

**THE UNIVERSITY OF WYOMING**

**MINUTES OF THE TRUSTEES**

***PUBLIC SESSION***

**Wednesday, December 11, 2019**

Final minutes can be found on the University of Wyoming Board of Trustees website at [www.uwyo.edu/trustees](http://www.uwyo.edu/trustees)

**THE UNIVERSITY OF WYOMING**  
**MINUTES OF THE BOARD OF TRUSTEES**  
**Wednesday, December 11, 2019**  
**Conference Call Meeting**  
**President’s Suite, Old Main Board Room, Room 206**  
**Laramie, Wyoming**

**Public Session**

Consideration and Action: Board of Trustees Minutes (public & executive session) – True

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**THE UNIVERSITY OF WYOMING**  
**MINUTES OF THE BOARD OF TRUSTEES**  
**Wednesday, December 11, 2019**  
**Conference Call Meeting**  
**President's Suite, Old Main Board Room, Room 206**  
**Laramie, Wyoming**

The University of Wyoming Board of Trustees held a conference call on Wednesday morning, December 11, 2019. Trustee Chairman Dave True called the meeting to order at 8:02 a.m. Trustee Kermit Brown took roll.

Trustees participating included: Mel Baldwin, Brad Bonner, Kermit Brown, David Fall, Jeff Marsh, John McKinley, Macey Moore, Dick Scarlett, Laura Schmid-Pizzato, Michelle Sullivan, and Dave True. Ex-officio Trustees participating included: representative for Mark Gordon Lachelle Brant, Acting University President Neil Theobald, ASUW President Jason Wilkins, and Wyoming Community College Commission Executive Director Sandy Caldwell. Governor Mark Gordon and State Superintendent of Public Instruction Jillian Balow were not in attendance.

**AGENDA ITEM TITLE:**

**Consideration and Action: Board of Trustees Meeting Minutes (public and executive session)**, True

MINUTES OF THE MEETING:

*Approved 12-11-19 @ 8:28 a.m.*

***Board of Trustees Public Session Meeting Minutes***

Trustee Mel Baldwin moved approval of the public session minutes for the November 13-15, 2019, Board of Trustee Meeting as presented to the Board. Trustee Dick Scarlett seconded the motion. The motion passed with a unanimous decision. Trustee Sullivan was absent from the vote.

**AGENDA ITEM TITLE:**

**Discussion: Annual External Audited Reports**, Marsh/Jewell

MINUTES OF THE MEETING:

Trustee Jeff Marsh provided information related to the annual external audit reports for fiscal year 2019 as they relate to the University of Wyoming, Wyoming Public Media (WPM) and the National Collegiate Athletic Association (NCAA). Marsh directed the Board's attention to the narrative related to internal control over financial reporting. Associate Vice President for Financial Affairs David Jewell provided a brief summary of the information included in the Wyoming Public Media (WPM) audit report. Trustee Dick Scarlett encouraged the university to continue to solicit and hire capable accounting staff.

*Approved 12-11-19 @ 8:29 a.m.*

***FY2019 UW Single Audit Report***

Trustee Jeff Marsh moved to approve the FY2019 UW Single Audit Report, UW Financial Statement Report, and the National Collegiate Athletic Association (NCAA) report as presented to the Board. Trustee Macey Moore seconded the motion. The motion passed with a unanimous decision. Trustee Michelle Sullivan was absent from the vote.

*Approved 12-11-19 @ 8:32 a.m.*

***FY2019 Wyoming Public Media (WPM) Audit Report***

Trustee Jeff Marsh moved to accept and approve the FY2019 Wyoming Public Media (WPM) Audit Report as presented to the Board. Trustee David Fall seconded the motion. The motion passed with a unanimous decision. Trustee Michelle Sullivan was absent from the vote.

**AGENDA ITEM TITLE:**

**Real Estate Acquisition of Alumni House**, McKinley

MINUTES OF THE MEETING:

Trustee John McKinley explained the administration's request to extend the closing date for the purchase of the Alumni House, which was approved by the Board at its September 2019 meeting.

*Approved 12-11-19 @ 8:37 a.m.*

***Real Estate Acquisition of Alumni House***

Trustee John McKinley moved to authorize UW administration to extend the closing date for purchasing the Alumni House from the Alumni Association from January 1, 2020, to on or before January 31, 2020. Trustee Jeff Marsh seconded the motion. The motion passed with a unanimous decision.

McKinley went on to introduce motions to approve lease extensions for the Western Research Institute and Wyoming Public Radio (WPR) Casper with Two Way Radio Services, Inc. McKinley further introduced motions to approve a contract with an architectural firm to design a multistory parking structure at the location of UW's current Ivinson Avenue parking lot and an engineering firm to design the relocation of utility infrastructure to allow for demolition of Wyoming Hall.

Trustee Dick Scarlett inquired about the opportunity to review final plans for the parking garage before approval, further stating his opposition to a proposed welcome center at this location. McKinley concurred stating recommendations were to include space for UW police, a covered pick up and drop off location for UW transit and, the potential for retail on the ground level. McKinley reported the Trustees' Facilities Contracting Committee would review both exterior and interior plans and make recommendations to the full Board for final project approval.

**AGENDA ITEM TITLE:**

**Western Research Institute Lease Extension in the Bureau of Mines Building**, Mai/Kibbon

MINUTES OF THE MEETING:

*Approved 12-11-19 @ 8:37 a.m.*

***Western Research Institute Lease Extension in the Bureau of Mines Building***

Trustee John McKinley moved to authorize the UW administration to execute the lease extension with the Western Research Institute for a one-year term as presented to the Board. Trustee Dick Scarlett seconded the motion. The motion passed with a unanimous decision.

**AGENDA ITEM TITLE:**

**Wyoming Public Radio Casper, WY Site (4072 Micro Road) Lease Extension with Two Way Radio Services, Inc.**, Mai/Kibbon

MINUTES OF THE MEETING:

*Approved 12-11-19 @ 8:38 a.m.*

***Wyoming Public Radio Casper, WY Site (4072 Micro Road) Lease Extension with Two Way Radio Services, Inc.***

Trustee John McKinley moved to authorize UW administration to execute Amendment No. 3 to the lease agreement for a five (5) year term with Two Way Radio Services, Inc., as presented to the Board. Trustee Michelle Sullivan seconded the motion. The motion passed with a unanimous decision.

**AGENDA ITEM TITLE:**

**Design Consultant Selection for Wyoming Hall Utility Infrastructure Relocation**, Mai

MINUTES OF THE MEETING:

*Approved 12-11-19 @ 8:39 a.m.*

***Design Consultant Selection for Wyoming Hall Utility Infrastructure Relocation***

Trustee John McKinley moved to authorize UW administration to enter into contract negotiations with ST+B Engineering of Golden, Colorado in consultation with Coffey Engineering of Laramie, Wyoming and to enter into a contract for the Wyoming Hall utility relocation project in an amount not to exceed \$400,000. Trustee Jeff Marsh seconded the motion. The motion passed with a unanimous decision.

**AGENDA ITEM TITLE:**

**Design Consultant Selection for Ivinson Parking Garage, Mai**

MINUTES OF THE MEETING:

*Approved 12-11-19 @ 8:40 a.m.*

***Design Consultant Selection for Ivinson Parking Garage***

Trustee John McKinley moved to authorize UW administration to enter into contract negotiations and enter into a contract with By Architectural Means in consultation with AMD Architects for a time and materials contract to begin the design of the Ivinson parking garage project in an amount not to exceed \$100,000 with an ending date of January 31, 2020. Trustee Macey Moore seconded the motion. The motion passed with a unanimous decision.

*Approved 12-11-19 @ 8:44 a.m.*

***Real Estate Matter***

Trustee John McKinley moved to authorize UW administration to execute the purchase agreement for the exchange of lands as presented to the Board. Trustee David Fall seconded the motion. The motion passed with a unanimous decision.

**AGENDA ITEM TITLE:**

**Contracts, agreements, procurements over \$1 million or 5 years in length, Evans**

MINUTES OF THE MEETING

Vice President and General Counsel Tara Evans provided information regarding the proposed agreement between the University of Texas at Austin and UW to allow respective intercollegiate football teams to meet on September 16, 2023, at the Texas Memorial Stadium in Austin.

*Approved 12-11-19 @ 8:45 a.m.*

***Football Game Agreement between the University of Texas at Austin and the University of Wyoming***

Trustee Brad Bonner moved the Board authorize UW administration to sign the Football Game Agreement between the University of Texas at Austin and the University of Wyoming. Trustee Michelle Sullivan seconded the motion. The motion passed with a unanimous decision.

*Approved 12-11-19 @ 8:46 a.m.*

***UW Regulation 2-2 (Academic Personnel Dispute Resolution)***

Trustee Macey Moore moved to accept Acting President Neil Theobald's October 17, 2019, recommendations to reject the Hearing Committee's decision in the matter of the faculty dispute pursuant to UW Regulation 2-2, and to approve the final action and written decision as presented to the Board. Trustee Laura Schmid-Pizzato seconded the motion. The motion passed with a unanimous decision.

**Other Business**

Executive Director for Wyoming Community Commission (WCCC) Sandy Caldwell expressed her appreciation to UW Acting President Neil Theobald for attending the WCCC meeting in Gillette, Wyoming and thanked Theobald for his support of the work on statewide educational attainment.

In response to inquiry from Trustee True, Acting President Theobald provided details of the date and time of the Arizona Bowl and associated events.

**Date of Next Meeting**

January 22-24, 2020 (Laramie, Wyoming)

**Adjournment**

The Board adjourned the meeting at 8:53 a.m.

**Executive Session Information**

*[The UW Board of Trustees met in Executive Session on Wednesday December 11, 2019, in the Old Main Boardroom]*

**Wednesday, December 11, 2019**

The University of Wyoming Board of Trustees called the meeting to order at 8:02 a.m. Trustee Brown moved the Board enter into Executive Session for the purpose of:

- 1) Considering or receiving information classified as confidential by law under Wyoming Statute 16-4-405(a)(ix); and
- 2) Considering the selection of a site or the purchase of real estate under 16-4-405(a)(vii).

The Executive Session was attended by the 11 voting members of the UW Board of Trustees, ex-officio members, and UW administrators and staff as appropriate. Trustee Scarlett seconded the motion, which passed unanimously. The Board entered Executive Session at 8:03 a.m.

Trustees participating included: Mel Baldwin, Brad Bonner, Kermit Brown, David Fall, Jeff Marsh, John McKinley, Macey Moore, Dick Scarlett, Laura Schmid-Pizzato, Michelle Sullivan, and Dave True. Ex-officio Trustees participating included: Superintendent for Public Instruction Jillian Balow, ASUW President Jason Wilkins, Governor Mark Gordon, Executive Director of the Wyoming Community College Commission Sandy Caldwell, and UW Acting President Neil Theobald.

Vice President and General Counsel Tara Evans, UW Board of Trustees Deputy Secretary RoseMarie London, and IT Specialist Lisa Stafford attended the entirety of the meeting. The following administrators were in attendance during their respective agenda items: Interim Vice President for Administration Bill Mai, and Deputy Director of Planning and Construction Matt Kibbon.

Executive Session adjourned at 8:25 a.m.

Respectfully submitted,



RoseMarie London  
Deputy Secretary, UW Board of Trustees

