

THE UNIVERSITY OF WYOMING
MINUTES OF THE TRUSTEES

September 15, 1984

For the confidential information
of the Board of Trustee

THE UNIVERSITY OF WYOMING

Minutes of the Trustees
September 15, 1984

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THE UNIVERSITY OF WYOMING

Minutes of the Trustees
September 15, 1984

A regular meeting of the Trustees of the University of Wyoming was called to order by President Coulter at 9:00 a.m. on September 15, 1984, in the Board Room of Old Main.

ROLL CALL

The following Trustees were in attendance: Chapin, Coulter, Gillaspie, Hinckley, McCue, Mickelson, Rochelle, Sawyer, Smith, Updike, and ex officio members Veal, Simons, and Eisenhauer. Trustees members Miracle, Quealy, and ex officio member Governor Herschler were absent.

ANNOUNCEMENTS

President Veal invited all Trustees to the buffet at the Fine Arts Center at noon. Also, he noted that Trustees were invited to the Cowboy Joe Club/Ag College barbeque to be held at 11:00 a.m. at the practice field.

APPROVAL OF MINUTES

President Coulter asked if there were any corrections or additions to the minutes of the meeting of July 27, 1984. There were no corrections or additions and Mr. McCue moved that the minutes of July 27, 1984, be approved as circulated. The motion was seconded by Mr. Rochelle, and it carried.

ACADEMIC ISSUES COMMITTEE

President Coulter called on Chairman Hinckley for a report

of the Academic Issues Committee meeting held on September 13, 1984. Committee members Hinckley, Rochelle, Sawyer, Simons, and ex officio members Coulter and Veal attended the committee meeting, along with other Trustees and University staff.

Committee members Miracle and Quealy were absent. Based on discussions and recommendations from the Academic Issues Committee, the following actions were taken by the full Board.

UNIVERSITY OF WYOMING
FACILITY SECURITY CLEARANCE

The United States Air Force

Geophysical Laboratories have

invited University of Wyoming scientists to participate in the Large Aperture Infrared Telescope System (LAIRTS). The telescope will be flown on the Space Shuttle in 1989. As the first cryogenically cooled telescope to be flown in space, its sensitivity will greatly exceed all previous instruments.

Dr. Robert Jenkins, Vice President for Research and Graduate Studies, presented information to the Academic Issues Committee regarding the possibility of this new type of involvement by the University. If approved, he indicated this would be a multi-year project for the University and that Physics Professors John Hackwell and Robert Gehrz of the University of Wyoming would oversee the design, construction, and testing of a focal plane infrared camera for LAIRTS. Total funding for the University of Wyoming portion would be approximately \$6,000,000.

Security clearance is required because some of the instrumentation will be classified, because much of the information necessary to achieve construction of the camera is

classified and must be accessed, and because approximately 30 percent of the telescope time will be devoted to observations of man-made sources. A "Facility Clearance" must be obtained by the University in order to participate in this project. A "Facility Clearance" requires that individual security clearances be obtained for members of a pertinent management and research team. The Security Clearances will require a "Secret" classification for the individuals on the team. Dr. Jenkins introduced Professor John Hackwell, who spoke about the specifics of the project as they are now known. Professor Hackwell indicated a major portion of the work would be subcontracted out with industrial contractors. He said the University of Utah and Colorado State University presently have Facility Clearances such as the University of Wyoming would be required to obtain to participate in this project.

Based on the Academic Issues Committee's recommendation, Mr. Hinckley moved that approval be given to proceed with appropriate steps to obtain a Facility Clearance. The motion was seconded by Mr. Sawyer, and it carried.

This concluded the report and recommendations from the Academic Issues Committee.

BUDGET COMMITTEE

President Coulter called on Chairman Chapin for a report on the Budget Committee meeting held on September 13, 1984. Committee members Chapin, McCue, Mickelson, Rochelle, and ex officio members Coulter and Veal attended the committee meeting, along with other Trustees and University staff. Committee members

Miracle and Quealy were absent. Based on discussions and recommendations from the Budget Committee, the following actions were taken by the full Board.

ACCEPTANCE OF CONTRACTS,
GRANTS, GIFTS, AND
SCHOLARSHIPS

Mr. Chapin moved acceptance of contracts and grants for the period July 1, 1984 through August 24, 1984, plus gifts and scholarships for the period June 20, 1984 through July 31, 1984, in the total amount of \$3,968,070.09. The motion was seconded by Mr. Mickelson, and it carried.

REPORT ON COMPUTING
ADMINISTRATIVE SYSTEM

Dr. James Todd reported to the Budget Committee that on July 2, 1984, the first phase of the computing administrative system became operational with the Financial Reporting System. Dr. Todd introduced Dr. Don Gardner, Assistant Vice President for Finance, Institutional Support Services, and Mr. Frank Huff, Assistant Vice President for Finance, Fiscal Operations. They noted that the project is progressing according to schedule and that the project involves major changes to the administrative computing environment of the University. The major changes are:

1. Installation of new packaged administrative application software;
2. Installation of database management system software; and
3. Replacement of existing obsolete hardware.

MEETING WITH
APPROPRIATIONS COMMITTEE

Dr. Veal reported that on September 24, he is scheduled to meet with the Appropriations Committee to discuss the Western Research Institute, salary issues, and the state library.

This concluded the report and recommendations from the Budget Committee.

PERSONNEL COMMITTEE

President Coulter called on Acting Chairman Chapin for a report from the Personnel Committee meeting held on September 14, 1984. Committee members Chapin, Gillaspie, Hinckley, Smith, Updike, and ex officio members Coulter and Veal attended the Personnel Committee meeting, along with other Trustees and University staff. Committee members Miracle and Quealy were absent.

Based on recommendations from the Personnel Committee, Mr. Chapin moved that the following appointments, adjunct appointment, rescission of adjunct appointment, administrative appointments, appointments, reappointments, change in assignment, leaves of absence, cancellation of leave of absence, change of sabbatical leave, retirements, and recall be approved. The motion was seconded by Mr. Gillaspie, and it carried.

APPOINTMENTS

The following appointments were approved under the conditions cited.

In the College of Agriculture

1. Mark B. Judkins as Assistant Professor of Animal Science and Ruminant Nutrition Extension Specialist in Agricultural Extension for the 1984-85 fiscal year, effective August 22, 1984,

at an annual (11-month) salary rate. This is a tenure track appointment.

In the College of Arts and Sciences

2. Frank P. Araujo as Supply Associate Professor of Sociology for the 1984-85 academic year, effective August 30, 1984, at an annual (9-month) salary rate. This is a non-tenure track appointment.

3. Richard N. Burnor as Supply Lecturer in Philosophy for the Fall semester, effective August 30, 1984 to December 22, 1984, at a salary rate for the period. This is a non-tenure track appointment.

4. Samuel M. Magrill as Supply Assistant Professor of Music for the 1984-85 academic year, effective August 30, 1984, at an annual (9-month) salary rate. This is a non-tenure track appointment.

5. Steve Rosen as Supply Assistant Professor of Music for the 1984-85 academic year, effective August 30, 1984, at an annual (9-month) salary rate. This is a non-tenure track appointment.

6. Toshinori Tamai as Visiting Professor of English and Japanese for the 1984-85 fiscal year, effective August 30, 1984, at an annual (11-month) salary rate. This is a non-tenure track appointment.

7. Marilyn J. Westerkamp as Supply Assistant Professor of History for the 1984-85 academic year, effective August 30, 1984,

at an annual (9-month) salary rate. This is a non-tenure track appointment.

8. Jeffrey B. Zeiger as Supply Assistant Professor of Recreation and Park Administration for the 1984-85 academic year, effective August 30, 1984, at an annual (9-month) salary rate. This is a non-tenure track appointment.

In the College of Commerce and Industry

9. John R. Robinson as Visiting Assistant Professor of Accounting for the 1984-85 academic year, effective August 30, 1984, at an annual (9-month) salary rate. This is a non-tenure track appointment to fill a vacancy.

In the College of Education

10. George W. Bailey as Lecturer in Education Administration and Adult Education for the 1984-85 academic year, effective August 30, 1984, at an annual (9-month) salary rate. This is a non-tenure track appointment.

11. John S. Lockwood as Instructor in the University School for the period August 24, 1984 through May 24, 1985, at an annual (9-month) salary rate. This is a tenure track appointment.

12. Elizabeth R. Salmeri as Lecturer in Curriculum and Instruction for the 1984-85 academic year, effective August 30, 1984, at an annual (9-month) salary rate. This is a non-tenure track appointment.

13. Willena W. Stanford as Lecturer in Vocational Education for the 1984-85 academic year, effective August 30, 1984, at an annual (9-month) salary rate. This is a non-tenure track appointment.

In the College of Engineering

14. Robert D. Kelly as Assistant Professor of Atmospheric Science for the 1984-85 fiscal year, effective August 1, 1984, at an annual (11-month) salary rate. This is a tenure track appointment.

15. Michael M. Stephens as Instructor in Chemical Engineering for the 1984-85 academic year, effective August 30, 1984, (to be Assistant Professor of Chemical Engineering, effective January 22, 1985, contingent upon completion of the Ph.D. by that date) at an annual (9-month) salary rate. This is a tenure track appointment.

In the College of Health Sciences

16. Raman K. Baweja as Assistant Professor of Pharmacy for the 1984-85 academic year, effective August 30, 1984, at an annual (9-month) salary rate. This is a tenure track appointment.

17. Kathi G. Clement as Assistant Professor of Family Practice/Cheyenne for the 1984-85 fiscal year, effective August 1, 1984, at an annual (11-month) salary rate. This is a tenure track appointment.

18. Janice R. Fraher as Assistant Professor of Nursing for the 1984-85 academic year, effective August 30, 1984, at an annual (9-month) salary rate. This is a tenure track appointment.

19. David C. Griffey as Assistant Professor of Physical and Health Education for the 1984-85 academic year, effective August

30, 1984, at an annual (9-month) salary rate. This is a tenure track appointment.

20. Susan Hart as Temporary Assistant Professor of Nursing for the 1984-85 academic year, effective August 30, 1984, at an annual (9-month) salary rate. This is a non-tenure track appointment.

21. Sonya Herman as Temporary Associate Professor of Nursing for the 1984-85 academic year, effective August 30, 1984, at an annual (9-month) salary rate. This is a non-tenure track appointment.

22. Julie E. Johnson as Assistant Professor of Nursing for the 1984-85 academic year, effective August 30, 1984, at an annual (9-month) salary rate. This is a tenure track appointment.

23. Kayleen A. Logan as Temporary Assistant Professor of Nursing for the 1984-85 academic year, effective August 30, 1984, at an annual (9-month) salary rate. This is a non-tenure track appointment.

24. Craig S. Morrison as Lecturer in the School of Physical and Health Education for the 1984-85 academic year, effective August 30, 1984, at an annual (9-month) salary rate. This is a non-tenure track appointment.

25. Daniel J. Nicholls as Assistant Professor of Nursing for the 1984-85 academic year, effective August 30, 1984, at an annual (9-month) salary rate. This is a tenure track appointment.

In the College of Law

26. William H. Brown as Visiting Associate Professor of Law for the 1984-85 academic year, effective August 30, 1984, at an

annual (9-month) salary rate. This is a non-tenure track appointment.

27. Mark S. Squillace as Visiting Associate Professor of Law for the 1984-85 academic year, effective August 30, 1984, at an annual (9-month) salary rate. This is a non-tenure track appointment.

In Extended Studies

28. Michael James Cassity as Visiting Associate Professor of History/Casper for the 1984-85 academic year, effective August 23, 1984, at an annual (9-month) salary rate. This is a non-tenure track appointment.

In Intercollegiate Athletics

29. Michael S. Doane as Head Swimming Coach and Lecturer in Intercollegiate Athletics for the 1984-85 fiscal year, effective August 27, 1984, at an annual (11-month) salary rate. This is a non-tenure track appointment.

30. William T. Lyons as Head Athletic Trainer and Lecturer in Intercollegiate Athletics for the 1984-85 fiscal year, effective August 6, 1984, at an annual (11-month) salary rate. This is a non-tenure track appointment.

ADJUNCT APPOINTMENT

Jane F. Wilson was appointed as Adjunct Assistant Professor of Health Sciences/Dental Hygiene in the College of Health Sciences for the period July 1, 1984 to June 30, 1987. An adjunct appointment carries no tenure rights or salary.

RECISION OF ADJUNCT APPOINTMENT At the January 21, 1984 meeting
of the Trustees, the appointment
of Gary Boylan as Adjunct Assistant Professor of Aerospace Studies
was approved, effective July 1, 1984. Major Boylan's reassignment
to the Department of Aerospace Studies has been cancelled by the
AFROTC. Thus, the Trustees rescinded Major Boylan's adjunct
appointment.

ADMINISTRATIVE APPOINTMENT The following administrative
appointments were approved
under the conditions cited.

1. Arnold Willems, presently Professor and Head of the
Department of Curriculum and Instruction, was appointed as
Assistant Dean for Graduate Studies and Director of Education
Student Services in the College of Education for a three-year
term, effective August 30, 1984. Dr. Willems will also continue
as Head of the Department of Curriculum and Instruction through
June 30, 1985.

2. Randall R. Grundy, presently Associate Registrar, was
appointed as Registrar in Registration and Records in Student
Affairs, effective August 27, 1984.

3. Richard A. North was appointed as Director of Placement
Services in Student Affairs, effective September 1, 1984, at an
annual (11-month) salary rate. This is a non-tenure track
appointment.

REAPPOINTMENTS The following faculty members
were approved for reappointment
for the 1984-85 academic year, unless otherwise indicated.

Name	Department	Academic Rank
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COLLEGE OF AGRICULTURE

Stith, Carol Lee (7/1/84-6/30/85)	Agricultural Extension Service	Temporary Instructor
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COLLEGE OF ARTS AND SCIENCES

Bookin, David (8/30/84-12/22/84)	Chemistry	Instructor
Killian, Douglas P.	Journalism/ Telecommunication	Supply Asst Professor
Knight, Marsha, F.	Theatre and Dance	Asst Professor
Walker, Danny N. (7/1/84-6/30/87)	Anthropology	Adjunct Lecturer
Steiner, Maureen (7/1/84-12/21/84)	Geology	Temporary Assoc Professor

COLLEGE OF COMMERCE AND INDUSTRY

Castello, Randy R.	Accounting	Lecturer
Trowbridge, Melissa A.	Accounting	Lecturer

COLLEGE OF EDUCATION

Diehl, Dean	Vocational Education	Lecturer
Roth, Leslie O. (8/24/84-5/24/85)	University School	Lecturer
Westlund, Dennis	Vocational Education	Lecturer

COLLEGE OF HEALTH SCIENCES

Moore, Jayne	Nursing	Temporary Asst Professor
Wilkerson, Norma	Nursing	Temporary Assoc Professor

UNIVERSITY LIBRARIES

Davidson, Barbara J.	Library	Temporary Asst Professor
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CHANGE IN ASSIGNMENT Edward A. Dyl, Professor of
Business Administration and Dean

of the College of Commerce and Industry, was reassigned as professor of Business Administration only, effective July 1, 1984.

LEAVES OF ABSENCE

The following leaves of absence without pay were granted for the

period and under the conditions cited.

1. Judith S. Glascock, Research Associate in Anthropology, for the 1984 Fall semester, effective August 30, 1984 through January 23, 1985.

2. Walter G. Langlois, Professor of Modern and Classical Languages, for the period October 1, 1984 through August 30, 1985.

3. Charles A. Lindly, Professor of Educational Administration, for the 1984-85 academic year.

CANCELLATION OF LEAVE OF ABSENCE At the July 27, 1984 Trustees' meeting, John Wideman, Professor of English, was granted a leave of absence without pay for the 1985 Spring semester. At his request, the Trustees cancelled Dr. Wideman's leave of absence.

CHANGE OF SABBATICAL LEAVE At the March 17, 1984 Trustees' meeting, Walter Eggers, Professor of English and Head of the Department of English, was granted a postponement of his sabbatical leave from 1983 to 1984 Fall semester. Due to college and departmental needs, Dr. Eggers' sabbatical leave was postponed.

RETIREMENTS

The following retirements were approved under the conditions

cited.

<u>Name</u>	<u>Position</u>	<u>Retirement</u>
Boyd, Margaret	Professor of Home Economics	6/29/84 with designation as <u>Emeritus</u>
Ryan, Victor	Professor of Chemistry and Chemical Engineering	11/2/84 with designation as <u>Emeritus</u>
Seamands, Wesley J.	Professor of Agronomy	8/14/84 with designation as <u>Emeritus</u>

RECALL

Margaret Boyd, Professor of Home Economics Emeritus, was recalled

on a part-time basis for the 1984-85 academic year at a salary rate for the period.

RESIGNATIONS

The following resignations were acknowledged by the Trustees.

1. Joanne Bessler, Assistant Director and Associate Professor in the University Library, September 26, 1984.
2. Andrzej Baniukiewicz, Visiting Assistant Professor of Agricultural Engineering, July 31, 1984.
3. Joseph A. Benson, Jr., Assistant Professor of Physical and Health Education, August 31, 1984.
4. Ruth Boettcher, Assistant Professor in the University Libraries, September 13, 1984.

5. Stephanie Copeland, Assistant Professor in the University Libraries, July 27, 1984.
6. Frank T. Griggs, Lecturer in Business Administration, May 13, 1984.
7. Karen Harrington, Extension Specialist and Instructor in Economics, August 15, 1984.
8. Donald F. Hoggan, Assistant Professor of Vocational Education, August 29, 1984.
9. Robert J. Kansky, Professor of Mathematics, December 27, 1984.
10. Denise B. Kern, Instructor in the University School, July 20, 1984.
11. Wesley J. Little, Professor of Curriculum and Instruction and Assistant Dean in the College of Education, August 29, 1984.
12. Dale A. Parker, Assistant Basketball Coach and Lecturer in Intercollegiate Athletics, August 31, 1984.
13. Robert L. Potter, Supply Assistant Professor of Biochemistry, August 10, 1984.
14. William E. Riebsame, Assistant Professor of Geography, August 29, 1984.
15. William Schulze, Professor of Economics, August 29, 1984.
16. Susan Stager, Temporary Assistant Professor of Educational Foundations and Instructional Technology, August 15, 1984.

17. Carol Ann Suffron, Lecturer in the University School, May 25, 1984.

18. Robert D. Swearengin, Assistant Professor of Journalism and Telecommunication, May 11, 1984.

19. Frank J. Vicchy, Head Swim Coach and Lecturer in Athletics, August 25, 1984.

20. Robert J. Walter, Assistant Professor of Business Administration, May 13, 1984.

21. Dale J. Wheeler, Executive Director of the Cowboy Joe Club, effective September 1, 1984, and Assistant Athletic Director, effective December 1, 1984.

PART-TIME APPOINTMENTS

their information.

The part-time appointments were reported to the Trustees for

ENROLLMENT

Dr. Veal reported to the Personnel Committee that preliminary enrollment figures point to a slight decrease in enrollment in the area of 250 students. Final fall enrollment figures will not be known until after the close of late enrollment on September 17. He noted that new student enrollment is actually higher than a year ago. However, the new policy on academic probation and suspension has affected the number of students who are eligible to return. National demographics point to a relatively level enrollment for the next few years.

This concluded the recommendations and report from the personnel Committee.

ATHLETIC COMMITTEE

President Coulter called on Chairman Smith for a report from the Athletic Committee meeting held on September 14, 1984. Committee members Smith, McCue, Mickelson, Rochelle, Updike, and ex officio member Coulter and Veal attended the Athletic Committee meeting, along with other Trustees and University staff. Committee member Quealy was absent. Chairman Smith gave the following report from the Athletic Committee.

UPDATE ON 1984
TELEVISION SITUATION

Dr. Cunningham provided the Athletic Committee with an update on the 1984 football television broadcast situation. He said that the College Football Association's contract with ABC guarantees the Western Athletic Conference two exposures during the 1984 season. Twenty-five percent of the gross receipts from the College Football Association Television Plan will be disbursed to the 63 schools participating in the plan, with the University's portion from the televised games being approximately \$84,000. Additional revenues will be achieved as the University shares in rights fees paid for appearances by conference members. Although the total revenues from football television in 1984 cannot be expected to reach previous levels, Dr. Cunningham stated that the short falls will not be as significant as originally expected.

In a separate context Mr. Updike urged that the feasibility of cooperative relationships with television broadcasters in neighboring states be explored, in an effort to expand the coverage of University athletic events into as much of the state as possible. Dr. Cunningham stated that he would explore these suggestions with the Gowdy Sports Network, and keep the Committee advised of progress in this area.

COWBOY SHOOTOUT

The Cowboy ShootOut basketball tournament is scheduled for

December 28-29, 1984 in Casper. Dr. Cunningham stated that an impressive field of competitors is committed to participate in the tournament including Pepperdine University, Temple University, and Baylor University.

1984 FOOTBALL SEASON OVERVIEW

Dr. Cunningham noted that each home football game during the

1984 season has been organized and promoted with a central theme as follows:

- | | |
|-----------------------------------|---|
| September 15
(Air Force) | Military Day. (Featured at the stadium on this date will be a Falcon Show; a presentation by the Air Force Drum and Bugle Corps; a fly over by Air Force jets; a flag dedication ceremony; and a presentation by the University Marching Band.) |
| September 29
(Utah) | Cowboy Joe Day. (A new Wyoming Coaches Hall of Fame will be dedicated, honoring past coaches and athletic administrators in the State of Wyoming.) |
| October 6
(San Diego
State) | Homecoming. |
| October 20
(New Mexico) | Band Day. |

November 10
(South Dakota
State)

Fan Appreciation Day.

This concluded the report from the Athletic Committee.

PHYSICAL PLANT AND
EQUIPMENT COMMITTEE

President Coulter called on
Chairman Rochelle for a report

from the Physical Plant and Equipment Committee meeting held on
September 14, 1984. Committee members Rochelle, Gillaspie,
Mickelson, Sawyer, Smith, Updike, and ex officio members Coulter
and Veal attended the Physical Plant and Equipment Committee
meeting, along with other Trustees and University staff.

AUTHORIZATION OF TRUSTEES'
REPRESENTATIVE TO ACQUIRE
SURPLUS PROPERTY

Vice President Todd reported to
the Committee that the State

requires state agencies participating in the Wyoming Surplus
Property Program to designate those individuals authorized to
serve as the Board's representatives to acquire surplus property.
Upon a motion by Mr. Rochelle, seconded by Mr. Sawyer, it carried
that the following individuals be designated as Trustee represen-
tatives for the purpose of acquiring surplus property on behalf
of the University:

James E. Todd, Vice President for Finance
Rod Janney, Deputy to the Vice President for Finance
Frank H. Huff, Assistant Vice President for Finance

PLANS AND SPECIFICATIONS
ANIMAL SCIENCE-BIOCHEMISTRY
BUILDING

Dr. Todd reported on the Animal
Science-Biochemistry facility.

He noted that the 1984 legislature had authorized construction
of an Animal Science-Biochemistry facility; that the bonds have
been issued; and that plans were proceeding to begin Phase I of

the Animal Science-Biochemistry building. Subsequent to Trustee action in January 1980, the Biochemistry wing was approved by the Trustees, but plans have not been reviewed by the Trustees. Therefore, Dr. Todd asked Morris Jones to report on the following three phases of the facility:

1. Animal Science-Biochemistry Building, Phase I
2. Extension of the Animal Science Building, Phase II
3. Animal Science Teaching Arena, Phase III

Based on the Committee's recommendation, Mr. Rochelle moved that the working plans for the Animal Science-Biochemistry Phase I facilities be approved. The motion was seconded by Mr. Updike, and it carried.

PLANS AND SPECIFICATIONS
GUTHRIE HOUSE ADDITION

President Veal reported that under the terms of the lease agreement between the Trustees and the University of Wyoming Foundation, the Trustees must approve plans and specifications for an addition to the Guthrie House prior to the commencement of construction. The plans and specifications will be forwarded to the State Fire Marshal for review and approval.

The Committee then heard a report by Dr. Pete Simpson, Executive Director-Designate of the Foundation, George Harokopis from Banner Associates, and David Noyes from Banner Associates on the plans and specifications for the Guthrie House addition.

Based on the Committee's recommendation, Mr. Rochelle moved that the final plans and specifications for the Guthrie House Addition be approved, contingent upon the State Fire Marshal's

approval. The motion was seconded by Mr. Mickelson, and it carried.

SPANISH WALK APARTMENTS

Upon a motion by Mr. Rochelle, seconded by Mr. Hinckley, it

carried that the following 1984-85 rental rates for the Spanish Walk Apartments be confirmed:

UW student - \$235 per month, including utilities and telephone

UW faculty and staff - \$275 per month, including utilities and telephone

PROGRESS REPORT AND CHANGE ORDERS

Dr. Todd discussed the progress of the various capital projects

now under construction and reviewed change orders approved since the last Trustee meeting.

This concluded the report and recommendations from the Physical Plant and Equipment Committee.

COMMUNITY COLLEGE RELATIONS COMMITTEE

President Coulter called on Chairman Sawyer for a report

on the Community College Relations Committee meeting held on September 14, 1984. Committee members Sawyer, Chapin, Gillaspie, and ex officio members Coulter and Veal attended the Community College Relations Committee meeting, along with other Trustees and University staff.

COOPERATIVE A.S./B.S. PROGRAM IN DENTAL HYGIENE WITH SHERIDAN COLLEGE

In the Community College Relations Committee meeting, President

Veal lead discussion regarding the University's support of the A.S./B.S. Program in Dental Hygiene which is offered jointly with

Sheridan College. At the present time, Sheridan College determines the in-state or out-of-state status of each student enrolled in Year-One and Year-Two of the Program, and then assesses the appropriate tuition. The University determines the resident or non-resident status of each student enrolled in Year-Three and Year-Four of the Program, and then assesses its appropriate tuition. However, the Board of Trustees of Sheridan College excludes Montana students residing within a 200-mile radius of Sheridan College from paying out-of-state tuition. Thus, under present policies, students in this category will face a drastic increase in tuition when they enroll for Year-Three, even though they will still be in residence at Sheridan College. As a means of enhancing the recruitment and retention of this category of Montana students for the Dental Hygiene Program, academic administrators at Sheridan College have requested that the University assess tuition at the resident rate for full-time students who are in Year-Three of the Program and who are Montana students residing within a 200-mile radius of Sheridan College.

Based on the Committee's recommendation, Mr. Sawyer moved that the University be authorized to collect tuition at the rate for Wyoming residents from citizens of Montana who are afforded resident status by Sheridan College and who are full-time students in the third year of the Cooperative A.S./B.S. Program in Dental Hygiene. Mr. Gillaspie seconded the motion, and it carried.

Concern regarding the relationship between the University of Wyoming Trustees' Community College Relations Committee and the community colleges within the State was expressed by Chairman Sawyer. President Veal said he has been requested to attend a meeting with the community college presidents in Cheyenne early in October to discuss issues of common concern. President Veal introduced Dr. Roland Barden, Associate Vice President for Academic Affairs, who replaces Dr. Joyce Scott. Dr. Barden announced there would be a meeting of the academic deans of the community colleges on campus September 28. The general concensus was that the Community College Relations Committee should maintain an amenable and supportive position with the community colleges so that the University is giving as well as receiving.

This completed the report and recommendations from the Community College Relations Committee.

W.R. COE TRUST FUND COMMITTEE President Coulter called on
Chairman Mickelson for a
report on the W.R. Coe Trust Fund Committee meeting held on
September 14, 1984. Committee members Mickelson, McCue, Smith,
and ex officio members Coulter and Veal attended the committee
meeting, along with other Trustees and University staff. Based on
discussions and recommendations from the W.R. Coe Trust Fund
Committee, the following actions were taken by the full Board.

REPORT ON STATEMENT OF
INVESTMENT POLICIES
AND OBJECTIVES

Dr. Todd reported that Boettcher
and Company, Coe Committee

Investment Advisors, had presented to the Coe Committee a Statement

of Investment Policies and Objectives. After review by members of the Committee, this Statement was adopted by the Committee.

INVESTMENT PROPOSALS

Dr. Todd advised that Boettcher and Company had solicited 22 proposals from investment firms to serve as the investment manager to the Coe Committee, and 13 received analysis by the Investment Advisor. Two firms were selected to present their portfolios to the Coe Committee. Mr. J. Peter Skirkanich of Dreman & Embry, Inc., and Mr. Jim Owen of NWQ Investment Management Company each presented their proposals to the Coe Committee.

SELECTION OF AN INVESTMENT MANAGER

Based on the Coe Committee's recommendation, Mr. Mickelson moved that NWQ Investment Management Company be selected to serve as the Investment Manager for the Coe Committee. The motion was seconded by Mr. McCue, and it carried.

STATEMENT OF INVESTMENT POLICIES AND OBJECTIVES

Mr. Mickelson moved that the following Statement of Investment Policies and Objectives, as adopted by the Coe Committee, be incorporated into the permanent Minutes of the Trustees for future reference. The motion was seconded by Mr. Updike, and it carried.

MASTER STATEMENT OF INVESTMENT POLICIES AND OBJECTIVES
OF UNIVERSITY OF WYOMING ENDOWMENT FUNDS

Coe Estate Trust Fund
Coe School Trust Fund
Kuehn Estate Trust Fund

Introduction

The purpose of this Statement is to establish a clear understanding between the University of Wyoming Coe Estate, Coe School, and Kuehn Estate Trust Funds Committee <hereinafter referred to as the Committee(s)> and its Investment Manager(s) (hereinafter referred to as the Investment Manager) on investment policies and objectives of the funds in the Endowment. It is the policy and authority of the Committee to hire Investment Management Organizations. This Statement of Investment Policies and Objectives is set forth to state the view of the Committee for the purpose of assisting Investment Management Organizations for management of the funds. It is the further intent of this Statement to establish an attitude and philosophy which will guide the Investment Management Organizations toward desired investments and performance.

The value of the combined Endowments is approximately \$5,566,000. This total is an aggregate of the Kuehn Estate balance of \$2,207,000, the Coe Estate Trust balance of \$1,518,000, and the Coe School Trust balance of \$1,741,000.

The Investment Manager should be guided by an investment philosophy and discipline which combine well-researched selection and equity, fixed income and/or cash equivalent investment according to changing economic and stock market conditions.

Investment Return Expectations of the Managed Account(s)

Cash flow from portfolio dividend and interest payments will be used to provide the annual operating budget of each account. There are minimum dividend and interest expectations as follows:

- 1) Kuehn Estate Trust Fund minimum dividend/interest income cash flow is 7.5% per annum. The 1985 budget is \$145,000.
- 2) Coe Estate Trust Fund minimum dividend/interest income or cash flow is 11.5% per annum. The 1985 budget is \$151,000.
- 3) Coe School Trust Fund minimum dividend/interest payment cash flow is 11% per annum. The 1985 budget is \$165,000.

The Committee desires to contribute 15% of total interest/dividend earnings back to each account to build principal. That amount is included in the yields desired above.

Investment Managers should consider all cash flow expectations in effect until notified by the Committee through revision of this document. There are minimum expectations for total account performance, some of which may be more appropriate at different times and economic environments. The maximum expectations are to achieve returns that annually will equal or exceed the highest of one of the following three measurements. Recognizing that an annual measurement may be too short of a time frame, these returns are expected to be exceeded over successive three year time periods.

For the Total Account

- 1) Meet the income requirements set forth.
- 2) Provide principal growth exceeding the Consumer Price Index by 4%.
- 3) Provide a minimum total Rate of Return of 11% per year.
- 4) Maximize the growth of the account where and when appropriate.
- 5) The Investment Manager should be cognizant of the potential for inflation and the adverse impact it may have and manage the portfolio accordingly.

For the Equity Portion

- 1) Exceed the return of the S & P 500 plus an additional 15% per annum.
- 2) Provide minimum dividend income of 4%.
- 3) Exceed the return of the Consumer Price Index plus 6% annum and/or,
- 4) Maintain first quartile relative performance as compared to investment managers, banks, and insurance company equity funds.

For the Fixed-Income Portion

- 1) Exceed the return of the Soloman Brothers Bond Index or Moodys Index by 10% (whichever is greater).
- 2) Meet the income requirements on an annual basis.

Investment Policy

The Investment Managers will be responsible for management of the Endowments' assets in various securities at this time. The assets may be allocated to equities, fixed income, real estate, mortgages CD's and/or cash equivalents.

Asset Allocation as it Pertains to the Total Fund

The asset allocation which follows, contains maximum percentages of total assets to be invested in certain asset classes. The Committee understands that actual asset allocations will be dictated by current and anticipated market conditions.

A. Asset Allocation

<u>Fixed Income</u>	<u>Maximum Percentage</u> Up to 100% of Total Endowment Assets
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<u>Equities</u>	<u>Maximum Percentage</u> Up to 60% of Total Endowment Assets
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Investment Guidelines for Investment Managers

1. General Investment Guidelines for the Managed Account

The investment manager(s) may purchase equity investment, depending upon economic and market conditions, up to a total portfolio commitment of 60 percent of the total assets of the managed account(s). The general characteristics of equity selection will be for growth, income, liquidity, and safety of principal. Fixed income (bonds) investments generally should not exceed 90 percent of the total assets of the managed account(s), nor shall they be rated less than -A- by Moodys or Standard and Poors. The general characteristics of fixed income (bonds) investments shall be

stability of income and stability of market value. Constant management of fixed income securities is essential to optimize total return. The percentage of the total assets of the managed account(s) invested in cash equivalents should vary considerably, depending on the prevailing economic and stock market conditions.

2. Investment Philosophy for the Managed Account(s)

The Investment Manager(s) have supplied a copy of their written investment philosophy for review by the Committee. Interim major deviations from the established investment philosophy may be made by the Investment Manager(s) depending upon rapid changes in economic and investment market conditions; however, these major deviations shall be communicated in writing within 30 days to the Committee and will be discussed at the next scheduled meeting of the Committee.

3. Investment Decisions of the Managed Account

The Investment Manager(s) will be responsible for the making and the implementation of all investment decisions regarding the assets of the managed account(s). It is the opinion of the Committee that guidelines contained herein will not prevent the investment manager from attaining the stated objectives.

4. Preservation of Principal

The following guidelines must be integrated into each investment manager's philosophy.

- a) At the time when a security falls to a market value of 5% below the cost value, the situation should be carefully scrutinized.
- b) At the time when a security falls to a market value of 15% below the cost, the continued holding of that security should be justified to the Committee in a manner and with criteria similar to an acquisition.
- c) The Investment Manager must incorporate a contingency plan for the resurgence of inflation and adjust the portfolio accordingly.

5. Selling Procedure & Discipline

The Investment Management Organizations should implement selling action, when in their opinion liquidation of securities must be made because of new events or changes in the investment attractiveness or marketability of any investments. The Investment Management Organizations must follow their stated selling discipline as presented to the Committee.

Quarterly Review of the Investment Manager(s)

The Investment Manager(s) will send a quarterly account review within a reasonable period of time following each calendar quarter, to the Committee and the consultant.

Annually, the Investment Manager(s) will meet in person with the Committee to review the following:

1. Review the book value, and market value of the investments in the managed account(s) and investment performance in relation to the stated indices and stated objectives during the most recent quarter, and three-year period (or such shorter period as the Investment Manager has been engaged).
2. Review the investment philosophy pertaining to the managed account(s) and any suggested change as well as any changes in discipline relating thereto. Also, review any deviations in philosophy or discipline which may have occurred during the preceding period and the effect thereof.
3. Review past, present, and prospective economic and stock market conditions, the possible impact on investments in the managed account(s) and prospective sales and purchases of investments for the managed account(s).
4. Review any significant changes in management, research, personnel or ownership at the Investment Management Organization(s).
5. Review and discuss any other conditions or situations which might affect or improve the performance of the investments in the managed account(s).

This concluded the report and recommendations from the W.R. Coe Committee.

COMMITTEE OF THE WHOLE

President Coulter reported on the meeting of the Committee of the Whole held on September 14, 1984. Those present at the meeting were Coulter, Chapin, Gillaspie, Hinckley, McCue, Mickelson, Rochelle, Sawyer, Updike, and ex officio members Veal, Simons, and Eisenhauer.

PROPOSED SCHEDULE OF LEGISLATIVE VISITS, FALL 1984

The Committee of the Whole discussed the following proposed schedule of legislative visits for fall. These meetings are held to outline programs and goals of the University and to respond directly to any concerns or questions local citizens might have.

<u>Date</u>	<u>Time</u>	<u>City/Town</u>	<u>Trustee Host</u>
Tuesday November 20	2:30 p.m.	Torrington	Bill Gillaspie
	7:00 p.m.	Laramie	Leo McCue
Tuesday November 27	2:30 p.m.	Rawlins	
	7:00 p.m.	Cody	John Hinckley
Wednesday November 28	10:00 a.m.	Pinedale	Gordon Mickelson
	2:30 p.m.	Rock Springs	Gordon Mickelson
	7:00 p.m.	Cheyenne	Carlin Smith
Friday November 30	2:30 p.m.	Douglas	Bill Gillaspie
	7:00 p.m.	Casper	Donald Chapin
Tuesday December 4	10:00 a.m.	Jackson	Patrick Quealy
	2:30 p.m.	Afton	Patrick Quealy
	7:00 p.m.	Evanston	Patrick Quealy

Friday December 7	2:30 p.m.	Gillette	Darrell Coulter
	7:00 p.m.	Newcastle	David Updike
Tuesday December 11	2:30 p.m.	Worland	
	7:00 p.m.	Lander	Brian Miracle
Thursday December 13	2:30 p.m.	Wheatland	Bill Gillaspie
	7:00 p.m.	Sheridan	Tom Sawyer

Mr. Hinckley moved approval of the above tentative schedule. The motion was seconded by Mr. Rochelle, and it carried.

JOHN GRENZEBACH AND
ASSOCIATES, INC. BRIEFING

The Committee heard a report by Dr. John Glier of Grenzebach and Associates, Inc., on the findings of the study recently completed by his firm. Extensive discussion was held by the Committee of the Whole. A written report will be presented to the Foundation Board of Directors and the University of Wyoming Trustees in approximately two weeks. A joint meeting of the Foundation Board and the University of Wyoming Trustees will be held on October 19 to continue discussion of this report.

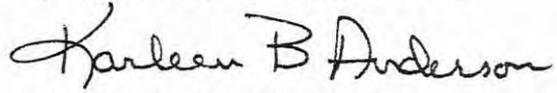
This concluded the report from the Committee of the Whole.

ADJOURNMENT AND DATE
OF MEETINGS

There being no further business to come before the Trustees, Mr. Mickelson moved that the meeting be adjourned at 9:30 a.m. The motion was seconded by Mr. Updike, and it carried. A visitation meeting of the Trustees is scheduled for November 8-10, 1984. The

Trustees and the Foundation Board of Directors will meet in a joint meeting on October 19, 1984.

Respectfully submitted,

A handwritten signature in cursive script that reads "Karleen B. Anderson". The signature is written in dark ink and is positioned above the typed name.

Karleen B. Anderson
Deputy Secretary