

AGENDA ITEM TITLE:

Information: BSL-3 Temporary Occupancy Permit Update, Theobald/Kibbon

MINUTES OF THE MEETING:

Vice President for Finance and Administration Neil Theobald reported on the BSL-3 temporary occupancy timeline. Trustee True noted that it would be a great step forward to have that completed.

AGENDA ITEM TITLE:

Other Business

Trustee Tully provided a report from the Nomination Committee. She noted that all four executive members had agreed to continue their positions for the coming year and that the committee would submit those names for consideration. Trustee True explained that action would take place in May and that other nominations could be made now or held until the May meeting.

Trustee McKinley recused himself and exited the public session.

Approved 4-10-19 @ 9:15 a.m.

Approval of Agreements, Contracts and Procurements

Trustee Schmid-Pizzato moved to authorize University Administration to execute the Temporary Water Exploration Access Agreement. Trustee Marsh seconded the motion. The motion passed with a unanimous decision. Trustees Fall and McKinley were not in attendance for the vote.

Date of Next Meeting

May 15-17, 2019 (Laramie)

Adjournment

The Board adjourned the meeting at 9:16 a.m.

Executive Session Information

[The UW Board of Trustees met in Executive Session on Wednesday, April 10, 2019, in the Old Main Boardroom]

Wednesday, April 10, 2019 [8:10-8:30 a.m.]

The University of Wyoming Board of Trustees called the meeting to order at 8:00 a.m. Trustee Scarlett moved that the Board enter into Executive Session for the purpose of *Confidential Information, Personnel and Real Estate*. Trustee True designated that the Executive Session was to be attended by the 12 voting members of the Trustees, ex-officio trustees, and UW administrators as appropriate. Trustee Bostrom seconded the motion, which passed unanimously. The Board entered Executive Session at 8:03 a.m.

Trustees participating: Mel Baldwin, Brad Bonner, Kermit Brown, Jeff Marsh, John McKinley, Macey Moore, Laura Schmid-Pizzato, Dick Scarlett, Michelle Sullivan, Dave True and Wava Tully. Trustee David Fall was not in attendance. Ex-officio Trustees: University President Laurie Nichols (in room), ASUW President Alex Mulhall (in room). Governor Mark Gordon, Executive Director for Wyoming Community College Commission Sandy Caldwell and State Superintendent of Public Instruction Jillian Balow were not in attendance.

General Counsel Tara Evans and Deputy General Counsel Paula Whaley attended the entirety of the meeting.

Executive Session adjourned at 8:39 a.m.

Respectfully submitted,

A handwritten signature in blue ink, appearing to read "Shannon Polk", with a stylized flourish extending to the right.

Shannon Polk
Managing Director & Deputy Secretary, UW Board of Trustees