

**THE UNIVERSITY OF WYOMING
BOARD OF TRUSTEES' REPORT**

**June 10, 2020
Conference Call Meeting**

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
June 10, 2020
Conference Call Meeting

Note: Only topics that have support materials provided in advance of the meeting are contained within this report. Topics that will be discussed with only a verbal report do not have information included.

WORK SESSIONS

Consideration and Action: COVID-19 update and draft plan to reopen campus – Theobald
[materials previously uploaded]

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Consideration and Action: Academic and Student Affairs Committee – Sullivan

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Consideration and Action: Annual Operating Budgets for FY21 – McKinley *[materials provided as supplemental]*

Consideration and Action: Facilities Contracting Committee – McKinley/Mai

- o Science Initiative Change Orders, Research and Mechanical Scope Additions (GE Johnson Wyoming) and Additional Design Services (GSG Architecture).....7
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Consideration and Action: Fiscal and Legal Affairs Committee – Moore

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- o UW Regulation 11-4 (Student Organizations) and UW Regulation 11-6 (Student Media).....20

Proposed Items for Action

- a. Contracts, agreements, procurements over \$1 million or 5 years in length
- b. Personnel

AGENDA ITEM TITLE: WWAMI/WYDENT Loan Forbearance – Ratification of Executive Committee Action, Evans/Jones

SESSION TYPE:

- Work Session
- Education Session
- Information Item
- Other:

[Committee of the Whole – Items for Approval]

Attachments are provided with the narrative—refer to Supplemental Materials Report.

APPLIES TO STRATEGIC PLAN:

- Yes (select below):
 - Driving Excellence
 - Inspiring Students
 - Impacting Communities
 - High-Performing University
- No [Regular Business]

EXECUTIVE SUMMARY:

At the May 2020 Board of Trustees Meeting, the Board voted to authorize University administration to develop a plan to provide immediate temporary relief for non-federal student loan borrowers, including but not limited to University loans for the WWAMI, WyDENT, BRAND, WICHE, and Psychiatric Nursing programs, as well as a small number of institutional loan funds, to the extent allowed by statute and within any statutory caps. The plan was to be presented to the Board of Trustees Executive Committee for review and final action.

The University submitted the following proposal to the Board of Trustees Executive Committee on May 20, 2020:

If a borrower is willing but financially unable to make the required payments on a loan, he or she may request that the University of Wyoming grant a special, COVID related forbearance. Forbearance will involve a temporary postponement of payments. Interest will continue to accrue during any period of forbearance. This temporary forbearance is available to borrowers, from June 1, 2020 through September 30, 2020. The forbearance is for all for non-federal student loan borrowers, including but not limited to University loans for the WWAMI, WyDENT, BRAND, WICHE, and Psychiatric Nursing programs, as well as a small number of institutional loan funds, to the extent allowed by statute and within any statutory caps, regardless of when they were made.

Student Financial Services will contact all borrowers to alert them to the availability of loan forbearance. Borrowers must respond by a) requesting forbearance in writing, and b) providing documentation that supports the borrower's claim that he or she is financially unable to make payments. This forbearance is effective on the date it is approved by a university administrator, and does not apply to any payments previously made. For individuals who opt for loan forbearance, their loan repayment period will be extended by the duration of the loan forbearance if it is allowed under the statute. If the extension is not allowed under the statute, they will be required to increase their monthly payments over the original loan repayment period.

Loan repayments involving WWAMI, WyDENT, and the Psych DNP are deposited into UW Foundation accounts. In the case of the WWAMI and WyDENT loan repayment accounts, only the interest on the corpus can be used by those programs.

For the Psych DNP loan repayment account, no funds associated with the loan repayment account can be used. Given that these three programs make up the vast majority of the loan repayments, the University's cash flow will not be affected to a significant extent.

The Executive Committee reviewed the proposal and voted to approve, with ratification by the full Board of Trustees at its June 2020 Conference Call.

PRIOR RELATED BOARD DISCUSSIONS/ACTIONS:

At the May 2020 Board of Trustees Meeting, the Board voted to authorize University administration to develop a plan to provide immediate temporary relief for non-federal student loan borrowers, including but not limited to University loans for the WWAMI, WyDENT, BRAND, WICHE, and Psychiatric Nursing programs, as well as a small number of institutional loan funds, to the extent allowed by statute and within any statutory caps. The plan was to be presented to the Board of Trustees Executive Committee for review and final approval and needed to include details related to length of relief, start and end dates, accrual or non-accrual of interest, any consequences of the reduced cash flow, whether the plan will be opt-in, and any criteria for receiving the temporary relief.

WHY THIS ITEM IS BEFORE THE BOARD:

Per Section 7-1 of the Bylaws of the Trustees of the University of Wyoming, the Executive Committee shall have authority to meet with the University president to exchange information and discuss issues and to act for the Trustees in all routine business matters wherein immediate decisions and actions are deemed necessary for the present welfare of the University. All such actions of the Executive Committee shall be reported to the Trustees at their next regular or special meeting and ratified when appropriate, and shall be entered in full upon the minutes of such meeting of said Trustees.

ACTION REQUIRED AT THIS BOARD MEETING:

Board ratification of the Executive Committee's approval of the University's loan forbearance plan.

PROPOSED MOTION:

"I move to ratify the Executive Committee's approval of the University's loan forbearance plan as presented to the Executive Committee on May 20, 2020."

PRESIDENT'S RECOMMENDATION:

AGENDA ITEM TITLE: Geospatial Information Science & Technology (GIST)
Program Request for Authorization, Sullivan/Alexander

SESSION TYPE:

- Work Session
 Education Session
 Information Item
 Other:
[Committee of the Whole – Items for Approval]

APPLIES TO STRATEGIC PLAN:

- Yes (select below):
 Driving Excellence
 Inspiring Students
 Impacting Communities
 High-Performing University
 No [Regular Business]

Attachments are provided with the narrative—refer to Supplemental Materials Report.

EXECUTIVE SUMMARY:

A Request for Authorization for a program in Geospatial Information Science and Technology (GIST) is presented for the Board’s consideration. The Wyoming Geographic Information Science Center has developed the proposal over the last three years with participation by faculty and students from across campus and stakeholders statewide. The proposal includes two undergraduate certificates, three graduate level certificates, and an online professional M.S. degree. The contingent approval of the proposed Bachelors in GIST, subject to demonstrated demand, is also requested. The proposed credentials will give traditional undergraduate and graduate students and non-traditional students in the region opportunities to become experts in this rapidly growing multidisciplinary field and will fill a need for well-trained geospatial professionals.

PRIOR RELATED BOARD DISCUSSIONS/ACTIONS:

A Notice of Intent was reviewed and approved by the Board in June 2018.

WHY THIS ITEM IS BEFORE THE BOARD:

UW Regulations require that new academic programs are approved by the Board of Trustees.

ACTION REQUIRED AT THIS BOARD MEETING:

Approval of Request for Authorization for immediate establishment of an online professional M.S. in GIST; three online graduate certificates in GIS, remote sensing, and unmanned aerial systems; and two undergraduate certificates in GIS and remote sensing. Contingent approval of a B.S. in Geospatial Information Science and Technology to be established in Fall 2022 subject to evidence of favorable student demand and enrollment.

PROPOSED MOTION:

“I move that the Board approves the WyGISC December 2019 Request for Authorization with modification as follows:

1. Immediate establishment of an online professional Master’s degree in GIST; online graduate certificates in GIS, remote sensing, and unmanned aerial systems (UAS); and undergraduate certificates in GIS and remote sensing.
2. Establishment of a Bachelor of Science degree in GIST to be offered beginning in Fall 2022, contingent upon evaluation of evidence of student demand after the Fall 2021 semester. Evaluation will be based on enrollment in the approved GIST graduate and undergraduate credentials and undergraduate courses.”

PRESIDENT’S RECOMMENDATION:

The President recommends approval.

AGENDA ITEM TITLE: Science Initiative Building Change Order, Mai

SESSION TYPE:

- Work Session
- Education Session
- Information Item
- Other:

[Committee of the Whole – Items for Approval]

- Attachments are provided with the narrative—refer to Supplemental Materials Report.*

APPLIES TO STRATEGIC PLAN:

- Yes (select below):
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- No [Regular Business]

EXECUTIVE SUMMARY:

Pursuant to UW Regulation 6-9(III)(G), Administration is requesting Board approval of a contract change order to the Science Initiative CMAR agreement with GE Johnson Construction Company of Wyoming (GEJCW) and GSG Architecture, Casper WY (GSG).

During final drawing development and review of construction estimates, several items were removed from the project scope to align with the budget. The project has reached the point in schedule sequence where Administration is comfortable reducing contingency to add valuable scope back into the project.

The project construction budget is \$82,390,000.00, the guaranteed maximum price (GMP) without the additions to scope proposed here is \$80,358,682.00. Administration is requesting approval for a contract change order to GEJCCW in the amount of \$6,439,023.00 and a contract amendment with GSG in the amount of \$5,000.00 which requires the use of \$4,412,705 in administrative contingency funds leaving a balance of \$1.4M. This increases the construction budget to: \$86,802,705.00.

This change order funds:

- Completion of shelled laboratory and office space on Level 3. (\$3,681,894)
- Completion of shelled laboratory and office space on Level 1 for INBRE. (\$350,000)
- The addition of Level 5 walk-in growth chambers. (\$849,956)
- The extension of heating and chilling line-work through the SI site for future building service. (\$447,000)
- The construction of a zone 2 water line per City of Laramie permit requirement. (\$303,000)
 - GSG Amendment (\$5,000)
- Mechanical infrastructure for future shell space build out, Level 1. (\$461,433)
- Upgrading general duty valves and variable frequency drives per operations request. (\$150,148)
- Funding temporary utility fuel consumption, this is reimbursable per prime agreement Exhibit A. (\$195,592)

PRIOR RELATED BOARD DISCUSSIONS/ACTIONS:

- January 2016 – Board of Trustees approved GSG Architecture as the designer for the SI project.
- March 2017- The Exterior Design Advisory Committee was established.
- November 2017 – Board of Trustees approved the exterior design of the SI Building

- January 2018 – Board of Trustees approved Design-Bid-Build as the Construction Delivery Method for the SI Building and the final exterior design of the greenhouses.
- June 2018 – Board of Trustees approved the contract for the SI Site Clearing bid package.
- September 2018 – Board of Trustees approved revising the entry into the Science Initiative and changing the delivery method to CMAR.
- December 2018 – Board of Trustees approved a change order for the site clearing contractor.
- October 2019 – Board of Trustees approved the Guaranteed Maximum Price Contract Amendment: \$74,359,220.00.
- March 2020 – Board of Trustees approved a design contract amendment: \$40,665.00.
- May 2020 – Board of Trustees approved a construction contract amendment for the Greenhouse: \$5,999,462.00.

WHY THIS ITEM IS BEFORE THE BOARD:

Pursuant to UW Regulation 6-9(III)(G), the Board of Trustees shall approve all change orders greater than \$50,000.00.

ACTION REQUIRED AT THIS BOARD MEETING:

Board approval for the CMAR contract change order with GE Johnson Construction of Wyoming.
Board approval for the design contract amendment with GSG Architecture.

PROPOSED MOTION:

“I move to authorize Administration to execute the CMAR contract change order with GE Johnson Construction Company of Wyoming in the amount of \$6,439,023.00, and to execute the design contract amendment with GSG Architecture in the amount of \$5,000.00.”

PRESIDENT’S RECOMMENDATION:

The President recommends approval.

AGENDA ITEM TITLE: Construction Manager Selection for Student Housing and Dining, Mai

SESSION TYPE:

- Work Session
- Education Session
- Information Item
- Other:

[Committee of the Whole – Items for Approval]

- Attachments are provided with the narrative—refer to Supplemental Materials Report.*

APPLIES TO STRATEGIC PLAN:

- Yes (select below):
 - Driving Excellence
 - Inspiring Students
 - Impacting Communities
 - High-Performing University
- No [Regular Business]

EXECUTIVE SUMMARY:

In the fall and spring of 2019-20, Administration worked with the consulting firms of; Plan One, alm2s, and Mackey Mitchell Architects on Level 2 planning for Phase 1 of the Student Housing and Dining project. Phase 1 will consist of the construction of 1,000 beds of freshman housing, an 850-seat dining facility, landscaping and civil infrastructure improvements.

The consultant team recently completed the Level 2 Planning effort which included; space programming, conceptual site and utility design, conceptual floor plans and building massing accompanied by a preliminary cost estimate. The team is currently in the early stages of Level 3 Planning for the project.

Administration publicly advertised a request for qualifications / proposals (RFQ/ RFP) for construction management services. Six responses were received. Based on a review of the submitted Statements of Qualifications, two teams were invited to submit proposals and interview. Each team was scored and ranked by the Planning Team with a recommendation being provided based on; qualifications of the firm, proposed team, fee, capabilities with projects of similar scope, schedule and the team deemed to bring the highest value to the University.

With Board authorization to execute an agreement, Administration will integrate the construction manager team into the early stages the Level 3 planning for Phase 1 of the project.

PRIOR RELATED BOARD DISCUSSIONS/ACTIONS:

March, 2020 – Board authorized Administration to execute an agreement for Level 3 architectural and engineering services for Phase 1 of the Student Housing and Dining project.

January, 2020 – Board authorized Administration to make an expenditure from the Housing Reserve account for programming design services for the Student Housing and Dining project.

November, 2019 – Board approved a Board Resolution addressing reimbursement of capital expenditures for the housing-related projects.

September, 2019 - Board authorized construction of an appropriate number of buildings in the northeast corner of campus immediately west of 15th street.

July, 2019 – Board authorized Administration to negotiate and contract with the consulting firms; Plan One, alm2s and Mackey Mitchell Architects, as the design consultant for the Student Housing and Dining project.

WHY THIS ITEM IS BEFORE THE BOARD:

Pursuant to UW Regulation 6-9(III)(G), the Board of Trustees shall approve contractor selection for projects over \$500,000.00.

ACTION REQUIRED AT THIS BOARD MEETING:

Board approval to execute an agreement with JE Dunn for Level 3 construction management services in the amount of Three Million One Hundred Forty-Three Thousand dollars (\$3,143,000.00) for Phase 1 of the Student Housing and Dining project.

PROPOSED MOTION:

“I move to allow Administration to execute an agreement with JE Dunn for Level 3 construction management services in the amount of Three Million One Hundred Forty-Three Thousand dollars (\$3,143,000.00) for Phase 1 of the Student Housing and Dining project”

PRESIDENT’S RECOMMENDATION:

The President recommends approval.

AGENDA ITEM TITLE: Lewis St. Corridor Construction Delivery Method, Mai

SESSION TYPE:

- Work Session
- Education Session
- Information Item
- Other:
[Committee of the Whole – Items for Approval]

APPLIES TO STRATEGIC PLAN:

- Yes (select below):
 - Driving Excellence
 - Inspiring Students
 - Impacting Communities
 - High-Performing University
- No [Regular Business]

Attachments are provided with the narrative—refer to Supplemental Materials Report.

EXECUTIVE SUMMARY:

In Spring of 2019, Sasaki Associates worked with a UW Planning Team and Exterior Design Advisory Committee to complete a master plan for the Lewis St. Corridor. The master plan includes the area between Lewis St. and Bradley St. from 9th to 15th, two pedestrian connections to Prexy’s Pasture flanking the Engineering Building and the lot north of Agriculture.

In the Fall of 2019, Administration began the schematic design phase for Phase 1 of the project which includes the area between Lewis St. and Bradley St. from 9th to 13th and the connections to Prexy’s Pasture flanking the Engineering Building and the lot north of Agriculture.

Administration is recommending the CMAR delivery method for the project due to the complexities in coordination, phasing strategies and management of temporary pedestrian, traffic and site safety systems. CMAR preconstruction services will provide reliable scheduling, cost estimating, constructability reviews as well as phasing and bid package strategies for buying-out the work.

PRIOR RELATED BOARD DISCUSSIONS/ACTIONS:

November 2019 – Board authorized Administration to enter into an agreement for landscape architecture and civil engineering services for Phase 1 of the Lewis St. Master Plan.

December, 2018 – Board approved selection of Sasaki Associates for the Campus Master Plan.

WHY THIS ITEM IS BEFORE THE BOARD:

Pursuant to UW Regulation 6-9(III)(F), the Board of Trustees shall approve the construction delivery method for **projects** over \$500,000.00.

ACTION REQUIRED AT THIS BOARD MEETING:

Board approval for the Construction Manager at Risk delivery method for Phase 1 of the Lewis St. Corridor Master Plan.

PROPOSED MOTION:

“I move to authorize Administration to utilize the Construction Manager at Risk delivery method for Phase 1 of the Lewis St. Corridor Master Plan project.”

PRESIDENT’S RECOMMENDATION:

The President recommends approval.

AGENDA ITEM TITLE: United States Forest Service Lease Amendment, Mai

SESSION TYPE:

- Work Session
- Education Session
- Information Item
- Other:
[Committee of the Whole – Item for Approval]

APPLIES TO STRATEGIC PLAN:

- Yes (select below):
 - Driving Excellence
 - Inspiring Students
 - Impacting Communities
 - High-Performing University
- No [Regular Business]

Attachments are provided with the narrative—refer to Supplemental Materials Report.

EXECUTIVE SUMMARY:

The agenda item is to request approval to amend an existing Communications Use Lease for the Snow King East Wyoming Public Radio (WPR) broadcast translator site near Jackson, WY with the U.S. Forest Service.

The existing Communications Use Lease dated October 6, 2017 provides for the use of U.S. Forest Service land for a satellite dish to receive the audio feed for WPR’s broadcast from WPR’s studio in Laramie. The annual land use fee is waived since WPR is considered an educational broadcaster with nonprofit status.

The proposed U.S. Forest Service Amendment 1 replaces Exhibit B - Communication Site Management Plan dated 9/30/2004 attached to the lease with the updated and revised Snow King East Communications Site Plan dated 11/1/2019. All other terms of the lease remain unchanged.

At the direction of the Facilities Contracting Committee, the administration has finalized Amendment 1 with the Forest Service. It is U.S. Forest Service policy that the Forest Service signs agreements last, since they are the granting agency. Amendment 1 is attached and ready for the University’s signature.

PRIOR RELATED BOARD DISCUSSIONS/ACTIONS:

None.

WHY THIS ITEM IS BEFORE THE BOARD:

Per UW Regulation 7-2, the Board of Trustees reserves authority to approve and/or sign contracts for “Other matters involving real property, including but not limited to the lease of real property; easements; water rights and development; oil, gas and mineral leases; and federal or state government leases, permits, or licenses for longer than one year or more than \$50,000”.

The administration requests that the Facilities Contracting Committee recommend, to the full Board, approval to execute Amendment 1 to the Communications Use Lease with the United States Forest Service, if determined appropriate by the Facilities Contracting Committee.

ACTION REQUIRED AT THIS BOARD MEETING:

Board approval or disapproval of the recommendation of the Board’s Facilities Contracting Committee.

PROPOSED MOTION:

“I move to authorize Administration to execute Amendment 1 to the Communications Use Lease with the United States Forest Services for the Snow King East Communications Site as presented to the Board.”

PRESIDENT’S RECOMMENDATION:

The President recommends approval.

AGENDA ITEM TITLE: UniWyo Federal Credit Union Campus Branch Lease Extension, Mai

SESSION TYPE:

- Work Session
- Education Session
- Information Item
- Other:

[Committee of the Whole – Item for Approval]

Attachments are provided with the narrative—refer to Supplemental Materials Report.

APPLIES TO STRATEGIC PLAN:

- Yes (select below):
 - Driving Excellence
 - Inspiring Students
 - Impacting Communities
 - High-Performing University
- No [Regular Business]

EXECUTIVE SUMMARY:

This agenda item is to request approval to extend the existing lease with UniWyo Federal Credit Union (UniWyo) for its campus branch at its current location in McWhinnie Hall on the University Campus in Laramie, Wyoming (see attached map).

Since 2007, UniWyo has leased space from the University in McWhinnie Hall for a campus branch credit union. The current lease is nearing the expiration date and both parties would like to extend the lease for a ten (10) year term.

The term of the lease will begin July 1, 2020 and end June 30, 2030. Rent for the 750 sq. ft. of space is proposed at \$10,200.00 per year or \$13.60 per sq. ft. The rent may be adjusted annually following review of utility costs. The University or UniWyo can terminate the lease upon three hundred sixty-five (365) days' advance written notice.

At the direction of the Facilities Contracting Committee, the administration has finalized the Lease Agreement with UniWyo. The attached Lease Agreement has been signed by UniWyo and is ready for the University's signature.

PRIOR RELATED BOARD DISCUSSIONS/ACTIONS:

None.

WHY THIS ITEM IS BEFORE THE BOARD:

Per UW Regulation 7-2, the Board of Trustees reserves authority to approve and/or sign contracts for "Other matters involving real property, including but not limited to the lease of real property; easements; water rights and development; oil, gas and mineral leases; and federal or state government leases, permits, or licenses for longer than one year or more than \$50,000".

The administration requests that the Facilities Contracting Committee recommend, to the full Board, approval to execute the Lease Agreement with UniWyo Federal Credit Union, if determined appropriate by the Facilities Contracting Committee.

ACTION REQUIRED AT THIS BOARD MEETING:

Board approval or disapproval of the recommendation of the Board's Facilities Contracting Committee.

PROPOSED MOTION:

“I move to authorize Administration to execute the Lease Agreement with UniWyo Federal Credit Union as presented to the Board.”

PRESIDENT’S RECOMMENDATION:

The President recommends approval.

AGENDA ITEM TITLE: Cheyenne Family Medicine Clinic – Security, ADA, & Mechanical Renovations, Mai

SESSION TYPE:

- Work Session
- Education Session
- Information Item
- Other:

[Committee of the Whole – Item for Approval]

- Attachments are provided with the narrative—refer to Supplemental Materials Report.*

APPLIES TO STRATEGIC PLAN:

- Yes (select below):
 - Driving Excellence
 - Inspiring Students
 - Impacting Communities
 - High-Performing University
- No [Regular Business]

EXECUTIVE SUMMARY:

During the 2018 Budget Session, the Legislature of the State of Wyoming (#HB0194, Section 4.ii) appropriated \$875,000 for the UW Cheyenne Family Medical Center. The Clinic Director initiated a UW Operations project with the following priorities: building security and egress, refurbishment of (6) restrooms for ADA/ Code compliance, additional ADA/ Code items, in-house lab countertop replacement, and creation of additional off-street parking spaces.

Additionally, UW Operations has budgeted \$250,000 of Major Maintenance funding for the replacement of the building’s original primary mechanical equipment and dual duct mixing box controls, and room ceiling diffusers and grilles, in order to improve indoor comfort, and system efficiency and reliability. The University of Wyoming Operations intends to publicly advertise for bids.

PRIOR RELATED BOARD DISCUSSIONS/ACTIONS:

None.

WHY THIS ITEM IS BEFORE THE BOARD:

UW Regulation 6-9 states any project over \$500,000.00 is a capital construction project and requires authorization by the full Board prior to entering into contract with a constructor. The budgetary project estimate developed by the Consultant indicates a total project cost above \$500,000.00.

ACTION REQUIRED AT THIS BOARD MEETING:

Board approval to authorize administration to enter into contract with the lowest responsible bidder.

PROPOSED MOTION:

“I move to authorize administration to enter into contract with the lowest responsible bidder for the renovations to the Cheyenne Family Medicine center.”

PRESIDENT’S RECOMMENDATION:

The President recommends approval.

AGENDA ITEM TITLE: Annual Internal Audit Plan , Salmans

SESSION TYPE:

- Work Session
- Education Session
- Information Item
- Other:

[Committee of the Whole – Items for Approval]

Attachments are provided with the narrative-please refer to supplemental materials report.

APPLIES TO STRATEGIC PLAN:

- Yes (select below):
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- No [Regular Business]

EXECUTIVE SUMMARY:

The Internal Audit Plan for 2020-2021 contains recommended audits compiled by interviewing key personnel as well as performing a campus-wide risk assessment survey. The areas on the plan were identified by leaders as critical to the function of the University and/or had the potential to pose a risk due to the nature of their business. Additional input from Trustees can impact this schedule.

PRIOR RELATED BOARD DISCUSSIONS/ACTIONS:

N/A

WHY THIS ITEM IS BEFORE THE BOARD:

Annually, the board reviews and approves the internal audit plan for the coming year. This plan establishes the schedule of audits. However, modifications based on need, requests, and/or input from leadership can impact this schedule.

ACTION REQUIRED AT THIS BOARD MEETING:

Internal Audit is seeking approval of the attached plan for the 2020-2021 plan year.

PROPOSED MOTION:

I move to authorize administration to implement the plan as indicated.

PRESIDENT'S RECOMMENDATION:

The President recommends approval.

AGENDA ITEM TITLE: Approval of modifications to UW Regulation 2-106 (Assignment of Grades) and adoption of new UW Regulation 2-121 (Change of Grades), Brown/Evans

SESSION TYPE:

- Work Session
- Education Session
- Information Item
- Other:

[Committee of the Whole – Items for Approval]

APPLIES TO STRATEGIC PLAN:

- Yes (select below):
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 - Impacting Communities
 - High-Performing University
- No [Regular Business]

Attachments are provided with the narrative-please refer to supplemental materials report.

EXECUTIVE SUMMARY:

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:

- 1) Phasing out presidential directives;
- 2) Defining regulation versus policy/procedure;
- 3) Creating a new “look” and format for the regulations; and
- 4) 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 and Economic Development

Section 10: Safety and Security

Section 11: Student Affairs

Section 12: University Relations

The new structure will involve three levels of policies:

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

The **Section 2 Academic Management Regulations (2-100 through 2-121)** include such matters as class size, faculty-led course study for credit, final examination policy, undergraduate degree requirements, class meetings, the University Studies Program, “S-U” grades, honor roll, student attendance policy, academic probation and suspension, change of recorded grades, grade of I, course identification, grading system, course approval process, course syllabus requirement, library of deposit, degrees and diplomas, and degree revocation. Modifications to several of these

The Provost is recommending the following changes to one of the remaining academic management regulations.

- **UW Regulation 2-106 (Assignment of Grades):** Transferred “change of grades” section to new UW Regulation 2-121.
- **UW Regulation 2-121 (Change of Grades):** Transferred “change of grades” section from UW Regulation 2-106 to this new regulation. Added process for group action for appeals. Clarified that the only two processes for changing a students’ grade is through an administrative procedure or through an established appeals process. The Provost’s Office, the Office of General Counsel, and the Faculty Senate worked collaboratively on these proposed modifications.

Per the routing process for UW Regulations, the proposed modifications to the regulations were provided to the Leadership Team, Deans and Directors, Faculty Senate, Staff Senate, ASUW, and the Internal Auditor.

The Trustees Regulation Committee will discuss this item at the June 2020 Board of Trustees conference call 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 the Board approve modifications to UW Regulations.

ACTION REQUIRED AT THIS BOARD MEETING:

Board approval, modification, or disapproval of the recommended modifications to the Regulations.

PROPOSED MOTION:

“I move to authorize modifications to UW Regulation 2-106 and to adopt new UW Regulation 2-121, as presented to the Board”

PRESIDENT’S RECOMMENDATION:

The President recommends approval.

AGENDA ITEM TITLE: Approval of modifications to UW Regulations 11-4 (Student Organizations) and 11-6 (Student Media Board), Brown/Evans

SESSION TYPE:

- Work Session
- Education Session
- Information Item
- Other:

[Committee of the Whole – Items for Approval]

APPLIES TO STRATEGIC PLAN:

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- 1) Phasing out presidential directives;
- 2) Defining regulation versus policy/procedure;
- 3) Creating a new “look” and format for the regulations; and
- 4) 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 and Economic Development

Section 10: Safety and Security

Section 11: Student Affairs

Section 12: University Relations

The new structure will involve three levels of policies:

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

The **Section 11 Student Affairs Regulations (11-1 through 11-8)** include such matters as student conduct, recognized student organizations, ASUW student government, Student Media Board, Wyoming Union, and incoming student requirements.

Administration is recommending the following changes to two of the student affairs regulations.

- **UW Regulation 11-4 (Student Organizations):** Modified the approach to include a classification system for student organizations and three levels of relationship to the University (based on a recommendation from a working group made up of General Counsel, Student Affairs, Risk Management, Center for Student Involvement and Leadership, Half Acre/Club Sports, and ASUW).
- **UW Regulation 11-6 (Student Media Board):** In consultation with the Student Media Board, modified composition of the Student Media Board. Housekeeping edits.

Per the routing process for UW Regulations, the proposed modifications to the regulations were provided to the Leadership Team, Deans and Directors, Faculty Senate, Staff Senate, ASUW, and the Internal Auditor.

The Trustees Regulation Committee will discuss this item at the June 2020 Board of Trustees conference call 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 the Board approve modifications to UW Regulations.

ACTION REQUIRED AT THIS BOARD MEETING:

Board approval, modification, or disapproval of the recommended modifications to the Regulations.

PROPOSED MOTION:

“I move to authorize modifications to UW Regulations 11-4 and 11-6, as presented to the Board.”

PRESIDENT’S RECOMMENDATION:

The President recommends approval.