

THE UNIVERSITY OF WYOMING
MINUTES OF THE TRUSTEES

April 6, 1991

For the confidential information
of the Board of Trustee

TRUSTEES OF THE UNIVERSITY OF WYOMING

AGENDA

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THE UNIVERSITY OF WYOMING

MINUTES OF THE TRUSTEES

April 6, 1991

A regular meeting of the Trustees of the University of Wyoming was held on April 6, 1991. The meeting was called to order by President Sharratt at 9:05 a.m. in the Board Room of Old Main. Trustees held committee meetings and executive sessions to discuss personnel matters and matters of litigation on April 5.

ROLL CALL

The following Trustees were in attendance: Bryan E. Sharratt, President; John D. (Dave) Bonner, F. Richard Brown, W. Perry Dray, Deborah Healy Hammons, Harry L. Harris, Peter M. Jorgensen, Daniel L. Kinnaman, Geraldine Kirk, Walter G. (Jerry) Saunders, Mike Schutte, and David W. Updike. Ex-officio members Terry P. Roark and David Miller were also in attendance. Ex-officio Trustee Diana Ohman participated in committee meetings on April 5; however, she and ex-officio member Governor Mike Sullivan were unable to attend the business meeting.

ANNOUNCEMENTS

Welcome

President Sharratt welcomed new Trustees Harry L. Harris, Daniel L. Kinnaman, Walter G. (Jerry) Saunders, and newly elected ASUW President Travis Gentry to the meeting.

Agenda:2000 Update

The Agenda: 2000 update was distributed to Trustees. President Roark said he thought that UW should take pride in the document. He will be asking Trustees to review it at an appropriate time.

Cheerleader Safety

President Roark reported that he had received a letter from Dr. Taylor of the Cheyenne Radiology Clinic expressing concern about the safety of cheerleaders when performing stunts at games. President Roark has asked Athletic Director Paul Roach and Special Assistant to the President David Baker to determine whether we are permitting cheerleaders to engage in activities that are unsafe or inappropriate, and will report back on their determinations.

Tobacco Product Sales

President Roark received a resolution last fall from Faculty Senate seeking to outlaw tobacco product promotion and sale and campus. He sent the resolution back to Faculty Senate without action because of his position that tobacco products are legal and as such could not be banned. Recently, a similar request was presented to him by the campus group AdSAAC. Dr. Roark asked for Trustee opinion to determine whether his position was appropriate. Ex-officio Trustee David Miller indicated that ASUW would be presenting a similar request because of recent legislative action placing restrictions on vending machines.

State Telecommunications Planning Team

Dr. Roark announced that he has named Ken Griffin, Associate Provost, and Robert

Aylward, Manager of Telecommunications Services, to the State Telecommunications Planning Team.

Post-Secondary Education Planning and Coordinating Council

The University of Wyoming Board of Trustees' President, the University President and the University chief academic officer are designated by statute to serve as members of the Post-Secondary Education Planning and Coordinating Council. Therefore, Trustee President Sharratt, President Roark and Provost Karnig will serve.

Innovative Education Trust Fund Panel

The Innovative Trust Fund Panel approves the use of the trust fund by public schools, community colleges and the University. Trustees appointed President Roark or his designee. President Roark plans to bring recommendations for fund use to the Trustee budget meeting on June 29, 1991.

APPROVAL OF MINUTES

It was moved by Trustee Dray, seconded by Trustee Hammons, and carried that the minutes of the February 16, 1991 meeting be approved. The motion carried.

RATIFICATION OF EXECUTIVE COMMITTEE ACTION OF FEBRUARY 21, 1991

President Sharratt reported on the minutes of the conference telephone meeting of the Executive Committee of the Trustees which was held February 21, 1991. The purpose of the call was to discuss settlement of the Sharon Long case for the sum \$80,000, and to discuss the events recently

publicized with regard to the Pistol Pete logo.

The minutes of the conference telephone meeting are included as Enclosure 1, gray. Mr. Dray moved for ratification of the Executive Committee action of February 21, 1991. The motion was seconded by Mrs. Hammons, and it carried.

ACADEMIC ISSUES COMMITTEE

President Sharratt called upon Chairman Dray for a report from the Academic Issues Committee meeting of April 5, 1991. Committee members Dray, Hammons, Jorgensen, Ohman, Saunders, Schutte, and Updike attended the committee meeting, along with other Trustees and University personnel. Based on the committee meeting, the following report and recommendations were presented to the full Board:

Electronic Video Demonstration

Chairman Dray expressed his appreciation to President Roark and Richard Andrews, Dean of the College of Education, for the excellent electronic two-way video and video compact disk interactive instruction demonstrations presented to Trustees the morning of April 5, 1991.

Degree Minors in the College of Commerce and Industry

A proposal and justification statement for a minors program for all students be established by the College of Commerce and Industry was presented to the Trustees. The program will involve implementation of five minors including: Accounting, Business, Economics, Finance, and Management. The program for each minor had been carefully constructed to provide each student with a necessary core of courses aimed at establishing basic proficiency. The required number of units is consistent with norms established in other colleges at the University of Wyoming. Student

demand for a minors program has been demonstrated. No significant additional resources will be needed to implement the minors program. The implementation of this program received unanimous support of the Academic Planning Committee.

As recommended by the Academic Issues Committee, it was moved by Trustee Dray, seconded by Trustee Hammons and carried that the minors program in the College of Commerce and Industry be approved.

College of Commerce and Industry Name Change and Reorganization

To bring the college into line with titles of similar colleges across the nation, the Academic Issues Committee recommended that the name of the College of Commerce and Industry be changed to the College of Business. In addition, it was recommended that the college be reorganized into three departments: Accounting, Business Administration, and Economics and Finance.

Based on the committee's recommendation, Trustee Dray moved, Trustee Harris seconded, and it carried that the name of the College of Commerce and Industry be changed to the College of Business and that the college be reorganized into the three departments of Accounting, Business Administration, and Economics and Finance.

Advising Report

Provost Karnig distributed a summary sheet on the University of Wyoming advising system to the Academic Issues Committee for their information.

Advising at the University of Wyoming is the responsibility of the students' college or department of the students' major. Provost Karnig explained that there are some University offices participating in the advisement function but most advisement is decentralized in colleges

and departments that operate the programs. Undeclared students are advised at the University level through the Center for Academic Advising. Once students have chosen an academic major, they are transferred to an advisor in their major college or department. Additionally, the new University Studies Freshman Program will provide each entering freshman with an academic "mentor/advisor" who will be the instructor of the student's orientation course.

Some Trustees had questions on peer advising, whether there was follow-up on students, and whether there were sufficient numbers of faculty advisors to meet students' needs. Trustees noted the importance of the student/faculty advisor relationship in terms of having a bond with an adult on campus. Associate Provost Judy Powell said that part of that function will be taken care of by the mentor advisor. Training for mentor advisors will begin next week. Starting next fall, students will be required to meet with their faculty mentor advisor in their offices two to three times/semester.

Selective Admissions Study -- Progress Report on High School Preparation and Retention Factors for UW Students

Provost Karnig distributed a preliminary report on the implications of various admission standards for the University of Wyoming to the Academic Issues Committee. The intent of the development of admission standards for the University of Wyoming is to assure the quality of academic programs and improve students' chances of success. Several specific efforts are underway to improve success, including the new University Studies freshman course, "Introduction to University Life," and the Freshman Life program in the Division of Student Affairs. While many factors influence student success, one of the most important is high school preparation.

The Office of Academic Affairs is conducting research on factors associated with

freshman retention at the University of Wyoming. Some of these factors are ACT scores, high school grade point average, and high school academic preparation. The Office of Institutional Analysis hopes to complete its study by June, 1991. In addition to the research on UW students, the office is conducting a survey of the admissions requirements at comparable universities and at universities in contiguous states. Results of these studies, along with suggested alternatives for admission standards, will be presented to the appropriate University committees, (e.g., Enrollment Planning Committee, Student Interaction Committee, Academic Planning Committee) for review and recommendation during Fall, 1991. Tentative recommendations will be discussed with representatives of the public schools and community colleges prior to formal presentation to the Trustees. If Trustee approval is granted by December, 1991, ninth graders could be notified by Spring 1992, and the new standards could go into effect as early as Fall, 1995.

Legislation this past session removed selective admission constraints on UW. It has been found that those universities having selective admission have better retention rates and graduation rates than those institutions with open admissions.

Provost Karnig expressed the view that selective admissions will direct students to meet requirements, and will be useful in promoting retention at the university. The preliminary findings at UW show that college preparatory courses, higher high school grade point averages and higher ACT scores are related to a higher retention rate.

It was moved by Trustee Dray and seconded by Trustee Saunders to approve the administration's continuing review of the admissions requirements prepared by the University committees and to have those reviewed by appropriate personnel. The motion carried with Trustee Kinnaman opposing the motion.

Update on Commerce and Industry Dean Candidate Search

Provost Karnig reported to the Academic Issues Committee on the present status of the Commerce and Industry Dean Search. Of the three candidates recommended by the search committee, one withdrew and the remaining two are scheduled to be interviewed. One is an internal candidate and the other external. (A third candidate, determined after the Board meeting, has also been invited to campus.)

COMMUNITY COLLEGE RELATIONS COMMITTEE

President Sharratt called on Chairperson Hammons for a report from the Community College Relations Committee meeting held on April 5, 1991. Committee members Hammons, Bonner, Brown, Kirk, Saunders, and ex-officio members Sharratt, Roark, and Ohman attended the meeting, along with other University faculty and staff.

A preliminary draft of the Wyoming Initiative for Higher Education was presented to the committee as an item for information. Based on the committee's recommendation, Trustee Hammons moved and Trustee Bonner seconded the motion that the University pursue the concepts of joint admissions and block transfers with the Wyoming community colleges.

BUDGET COMMITTEE

President Sharratt called on Chairman Schutte for a report from the Budget Committee meeting held on April 5. Committee members Schutte, Bonner, Brown, Dray, Hammons, Harris, and Kinnamon and ex officio members Sharratt and Roark attended the committee meeting, along with other Trustees and University staff. Based on the committee meeting, the following recommendations and reports were presented to the full Board.

Depositories for Operating Accounts for University Funds

In compliance with Wyoming Statutes 1977, Revised, section 9-4-801 through 9-4-831, inclusive, American National Bank, Laramie; Bank of Laramie; First Interstate Bank of Laramie; and Key Bank of Wyoming made formal application for designation as depositories for University funds. Based on a recommendation from the Budget Committee, Mr. Schutte moved approval of the applications for designation as depositories of the four banks. The motion was seconded by Mr. Dray, and it carried, with Trustee Brown abstaining because of a conflict of interest.

Selection of Auditors for Bond Funds, Federal Contracts and Grants, and Intercollegiate Athletics

In February, a RFP for audit services was sent to all Wyoming CPA firms and a selection of large national firms with offices in Denver. The RFP asked for proposals to provide annual audit services in accordance with the provisions of OMB Circular A-133 and the requirements of University bond issues, the NCAA, and National Public Radio. The RFP indicated that joint proposals would be accepted.

On March 15, proposals were received from the following firms:

1. Arthur Andersen, Denver, with Porter, Muirhead, Cornia & Howard, Casper
2. Bates & Hocker, Casper
3. Coopers & Lybrand, Denver, with Dorr, Bentley & Pecha, Cheyenne
4. Deloitte & Touche, Denver, with Tammy E. Lantz, Cheyenne
5. Grant Thornton, Denver
6. KPMG Peat Marwick, Denver
7. Mason Russell West & Co., Denver, with Roger A. Schreiner, Cheyenne
8. McGladrey & Pullen, Cheyenne

The proposals were evaluated by a selection committee composed of key individuals from concerned areas. Interviews were scheduled with all firms to discuss details of the proposals.

Each firm's proposal, with consideration given to both the written proposal and the interview, was evaluated according to the following criteria:

1. The degree and quality of experience and expertise of the firm or firms involved in the proposal;

- 2.The quality of the Wyoming linkage;
- 3.The estimate of fees and hours necessary;
- 4.The overall audit plan and approach to providing the services;
- 5.Other services available from the firm; and
- 6.Discussions with references.

In response to questions, Vice President Baccari elaborated on the selection process, and undertook to seek further information.

Action on this item was tabled by the Budget Committee. Mr. Dray moved, Mrs. Hammons seconded, and it carried to remove the item from the table. Mr. Dray moved that, since questions raised during the committee meeting remain unanswered, that the selection of auditors for bond funds, federal contracts and grants, and Intercollegiate Athletics be referred to the Executive Committee for action and subsequent approval by the full Board. The motion was seconded by Mr. Bonner, and it carried.

Funding Proposal for Bunkhouse Food Service Remodel

Cowboy Joe Club has requested that the University of Wyoming lend it funds for the construction of the Bunkhouse Food Service Remodel project. Cowboy Joe Club will guarantee the loan and repay it in annual installments over a period of three years. The club will be assessed interest at the maximum rate the University can invest its funds plus a handling charge. If this request is approved, the University will simply be loaning Cowboy Joe Club funds on deposit that would have otherwise been invested by the University in government securities.

Cowboy Joe has requested the loan in an amount up to \$174,500 in order to conserve the funds it currently has on deposit for other purposes.

Based on a recommendation from the Budget Committee, Mr. Schutte moved to authorize

the University to loan the Cowboy Joe Club an amount not to exceed \$174,500, as outlined above, insuring that adequate collateral is pledged to cover the loan. The motion was seconded by Mr. Harris, and it carried.

Approval of Contracts and Grants, Gifts and Scholarships

Based on a recommendation from the Budget Committee, it was moved by Mr. Schutte, seconded by Mr. Dray, and carried, that the Trustees of the University of Wyoming accept contracts and grants in the amount of \$3,351,394 for the period January 26, 1991, through March 15, 1991, and gifts and scholarships in the amount of \$76,214.41 for the period January 19, 1991, through February 15, 1991.

PERSONNEL COMMITTEE

President Sharratt called upon Chairman Updike for a report from the Personnel Committee meeting held on April 5, 1991. All committee members were present, including Trustees Updike, Jorgensen, Kirk, and Harris. Based on the committee meeting, Mr. Updike moved approval of the following appointments, adjunct appointments, continuation of probationary appointments, leaves of absence with pay, leaves of absence without pay, cancellation of sabbatical leaves, change in sabbatical leave, and retirements. Trustee Jorgensen seconded the motion and it carried.

Appointments

AEROSPACE STUDIES

- a. Larry A. Helgeson as Professor of Aerospace Studies, effective Summer 1991 for a three-year period. There is no University of Wyoming salary associated with this position. This is a non-tenure track appointment.

INTERCOLLEGIATE ATHLETICS

- b. Kyle Russell Linton as Assistant Golf Coach and Lecturer in Intercollegiate Athletics for the period March 22, 1991 through December 31, 1991, at an annual (10-month) salary rate of \$13,500. This is a non-tenure track appointment.

Adjunct Appointments

COLLEGE OF AGRICULTURE

- a. Christopher C.L. Chase as Adjunct Assistant Professor of Molecular Biology for the period March 1, 1991 through February 28, 1994.
- b. Lowell E. Moser as Adjunct Professor of Range Management for the period July 1, 1990 through December 31, 1992.

COLLEGE OF ARTS AND SCIENCES

- c. Gary L. Grasdalen as Adjunct Professor of Physics and Astronomy for the period February 4, 1991 through February 3, 1994.
- d. Susan Snook-Luther as Adjunct Assistant Professor of Music for the period February 14, 1991 through February 14, 1994.

Continuation of Probationary Appointments

The following faculty members in their first year of service were recommended by the appropriate administrative officials for reappointment for the year 1991-92.

<u>Name</u>	<u>Department</u>	<u>Rank</u>
	<u>COLLEGE OF AGRICULTURE</u>	

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Broughton, Kenneth S.	Home Economics	Assistant Professor
Hansen, Thomas R.	Animal Science	Assistant Professor
Sanson, David W.	Animal Science	Assistant Professor
Schantz, Rhoda M.	Home Economics	Assistant Professor
O'Toole, Timothy D.	Veterinary Science	Assistant Professor
Vance, Jr., George F.	Plant, Soil & Insect Sciences	Assistant Professor

COLLEGE OF ARTS AND SCIENCES

Anbinder, Tyler G.	History	Assistant Professor
Richard Anderson-Sprecher,	Statistics	Assistant Professor
Baker, William L.	Geography & Recreation	Assistant Professor
Barnhart, Stephen L.	Music	Assistant Professor
Bieber-Roberts, Peggy	Communication & Mass Media	Assistant Professor
Canterna, Ronald W.	Physics & Astronomy	Associate Professor
Denney, Collen J.	Art	Assistant Professor
Drummond, Kent G.	Communication & Mass Media	Assistant Professor
Guerin, Katherine R.	Art	Assistant Professor
Jacobsen, Judith E.	Geography & Recreation	Assistant Professor
Lovvorn, James	Zoology & Physiology	Assistant Professor
Merrill, Evelyn H.	Zoology & Physiology	Assistant Professor
Miller, Steven L.	Botany	Assistant Professor
Pace, Richard B.	Anthropology	Assistant Professor

Reid, Joy M.	English	Assistant Professor
Resnik, David B.	Philosophy	Assistant Professor
Roberts, Philip J.	History	Assistant Professor
Schiffer, Jonathan R.	Political Science	Associate Professor
Shader, Bryan L.	Mathematics	Assistant Professor
Sherline, Edward D.	Philosophy	Assistant Professor
Sullivan, Brian P.	Chemistry	Associate Professor
Thompson, James G.	Geography & Recreation	Associate Professor
Tolo, Khama-Bassili	Modern & Classical Languages	Assistant Professor

COLLEGE OF COMMERCE AND INDUSTRY

Chavis, Betty M.	Accounting	Assistant Professor
Cowling, John F.	Accounting	Assistant Professor
Gronewoller, Paul L.	Business Administration	Assistant Professor
Johnson, Eric N.	Accounting	Assistant Professor
Lindstrom, Grant L.	Business Administration	Assistant Professor
Wang, Lih J.	Economics	Assistant Professor

COLLEGE OF EDUCATION

Basom, Margaret R.	Leadership, Educational Studies, & Human Development	Assistant Professor
Berube, William G.	Leadership, Educational Studies, & Human Development	Assistant Professor

Coll, Kenneth M.	Leadership, Educational Studies, & Human Development	Assistant Professor
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COLLEGE OF ENGINEERING

Abdulnour, Bashar S.	Mechanical Engineering	Assistant Professor
Cha, Chang Y.	Chemical Engineering	Professor
Dellenback, Paul A.	Mechanical Engineering	Assistant Professor
Ksaibati, Khaled	Civil Engineering	Assistant Professor
Snider, Jefferson R.	Atmospheric Science	Assistant Professor

COLLEGE OF HEALTH SCIENCES

Byra, Mark T.	Physical & Health Education	Assistant Professor
Choudhury, Somesh	Pharmacy	Assistant Professor
Coulon, Stephen C.	Physical & Health Education	Assistant Professor
Elwyn, Laurie L.	Family Practice/Cheyenne	Assistant Professor
Fahlberg, Larry L.	Physical & Health Education	Assistant Professor
Ide, Bette A.	Nursing	Assistant Professor
Klee, Thomas M.	Speech Pathology & Audiology	Associate Professor
Southwood, Mary H.	Speech Pathology & Audiology	Assistant Professor
Sullivan, Beverly A.	Pharmacy	Assistant Professor

UNIVERSITY LIBRARIES

Delzell, Barbara K.	Science Library	Senior Assistant Librarian
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Leave of Absence With Pay

COLLEGE OF ENGINEERING

- a. Mohan Reddy Junna, Associate Professor of Agricultural Engineering, for the 1991-92 academic year, to accept a Visiting Professorship at the University of Leuven, Belgium.

Leaves of Absence Without Pay

- a. Michael Cassity, Associate Professor and Coordinator of Extension Classes, effective March 1, 1991 and continuing until his reservist military obligation is concluded.
- b. Susan Frye, Assistant Professor of English, for the 1991-92 academic year, to continue as a Visiting Scholar at the Institute for Research on Women and Gender at Stanford University.
- c. Bryan Shader, Assistant Professor of Mathematics, for the 1991-92 academic year, to accept a fellowship to attend the Year in Applied Linear Algebra at the Institute of Mathematics and its Applications, University of Minnesota.

Cancellation of Sabbatical Leaves

COLLEGE OF ARTS AND SCIENCES

- a. At the December 8, 1990 meeting of the Trustees,
James Rosen, Professor of Physics and Astronomy, was granted a sabbatical leave for the 1991-92 academic year. Professor Rosen's request for a cancellation of the sabbatical leave was granted.

COLLEGE OF LAW

- b. At the December 8, 1990 meeting of the Trustees,
Robert Keiter, Professor of Law, was granted a sabbatical leave for the 1991-92 academic year.

Professor Keiter requested and was granted a cancellation of the sabbatical leave.

Change in Sabbatical Leave

COLLEGE OF ARTS AND SCIENCES

- a. At the December 8, 1990 meeting of the Trustees, James Forrester, Professor of Philosophy, was granted a sabbatical leave for the 1991-92 academic year. Professor Forrester has requested that this sabbatical leave be changed to the 1991 fall semester only.

Retirements

President Roark noted the retirement of Dr. Robert Houston, who, as well as being very active in research, served the University in many capacities including Department Head, Vice President for Academic Affairs, and Acting President.

<u>Name</u>	<u>Position</u>	<u>Birth Date</u>	<u>Employment Date</u>	<u>Date of Retirement</u>
Chenoweth, Edgar A.	Professor of Psychology	8/2/23	9/1/54	5/9/92 with designation as <u>Emeritus</u>
Heck, Francis S.	Professor of Modern and Classical Languages	4/14/24	9/1/66	5/11/91 with designation as <u>Emeritus</u>
Houston, Robert S.	Research Professor of Geology and Geophysics	5/11/23	1/5/53	5/11/91 with designation as <u>Emeritus</u>
Langlois, Walter G.	Professor of Modern and	5/27/25	7/1/74	7/1/91 with designation

	Classical Languages			as <u>Emeritus</u>
McDonald, Lyman L.	Professor of Statistics and Zoology	6/21/41	8/1/69	12/21/91
Moody, Robert C.	Painter Physical Plant	12/14/31	2/15/56	3/1/91 with designation as <u>Retired</u>

Salary Administration Policy for FY 1992

The 1991 Wyoming Legislature authorized \$6,302,348 additional spending authority within the University's block grant appropriation. This amount reflects full funding for the supplemental salary request submitted by the University for fiscal year 1992.

It was recommended that the Personnel Committee recommend to the Trustees of the University of Wyoming approval of the following FY 1992 faculty and staff salary improvement policy.

General Provisions:

All benefited employees hired after December 31, 1990, and employees in terminal leave status as of July 1, 1991, will not be eligible for either merit or uniform salary increases, but will participate in the retirement and health insurance adjustments.

Benefited employees whose salaries are paid from self-sustaining funds shall receive the same salary and benefit increases provided other employees. Funding for these increases will be derived from the funds and accounts from which the employees are paid.

Employee Benefit Allocation:

The salary appropriation for state employees, excluding the University, contained language requiring "the state pay one hundred percent (100%) of the employee retirement contribution..." and increased the state match to the group health insurance plan by \$45 per

month. While the salary appropriation to the University did not mandate assumption of the additional 3.71 percent contribution to the employee's retirement plan or \$45 per month additional funding for health insurance benefits, it was recommended that these two increases be provided to all benefited University employees. The cost for this benefit adjustment will be \$3,404,281.

Faculty Salary Allocation:

Besides the benefit increases associated with the retirement and health insurance programs, it was recommended that \$1,784,000 in salary funds and \$354,952 for FICA and retirement be allocated for distribution to benefited faculty, including deans and assistant/associate deans, and cooperative extension agents. (The salary adjustment allocation and benefit increase represents an overall adjustment of 9.77 percent to the faculty salary base.)

Distribution of the salary allocation will include the following steps:

1. Allocate to all faculty a 3.71 percent increase in State-funded retirement benefits and a \$45 per month--\$540 per year--increase for faculty health benefits.
2. Remove a satisfactory pool to fund promotion raises.
3. Designate as much as 10 percent of the remaining funds to be retained in the Provost's Office to be used for special cases of inversion, compression, internal equity, and external equity.
4. Allocate all remaining salary monies to the colleges for distribution on the basis of faculty-approved criteria and processes. All funds should be dispersed on the basis of merit and merit-related inversion, compression, internal equity, and external equity. (Issues of internal equity must be treated first.)

Staff Salary Allocation:

General and Professional Staff:

For benefited general staff and professional staff it was recommended that \$330,000 in salary funds and \$65,671 for FICA and retirement be distributed on the basis of an across-the-board salary adjustment. In addition, it was recommended that \$184,500 in salary funds and \$45,610 for FICA and retirement be set aside to address market and/or internal equity problems existing within the professional staff classification. (Together, the salary allocation and benefit increases represent an overall adjustment to the salary base for general staff of 8.28 percent and for professional staff of 8.71 percent, with 1.4 percent of the increase representing an across-the-board salary adjustment.)

Employees must receive at least a satisfactory job evaluation, as evidenced by a rating of "meets expectations" on the Staff Performance Appraisal and Planning Record, in order to be eligible for the across-the-board increase. Employees who are in a disciplinary or unsatisfactory work performance status as of July 1, 1991, will not receive the salary adjustment. However, if an employee's qualifying status changes during the fiscal year, and they meet the other eligibility criteria, they will be eligible for a pro-rata increase for the remainder of the fiscal year. Salary adjustments will not be allowed if an employee's present salary exceeds the maximum salary for their classification, and any salary adjustment may not increase an employee's salary beyond the maximum pay range for the classification. The additional retirement and health insurance contributions will be granted regardless of the employee's salary in relation to the maximum salary for the classification.

Non-benefited limited temporary employees are eligible to receive a 1.4 percent salary increase, but funding for these increases will come from within the existing resources of the department or unit.

In addition to the uniform salary adjustment for general and professional staff, it was recommended that the University's compensation plan be adjusted by one percent effective July 1, 1991.

Non-Classified Officers and Directors:

For University officers and directors it was recommended that \$111,200 in salary funds and \$22,134 for FICA and retirement be distributed on the basis of merit and merit-related criteria, including inversion, compression, internal equity, and external equity. (The salary adjustment allocation and benefit increase equals an 8.81 percent adjustment to the salary base for non-classified officers and directors.)

Upon a motion by Mr. Updike, seconded by Mr. Harris and carried, the salary administration policy as outlined above was approved. Trustee Dray asked that the administration recap by the next meeting what the Board of Trustees has done with respect to staff salaries over the last four to five years, and how the increases at the University of Wyoming compare with increases given to state employees. He also asked for a comparison between benefit packages of UW and state employees. Several Trustees expressed concern about the relative difference between faculty and staff salaries. Trustee Hammons said that faculty morale problems had been addressed, and suggested identifying ways to deal with staff morale as well.

Part-Time Appointments

The Regulations of the Trustees provide that part-time faculty will be appointed annually by the President of the University upon the recommendation of the appropriate academic officers. The part-time appointments were reported to the Trustees for their information.

Resignations

Two faculty resignations were reported to the Trustees for their information. They were:

- a. Julia Godlberg, Assistant Professor of Communication and Mass media, August, 1992.
- b. Judy E. Minier, Assistant Professor of Lifelong Learning and Instruction, June 15, 1991.

One faculty member accepted a position at another academic institution and received a 32 percent salary increase and a position in administration. The other faculty member resigned for personal reasons.

Correction of Faculty Appointment

At the September 22, 1990 meeting of the Trustees, Patricia A. Taylor was appointed as Director of Women's Studies and Professor of Women's Studies with tenure. The correct title and rank is Director of Women's Studies and Professor of Sociology with tenure.

Return of Faculty Member

Trustee Updike reported that Gary S. Jewell, Assistant Professor at the Family Practice Center in Casper, had returned after serving on active duty in the Persian Gulf.

PHYSICAL PLANT AND EQUIPMENT COMMITTEE

President Sharratt called on Chairman Jorgensen for a report from the Physical Plant and Equipment Committee meeting held on April 5. Committee members Jorgensen, Kirk, Harris and Updike and ex-officio members Sharratt and Roark attended the committee meeting, along with other Trustees and University staff. Based on the committee meeting, the following

recommendations and reports were presented to the full Board.

Sale and/or Removal of House at 1201 1/2 Lewis

The University purchased the private residence located at 1201 1/2 Lewis for the appraisal price of \$35,000 in January, 1991. This acquisition was made specifically for the lot itself as it was the only non-University owned property and structure in the west half of the 1200 block between Lewis and Bradley Streets. Since there is no feasible use for the house, it will be removed and the lot surfaced for parking use until other needs are developed.

Based on a recommendation from the Physical Plant and Equipment Committee, Mr. Jorgensen moved that permission be granted to raze the structure so this site can be incorporated into the parking lot, with the understanding the University will solicit bids for removal of the structure. If acceptable bids are not received, the University will raze the house. The motion was seconded by Mr. Brown, and it carried.

Construction Contract, Arts & Sciences Remodel

During the 1990 Legislative Session, the University received \$814,000 to provide fire and life safety renovations to the A & S Building. The design for the renovations has been completed by Architectural Horizons of Cheyenne.

The renovation project will include new electrical service from the transformer to the distribution panels, fire code update to the stage and dressing rooms, a fire alarm system and a new light rail. The updates to the stage and dressing rooms will include a fire suppression system, new stage curtains, and venting of the fly gallery. The project also includes bidding alternates to upgrade portions of the stage rigging system and the auditorium sound system.

Two bids were received on March 28, 1991, as follows:

	<u>Spiegelberg Lumber/Bldg</u>	<u>L.M. Olson Construction</u>
Base Bid	\$492,750	\$500,500
Alt. #1	43,541	46,500
Alt. #2	77,722	73,700
Total	\$614,013	\$620,700

Based on a recommendation from the Physical Plant and Equipment Committee, Mr. Jorgensen moved that the Vice President for Finance be granted authorization to execute a construction contract, not to exceed the construction budget, with the lowest responsible and responsive general contractor to submit a bid. The motion was seconded by Mrs. Kirk, and it carried.

Earthwork, American Heritage Center/Art Museum

Preparation of construction documents for the preliminary grading, site shaping, and drainage retention pond development should be completed the week of April 8, 1991. Bidding of this work will follow immediately with receipt of bids anticipated by late April.

In order to allow construction of the AHC/AM to begin as soon as possible, site preparation must occur during the months of May and early June. This work should be completed prior to the receipt of bids for the building construction to permit bidders on construction to assess the completed work.

The earthwork will allow the project to begin in the spring, and will also allow the building contractor to begin with the foundation systems as soon as the building construction

contracts are completed in late July or early August.

The civil engineering estimate, prepared by the University's Office of Facilities Planning, for the earthwork is \$110,000.

Based on a recommendation from the Physical Plant and Equipment Committee, Mr. Jorgensen moved that the Vice President for Finance be granted authorization to execute a construction contract, not to exceed 105 percent of the engineering estimate, with the lowest responsible and responsive general contractor to submit a bid. The motion was seconded by Mr. Harris, and it carried.

Bunkhouse Food Service Construction

The project to remodel Bunkhouse food service facilities will provide additional dining space, renovation of the existing dining space and serving line, kitchen storage and food storage, updating for code purposes such as a basement fire suppression system, and updating the kitchen hood. The additional space will consist of 1,395 gross square feet of new dining space and 565 gross square feet of new food storage.

The estimated total cost of the project is \$174,500, with funding provided by the Cowboy Joe Club.

Construction documents for the remodeling project were completed the week of March 25. It is anticipated project bids will be received by mid-April, with construction scheduled for August completion.

In order to begin project construction as soon as possible, based on a recommendation from the Physical Plant and Equipment Committee, Mr. Jorgensen moved that the Vice President for Finance be granted authorization to execute a construction contract, not to exceed the construction budget, with the lowest responsible and responsive general contractor to submit a bid.

The motion was seconded by Mr. Harris, and it carried.

Purchase of Phi Delta Theta Fraternity House

The governing board of the Wyoming Chapter of the Phi Delta Theta Fraternity has accepted the University of Wyoming's offer to buy their house and real estate for \$125,000.

The University will pay the associated closing costs including title insurance prior to closing. Prior to closing, Phi Delta Theta will be responsible for retiring the current mortgage held by Key Bank of Wyoming, as well as all delinquent amounts owed to the University by Phi Delta Theta Fraternity.

Based on a recommendation from the Physical Plant and Equipment Committee, Mr. Jorgensen moved approval of this purchase offer. The motion was seconded by Mrs. Kirk and carried.

Progress Reports and Change Orders

As a matter of information, the progress reports and change orders on current construction projects were provided to the Physical Plant and Equipment Committee.

Campus Plan Development

The proposal for development of a Campus Master Plan, consisting of a review of work completed to date and an outline for completion of the plan was presented to the committee. Chairman Jorgensen expressed concern about the time and the cost of completing the plan as outlined. He felt that a campus plan could be developed with relatively low cost by using summer interns and faculty from the Civil Engineering Department. If it is not feasible to do internally, he suggested bringing in a campus planner.

It was suggested that the committee clarify what they expect a campus plan to be. Chairman Jorgensen will meet with University staff on April 8 at 8:00 to further explore the scope of the plan.

He invited other members of the committee to attend the meeting or to provide comments to either Vice President Baccari or himself prior to the meeting.

INVESTMENT COMMITTEE

President Sharratt called on Chairman Brown for a report from the Investment Committee meeting held on April 5. Committee members Brown, Bonner and Jorgensen and ex-officio members Sharratt and Roark attended the committee meeting, along with other Trustees and University staff.

Based on the committee meeting, the following recommendation was presented to the full Board.

Assessment of Fees on Annual Fund Gifts

The idea of applying a fee on annual fund receipts grew out of a request by several college deans to be able to leave their annual fund receipts with the University of Wyoming Foundation for discretionary use. Officers of the Foundation didn't feel the Foundation could handle a large increase in the numbers of these transactions, and it was suggested that it would be appropriate for the Foundation to levy some sort of fee against annual fund receipts to help offset these additional expenses. It was further suggested that the assessment should be levied against all annual fund receipts, whether they were deposited with the University or with the Foundation, so the assessment itself would not be a determining factor in deposit location, since the University encounters the same type of expenses in handling such funds.

This thinking was then expanded, on the Foundation side, to include all other private-sector donations to the Foundation directed to the discretionary use of any University personnel. The assessment of such a fee was discussed by the Directors of the University of Wyoming Foundation at their January 11, 1991 meeting, and they approved the proposal with the fee set at five percent.

In order to maintain parallel fee policies, based on a recommendation of the Investment

Committee, Mr. Brown moved approval of the five percent fee adopted by the University of Wyoming Foundation. The motion was seconded by Mr. Bonner, and it carried.

Item for Information

As a matter of information, Chairman Brown reported that the Investment Committee met on April 4 with personnel from Merrill Lynch, Pierce, Fenner & Smith, Inc., who were interested in the possibility of managing the University's investment funds.

COMMITTEE OF THE WHOLE

The Committee of the Whole met on Friday, April 5, 1991 with the following members present: Dave Bonner, Richard Brown, Perry Dray, Deborah Hammons, Harry Harris, Peter Jorgensen, Daniel Kinnaman, Geraldine Kirk, Walter G. Saunders, Mike Schutte, Bryan Sharratt, David Updike, and ex-officio members Terry P. Roark, Diana Ohman and Travis Gentry. Ex-officio member Governor Mike Sullivan was unable to attend.

Registration/Tuition Prepayment

A registration/tuition prepayment proposal by the University Registration Team was presented and adopted by the University of Wyoming Trustees at their February 16, 1991 meeting. Following Trustee action, the University Registration Team focused on several issues of particular concern to UW students, discussed the issues with various student groups and listened to their suggestions. ASUW Senate resolution #1680 (revised) was passed by the ASUW Senate and accepted, in large measure, by the University Registration Team.

Trustee Dray moved that the Trustees of the University of Wyoming rescind their action of February 16, 1991 requiring an advance payment of 30 percent of full-time tuition and fees and instead approve an initial payment of \$200 from all full-time students regardless of their residency

classification, and further recommended that the current deferred payment plan be revised to allow for greater flexibility in establishing individualized payment plans with the final payment due no later than November 30, 1991. The motion was seconded by Trustee Kirk and it carried.

George Duke Humphrey Award

The George Duke Humphrey Distinguished Faculty Award is given in recognition of teaching effectiveness, distinction in scholarly work, and distinguished service to the University of Wyoming and the State. Nominees are considered by the Faculty Development Committee, which evaluates each individual on the basis of documented performance in each area mentioned above. The award carries a cash grant of \$2,800. This year's nominee is Deborah Hardy, Professor of History. It was moved by Trustee Brown and seconded by Trustee Bonner that the nomination of Deborah Hardy as the 1991 recipient of the George Duke Humphrey Award be approved. The motion carried.

Honorary Degree Committee Report

President Roark reported that the Honorary Degree Committee met on Thursday, April 4, 1991. As set forth in the Regulations of the Trustees, the criteria governing the award of honorary degrees are:

- a. Notable contribution to the health, education, or general welfare of the people of the state.
- b. Outstanding accomplishment on either a state or national level by alumni of the University.
- c. Accomplishment so outstanding as to have won recognition on a national or international level.

Based on the above criteria, the committee recommended that Winifred Hickey, John S.

Wold, and Lloyd Snider receive the Doctor of Laws Degree, to be awarded at commencement.

President Roark read the following resolution for Winifred J. Hickey:

No person in Wyoming more deserves appreciation and admiration by the people of the State than Winifred J. Hickey.

The spectrum of her contributions to Wyoming, the nation, and her community is a multi-faceted array of human services. One would find it difficult to pack more years of public service into a lifetime than she has.

It began with her college work majoring in social services first at Loretta Heights College in Denver, then at the University of Chicago. Then came service with the American Red Cross in Europe during World War II. She also has been on the board of directors of the National Association of Mental Health, the national board of the Council of Catholic Women, and was president of the board of directors of Laramie County Memorial Hospital.

Winifred J. Hickey became Wyoming's First Lady when her husband, the late J.J. Hickey, was elected Governor. In succeeding years he became a United States Senator and a United States judge of the Tenth Circuit Court of Appeals. However, Winifred J. Hickey never resolved to let herself be defined by the accomplishments of her spouse or by the offices he occupied. Although she was justly proud of him and was his steadfast support, she has made her own unique mark in Wyoming history.

In 1969, Governor Stanley K. Hathaway asked Mrs. Hickey to serve as a member of the University of Wyoming Board of Trustees. She filled that office with great distinction and is remembered fondly for her candor, her caring, and her deep commitment to the total University -- especially to the students.

Upon completion of her Trustee term, Winifred J. Hickey became the first woman to serve as a Laramie County commissioner. She left that office to serve many years in the Wyoming State Senate. As a member of the Joint Appropriations Committee, she was a tireless and effective advocate for Wyoming education and human services.

As a past president and long-time member of the University of Wyoming Foundation, Mrs. Hickey was instrumental in the success of the Centennial Campaign, UW's first major venture into private fund-raising. Her leadership, mental toughness, and high motivation has set standards for others to match. In establishing those standards, she has never lost her humility, her dignity of character, or her

sparkling humor.

The great esteem, love, and respect enjoyed by Winifred J. Hickey from all levels of Wyoming citizenry was recently displayed in a special reception honoring her at the Governor's Mansion in Cheyenne.

Her public service alone is more than enough to qualify her for the University of Wyoming's highest honor. However, her private service -- so characteristic of the Wyoming spirit of neighborliness and community solidarity -- makes it even more fitting for UW, which reflects those same values, to award her an honorary degree.

It was moved by Trustee Harris and seconded by Trustee Kinnaman that an honorary degree be awarded to Winifred Hickey. The motion carried.

President Roark read the following citation for Lloyd H. Snider:

An innovator and an early adopter of cutting-edge research and management techniques, Lloyd H. Snider many times has been acclaimed as one of the state's most outstanding agriculturists.

He is known and deeply respected in every corner of Wyoming. As a breeder of champion sheep for over four decades, Lloyd H. Snider has interacted with thousands of young 4-H and Future Farmers of America members and leaders. In total, he has probably had more impact on young Wyoming agriculturists than any other teacher, professor, or producer. Consistently, his approach has been one of showing how, rather than just telling how, of employing the best methods and instilling in youth a keen desire to apply what they learn to develop even better methods.

Lloyd H. Snider is more than a teacher, however. He is a builder, a true pioneer in the modern world.

Born in a small rural area of California and educated in a one-room school, he began his life-long involvement with agriculture immediately upon graduation from high school. He came to Wyoming after World War II and as a veteran, he selected a farm unit on the Ralston bench west of Powell in northern Wyoming. The area then was raw sagebrush land. The land had to be cleared and a home built, even as the unit that was to become a productive home was being farmed for the first time.

Simultaneously, he involved himself in building his new community. Over the years, he has given unstintingly of his time and talents to school boards, zoning boards,

and virtually every other entity of the community infrastructure. He is revered by his neighbors, those who know him best, as a most effective faecal, the person who can clarify the issues, lessen tensions between opposing groups and achieve consensus based on the more lasting values shared by all participants. Among his more notable accomplishments was his work negotiating the Heart Mountain Irrigation District repayment contract, a prototype that has been used in other reclamation contracts in the West over the years.

His commitment to agriculture and to his community has been matched by his commitment to education. During his 12-year tenure as a board member, the Powell public school system experienced one of its most memorable periods of strengthening and growth. He has served with equal distinction in the Wyoming School Board Association and as a member of the University of Wyoming College of Education Advisory Committee.

Honors accorded him have been many, each richly deserved. Perhaps the greatest honor of all lies in the assessment of a friend:

"He has been a good servant of the opportunities afforded to him and a good steward of the natural resources entrusted to him for the betterment of mankind."

It was moved by Trustee Bonner and seconded by Trustee Hammons that an honorary degree be awarded Lloyd H. Snider. The motion carried.

President Roark read the following resolution for John S. Wold:

John S. Wold is a long-time Wyomingite by choice, not birth. He chose the Equality State because he felt it was "the right place to bring up a family." Everyone who has known him during his 45 years in Wyoming is grateful that he made that choice. He has influenced the life of this state and its people in profound ways and has achieved international recognition for his work in the mineral industry.

The son of a Union College professor, John S. Wold first aspired to follow in his father's footsteps until he went on an exchange program to St. Andrews University in Scotland, the birthplace of geology. He changed his major to geology when he returned to Union College for his senior year, then continued on to earn a master's degree at Cornell.

After service in the United States Navy during World War II, he came to Wyoming and threw himself headlong into community life, the oil business as an independent producer, and statewide and national politics.

A gifted entrepreneur and extremely knowledgeable geologist, John S. Wold led the way among independent producers by brokering leasing arrangements for exploration and constructing cooperative ventures with larger corporations. He was extremely successful and others followed his lead to Wyoming's benefit.

His contributions to the oil industry included not only good policy recommendations, solid management, and successful investment techniques, but innovative scientific projects designed to better utilize the state's resources.

John S. Wold's belief in the American system of free enterprise is closely aligned to his strong belief in the efficacy of higher education. He was one of the founders and first president of the Wyoming Heritage Society, a non-profit organization now boasting over 1,200 members throughout the state devoted to educating citizens about the private enterprise system.

He and his wife, Jane, have established three endowed chairs -- one at his alma mater, Union College; one in his hometown at Casper College; and the most recent at the University of Wyoming. He also served on the board of Union College and is past president of the board of trustees of Casper College.

After serving with distinction in the Wyoming legislature, John S. Wold became the first professional geologist ever elected to the United States Congress where he was one of the co-sponsors and original drafters of the National Mining and Minerals Policy Act of 1970.

These are the attainments for which John S. Wold is well known. He is less known for the quiet philanthropies he has undertaken. Innumerable young people and a raft of good causes, including worthy undertakings in Casper and throughout Wyoming, have been the beneficiaries of his generosity and that of his family.

A man of highest character, a citizen of the first rank in Wyoming, and a person possessed of uncommon depth, strength, and love of his fellow human being, John S. Wold is richly deserving of the University of Wyoming's highest honor.

It was moved by Trustee Kirk, seconded by Trustee Jorgensen and carried that an honorary degree be awarded to John S. Wold.

Resolutions of Appreciation and Trustee Awards of Merit

It was moved by Trustee Updike and seconded by Trustee Jorgensen that the following resolution of appreciation and Trustee Awards of Merit be presented to Ford T. Bussart, Gordon M. Mickelson, and Dr. Brian Miracle. The motion carried with unanimous enthusiasm.

RESOLUTION OF APPRECIATION

It has been said that the recipe for the attainment of mental health and happiness is to be "lost in achievement". If this assertion is valid, then our retiring Trustees must be happy, well-balanced individuals. They truly have been the mainsprings of achievement.

During their tenure, Ford T. Bussart, Gordon M. Mickelson, and Dr. Brian Miracle have shared a common commitment to the well-being of the University of Wyoming and the academic community -- especially the students. Each has served as President of the Trustees and has chaired major committees of the Board. Each was instrumental in devising and implementing the University's long-range game plan, Agenda: 2000. Each, too, was involved fully in reallocation processes that will shape the content and character of the University for decades to come.

Time will not diminish the significant contributions made to the University and to the State by Ford T. Bussart, Gordon M. Mickelson, and Brian Miracle. Generations of students will benefit from their stewardship, fidelity, and commitment.

The Trustees of the University of Wyoming, therefore, express deep appreciation to Ford T. Bussart, Gordon M. Mickelson, and Brian Miracle for outstanding and untiring service.

Executive Session

The Trustees adjourned into Executive Session at 10:15 a.m. to discuss personnel and litigation matters. They resumed the business meeting at 12:05 p.m.

College of Engineering Plan

Dean Sam Hakes described the College of Engineering Plan, consisting of Reallocation Alternatives and College Mission Statement, to the Committee of the Whole on April 5. The College of Engineering Plan is included as Enclosure 2, buff.

In addition, Dean Hakes said that there is support in the College for establishing an Environmental Engineering Program. Dean Hakes proposed that an environmental engineering career track be started in the civil and chemical engineering departments. Both departments are oriented to those programs. He suggested that three of the six reassigned faculty be brought back into the program. Some classes could be started next fall because the baccalaureate program is the same for about two years for any engineering major.

President Roark recommended that Dean Hakes and the Provost continue to work together to explore other alternatives. During the meeting of April 5, Trustee Hammons proposed that the wording on page 43 of the December 5, 1990 minutes be changed to more accurately reflect the intent of the Trustees. She also expressed concern that the report submitted by the College of Engineering did not address whether continuing intensive reallocation and reevaluation studies within the college could result in the generation of similar or greater reallocations, as had been requested by the Trustees during the December, 1990 meeting. After further discussion, the items were tabled until the next day's business meeting.

During the business meeting, Trustee Dray moved that the items be removed from the table. It was seconded by Trustee Jorgensen and carried. Trustee Dray suggested that the proposed amendment was in context with the action of December 5, 1990 and did not affect the bottom line of reallocation. Trustee Dray moved that the following changes be made to the December 5, 1990 minutes: Change subparagraph (1), paragraph 7, page 43 so that word "curriculum" be deleted and the word "expertise" be inserted; also that the phrase "provided by the College of Engineering" be deleted and "provide services available to the University of

The University of Wyoming
Minutes of the Trustees
April 6, 1991
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Wyoming" be inserted to clarify intent. Trustee Schutte seconded the motion and it carried. Page 43 of the December 5, 1990 minutes of the Trustees is included as Enclosure 3, blue, for information purposes.

Since the environmental engineering program had generated such interest, Trustee Dray moved that the Board endorse the concept of a new program in environmental engineering provided that the new program receive proper planning in the campus review process and that the loss from reallocation be identified and found from other sources in the College of Engineering. The motion was seconded by Trustee Schutte and carried.

Burlington Northern Foundation and President's Achievement Awards

The Research Coordination Committee of the Faculty Senate made recommendations for the 1991 Burlington Northern Foundation and President's Achievement Awards to the Vice President for Research. After careful review of the recommendations, the Vice President for Research forwarded to the President the names of Robert J. Hurtubise, Professor in the Department of Chemistry, Ronald J. Surdam, Professor in the Department of Geology and Geophysics, and Gary L. Smart, Professor in the Department of Music. The President concurred with the recommendations and named Dr. Hurtubise, Dr. Surdam, and Dr. Smart as recipients of the Burlington Northern Foundation and President's Achievement Awards for 1991.

UNFINISHED BUSINESS

Appeal of Richard Deckro

Trustee Dray moved that Professor Deckro's request for a hearing before the Board of Trustees be denied and requested counsel for the Board to prepare the appropriate written

response to Professor Deckro from the Board dealing with the facts and legal issues addressed and involved. Trustee Bonner seconded the motion and it carried.

Insurance Coverage

Trustee Dray moved that the administration, upon final resolution of the Wyoming insurance coverage issue, present it to the Executive Committee of the Trustees. Trustee Harris seconded the motion and it carried.

President Roark's Contract

Trustee Sharratt characterized President Roark as one of the most outstanding presidents of any university in the nation, and said that UW was fortunate to have Dr. Roark as our President.

President Sharratt reported that Trustees had discussed the status of the present contract with President Roark, the level of compensation, and the matter of periodic evaluation. It was the feeling of the Board that the contract has worked well. It provides a yearly timetable of review, and coincides with consideration of faculty and staff reviews as well.

Trustees reviewed the subject matter of previous evaluations: goals of outreach, faculty morale, and relations with the legislature, and felt that all goals had been met. President Sharratt asked Trustees to set goals for President Roark for this year, for President Roark to do the same, and suggested that they convene at the next meeting to insure that perceptions were alike.

In reviewing compensation for faculty/staff/officers, the Board felt it would be appropriate to make the same adjustment to Dr. Roark's benefits. An increase in compensation between the average increase for officers and faculty, realizing some of it was merit, was suggested, which would be a 9.75 percent total benefit package increase.

President Roark stated that the last year had been very good for the University. He said that the relationship between the Board and the President was very good, that he had enjoyed working with current Trustees and was looking forward to working with new Trustees. President Roark said that he would work toward moving the university forward in the coming year. Trustee Bonner moved that President Roark's contract be extended for one year, with an benefit increase of 9.75 percent. Trustee Kirk seconded the motion and it carried.

ADJOURNMENT AND DATE OF NEXT MEETING

There being no further business to come before the Trustees, the meeting adjourned at 12:20 p.m. The next meeting is scheduled for May 9-11, 1991.

Respectfully Submitted,

Electronic signature not available.

Donna J. Mecham
Deputy Secretary

MINUTES
CONFERENCE TELEPHONE MEETING
EXECUTIVE COMMITTEE OF
THE TRUSTEES OF THE UNIVERSITY OF WYOMING

February 21, 1991

A conference telephone meeting of the Executive Committee of the Trustees of the University of Wyoming was held on February 21, 1991 at 9:00 a.m. with committee members Ford Bussart, Perry Dray, Bryan Sharratt, Mike Schutte, and David W. Updike participating. Vice President for Finance Dan Baccari and Special Assistant to the President David Baker also took part in the meeting.

Special Assistant Baker and Vice President Baccari requested the conference meeting to address recommendations on settlement of the Sharon Long case, and to discuss the events recently publicized with regard to the Pistol Pete logo.

Mr. Baker reported that he was not satisfied by the recommended settlement proposed by Murane & Bostwick and, therefore, he and Jack Stanfield met with Ms. Long's attorney. Mr. Baker discussed a settlement approach in which the University would pay the sum of \$80,000.

Mr. Dray moved to accept the recommendation and settle the case for \$80,000 as outlined by Mr. Baker. The motion was seconded by Mr. Bussart, and it carried.

Mr. Baccari reported that the University had made application to the Federal Trademark and Patent Office to license the Pistol Pete Logo and subsequently Oklahoma State University made application and received registration for a similar logo. New Mexico State also has a Pistol Pete logo. The University has contacted Oklahoma State to work out with them a concurrent use agreement. However, New Mexico State has indicated they are not interested in a three party agreement. When UW's application process reached the "publish for objection" stage, OSU filed an objection. The firm that the University is using to assist with the matter believes a settlement can be worked out.

They feel that to enforce the University's position Cowboy Joe Club should be asked to consider the transfer of its rights to the Cowboy Joe logo to the University. The Cowboy Joe logo was licensed in the early 1970's. Mr. Baccari proposed that the University approach the Cowboy Joe Club at their meeting next week to see if they would be receptive to transferring ownership to the University on the condition the University would grant them a royalty free license. Mr. Baccari suggested that if there is any hesitancy on the part of Cowboy Joe Club, the University would drop the request and contact Oklahoma State to ask them to license us to use the Pistol Pete logo for marketing in our area.

Mr. Bussart moved that if Cowboy Joe Club is receptive to turning over ownership of the Cowboy Joe logo to the University, the Trustees proceed by granting the legal firm representing the University power of attorney for this application alone. Mr. Schutte seconded the motion, and it carried.

There being no further business to come before the committee, the conference telephone meeting was adjourned at 9:30 a.m.

Respectfully submitted,

Betty Long
Betty Long

MISSION STATEMENT

COLLEGE OF ENGINEERING

12/20/90

The College strives to maintain an invigorating environment where Students are inspired to acquire the knowledge essential for engineering or science and where Faculty and Staff are recognized for their talents as researchers, instructors, and public servants.

The Mission:

As the only College of Engineering in Wyoming, the State is strongly dependent on the College for leadership and expertise in technical areas. To serve the State in this regard, the College strives for excellence in teaching, research, and in the area of technology transfer. The Faculty emphasizes life-long learning and provides its graduates with the problem solving tools needed to address situations relevant to all aspects of society and its relationship to technology and science. Excellence in instruction requires a faculty that is actively involved in research, in the practical application of research, and/or involved in consultation with practitioners. These extramural activities, when balanced with commensurate teaching responsibilities, translate into inspiration for students and resources for graduate education and faculty development.

Specific Elements:*Excellent baccalaureate instruction.*

Undergraduate programs will remain strong and will always be a high priority within the College. The College will maintain accreditation from the Engineering Accreditation Commission of the Accreditation Board for Engineering and Technology (EAC/ABET) within all Engineering Departments. The rigorous EAC/ABET review will remain a measure of program quality, as will the input from employers and feedback from our students and alums.

Excellent graduate instruction and research in specific areas.

By design, the College maintains excellent programs in graduate instruction and research in specific areas. Excellent graduate programs require the focused efforts of faculty members and commitment of resources. Extramural funding allows the College to achieve its graduate instructional and research missions, and provides the progressive work environment necessary to recruit and maintain a quality faculty. The objectives of the graduate instructional and research programs are to:

- Provide highly educated engineers to the State and Nation,
- Create new knowledge which is of benefit to society,
- Provide a mechanism for Faculty to remain current in their fields, resulting in better instructors, and
- Provide a link between theory, laboratory and engineering practice.

The College maintains that attainment of these objectives requires the commitment of comparable resources to both research and instruction. The College will maintain and expand its successful research programs with the sponsorship of granting agencies. The College will also expand into new areas of inquiry as State and National needs dictate.

ENCLOSURE 1
GOALS OF THE COLLEGE OF ENGINEERING
12/20/90

The goals of the College, in no particular priority, are categorized into four broad areas:

Quality Undergraduate Teaching and Learning

Quality Research and Graduate Studies

Quality Technology Transfer and Extension

Quality Work Environment

Quality Undergraduate Teaching and Learning

- Provide quality undergraduate curricula that meet Engineering Accreditation Commission of the Accreditation Board for Engineering and Technology (EAC/ABET) requirements for accreditation.
- Strengthen the Engineering Science Program in order to provide all undergraduate students with a well coordinated foundation in the fundamentals of engineering science.
- Develop a method to manage effectively the undergraduate student enrollment in each Department to levels consistent with the Department's capacities.
- Establish a degree program in Environmental Engineering.
- Reduce the present 137 hour degree program to a 132 hour program.
- Develop and follow a life cycle management plan for computing facilities and laboratory equipment.
- Promote cultural, ethnic, and international diversity by actively recruiting a diverse student body, faculty, and staff.
- Develop additional rewards and incentives for faculty members whose teaching is truly innovative and of exceptionally high quality.
- Promote practical and hands-on learning by encouraging student participation in Co-op and Internship programs.

Quality Research and Graduate Studies

- Provide graduate education that is distinguished by excellence and based upon areas of faculty expertise, emphasizing State and National needs.
- Increase graduate student enrollments to levels characteristic of excellent graduate programs. The target should be at least three to four graduate students per faculty.
- Develop additional funding to increase the monetary level of graduate stipends to more competitive levels. In addition, increase the number of assistantships available to engineering graduate students.
- Establish an administrative structure within the College to support research and development efforts. Appoint a full-time Associate Dean for Research who would be charged with the development of industry and government contacts, the solicitation of grants which cross departmental boundaries, the supervision of development efforts, and the coordination of graduate student recruitment activities.
- Implement a program to identify the College's best undergraduate students and encourage them to remain in the College to pursue graduate degrees.
- Develop an incentive for acquiring externally funded research by returning a significant portion of the research overhead to the principal investigator(s) of each research contract.
- Provide superior computing resources for upper division and graduate studies.

Quality Technology Transfer and Extension

- Provide for the timely transfer of knowledge generated by investigators within the College to potential users so that this knowledge can be incorporated into engineering practice.
- Expand the College development activities to include professional public relations activities. This effort should include coordinated news releases, production of television spots, television and radio advertisements, as well as print media advertising.

Quality Work Environment

- Provide a working environment within the College that supports the Faculty and Staff in their efforts to develop their talents as instructors, researchers, and public servants.
 - Develop methods that would allow Faculty more flexibility in meeting their teaching requirement.
 - Develop a released time policy across Departments that provides incentives for the principal investigator(s).
 - Develop teaching, research, and service work loads consistent with the faculty member's job description.
 - Develop uniform, well defined standards for promotion and tenure.
 - Provide a consistent and equitable method for the evaluation of merit and distribution of merit funds.
 - Retain, within the College, faculty positions that become open due to dismissals by P&T evaluation.
 - Award promotion when standards are met.
 - Increase all Department Head appointments to eleven month contracts.
 - Improve the technical publication capability of the faculty.
- Quality Technology Transfer and Extension
- Develop and follow a cycle management policy for the timely transfer of knowledge generated by investigators within the College to potential users so that this knowledge can be incorporated into a diverse engineering practice.
 - Expand the College development activities to include professional public relations activities. This effort should include coordinated news releases, production of television spots, television and radio advertisements, as well as print media advertising.
 - Promote practical and hands-on learning by encouraging student participation in Co-op and internship programs.

College of Engineering Reallocation Alternatives

During the Board of Trustees' Meeting on December 8, 1990, the Board approved the recommended reallocations in the College of Engineering including the elimination of the Agricultural Engineering Program with the following provisions:

1) Areas of curriculum in agricultural engineering important to the State of Wyoming be provided by the College of Engineering.

2) The Dean of the College of Engineering would have the ability to continue the intensive reallocation and reevaluation study within the college, and if the outcome of the internal study can generate similar or greater reallocations, the Trustees would consider this no later than the February meeting.

3) The 5.93 faculty and 2.5 staff (from Agricultural Engineering) may be reassigned, depending upon future negotiations, to one of several possible programs.

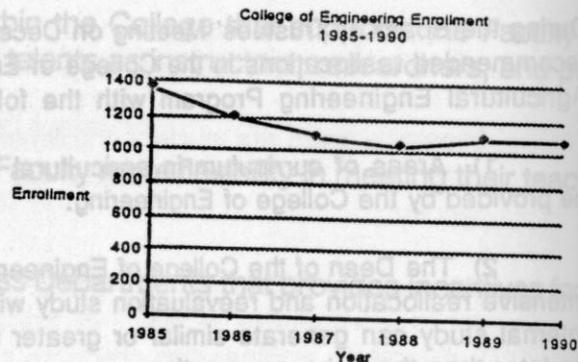
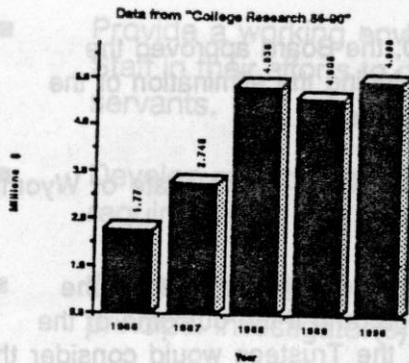
The internal study which has been ongoing since February of 1989 was completed and resulted in the college faculty ratifying the new Mission Statement and five-year goals of the college on December 20, 1990. The goals were generated by the faculty of the college, and it is now incumbent on the dean to develop a comprehensive implementation plan. The implementation plan will faithfully attempt to satisfy the goals adjusting them only where there is conflict with ongoing university policies. A copy of the faculty recommendations is attached for information.

Factors Influencing College Planning and Selection of Alternatives

The college has a long-term reputation as an outstanding undergraduate teaching institution and its graduates are sought after by a large array of industries. The highest priority of the college is to protect the quality of all the instructional programs and improve on them where possible as evidenced by the goals of the faculty. An engineering school has inherently low FTE teaching loads as there are no major service courses taught for other colleges at the freshman and sophomore levels (biology, for example). Close faculty contact with students, except for advising, does not occur until the junior and senior years which is a disadvantage in terms of retention. The University Studies program offers an opportunity for improvement through contact with the students early in their program of study.

In addition to quality teaching, the college carries on a vigorous research program which accomplishes several goals. Due to its geographical isolation, the college lacks an industrial backdrop enjoyed by most engineering schools, and our excellent research program alleviates this situation. This is very important in keeping the instructional programs current and the faculty competent. The college's most important outreach program is the technology transfer gained from the research programs to the solution of state problems. In addition, these programs supply a large portion of the expensive equipment needed in an engineering school. Finally, and perhaps least important, it provides a revenue stream. During FY 90 the college earned \$847,231 in indirect costs, \$635,423 of which went to the general fund and \$169,445 was returned to the college.

Declining engineering enrollment in Wyoming and the nation has become a major problem and resources and energy must be expended to prevent further decline.



At this time the college is involved with traditional recruiting of high school seniors, provides a Ninth Grade Guidance and Counseling program aimed at students, parents, and teachers and focuses on preparation for college during the high school years. The Engineering Summer Program (ESP) brings selected high school students to campus for an engineering experience before they are seniors. The High School Teachers Engineering Program (HISTEP) will bring 30 high school math and science teachers to campus for two weeks for a more advanced engineering experience.

The reallocation recommendations result in a reduction in force of 16% which dictates that the college offer a limited number of high priority and high quality programs in its attempt to serve the state and to prevent the research program from slipping back to the level when teaching loads were high.

One new high priority program, Chemical Engineering's western coal research program, is well under way. The college has set in motion the plans to build a coal research center for Wyoming during the next two years. This work is progressing much faster than we expected and the Chemical Engineering Department has surged ahead to bring into being the Western Coal Research Consortium which will unite Wyoming coal companies and the university in a joint applied research program.

This program's long-range goals are simply to extend the market range of Wyoming coal while improving environmental quality and to produce high quality graduates for the industry.

There is an ancillary organizational goal already mentioned and that is to have an organized coal research center in place in a reasonable time frame. The forever-volatile price of oil coupled with the Clean Air Act will give us good reasons to build as quickly as possible.

A second high priority program which must be woven into the formula for reallocation is the immediate faculty goal of developing a program in Environmental Engineering. The curricular objective and content of Environmental Engineering (ABET 1989) must include three of the following: air pollution control engineering, water quality engineering, solid wastes engineering, or environmental health engineering. Because of the expertise present in the Departments of Agricultural Engineering, Atmospheric Science, Civil Engineering, and Chemical Engineering coupled with excellent programs in the biological sciences, UW is well positioned to develop an Environmental Engineering program largely from existing resources.

Preliminary planning calls for graduates from this program to be prepared for professional registration in either Chemical Engineering or Civil Engineering. During their four years of study in the traditional programs, the students would take a structured set of technical electives and required courses that would prepare them to sit for the certification exam of the National Academy of Environmental Engineering. It should be noted that there is not yet a professional registration exam for Environmental Engineering *per se* although it may be on the horizon. There is, however, an ABET accreditation criteria for this program.

The principal reasons for developing this program in the schools studied were:

1. Very strong student interest
2. Employment opportunities
3. Desire to increase engineering enrollment

Whether overall enrollment would increase at UW is problematical. Studies of similar programs in large population areas have shown dramatic increases, but in Wyoming with a limited number of available students, the changes in enrollment might only be lateral in nature. The most likely increase would come from retaining Wyoming high school students who go to out-of-state institutions to study in programs which lead to environmental careers.

The studies of these programs in other schools have shown that appropriate courses in Environmental Engineering for freshmen have produced some of the most popular courses in programs similar to our University Studies program. This, again, is an advantage as our faculty can have early contact with the students before they enter the upper division.

During the past five years, through internal college reallocation, we have eliminated programs in Construction and Mining Engineering and the recent university reallocation study has eliminated the Agricultural Engineering program. The remaining programs in Atmospheric Science, Architectural, Chemical, Civil, Electrical, Mechanical, and Petroleum Engineering will constitute the limited focus of the college for the next five years. It should be noted that no department is proposed in Environmental Engineering as this will simply be a structured curriculum in Chemical and Civil Engineering leading to Environmental Engineering careers.

Reallocation Alternatives

The following items are taken from the Board of Trustees Report December 6-8, 1990 and were subsequently accepted by the Board with conditions noted on page one of this report. They are discussed and in some cases alternatives are suggested.

1. Four faculty from the combination of Civil, Electrical, and Mechanical Engineering	FY 92 \$83,300	FY 93 \$41,650	FY 94 \$41,650
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Implementation plans are being drawn up at this time to return these positions to the central pool beginning July 1, 1991. The positions will be drawn from Civil and Electrical during the first year. Mechanical Engineering is in an expansion mode because of its very robust research program which by reputation and student employment opportunities caused an 11.2% increase in enrollment last fall in comparison to the whole college which declined 0.4%. The college will

review progress of all three departments during the second and third years to determine the source of positions.

2. Elimination of the Agricultural Engineering program, 5.93 faculty and 2.5 staff. FY 96 and beyond
\$384,158

The elimination of the Agricultural Engineering program is accepted by the college as a correct decision and has been discussed for the past two years in the college's reallocation study. The college will request a four-year extension of accreditation in the fall of 1991 to allow students to clear the program and retain eligibility to sit for the Engineering-in-Training (EIT) examination.

The Board's request that the courses in Agricultural Engineering important to the state continue to be offered by the college in view of the elimination of the faculty is conflicting. Realistically these savings occur in FY 96 and beyond, so there seems to be no problem in the immediate future. The same faculty are also very important to the proposed Environmental Engineering program to provide water quality, and non-point-source pollution expertise.

An alternative is to request that the Board reassign three of the scheduled faculty departures to continue to offer the agricultural engineering courses important to the state and contribute to the Environmental Engineering program. This would cause a loss in savings of approximately \$124,500 in 1991 dollars.

3. Two faculty from units in the college. FY 93
\$83,000

If all situations remain constant in the college during the next two years, these positions will have to come from Chemical and Petroleum Engineering which will be very difficult as both departments have only one more faculty than required for accreditation. It will be especially difficult for Chemical Engineering in view of their work to develop a coal research program.

One alternative is for the college to compete vigorously for the EPSCoR II fossil fuel position in FY 93 and/or request consideration from the resource pool for college reallocation pending the anticipated growth in the coal research program.

A final alternative is for the Board to delay action on this recommendation pending review of the growth of the coal research program and the Petroleum Engineering enrollment trend at the end of the 1991-92 academic year.

Final Alternative

The final alternative is to leave all reallocation recommendations as they stand and attempt to develop an expanded budget for the college in the next biennial request. This request would contain three faculty positions to be used to teach the agricultural engineering courses requested by the Board and contribute to the Environmental Engineering program.

- (\$79,729), for a total of \$208,893. The motion was seconded by Mr. Dray, and it carried.
5. Mr. Jorgensen moved to approve a reduction in the College of Engineering of four faculty from a combination of Civil, Electrical, and Mechanical Engineering, for a total of \$166,600. The motion was seconded by Mr. Dray, and it carried.
 6. Mr. Jorgensen moved, Mr. Dray seconded, and it carried to approve in FY 1993, a reduction in the College of Engineering of two faculty from the overall College allocation, amounting to \$83,300.
 7. Mr. Jorgensen moved to support the recommendation for elimination of the Department of Agricultural Engineering and its degree programs, the phasing out of the program over the next four to five years, and the Department elimination next year, with two additions: (1) a provision that areas of curriculum in agricultural engineering important to the State of Wyoming be provided by the College of Engineering; and (2) the Dean of the College of Engineering have the ability to continue the intensive reallocation and reevaluation study within the College, and if the outcome of the internal study can generate similar or greater reallocations, Trustees consider this no later than the February meeting. The motion was seconded by Mr. Bonner, and it carried. The 5.93 faculty and 2.5 staff may be reassigned, depending upon future negotiations, to one of several possible programs. Savings from the program elimination, which will occur with faculty resignations and retirements, will amount to \$384,158.
 8. Mr. Brown moved to approve a reduction from 19 to 10 in the number of medical contract students accepted into the program each year. The Provost and the Dean of the College of Health Sciences have been directed to enter into negotiations with Utah, Creighton, and other medical schools to secure more favorable contract fees than those currently paid so that more than 10 new contract students may be supported in any given year. This diminution will result in savings over four years of \$1,122,000. The motion was seconded by Mr. Bonner. Mrs. Kirk moved to amend the recommendation to delay putting it into effect until the 1992-93 school year if there are already commitments made for next fall. The amendment was seconded by Mr. Schutte, and it carried. The amended motion carried.
 9. Mr. Bonner moved to approve a \$215,000 reduction in the University Libraries' acquisitions budget (of which \$115,000 will be shifted within the Libraries for service