

**THE UNIVERSITY OF WYOMING
MINUTES OF THE TRUSTEES**

December 16-17, 1963

**For the confidential information
of the Board of Trustee**

President Newton called the Board of Trustees to order at 9:55 a.m. on December 16. The following members answered the roll call: Messrs. Newton, Jones, Reed, Brough, Chamberlain, Laird, McCracken, Millett, Morgan, and Watt and, ex officio, Governor Hansen and President Humphrey. Mr. McIntire, and ex officio, Dr. Shaw, were not present. Mr. Peck joined the meeting at 11:00 a.m.

Mr. Reed moved that the minutes of the October 14-15 meeting of the Board of Trustees be approved as written. Mr. Millett seconded the motion and it was carried.

Mr. Reed moved that the minutes of the October 15-17 meeting of the Physical Plant and Equipment Committee be approved. Mr. Brough seconded the motion and it was carried.

Following an announcement concerning the dinner being given for the Trustees by Mr. and Mrs. Morgan at 7:00 p.m. and an announcement by President Newton that the faculty committee advisory to the Board in the selection of a new President for the University would be invited to meet with the Board at 2:30 p.m., attention was given to the President's Report.

Mr. Chamberlain moved, Mr. Morgan seconded, and it was carried that the Board approve the appointment of Dr. Robert Brown as Professor of Geography, effective September 1, 1964, at a salary rate of \$9,900 for the academic year 1964-65.

For the information of the Board, President Humphrey reported the resignation of Dr. G. R. Henrickson, Associate Professor of Economics, effective October 4, 1963, because of ill health.

Dr. Humphrey reported that Mr. John S. Bugas, Vice-President of the Ford Motor Company and alumnus of the University, had just

APPROVAL OF
MINUTES

APPOINTMENT

Brown

RESIGNATION

Henrickson

GIFT TO
UNIVERSITY

telephoned to say that he wished to give the University \$50,000, supplementing previous gifts of \$46,375 and \$115,125 made during the past two years in support of a distinguished professorship in Economics. Mr. Reed suggested that an appropriate resolution be prepared for adoption by the Trustees expressing appreciation to Mr. Bugas for his gift.

Mr. Reed moved that the Board authorize conferring upon Mr. R. R. Hamilton the title Dean and Professor Emeritus of Law, effective immediately. Mr. McCracken seconded the motion and it was carried.

After careful consideration of the twelve requests for sabbatical leave, it was moved by Mr. Laird, seconded by Mr. Chamberlain, and carried that the leaves be approved as follows:

1. Mr. Robert D. Burman, Assistant Professor of Agricultural Engineering, for the period October 14, 1964 through August 31, 1965, at fifty per cent of salary, to permit him to complete work for the doctor's degree at Cornell University, with the leave without pay granted to him for the period October 14, 1963 through August 31, 1964 to be extended to October 13, 1964.

2. Dr. Carl F. Wiesen, Associate Professor of Microbiology, for one year, beginning October 1, 1964, at fifty per cent of salary, to permit him to do specialized work with the transformation and transduction mechanisms of transferring genetic traits in bacteria at the University of California in Los Angeles.

3. Mr. Donald D. Kaufmann, County Agent in Natrona County, for the period January 1 to July 1, 1965, at fifty per cent of salary, to permit him to complete work for the master's degree in Agriculture at Colorado State University.

DEAN EMERITUS
TITLE FOR
R. R. HAMILTON

SABBATICAL
LEAVES

Burman

Wiesen

Kaufmann

4. Mr. James C. Nolan, Jr., formerly County Agent in Lincoln County, for one year, beginning September 15, 1964, at fifty per cent of salary, to permit him to continue work toward the Ph.D. degree in Animal Science at the University of Wyoming.

Nolan

5. Dr. Donald W. Boyd, Associate Professor of Geology, for the fall semester of 1964-65, at full salary, to permit him to do research in paleontology at the American Museum of Natural History in New York City.

Boyd

6. Dr. Hugh W. Hetherington, Professor of English, for the academic year 1964-65, at fifty per cent of salary, to permit him to work on a book about a character in Southern literature.

Hetherington

7. Dr. John Howatson, Associate Professor of Chemistry, for the academic year 1964-65, at fifty per cent of salary, to permit him to do post-doctoral study and research at Ohio State University.

Howatson

8. Dr. T. A. Larson, Head of the Department of History and Director of the School of American Studies, for the fall semester of 1964-65, at full salary, to permit him to begin work on the new history of the University of Wyoming which the Trustees asked him to write and to do research at the Huntington Library in San Marino, California.

Larson

9. Dr. Paul O. McGrew, Professor of Geology, for the spring semester of 1964-65, at full salary, to permit him to do research in several universities and museums in Europe.

McGrew

10. Dr. H. T. Northen, Head of the Department of Botany, for the second semester of 1964-65, at full salary, to give him an opportunity to visit botany departments in the United States and foreign countries and to write a monograph on epiphytic plants.

Northen

11. Dr. Bernadene Schunk, Professor of Elementary Education, for the spring semester of 1964-65, at full salary, to permit her

Schunk

to study other educational institutions where new designs and effective approaches are utilized in providing teacher-education students with professional laboratory experiences.

12. Mrs. Edith Watters, Assistant Professor of Elementary Education, for the spring semester of 1964-65, at full salary, to permit her to do graduate study and research in the areas of Social Studies and Languages Arts.

Watters

Mr. Reed moved, Mr. Watt seconded, and it was carried that the following leaves of absence without pay be approved:

LEAVES
WITHOUT PAY

1. Mr. Alexander Johnston, Professor of Wool, for the month of May 1964 to permit him to serve as honorary leader of a group of United States wool growers on a tour of the Australian wool industry.

Johnston

2. Mr. Richard Lund, Acting Director of the Division of Business and Economic Research, for one year, beginning September 1, 1964, to permit him to work toward the Ph.D. degree in Statistics at Iowa State University, the leave to be contingent upon the return of Mr. Floyd K. Harmston from leave as planned by September 1964.

Lund

Mr. Brough moved, Mr. Chamberlain seconded, and it was carried that the following budget changes be approved:

BUDGET CHANGES

1. Agricultural Extension Service. An appropriation of \$5,115 from unappropriated Federal Smith-Lever funds to meet increased requests for livestock performance programs, the appropriation to be allocated as follows: Travel, \$3,000; Supplies, \$1,215; and Equipment, \$900.

Agricultural
Extension
Service

2. Agricultural Substations. An appropriation of \$3,600 from the unappropriated funds of the Agricultural Substations, to

Agricultural
Substations

be allocated to the various Substations as follows: Archer--Supplies, \$400, and Fixed Charges, \$200; Powell, Fixed Charges, \$200; Sheridan--Fixed Charges, \$350; Torrington--Supplies, \$2,000, and Fixed Charges, \$450. Also, an increase of \$3,000 in the sales estimate for the Afton Substation (the amount to come from sale of Holstein steers used in a feeding project), and allocation of the amount to Supplies for feed.

3. Department of Geology. An appropriation of \$1,100 from the General Fund to permit making the freshman Geology course a laboratory course.

Department of Geology

4. Department of Mathematics. An appropriation of \$200 from the General Fund to cover the cost of installing a pier and sheltering box needed to make use of the telescope owned by the Department.

Department of Mathematics

5. Department of Sociology, Anthropology, and Geography. An appropriation of \$850 from the General Fund to cover the cost of materials needed by the Anthropology Laboratory in storing and cataloguing archaeological materials.

Department of Sociology, Anthropology, and Geography

6. Alumni Development Fund. An appropriation of \$1,488.29 from the General Fund to reimburse the Alumni Association budget for expenditures in connection with the Development Fund (printing and mailing solicitation letters and first annual giving report).

Alumni Development Fund

7. Division of Data Processing. An appropriation of \$4,145 from the General Fund to permit employing an additional IBM operator-clerk and a steno-clerk, effective January 1, 1964, and to cover the cost of purchasing needed office equipment.

Division of Data Processing

8. Business and Plant Affairs. An appropriation of \$94.35 from the General Fund to cover the cost of purchasing a four-

Business and Plant Affairs

drawer legal size filing cabinet for the office of the Executive Assistant for Business and Plant Affairs.

9. Science Camp. An appropriation of \$7,185 from the General Fund to permit purchasing three Chevrolet Suburban Carryalls to replace three 1949 Dodge Carryalls currently used by the Science Camp.

Action was deferred on a request for an appropriation for the Agricultural Information office pending receipt of a report the Trustees asked President Humphrey to secure.

Governor Hansen stated that the recent discovery of some valuable skeletons, which had been taken by unauthorized persons and thus had probably been lost to science, had pointed up the need for a State Archaeologist. He added that he anticipated a recommendation from Dr. H. D. Thomas, State Geologist, that such a position be created by the next session of the Legislature. At the Governor's suggestion, Mr. Newton asked President Humphrey if he would talk with Dr. William Mulloy, Professor of Anthropology, about the situation and solicit Dr. Mulloy's suggestions as to creation of such a position and also as to the possibility of recovering some of the skeletons to which he had referred.

Mr. Brough moved that the Board approve an increase of fifty cents in the hourly rate for instructors in the Extension non-credit programs, bringing the rate to \$5.40 per instructional hour, and a corresponding increase in the registration fees from \$9.00 to \$9.50 per 20-hour course. Mr. McCracken seconded the motion and it was carried.

Mr. Chamberlain moved that the Board approve the recommendation of the Committee on Residence Classification for a change in

Science Camp

STATE
ARCHAEOLOGIST

INCREASE IN FEES
AND STIPENDS FOR
EXTENSION NON-
CREDIT PROGRAMS

RESIDENCE
CLASSIFICATION

Paragraph 7 of the "Declaration of Residence" form, the paragraph as revised to read as follows: "Children supported by parents in the armed services of the United States government who are stationed in Wyoming may be recognized at the resident fee rate." Mr. Watt seconded the motion and it was carried.

Mr. Chamberlain then moved that the question of whether or not retired military personnel making their home in Wyoming and attending the University of Wyoming should be given resident classification be referred to the Committee on Residence Classification for recommendation of a policy. Mr. Watt seconded the motion and it was carried.

President Humphrey gave the Trustees information concerning a plan worked out by the Western Interstate Commission for Higher Education whereby public colleges and universities in the West could join forces to share scarce and unique educational facilities, thus stretching the educational dollar in the years of increasing enrollments ahead. He stated that the plan would be open to the residents of the thirteen Western states and would begin in the fall of 1964. It would, he went on to say, permit students to enroll at resident, or in-state, tuition rates in selected courses and programs at both the undergraduate and the graduate levels. President Humphrey mentioned Geology and American Studies as two fields in which the University of Wyoming might accept students from other states but added that a later recommendation would be made as to the particular fields in which the University of Wyoming would accept students from other states under the proposed plan. He recommended that the Board authorize the University's participation in the program, including acceptance of out-of-state participants at the in-state tuition rate in

WESTERN
REGIONAL
STUDENT
PROGRAM

certain fields to be decided on later. After some discussion, it was moved by Mr. Chamberlain, seconded by Mr. Morgan, and carried that President Humphrey's recommendation be approved.

Mr. Reed moved that the Board approve the tentative operating budget for the Summer Schools (Campus and Science Camp) for the fiscal year July 1, 1964 through June 30, 1965, totaling \$246,342 and including a supplemental appropriation of \$65,821 from General University Funds, and also that the Board authorize an appropriation of \$1,200 to assist in developing the summer instructional program in Economics. Mr. Peck seconded the motion and it was carried.

Mr. Reed moved that the Board approve the recommendations of Dr. S. H. Knight and the Science Camp Advisory Council with regard to the future operation of the Camp, that Dr. Knight be asked to serve as Director of the Camp during the summer of 1964, and that a search be made for a young man on the staff of the University who would be interested in serving as camp manager during 1964, with a view to assuming the directorship succeeding Dr. Knight. Mr. Peck seconded the motion and it was carried.

The Trustees considered a report from Mr. Leon H. Paules, Supervisor of Agricultural Substations, on a bid of \$6,200 he had received from the Quality Lumber Company of Lander for building a bridge across the Popo Agie River at the Lander farm. Mr. Paules stated that the amount of \$3,200 toward the cost of building the bridge could be provided from the Inactive Substations Account, but that the remaining \$3,000 would have to come from some other source.

1964 SUMMER
SCHOOL BUDGET

UNIVERSITY
SCIENCE CAMP

BRIDGE ON LANDER
INACTIVE
SUBSTATION

After some discussion, it was moved by Mr. Reed, seconded by Mr. McCracken, and carried that the Board authorize construction of the bridge, to be paid from the Inactive Substations Account, with the Account to show a deficit until such time as income is received to remove the deficit.

Dr. Humphrey reminded the Trustees of a proposal submitted by Mr. McCracken some months ago for sending letters to parents of freshmen, giving them information about freshman activities and problems and other information about the University which would be of interest to parents. He stated that estimates of the cost of sending four such letters per year had been prepared on the basis of mailing to parents of freshmen only, to parents of all unmarried students under twenty-one, and to parents of all students. Mr. McCracken stated that, on a trial basis, he felt the letter should go to parents of freshmen only, and he moved that an appropriation of \$589 be authorized from the General Fund to cover the cost of sending four letters by first class mail. Mr. Jones seconded the motion and it was carried.

The Trustees considered a letter from Dr. John W. Gates, Director of Adult Education and Community Service, explaining the need for additional construction at the Trail Lake Ranch and the Blue Hole Ranch (on which the University had been given a long-term lease) if the University were to serve the groups interested in holding summer meetings at the facilities in question. Dr. Gates pointed out that the National Audubon Society had expressed a desire to enter into a 15-year agreement with the University for operation of an annual eight-week summer program, and that additional facilities would be needed for housing this group.

UNIVERSITY OF
WYOMING REPORTS
TO PARENTS

TRAIL LAKE
RANCH

Governor Hansen raised the question as to the purpose of the facilities in question--whether they were to be operated as a money-making venture or as a service to educational groups within the state. He suggested that a statement of policy be prepared for consideration by the Board. It was the consensus of the Board that Governor Hansen's suggestion was a good one, and President Humphrey stated that he would ask the Adult Education and Community Service Advisory Council to draft such a statement of policy for consideration by the Board at a later meeting.

It was the consensus of the Board that Dr. Gates should be authorized to proceed with having the drawings for the new facilities completed by some competent person and also to proceed with securing bids and investigating means of financing.

President Humphrey called attention to the fact that the Trustees had never approved the Declaration of Trust covering management of the fund collected following the accidental shooting of Dave Marion, a student at the University, and he gave the Trustees copies for their consideration. He also reported that Dave Marion had been transferred to a rehabilitation home in California, and that Mr. G. J. Jacoby, Director of Athletics, had made arrangements for the University's contribution to the support of this student to be paid from the interest on the fund. Mr. Laird moved that the Declaration of Trust be approved and that the President and the Secretary of the Board be authorized to sign it. Mr. Jones seconded the motion and it was carried. The Declaration of Trust follows:

DAVE MARION
TRUST FUND

DAVE MARION TRUST FUND

DECLARATION OF TRUST made this 16th day of December, 1963, by the Trustees of the University of Wyoming, a body corporate under the laws of the State of Wyoming, hereinafter called the University.

WITNESSETH

THE DAVE MARION TRUST FUND is hereby established and the University does hereby declare itself Trustee of all amounts heretofore or hereafter contributed to the University for the uses and purposes of such Trust Fund, and agrees to administer such Trust Fund in the manner hereinafter set forth.

1. There is hereby created the DAVE MARION TRUST FUND COMMITTEE which shall at all times consist of the Governor of the State of Wyoming, or his appointee, the President of the University of Wyoming, or his appointee, and the Chief Justice of the Supreme Court of Wyoming, or his appointee.

2. The principal and income of the Fund shall be distributed by the University from time to time as the Committee, in its sole and uncontrolled discretion, may direct for the support, maintenance, medical and hospital bills, other personal needs, and funeral expenses, of students of the University of Wyoming incapacitated by any accident, or incapacitated by any injury suffered in any athletic contest participated in by such student as a representative of the University of Wyoming. The Committee, in its sole and absolute discretion, may in like manner provide for the support, maintenance, medical and hospital bills and other personal needs, of any Wyoming high school student incapacitated by any accident, or incapacitated by any injury suffered in any athletic contest participated in by such student as a representative of his high school. If the Committee shall deem in its sole and absolute discretion that the principal and income of the Trust Fund shall be more than existing and anticipated needs for the purpose stated above, the Committee may in its sole and absolute discretion direct the use of principal or income for the benefit of students of the University of Wyoming.

3. The University shall, except as above provided, keep and hold intact the corpus of the Trust Fund, but shall, nevertheless, have full power and authority to invest the Fund and to sell all or any part thereof and reinvest the proceeds without being bound by any regulatory, statutory or customary rules relating to investments by trustees, and the University is hereby authorized to invest or reinvest said corpus in common and preferred shares of private corporations, obligations of the United States and of any State or political subdivision or municipality thereof, common trust funds, mutual funds, and secured or unsecured obligations of individuals or corporations. Gains and losses upon sales of corpus, share dividends and other distributions on corporate shares shall be allocated between principal and income in such manner as the University may from time to time determine. The University shall have full power to vote, and to execute proxies to vote, corporate shares included in such corpus.

IN WITNESS WHEREOF the Trustees of the University of Wyoming, a body corporate, has caused these presents to be executed on the day and year above written.

THE TRUSTEES OF THE UNIVERSITY
OF WYOMING

ATTEST:

/s/ Harold E. Brough
Secretary

By: /s/ H. F. Newton
President

Dr. Humphrey reminded the Trustees of the decision they had made at the October meeting of the Board to accept the collection of relics, objects of art, jewelry, paintings, etc. offered to the University by Mr. and Mrs. T. C. Colket 2nd of Sheridan. He then called attention to an agreement, prepared by Mr. Colket's attorney, covering the exhibit and protection of the collection. Several questions were raised concerning the restrictions included in the agreement, particularly with regard to displaying the collection. Mr. Laird suggested that the letters from Mr. Colket concerning the agreement be filed with the official copy of the agreement. Concluding the discussion, it was moved by Mr. Brough, seconded by Mr. Millett, and carried that the agreement be approved, as follows, and that the President and the Secretary of the Board be authorized to sign it.

AGREEMENT FOR THE EXHIBIT
AND PROTECTION OF COLLECTION

THIS AGREEMENT, made and entered into this day by and between TRISTRAM COFFIN COLKET II and GERTRUDE C. COLKET, his wife, of Sheridan County, Wyoming hereinafter called First Parties; and the UNIVERSITY OF THE STATE OF WYOMING, acting by and through its Board of Trustees, hereinafter called Second Party:

WITNESSETH, THAT:

WHEREAS, the First Parties are the owners of a collection of relics, jewelry, handcraft, objects of art, documents, paintings, moneys, instruments of war and many miscellaneous items gathered by Tristram Coffin Colket II's father, Charles Howard Colket during travels in India, Japan, Malasia, Africa, the South Sea Islands and elsewhere, and

AGREEMENT FOR
EXHIBIT AND
PROTECTION OF
COLKET COLLECTION

WHEREAS, the Second Party desires the opportunity to display said collection at the University of Wyoming at Laramie, Wyoming, and the First Parties are willing to make said collection available to Second Party for such display, subject to the terms and conditions hereinafter expressed, and

WHEREAS, the Parties hereto wish to reduce to written memorandum, their understandings and agreements.

NOW, THEREFORE, IT IS HEREBY AGREED, by and between the Parties hereto as follows:

I.

That the Parties hereto at the expense of Second Party, shall cause a full and complete Inventory and Appraisal of said collection to be taken as soon as is reasonably possible.

II.

That the Second Party shall provide reasonable space at the University of Wyoming for the exhibit of said collection to the general public, including the students of the University of Wyoming and other students who may be interested in the collection. It is understood that the collection will be placed on exhibit within 120 days from the time said items are received by Second Party, and that once the exhibit is opened to the general public it will be kept open at stated hours to be determined by the director.

III.

That upon the completion of the Inventory and Appraisal and the preparation of a suitable display area, approved by the First Parties, that the Second Party shall at its expense, cause said collection to be properly crated, wrapped, packed, insured and transported to the place of exhibit at the University of Wyoming at Laramie, Wyoming, where said collection shall be placed on exhibit with the arrangement to be made with the approval of First Parties. That said materials shall then be kept on exhibit and made available to view and study by the general public, subject only to such reasonable rules, regulations, and conditions as the Second Party shall promulgate from time to time with special consideration being given to students and others interested in research and study relating to the early life of the peoples and countries represented by such collection.

IV.

IT IS UNDERSTOOD that said collection shall be known as "THE TRISTRAM COFFIN COLKET II COLLECTION" and that the Second Party in exhibiting same shall indicate that said collection is given by First Parties in memory of Charles Howard Colket, father of Tristram Coffin Colket, II, who made the collection possible.

V.

IT IS EXPRESSLY AGREED between the Parties that said collection shall be exhibited in such a manner as to protect it against theft, damage or destruction and that said collection shall be kept permanently on display, either in the space originally approved by the Parties hereto, or in a building of similar prominence and with comparable space.

VI.

IT IS FURTHER UNDERSTOOD that this collection is being made available by First Parties to Second Party with the understanding that the collection shall be kept on exhibit in its entirety and that no item shall be removed therefrom, nor exchanges made with other collections at any time. It is understood that additions to said collection may be made by Second Party, provided such additions are in keeping with the objects and items contained in the TRISTRAM COFFIN COLKET, II. COLLECTION and provided further that any additions are properly marked and identified with the name of the donor or lender.

VII.

IT IS FURTHER AGREED between the Parties that Second Party will in the reasonable near future, compile the rules, regulations and conditions under which the collection will be exhibited and that such rules, regulations and conditions will then be submitted to First Parties for their approval.

VIII.

IT IS UNDERSTOOD that the First Parties are effecting a gift of the collection to Second Party. First Parties reserve the right to make said gift in such manner and over such period of time as they so desire.

IN WITNESS WHEREOF, the Parties hereto have set their hands to this Agreement this 17th day of December, 1963.

/s/ Tristram C. Colket 2nd

/s/ Gertrude C. Colket
FIRST PARTIES

Board of Trustees of the University of Wyoming

Attest:

By /s/ Harold F. Newton
President

/s/ Harold E. Brough
Secretary

SECOND PARTY

The Board adjourned at 12:20 and reassembled at 1:25 p.m., with all members present who were present for the morning session except Mr. Millett, who rejoined the meeting at 2:00 p.m.

Mr. Newton gave the Trustees copies of a list of candidates selected for further consideration by the committee authorized by the Board to screen the original list of nominees (himself, Mr. McIntire, and Mr. Laird). He stated that the criteria considered by the committee in making their selections had included age, degrees, and type of experience. He added that the list compiled for further consideration included 19 names, and that additional names could be added by the Trustees from the original list or from the two supplementary lists of later nominations. The names of nine nominees were added to the list submitted by the screening committee, and Mr. Newton stated that he felt the faculty committee should be asked to secure additional information concerning these nominees.

At 2:30 p.m. members of the faculty committee advisory to the Board in the selection of a new President were invited into the meeting. Mr. Newton thanked the group for the fine letters he had received accepting appointment to the committee and assured them of the Board's interest in having the assistance of the committee in the important task of selecting a new President. He cautioned both committee members and Trustees about the importance of keeping in strict confidence, both on and off campus, the names of any candidates considered for the position and stressed the fact that there should be no news releases or public statements by any member of the committee or the Board without authorization of the full Board.

PROCEDURES FOR
SELECTING
PRESIDENT OF
UNIVERSITY

The committee would be charged with the responsibility for serving as hosts to candidates invited to the campus for interview, Mr. Newton went on to say, and would be responsible for securing as much additional information as possible concerning the list of candidates selected by the Board for consideration. He concluded by stating that at its next meeting the Board would appreciate having a report from the committee, including recommendations as to which of the candidates should be invited to the campus for interview. Mr. Newton answered several questions asked by members of the committee, and the group then left the meeting.

Agricultural Information. Returning to consideration of the President's Report, attention was given first to a request from the office of Agricultural Information for an appropriation of \$648 to permit making some changes in the duties of present personnel, resulting in a reduction in salary of one employee and the employment of a new reporter-photographer. Action on the request had been deferred pending a report on the effect the reduction in salary would have on the retirement benefits of the employee concerned. Having received Dr. Humphrey's assurance that the reduction would have practically no effect on the retirement benefits, Mr. Reed moved that the Board approve the requested appropriation of \$648 from the Federal Smith-Lever unappropriated funds. Mr. Peck seconded the motion and it was carried.

President Humphrey informed the Board that, in compliance with the direction given at the October meeting, Mr. L. G. Meeboer, Executive Assistant for Business and Plant Affairs, had requested an opinion from Dawson, Nagel, Sherman and Howard, bond attorneys in Denver, with regard to the use of the premium realized from

BUDGET CHANGE

Agricultural
Information

IMPROVEMENT
REVENUE BONDS,
SERIES 1959

resale of bonds to White, Weld and Company for prepayment of bonds in the 1959 series. He gave the Trustees copies of a lengthy statement prepared by the bond attorneys and called attention to the fact that the opinion of the bond attorneys confirmed the opinion given the Trustees by the University's Legal Advisor to the effect that it would not be permissible to use the premium for prepayment of bonds in the 1959 series.

President Humphrey gave the Trustees a report from the Director of Finance and Budget in answer to a question raised by Mr. Millett at the August meeting of the Board as to the necessity of the University's carrying liability insurance. The report included an opinion given by the Attorney General in 1951, excerpts from minutes of the Board of Trustees reflecting actions taken by the Board in the past on the matter of liability insurance, and a recent opinion from the University's Legal Advisor. Mr. Millett stated that the report had answered his question and that he felt the University should continue to carry liability insurance.

The Director of Finance and Budget also submitted a report on bids received for comprehensive dishonesty, disappearance, and destruction coverages for monies and securities, with the following limits for a three-year period: Blanket Position Bond, \$100,000; Loss Within Premises, \$300,000; and Loss Outside Premises, \$200,000. He stated that the low bid of Hartford Accident and Indemnity Company in the amount of \$5,763.52 had been accepted.

Mr. Reed moved, Mr. Watt seconded, and it was carried that the following leaves of absence be granted:

LIABILITY
INSURANCE

COMPREHENSIVE
DISHONESTY,
DISAPPEARANCE,
AND DESTRUCTION
POLICY BIDS

LEAVES OF
ABSENCE

1. Mr. Lloyd C. Ayres, Assistant Professor and Extension Horticulturist and Forester, an extension of his leave without pay for the period July 1, 1964 to August 31, 1964 to permit him to continue work on his doctoral dissertation at the University of Minnesota.

Ayres

2. Mr. John Dwyer, Assistant Professor of Statistics, a leave without pay for the fall semester of 1964-65 to permit him to enroll at the University of Michigan and complete the course work for the Ph.D. degree, on condition that suitable replacement can be found for his classes.

Dwyer

Mr. Watt moved, Mr. Peck seconded, and it was carried that the following appropriations be authorized:

BUDGET CHANGES

1. Agricultural Substations. An appropriation of \$1,500 from the unappropriated funds of the Agricultural Substations to permit drilling a new well at the Gillette Substation.

Agricultural Substations

2. Department of Political Science. An appropriation of \$250 from the General Fund to cover the University's fee for membership in the Rocky Mountain Center for Education in Politics.

Department of Political Science

3. Division of Student Personnel and Guidance. An appropriation of \$81.94 from the General Fund to provide the funds needed as a result of the resignation of one steno-clerk, with earned vacation time, and the employment of a new steno-clerk.

Division of Student Personnel and Guidance

4. Wyo Days. An appropriation of \$700 from the General Fund, to be added to the \$1,100 allocated by the A.S.U.W. to finance the Wyo Days tour planned for the week of February 24-28.

Wyo Days

5. Colket Collection. An appropriation of \$8,696.05 from the General Fund to cover the cost of preparing a room for housing and displaying the collection, to pay for the appraisal, and

Colket Collection

to cover moving costs from Sheridan to Laramie, the appropriation to be allocated as follows: Capital Outlay, \$4,254.05; Equipment, \$3,167.00; and Contractual, \$1,275.

President Humphrey distributed copies of tabulations prepared by the University Statistician from a study made by the University of Idaho on comparative faculty salaries in institutions in the Rocky Mountain Region. He called attention to the University of Wyoming's rating among the institutions and pointed out that in several of the classifications Wyoming's position was less favorable by comparison with other institutions than it had been in 1962. He added that a number of institutions would be given substantial increases in 1964-65, thus increasing the competition Wyoming would face in trying to retain and employ competent faculty.

Dr. Humphrey then called attention to a letter from the Director of Finance and Budget giving information concerning funds available for the 1964-65 budget and indicating the availability of excess funds totaling \$184,763.85. Dr. Humphrey proposed that the Trustees authorize an increase of three per cent in salaries of employees of the General University, in addition to the five per cent authorized by the Legislature. He stated that the cost of the additional three per cent increase would be \$170,568, which could be financed from the excess funds available.

The remainder of the afternoon was spent in discussing the merits of Dr. Humphrey's proposal. Some Trustees expressed concern about the reaction of members of the Legislature to granting salary increases above the percentage authorized by the 1963 Legislative session. Others stated the opinion that it would be

SALARIES

better to be criticized for efforts to maintain an excellent faculty than for failure to do so. There was some discussion as to whether the three per cent increase, if approved, should be given as an across-the-board increase, as an addition to the five per cent merit increase, or by some other method.

It was finally moved by Mr. McCracken, seconded by Mr. Laird, and carried that a final decision be deferred until the following day, and that at that time information be made available for the Trustees as to the number of people involved in each of the academic classifications on both nine- and eleven-month bases.

The Board adjourned at 5:30 p.m. and reassembled at 10:05 a.m. on December 17, with all members present who were present for the preceding day's session except Mr. Watt and Governor Hansen.

Mr. Peck informed the Trustees that a meeting of the Business Study Committee authorized by the Board at the October meeting had been held on the afternoon of December 14 and that, in the absence of Chairman McIntire, he had presided. He distributed copies of the minutes of the meeting and stated that, with Mr. Archie Johnson, University Statistician, serving as coordinator, he felt sure the study desired by the Board would be made. (The minutes of the Business Study Committee meeting will be attached to and made a part of the minutes of the December meeting of the Board of Trustees.)

Mr. E. G. Hays, Director of Finance and Budget, was invited into the meeting to explain to the Board the report he had prepared following the December 15 meeting of the Physical Plant and Equipment Committee, in which he had presented an analysis of two insurance plans considered by the Committee. The first plan, Mr.

REPORT OF
BUSINESS
STUDY COMMITTEE

PHYSICAL PROPERTY
AND COMPREHENSIVE
LIABILITY
INSURANCE.

Hays stated, provided for conversion of the University's present fire and extended coverage insurance for buildings and contents to a Public and Institutional Property Form as submitted by the Wyoming Insurers Association. The second plan, he continued, was a "school package policy" presented by the Insurance Company of North America.

Mr. Hays went into some detail to explain the advantages each of the two plans offered. Advantages of the Public and Institutional Property Insurance, he stated, included the centralization of all University insurance in the Wyoming Insurers Association, which assumes responsibility for distribution of premiums, and the provision for lower rates than are provided under present coverage; and apparent advantages of the "school package policy" included lower premium rates for broader coverage and the inclusion of business liability as part of the coverage. Conversion of the University's present insurance to the "school package" plan, Mr. Hays pointed out, would necessitate canceling all existing policies on a "short-rate" premium basis, thereby reducing the initial saving that would be realized from the lower rates provided by the Insurance Company of North America. He also called attention to the lack of termination date on the I.N.A. policy, thus leaving some doubt as to premium rates a year, two years, and three years hence. Concluding his presentation, Mr. Hays suggested that bids be requested on all types of University insurance, with the state agents representing the successful bidders sharing in the insurance.

Most of the morning was spent discussing the two plans and the advantages and disadvantages of each. It was finally moved by Mr. Chamberlain, seconded by Mr. McCracken, and carried that

Mr. Hays be asked to prepare for the Board at its next meeting as comprehensive report as possible on the two plans, together with his recommendations as to procedure.

Mr. Jones stated that the Physical Plant and Equipment Committee had met earlier in the day with Mr. R. G. Arnold, Plant Engineer, to consider a "Scope of Study Outline" Mr. Arnold had prepared in connection with the proposed Power Plant evaluation together with a list of engineering firms which had indicated interest in making proposals on the evaluation. He added that the Committee had authorized Mr. Arnold to confer with any consulting engineers who might be interested in submitting proposals and to present to the Committee at its February meeting an estimate of the cost of the evaluation and a recommendation for employment of an engineer to make the evaluation.

Mr. Jones called attention to that portion of the minutes of the December 15 meeting of the Physical Plant and Equipment Committee pertaining to the new dormitories and food service complex. He stated that the Committee had approved the schematic site plans providing for location of the first three dormitories and food service. He also reported that approval had been given to the revised preliminary plans for the basement and first floor, to the colored perspective rendering, and to the revised cost estimates.

Mr. Newton called attention to the statement in the Committee minutes to the effect that two-thirds of the utilities cost would be properly chargeable to future construction and asked if arrangements could not be made, in the event bids were higher than anticipated, to provide alternates deducting part of the

ENGINEERING
STUDY OF
POWER PLANT

DORMITORIES AND
FOOD SERVICE
COMPLEX

utilities cost and paying it from other funds. President Humphrey stated that he thought such an arrangement could be worked out and that an investigation would be made.

Mr. Reed then moved, Mr. Brough seconded, and it was carried that the Board approve the actions taken by the Physical Plant and Equipment Committee with respect to the plans for the new dormitories and food service complex.

The Board adjourned for lunch at 12:05 and reassembled at 1:10 p.m., with the same members present who were present at adjournment. Mr. McCracken left the meeting at 2:40 p.m.

Messrs. L. G. Meeboer, Executive Assistant for Business and Plant Affairs, R. G. Arnold, Plant Engineer, and Dana Davis, Supervisor of Service and Auxiliary Enterprises, were invited into the meeting during consideration of the report of the Physical Plant and Equipment Committee with regard to the bids on apartments for married students and faculty. Mr. Jones stated that the bids received on the apartments had been in excess of the funds available, and that the Committee had considered three alternatives: (1) rejecting all bids and re-advertising; (2) abandoning the improved construction and building apartments under existing plans; and (3) finding additional sources of money to permit accepting the lowest bid received. President Humphrey gave the Trustees information as to money available in various auxiliary enterprise reserve funds which could be used toward the cost of the new apartments.

Following some discussion, Mr. Jones moved that the Board approve the recommendation of the Physical Plant and Equipment Committee that the low bid for either 96 or 112 apartments be

APARTMENTS FOR
MARRIED STUDENTS
AND FACULTY

accepted and that other University funds be used to supplement the authorized bond issue. Mr. Morgan seconded the motion, but upon call for the vote it failed to carry.

Mr. Chamberlain then moved that the Board reject all bids and re-advertise, asking for preparation of new specifications on the basic construction plans presented by Hitchcock and Hitchcock, eliminating certain items previously included in the specifications, and changing the provisions with regard to completion and liquidated damages. Mr. McCracken seconded the motion and it was carried, Messrs. Jones and Morgan voting no.

Messrs. Hitchcock and Hitchcock were invited into the meeting and informed of the Board's decision to re-advertise for bids. They expressed the opinion that unless there were some radical changes in the specifications, including a change in the number of apartments included in the basic bid, they might not be able to secure bids from some of the contractors who had bid on the original specifications. Mr. Newton asked for a show of hands on changing the basic bid to 96 apartments, with additive alternates providing for 104 and 112 units, and with a deductive alternate providing for only 88 apartments. A majority voted in favor of this proposal.

It was decided that the Physical Plant and Equipment Committee should meet with the architects at the close of the Board meeting to decide on other changes that should be made in the specifications, and that the Committee would meet sometime in January, on call of the Chairman, to consider the revised plans and specifications. Mr. Peck moved that the Physical Plant and Equipment Committee be authorized by the Board to approve the plans and specifications and authorize calling for bids on the

apartments. Mr. Brough seconded the motion and it was carried.

It was decided that bids should be opened on February 18 and presented to the Board at its meeting on February 20-22. Messrs. Hitchcock, Hitchcock, Meeboer, Arnold, and Davis left the meeting at 3:40 p.m.

Complying with the instructions given at the close of the Board meeting the preceding day, President Humphrey submitted a report on the total number of faculty members in the various academic classifications and a table showing possible allocation of the proposed three per cent salary increase among the various classifications. He pointed out that if the allocation were made as shown in the table, Wyoming's average salaries for the various academic classifications would then compare more favorably with those of other institutions in the region.

Dr. Humphrey also called attention to a letter from the Director of Finance and Budget recommending that of the total computed allotment of \$170,568 for a three per cent salary increase for all University employees \$117,958 be allocated to persons with academic rank and that \$52,610 be allocated to non-academic personnel.

The Trustees considered carefully the following alternatives for distributing the increase: (1) a straight three per cent increase to all employees; (2) increases according to academic classification; (3) the increases proposed in an effort to place Wyoming's averages in a position more nearly comparable to those of other institutions in the region; and (4) a flat dollar increase to all employees.

At the conclusion of the discussion, it was moved by Mr. Morgan that the Board authorize a cost of living adjustment of

SALARIES

\$264 per year to those University employees with academic rank, and that a flat dollar cost of living adjustment in the amount of \$156 per year be provided for non-academic employees. The motion was seconded by Mr. Chamberlain and carried, Mr. Reed not voting.

Mr. Jones reported briefly on the meeting of the Association of Governing Boards he had attended at Pennsylvania State University in October. He gave the Trustees information concerning Pennsylvania State University's enrollment, number of faculty, budget, physical plant, sources of income, and research programs. He commented on the work that Pennsylvania State University had done in the field of educational television and pointed out that the faculty-student ratio could be greatly increased by the use of television, teaching machines, and other modern teaching devices. Mr. Jones concluded his report by stating that the next meeting of the Association would be held in Reno and that he hoped a number of Wyoming Trustees would be able to attend the meeting.

Mr. Chamberlain moved, Mr. Brough seconded, and it was carried that the Board adopt the following resolution expressing appreciation to Mr. John S. Bugas for his recent gift of \$50,000 toward the establishment of a distinguished professorship in Economics:

Resolution

WHEREAS, John S. Bugas has, through his outstanding success in industry, brought credit to the institution in which he received his early training; and

WHEREAS Mr. Bugas has demonstrated his affection for, and loyalty to, his Alma Mater in many ways and has contributed substantially to its growth and development, particularly through provision of funds for expansion and improvement of the Department of Economics;

REPORT ON
ASSOCIATION
OF GOVERNING
BOARDS MEETING

RESOLUTION OF
APPRECIATION
TO JOHN S. BUGAS

NOW, THEREFORE, BE IT RESOLVED that the Trustees of the University of Wyoming express to Mr. Bugas their own personal and official thanks for the encouragement they have received from his many manifestations of interest and support; and

BE IT FURTHER RESOLVED that the Trustees express the gratitude of students and faculty, and of all Wyoming citizens, for his most recent contribution to their state university.

Mr. Jones called attention to the report included in the minutes of the December 15 meeting of the Physical Plant and Equipment Committee on the study that had been made of housing needs for the fall of 1964. It was the consensus of the Board that the Committee's decision to table the proposal for establishment of a trailer park and to investigate the cost of purchasing sufficient bedding and furniture to house three students in each dormitory room should be approved.

Dr. Humphrey read a letter he had received from Mr. Lewis E. Bates recommending that a plaque or tablet be placed somewhere in the area once known as Corbett Field to point out that the site served the University's stadium needs for a number of years and that it was named for a man who made a great contribution to the University of Wyoming. Dr. Humphrey suggested that he be authorized to investigate the cost of purchasing such a plaque or tablet and report his findings to the Board of Trustees at a later meeting. Mr. Chamberlain moved that President Humphrey be given the requested authorization. Mr. Jones seconded the motion and it was carried.

For the information of the Board, President Humphrey read a letter he had received from Mr. Gene Gressley, University Archivist, reporting on the large number of valuable collections which he had secured for the University on a recent trip to the East.

HOUSING
STUDY

PLAQUE
COMMEMORATING
CORBETT FIELD

RECENT
ACQUISITIONS
FOR ARCHIVES

It was decided that the next regular meeting of the Board would be held on February 20-22; that a special meeting would be held on call of the Chairman at such time as the committee advisory to the Board had a report to make on its investigation of the list of nominees for the presidency--probably on January 31 and February 1; and that the meeting for consideration of tenure and promotion recommendations would be held on March 6-7.

Mr. Newton reminded President Humphrey of his interest in having an investigation made of the possible exchange of land the University owns north of the cemetery for land the City owns east of the cemetery. Mr. Jones suggested that if funds could be secured, the University might purchase the City's land rather than exchanging University land for it. President Humphrey promised that he and Mr. Millett would investigate the matter with the new City Manager.

The meeting adjourned at 5:10 p.m.

Respectfully submitted,

Harold E. Brough
Secretary

DATES FOR
FUTURE
MEETINGS:

POSSIBLE
EXCHANGE
OF LAND
WITH CITY

A meeting of the Business Study Committee of the Board of Trustees was held in the Board room at 2:00 p.m. on December 14. The following Trustees were present: Messrs. Peck (presiding in the absence of Chairman McIntire), Newton, Morgan, and Laird. University representatives present were: President Humphrey and Messrs. L. G. Meeboer, Executive Assistant for Business and Plant Affairs, M. C. Mundell, Dean of the College of Commerce and Industry, Richard E. Lund, Acting Director of Business and Economic Research, and Archie Johnson, University Statistician.

Mr. Peck stated that the purpose of the meeting was to analyze the University's future needs and its sources of income in terms of anticipated expansion and to develop a plan for a study that would be of value to the Board of Trustees in its long-range planning.

Mr. Peck then read a memorandum from Mr. McIntire suggesting that the six-year University budget developed in 1962 be revised to cover the years 1957-69 inclusive and to include the following information:

1. Projected Expenditures for all Divisions
2. Operating Costs per Student
3. Capital Investment per Student
4. Detailed Income Statement
5. In-State Fees
6. Out-of-State Fees
7. Percentage of In-State and Out-of-State Students
8. Source of Funds Study for Future
9. Use of Classrooms
10. Use of Faculty (Teaching Load)
11. Wyoming Tax Base by Groups

- 12. Total Tax Base of State and Present Levy for State Purposes
- 13. State Appropriation to University of Wyoming
- 14. Impact on State Levy to Meet Requirements of University, by Years

During the discussion which followed Mr. Peck's presentation, Dean Mundell pointed out that a report on the number of classroom hours taught by a faculty member would not reflect the actual work load of the faculty member, since it would not show the number of hours spent on research, on all-University committee assignments, and other work outside the classroom.

Mr. Lund informed the group about a study made by the National Planning Association for the Western Interstate Commission for Higher Education which he thought would be helpful in the study the Trustees wished to have made. He indicated that it covered the period 1957-76, and that he thought it might be well for the University's study also to encompass these years. It was the consensus of the group that this source of information should be used, but that information should also be sought from such organizations as the Wyoming Taxpayers Association, the Mountain States Telephone Company, and the Rocky Mountain Oil and Gas Association, and others.

Dr. Humphrey called attention to a report from the Committee of Deans and the Registrar with regard to out-of-state enrollment. The Committee had suggested that the percentage of out-of-state students not exceed 33 per cent of the total enrollment in any given year, and that; in an effort to hold out-of-state enrollment to this percentage, the following steps might be taken: hold out-of-state new undergraduate student admissions somewhat below the

suggested percentage, and use multiple criteria in determining admission (including college aptitude scores, high school grades, recommendations from alumni, promptness of application, etc.)

The question of whether or not a five per cent fee increase for each year through 1969 should be included in the study was brought up. Mr. Newton pointed out that the Board had authorized a five per cent increase each year only through 1968 and that if an increase beyond this time was included in the study a note should be made of the fact that no authorization had been given for the increase.

There was considerable discussion of the competition being experienced in an effort to maintain a competent faculty. Dr. Humphrey called attention to the results of a study of salaries of comparable institutions in the West, indicating that Wyoming's average salaries for the current year in the various academic classifications are considerably below the average salaries of a number of other institutions in the region. Several members of the group expressed the opinion that it would be necessary to make use of such methods as taped lectures and closed-circuit television in an effort to meet the teacher shortage and the competition from other institutions.

Mr. Peck reminded the group that the study desired by the Trustees would be a confidential study, for the Trustees only, and would not be given to members of the Legislature.

At the conclusion of the discussion, it was decided that Mr. Johnson should coordinate the study requested by the Board with such assistance as he might need from other University personnel.

The meeting adjourned at 5:00 p.m.

Respectfully submitted,

Tom Womack

Tom Womack
Secretary