

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

December 14, 1991

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

THE UNIVERSITY OF WYOMING

MINUTES OF THE TRUSTEES

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THE UNIVERSITY OF WYOMING
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December 14, 1991

Following breakfast with directors of the Division of Administration and Finance, the Board of Trustees of the University of Wyoming held a regular meeting on December 14, 1991 in the Old Main Board Room. President Bryan Sharratt called the meeting to order at 9:10 a.m. Trustees held committee meetings as well as an executive session to discuss personnel and litigation matters on December 13.

ROLL CALL

The following Trustees attended the meeting: Bryan E. Sharratt, John D. (Dave) Bonner, W. Perry Dray, Deborah Hammons, Harry L. Harris, Peter M. Jorgensen, Daniel Kinnaman, Jeri Kirk, Walter G. (Jerry) Saunders, Mike Schutte, and David W. Updike. Ex-officio members Terry P. Roark, Diana Ohman, and Travis Gentry were also in attendance. F. Richard Brown, and ex-officio member Mike Sullivan were unable to attend the business meeting.

APPROVAL OF OCTOBER 26, 1991 MINUTES

It was moved by Trustee Jorgensen and seconded by Trustee Harris that the October 26, 1991 minutes be approved. The motion carried.

RATIFICATION OF EXECUTIVE COMMITTEE ACTION OF November 20, 1991

President Sharratt reported on the conference telephone meeting of the Executive Committee of the Trustees which was held on November 20, 1991. The purpose of the call was to consider the

reductions to be made in the University of Wyoming 1993-94 biennium budget request to comply with Governor Sullivan's Executive Order, dated November 13, 1991. The minutes of the conference telephone meeting are included as Enclosure 1, blue.

Trustee Jorgensen moved for ratification of the Executive Committee action of November 20, 1991. The motion was seconded by Trustee Bonner, and it carried.

REPORTS AND RECOMMENDATIONS OF COMMITTEES

ACADEMIC ISSUES COMMITTEE

President Sharratt called on Chairperson Deborah Hammons for a report from the Academic Issues Committee meeting held on December 13, 1991. Committee members Hammons, Dray, Jorgensen, Updike, and ex-officio members Sharratt and Roark attended the meeting, along with other Trustees and University personnel. Committee members Saunders and Ohman were absent. The following report and recommendations were presented to the full Board.

Academic Professional Status for Extension Educators

Pursuant to UNIREG 408, a final draft copy of the Extension Educator's Appendix was circulated to all eligible employees in this category. The requisite hearings were held, followed by a vote of all employees in the category. Employees overwhelmingly approved the proposed appendix by a vote of 52 - 1. Subsequently, the appendix was reviewed by the Executive Committees of the Staff Council and Faculty Senate, and forwarded to the Academic Planning Committee. The Academic Planning Committee approved the proposed appendix with a few editorial changes suggested by the Executive Committee of the Staff Council. The Extension Educator employee group accepted and incorporated the minor editorial changes in the final copy. The proposed appendix was reviewed by the legal office.

Dr. Karnig explained that this is the first of several groups that are being considered for

academic professional status. It will be followed by lecturers, health clinicians, and teachers from University School. The change from the staff classification system to academic professional status provides an opportunity for career ladders, better remuneration and peer reviews. In exchange, employees give up a measure of job security.

Discussion was held on the provision for developmental leave and the one-year notice of termination.

Based on a recommendation from the Academic Issues Committee, Trustee Hammons moved the approval of academic professional status for extension educators. The motion was seconded by Mr. Schutte, and it carried. A motion by Trustee Harris to amend UniReg 408, IV-A-10 Professional Development Leave, to add, "when approved by the President and Board of Trustees," was withdrawn when Mr. Baker assured the Trustees that this provision was covered elsewhere in the UniReg.

BUDGET COMMITTEE

President Sharratt called on Chairman Schutte for a report from the Budget Committee meeting held on December 13, 1991. Committee members Schutte, Bonner, Dray, Hammons, and Harris, 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.

Authorization for Stock Transfers

Brokerage firms are requesting certification of resolutions carrying a date within six months of the transaction.

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

Hammons seconded, and it carried to adopt the following resolution:

RESOLVED that the Treasurer of the Board of Trustees and the President of The University of Wyoming, representing the Trustees of The University of Wyoming, a body corporate, are hereby authorized to sell, assign and transfer stocks, bonds, evidences of interest, evidences of indebtedness and/or other obligation, and all other securities, corporate or otherwise, now or hereafter held by this corporation in its own right or in any fiduciary capacity, and to execute any and all instruments necessary, proper or desirable for the purpose; further that any past action in accordance herewith is hereby ratified and confirmed; and further, that any officer of this corporation is hereby authorized to certify this Resolution to whom it may concern.

Audit Report of Deloitte & Touche

Russ Bell, from the firm of Deloitte & Touche, and Tammy E. Lantz attended the Budget Committee meeting to present audit reports for the fiscal period July 1, 1990 through June 30, 1991. The following audit reports were reviewed: (1) financial statements for the University of Wyoming, (2) audit report for certain bond funds, (3) single audit report of federal assistance programs, (4) Intercollegiate Athletics, and (5) KUWR-FM. The auditors issued an unqualified opinion for each report.

In Deloitte & Touche's communications to the Board of Trustees, they indicated that no errors or irregularities came to their attention which would have materially affected the results of operations for the year or the presentation of the financial statements of the University, bond funds, and KUWR radio station. Trustee Dray inquired why the audit of Intercollegiate Athletics and federal programs were not included in this statement. Mr. Bell responded that he would amend the communication to include all five audits.

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

of the five reports identified above. The motion was seconded by Mr. Schutte. Trustee Dray moved to table the motion until the amended communication is received from Deloitte & Touche. Mr. Schutte seconded the motion, and it carried.

Department of Audit Report of Examination

The State of Wyoming Department of Audit's report of its annual examination of the University's accounts and records for the period July 1, 1989 through June 30, 1990, was presented for the Trustees' review. Mr. Don Merriam from the Department of Audit was present at the Budget Committee meeting to discuss the report and answer questions. Mr. Merriam stated that no opinion was issued, and that since a complete audit of all University accounts by an outside auditor is now required by the Office of Management and Budget Circular A-133, it would be a duplication of effort for his office to perform a complete audit.

Based on a recommendation from the Budget Committee, Mr. Schutte moved acceptance of the Department of Audit Report on Examination of accounts and records of the University of Wyoming for the period July 1, 1989 through June 30, 1990. The motion was seconded by Mr. Harris, and it carried.

FY 1992 Budget Authorization Increase for Scholarships

President Roark explained that it is necessary to provide increased funding to adjust the institution's present scholarship budgets to the level required to cover the additional cost associated with the increased tuition and fees that were implemented in Fall, 1991. The initial budget allocations were not increased at the beginning of the fiscal year pending a review of the status of the scholarship accounts after the fall semester. Projections at this point in time show that approximately \$431,000 will be needed to maintain the same level of scholarships for the remainder of the academic year for those programs administered in Student Financial Aid and that \$102,000 will be needed for Athletic Scholarships. In addition, \$150,000 is being requested

for an initial allocation for summer school scholarships. The revenue for these increases has been set aside as part of the total revenue generated from the increased tuition with the understanding that scholarship accounts would need to be augmented from this source.

A final review of scholarship expenditures will occur after the Spring semester registration and any adjustment to the scholarship accounts will be presented during the March, 1992 Trustee meeting.

Based on a recommendation from the Budget Committee, Mr. Schutte moved approval of a budget authorization increase of \$683,000 for scholarships and fellowships. The motion was seconded by Mr. Jorgensen, and it carried.

ASUW Fiscal Year 1992 Budget Increase

Section 3 of University Regulation 239 provides that the budget for the Associated Students of the University of Wyoming (ASUW) is to be presented to the Trustees for consideration.

For FY 1992, the Trustees approved an ASUW operating budget of \$723,793. The ASUW Budget Committee reviewed projected revenues and expenditures during November and concluded that the budget for Student Publications was inadequate. Increased advertising revenues from the *Branding Iron* and associated production costs were greater than projected when the budget was developed. To accommodate this increased activity, ASUW authorized an increase of \$9,300 for the Student Publications Budget.

In order to provide budget authorization for this increase in the University's Section II operating budget, based on a recommendation from the Budget Committee, Mr. Schutte moved that the budget authorization of ASUW be increased by \$9,300 for Student Publications to be supported by increased advertising revenues. The motion was seconded by Mr. Bonner, 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. Harris, and carried, that the Trustees of the University of Wyoming accept contracts and grants in the amount of \$3,367,505 for the period October 5, 1991, through November 15, 1991, and gifts and scholarships in the amount of \$223,939.64 for the period October 1, 1991 through November 30, 1991.

Status of 1993-94 Budget

President Roark reported that there was nothing further to report on the 1993-94 budget request since the conference call on December 4 informing the Trustees of the Governor's final budget recommendations.

PERSONNEL COMMITTEE

President Sharratt called on Chairman Updike for a report from the Personnel Committee meeting of December 13, 1991. Committee members Updike, Jorgensen, Kirk, Saunders, and Schutte were present at the meeting, along with other Trustees and University personnel. Based on the committee meeting, Mr. Updike moved approval of the following appointments, adjunct appointments, changes in assignment, continuation of probationary appointments, sabbatical leaves, change in sabbatical leave, and retirement. The motion was seconded by Trustee Kirk and it carried.

Appointments

COLLEGE OF ENGINEERING

- a. John W. Pierre as Assistant Professor of Electrical Engineering, effective January 13, 1992, at an annual (9-month) salary rate of \$43,008. This is a tenure track appointment. The rank is contingent upon satisfactory completion of all requirements for the Ph.D.;

otherwise the appointment will be as Instructor.

Mr. Pierre holds the B.S. (1986) from Montana State University, Bozeman, the M.S. (1989) and anticipates the Ph.D. in 1991 from The University of Minnesota, Minneapolis.

From 1987 to the present he has been with the Electrical Engineering department at the University of Minnesota in the following capacities, from 1987 to 1989 as teaching assistant and from 1989 to the present as research assistant.

COLLEGE OF HEALTH SCIENCES

- b. David A. Allerheiligen as Assistant Professor of Family Practice-Casper, effective October 15, 1991, at an annual (12-month) salary rate of \$85,008. This is a tenure track appointment.

Dr. Allerheiligen holds the B.S. (1970) from the University of Nebraska, Lincoln; and the M.D. (1975) from the University of Nebraska Medical Center, Omaha. From 1990 to the present he was Flight Surgeon with the United States Coast Guard, Washington, D.C. From 1978 to 1990 he was in private practice and owner of Southwest Nebraska Medical Center, McCook, Nebraska.

UNIVERSITY LIBRARIES

- c. Mary Ann Harlow as Senior Assistant Librarian, effective September 3, 1991, at an annual (11-month) salary rate of \$24,000. This position is eligible for extended term appointment.

Ms. Harlow holds the B.S. (1989) from the University of Wyoming and the M.L.S. (1990) from the University of Arizona, Tucson. From November 1990 to the present she has been Part-Time Reference Librarian at the University of Wyoming and from September 1990 to the present she has been Reference Librarian at the Albany County

Public Library, Laramie.

Adjunct Appointments

COLLEGE OF ARTS AND SCIENCES

- a. Michael J. Devine as Adjunct Professor of History for the period November 1, 1991, through October 31, 1994.
- b. John D. Love as Adjunct Professor of Geology and Geophysics for the period February 1, 1991, through January 31, 1994.

COLLEGE OF HEALTH SCIENCES

- c. Julie Johnson as Adjunct Faculty in Nursing for the period November 1, 1991, through October 31, 1994.

Changes in Assignment

COLLEGE OF HEALTH SCIENCES

- a. Jay A. Swedberg, Associate Professor of Family Practice/Casper, be reassigned as Acting Program Director, Family Practice/Casper, effective July 23, 1991, at an annual (12-month) salary rate of \$100,008.
- b. Marcia L. Dale as Acting Associate Dean for the School of Nursing and Professor of Nursing for the period November 1, 1991, through August 31, 1992, at an annual (12-month) salary rate of \$67,212. Ms. Dale joined the faculty of the University of Wyoming in 1961 as an Instructor of Nursing. She was granted tenure and promoted to the rank of Assistant Professor in 1965, promoted to the rank of Associate Professor in 1969, and promoted to the rank of Professor in 1975. She served as Acting Associate Dean for the School of Nursing from July 1990 to June 1991, and as Associate Dean of the College of Health Sciences from 1983 to 1985.

Continuation of Probationary Appointments

<u>Name</u>	<u>Department</u>	<u>Academic Rank</u>
<u>COLLEGE OF AGRICULTURE</u>		
Broughton, Kenneth S.	Home Economics	Assistant Professor
Hansen, Thomas Ross	Animal Science	Assistant Professor
O'Toole, Timothy D.	Veterinary Science	Assistant Professor
Sanson, David W.	Animal Science	Assistant Professor
Schantz, Rhoda M.	Home Economics	Assistant Professor
Vance, Jr., George	Plant, Soil, and Insect Sciences	Assistant Professor
<u>COLLEGE OF ARTS AND SCIENCES</u>		
Anbinder, Tyler G.	History	Assistant Professor
Anderson-Sprecher, Richard	Zoology	Assistant Professor
Baker, William L.	Geography and Recreation	Assistant Professor
Barnhart, Stephen L.	Music	Assistant Professor
Bieber-Roberts, Peggy	Communication and Mass Media	Assistant Professor
Canterna, Ronald W.	Physics and Astronomy	Associate Professor

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Denney, Colleen J.	Art	Assistant Professor
Drummond, Kent G.	Communication and Mass Media	Assistant Professor
Guerin, Katherine R.	Art	Assistant Professor
Lovvorn, James	Zoology	Assistant Professor
Miller, Steven L.	Botany	Assistant Professor
Merrill, Evelyn	Zoology	Assistant Professor
Pace, Richard Brown	Anthropology	Assistant Professor
Reid, Joy Maurine	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 and Recreation	Associate Professor
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Tolo, Khama-Bassili	Modern and Classical Languages	Assistant Professor
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COLLEGE OF BUSINESS

Chavis, Betty Lou	Accounting	Assistant Professor
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Gronewoller, Paul L.	Economics and Finance	Assistant Professor
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Johnson, Eric N.	Accounting	Assistant Professor
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Lindstrom, Grant L.	Management and Marketing	Assistant Professor
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Wang, Lih Jau	Economics and Finance	Assistant Professor
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COLLEGE OF EDUCATION

Basom, Margaret R.	Leadership, Educational Studies, and Human Development	Assistant Professor
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Berube, William G.	Leadership, Educational Studies, and Human Development	Assistant Professor
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Coll, Ken M.	Leadership, Educational Studies, and Human Development	Assistant Professor
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COLLEGE OF ENGINEERING

AbdulNour, Bashar S.	Mechanical Engineering	Assistant Professor
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Cha, Chang Yul	Chemical Engineering	Professor
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Dellenback, Paul	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 and Health Education	Assistant Professor
Choudhury, Somesh	Pharmacy	Assistant Professor
Coulon, Stephen C.	Physical and Health Education	Assistant Professor
Fahlberg, Larry L.	Physical and Health Education	Assistant Professor
Ide, Bette A.	Nursing	Assistant Professor
Klee, Thomas M.	Speech Pathology and Audiology	Associate Professor
Sullivan, Beverly A.	Pharmacy	Assistant Professor

UNIVERSITY LIBRARIES

Delzell, Barbara K.	Administrative/ Science Reference Librarian	Senior Assistant
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SCHOOL OF EXTENDED STUDIES AND PUBLIC SERVICES

Freeman, Michael K.	Non-Credit Educational Services	Instructor
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Shaeffer, James M.

Extended Credit Program

Assistant
Professor

- a. A. Chatton, Associate Professor in the Division of Leadership, Educational Studies, and Human Development, for the 1992 fall semester. Dr. Chatton, a member of the faculty of the University of Wyoming since 1982, has had no previous sabbatical leaves. Dr. Chatton will work on the manuscript for a book on using poetry with children in elementary school classrooms and libraries, and work in classrooms and libraries to try out some of the ideas presented in the book.
- c. James Cole, Associate Professor of English, for the 1992 fall semester. Mr. Cole, a member of the faculty of the University of Wyoming since 1963, was granted a sabbatical leave in 1985. Mr. Cole is planning to devote his full time to writing poetry.
- d. James D. Cook, Professor of Music, for the 1993 spring semester. Dr. Cook, a member of the faculty of the University of Wyoming since 1986, has had no previous sabbatical leaves. Dr. Cook will undertake an in-depth study of Baroque music, and will study and discover performance practice techniques. Most of the sabbatical will be spent in the library at the University of California-Berkeley and Cornell University.
- e. Curtis A. Cramer, Professor of Economics, for the 1992-93 academic year. Dr. Cramer, a member of the faculty of the University of Wyoming since 1966, was granted a sabbatical leave in 1984. Dr. Cramer intends to expand his expertise regarding the telecommunications industry in his interest area of public utilities/ regulation. Dr. Cramer will spend the 1992 fall semester working in the Public Policy Office of US West Communication. The 1993 spring semester will be devoted to course development and research.
- f. H. Melvin Dyck, Professor in Physics and Astronomy, for the 1992-93 academic year. Dr. Dyck, a member of the faculty of the University of Wyoming since 1986, has had no previous sabbatical leaves. Dr. Dyck will be at the National Optical Astronomy Observatories where he will be working on a two-telescope interferometer, the development of detector systems for use at infrared wavelengths, and with problems of data accumulation and processing.
- g. Saul Feinman, Professor of Home Economics, for the 1992-93 academic year. Dr. Feinman, a member of the faculty of the University of Wyoming since 1973, has had no previous sabbatical leaves. Dr. Feinman will spend his sabbatical at the Navajo Nation, Arizona, conducting research on Baby Bottle Tooth Decay (BBTD) at the Indian Health Service and teaching/learning at Navajo Community College.
- h. B. Ronald Frost, Professor of Geology, for the 1992 fall semester. Dr. Frost, a member of the faculty of the University of Wyoming since 1978, was granted a sabbatical leave in 1985. Dr. Frost will be at the University of Calgary, Alberta, to study the stability of Fe-Ti oxides and sphene in metamorphosed mafic rocks in the Canadian Rockies.
- i. Janice H. Harris, Professor of English, for the 1992-93 academic year. Dr. Harris, a member of the faculty of the University of Wyoming since 1975, was granted a sabbatical leave in 1984. Dr. Harris will be doing work in archival collections in libraries within the U.S. and in England. She is planning to complete research which will lead to "literary studies" courses for the new major in Women's Studies and "other traditions" courses for the

- English department's revised major, and write the first draft of a book on May Sinclair.
- j. John H. Jackson, Professor of Management, for the 1993 spring semester. Dr. Jackson, a member of the faculty of the University of Wyoming since 1973, was granted a sabbatical leave in 1981. As guided by the strategic decisions of his department over the next several months to develop "niches" in areas of competitive advantage, Dr. Jackson will use his sabbatical leave to acquire expertise that will allow him to develop for his department and the College a specialty in small business administration and entrepreneurship or natural resources management.
- k. Janis Jelinek, Professor of Speech Pathology/ Audiology, for the period September 1, 1992, through June 30, 1993. Dr. Jelinek, a member of the faculty of the University of Wyoming since 1965, has had no previous sabbatical leaves. Dr. Jelinek will update her knowledge and skills in the areas of a) diagnosis of child language disorders, and b) child language research.
- l. Linda W. Keefauver, Associate Professor in the Division of Leadership, Educational Studies, and Human Development, for the 1993 spring semester. Dr. Keefauver, a member of the faculty of the University of Wyoming since 1976, has had no previous sabbatical leaves. Dr. Keefauver will renew her skills in research in order that she might renew her scholarship activities.
- m. Robert B. Keiter, Professor of Law, for the 1992 fall semester. Mr. Keiter, a member of the faculty of the University of Wyoming since 1978, was granted a sabbatical leave in 1984. Mr. Keiter will conduct research in public land management policy and begin work on a book that takes a comprehensive interdisciplinary approach to the emerging concept of ecosystem management on the public domain.
- n. Jim Krall, Associate Professor in Plant, Soil, and Insect Sciences, for the period January 1, 1993 through June 30, 1993. Dr. Krall, a member of the faculty of the University of Wyoming since 1984, has had no previous sabbatical leaves. Dr. Krall will conduct research and extension study on alternative and sustainable cropping systems at Montana State University.
- o. Jeff Lockwood, Associate Professor in Plant, Soil, and Insect Sciences, for the six-month period September 1992 through February 1993. Dr. Lockwood, a member of the faculty of the University of Wyoming since 1986, has had no previous sabbatical leaves. Dr. Lockwood will participate in a Fulbright Scholar program in Australia conducting research and lecturing at Australian National University.
- p. Richard A. Marston, Associate Professor in Geography and Recreation, for the 1992-93 academic year. Dr. Marston, a member of the faculty of the University of Wyoming since 1986, has had no previous sabbatical leaves. Dr. Marston will be at the University of Jean-Moulin in Lyon, France, conducting research using spatial statistics to identify thresholds or optimum levels of floodplain disturbance for maximizing diversity.
- q. Susan McKay, Professor of Nursing, for the 1992-93 academic year. Dr. McKay, a member of the faculty of the University of Wyoming since 1986, has had no previous sabbatical leaves. Dr. McKay's overall purpose/goals are 1) to expand her knowledge and competencies in applying in the obstetrical clinical site research findings related to

- physiologic childbirth and to develop programs for health care providers who are effective in helping to transmit this knowledge into practice; and 2) to become conversant with the Women's Studies literature.
- r. A. Duane Porter, Professor of Mathematics, for the 1993 spring semester. Dr. Porter, a member of the faculty of the University of Wyoming since 1964, was granted a sabbatical leave in 1985. Dr. Porter will divide his time between such universities as California State University, San Diego State University, the University of Maryland, and elsewhere to continue work in matrix theory, as well as disseminating information resulting from his work on six NSF grants obtained since 1989.
- s. Jay A. Puckett, Associate Professor in Civil Engineering, for the 1992-93 academic year. Dr. Puckett, a member of the faculty of the University of Wyoming since 1983, has had no previous sabbatical leaves. Dr. Puckett has been accepted for residency and research at the Virginia Polytechnic Institute and State University.
- t. Frank J. Rahel, Associate Professor in Zoology and Physiology, for the 1992 fall semester. Dr. Rahel, a member of the faculty of the University of Wyoming since 1985, has had no previous sabbatical leaves. Dr. Rahel plans to visit environmental protection agencies in Corvallis, Oregon, and Ohio State University to develop new statistical and graphical approaches for monitoring the well-being of biological communities to be used in research proposals.
- u. Cedric D. Reverand II, Professor of English, for the 1993 spring semester. Dr. Reverand, a member of the faculty of the University of Wyoming since 1971, was granted a sabbatical in 1986. Dr. Reverand plans to study the works of three major English authors of the late 17th through early 18th century, Dryden, Pope, and Swift.
- v. James D. Rose, Professor of Psychology, for the 1993 spring semester. Dr. Rose, a member of the faculty of the University of Wyoming since 1976, was granted a sabbatical leave in 1982. Dr. Rose will be at Oregon State University where he plans to expand his knowledge in the field of hormone effects on brain function and behavior.
- w. Ronald Schultz, Associate Professor of History, for the 1993 spring semester. Dr. Schultz, a member of the faculty of the University of Wyoming since 1985, has had no previous sabbatical leaves. Dr. Schultz will be researching and writing the final half of a book, tentatively titled, "Mechanical Piety; Popular Religion and the Origins of the American Working Class, 1790-1840."
- x. Mrityunjai P. Sharma, Associate Professor in Petroleum Engineering, for the 1992-93 academic year. Dr. Sharma, a member of the faculty of the University of Wyoming since 1982, has had no previous sabbatical leaves. Dr. Sharma has been accepted for residencies and research at the Tulsa University Fluid Flow Projects and the Rheology Research Center at the University of Wisconsin.
- y. Pavel Sigalov, Professor in Modern and Classical Languages, for the 1992 fall semester. Dr. Sigalov, a member of the faculty of the University of Wyoming since 1983, has had no previous sabbatical leaves. Dr. Sigalov will collect materials preparatory to writing a book.
- z. Arthur W. Snoke, Professor of Geology, for the 1992 fall semester. Dr. Snoke, a member of the faculty of the University of Wyoming since 1984, has had no previous sabbatical

leaves. Dr. Snoke will be in the Ivrea-Verbanò Zone, Southern Alps, Italy, where he will be conducting geologic field studies that focus on magmatic, metamorphic, and structural evolution.

- aa. Mark Squillace, Professor of Law, for the 1993 spring and fall semesters. Mr. Squillace, a member of the faculty of the University of Wyoming since 1984, has had no previous sabbatical leaves. Mr. Squillace will pursue teaching and research interests in Australia in the areas of environmental impact assessment, pollution control, and public participation.
- bb. Joseph I. Stepans, Professor in the Division of Lifelong Learning and Instruction, for the 1992-93 academic year. Dr. Stepans, a member of the faculty of the University of Wyoming since 1981, has had no previous sabbatical leaves. Dr. Stepans will conduct research and refine the model he and two of his doctoral students have been working on with the Torrington school district in order to implement it in other districts in the state and region.

Change in Sabbatical Leave

- a. At the December 6 - 8, 1990, meeting of the Trustees, William K. Smith, Professor of Botany, was granted a sabbatical leave for the 1992 spring semester. Professor Smith requested that this sabbatical leave be changed to the 1992-93 academic year.

Retirement

<u>Name</u>	<u>Position</u>	<u>Birth Date</u>	<u>Employment Date</u>	<u>Retirement Date</u>
Connor, Donna J.	Field Rep. and Assistant Professor	01/01/32	09/01/69	01/02/92 with

Parental Leave Policy

The proposed parental leave policy for faculty and staff, developed by an administrative team from Academic Affairs and Personnel, has been endorsed by the Deans' Council, the Women and Minorities Advisory Committee, and the Staff Council.

Based on a recommendation from the Personnel Committee, Mr. Updike moved approval of the parental leave policy as outlined in Enclosure 2, pink. The motion was seconded by Mrs. Kirk, and it carried.

Part-time Appointments

The Regulations of the Trustees provide that part-time faculty 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

The following resignations were reported to the Trustees for their information:

- a. Frederick B. Gaupp, Assistant Professor in the Family Practice Residency Center/Cheyenne, October 11, 1991.
- b. Lyle W. Mettler, Director, SES/Instructional Telecommunication Service, November 27, 1991.

PHYSICAL PLANT AND EQUIPMENT COMMITTEE

President Sharratt called on Chairman Jorgensen for a report from the Physical Plant and Equipment Committee meeting held on December 13, 1991. Committee members Jorgensen, Harris, Kinnaman, Kirk 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.

Selection of Professional Land Surveying Services for Botany Conservatory and Student Apartments

To maximize the services and minimize the costs to the Botany Conservatory and Student Apartments projects, the land surveying services were combined and advertised as one project. The surveying crews and equipment would only have to be mobilized once, thus reducing some initial costs.

The services were advertised in three state daily newspapers for three consecutive weeks in November. Six responses were received from firms in Cheyenne, Laramie, and Gillette.

The responses of qualifications were reviewed and the ranking of firms for services was

based upon qualifications, workloads, capabilities to meet time schedules, previous levels of work, previous quality of work, and available data of existing conditions. A preference for Auto Cad capabilities was expressed to allow the electronic transfer of data to continue building the computer database that has been implemented by the Facilities Planning Office.

Based on a recommendation from the Physical Plant and Equipment Committee, Mr. Jorgensen moved, Mr. Updike seconded, and it carried to approve the following ranking for the selection of surveying services for the Botany Conservatory and Student Apartments:

1. Banner Associates, Inc., Laramie, WY
2. Worthington, Lenhart & Carpenter, Inc., Casper, WY
3. TSP, Two, Inc., Gillette, WY

Selection of Geotechnical Engineering Services for Botany Conservatory and Student Apartments

In order to maximize the services and minimize the costs as much as possible, the Botany Conservatory and Student Apartment geotechnical investigations were combined and advertised as one project. This requires only one mobilization of personnel and drilling equipment to investigate the existing subsurface soil conditions.

The services were advertised in three state daily newspapers in November requesting a response of qualifications on November 26, 1991. Only one response was received from Chen-Northern, Inc. of Casper, Wyoming.

Based on a recommendation from the Physical Plant and Equipment Committee, Mr. Jorgensen moved that negotiations be initiated with Chen-Northern, Inc. for geotechnical engineering services for the Botany Conservatory and Student Apartments, and that if a satisfactory contract cannot be agreed upon, that the project be re-advertised in a broader market. The motion was seconded by Mr. Kinnaman, and it carried.

Selection of Architectural Services for Capital Adaption Projects Funded by 1991 Bond Issue

The capital adaption projects are the renovation of Knight Hall, west wing, first level, and the elevator for the Education Building.

The Request for Qualifications was advertised in three state daily newspapers. Four responses were received from firms in Cheyenne. A selection team interviewed all four firms responding to the request based upon qualifications, capabilities to meet time schedules, capabilities of working within budgets, previous levels of work with the University, previous quality of work, and methods of approaching the project.

Based on a recommendation from the Physical Plant and Equipment Committee, Mr. Jorgensen moved, Mr. Harris seconded, and it carried to approve the following ranking of firms to negotiate an agreement for the architectural services for the capital adaption projects:

1. Poupirt Architects, Cheyenne
2. McFall-Konkel & Kimball, Cheyenne
3. Kemper Architects, Cheyenne

Selection of Architectural/Engineering Services for Deferred Maintenance Projects Funded by 1991 Bond Issue

The deferred maintenance projects include the upgrading of the Central Energy baghouse and upgrading portions of the steam distribution and electrical distribution systems.

The Request for Qualifications was advertised in three state daily newspapers. Two responses were received from Cheyenne firms. A selection team interviewed the two firms responding to the request.

The responses were reviewed and candidates interviewed based upon qualifications, capabilities to meet time schedules, capabilities of working within budgets, previous levels of work with the University, previous quality of work, and methods of approaching the project.

Based on a recommendation from the Physical Plant and Equipment Committee, Mr. Jorgensen moved, Mr. Harris seconded, and it carried to approve the following ranking of firms to negotiate an agreement for the engineering/architectural services for the deferred maintenance projects:

1. Pappas & Pappas, Cheyenne
2. McFall-Konkel & Kimball, Cheyenne

Bid Proposal for Lease of Monolith Ranch

The City of Laramie has issued a Request for Proposal to lease the Monolith Ranch. The College of Agriculture is interested in leasing this property for the further development of programs within the college.

A proposal to be submitted to the City of Laramie for the lease of the ranch for a period of ten years, prepared by Dr. Ray Field, Head, Department of Animal Science, was presented to the Trustees for consideration.

Dean Heil attended the Physical Plant and Equipment Committee meeting to discuss the College's plans for use of the property and to answer questions. In response to Trustees' concerns about competing with private operators in the area, Dean Heil indicated that if the University should be given the opportunity to lease the property, part of it would be sub-leased to private operators in the area. This would also help make the operations self-sustaining. The property would be used to further instruction and research programs in the College.

Based on a recommendation from the Physical Plant and Equipment Committee, Mr. Jorgensen moved that the University be allowed to submit a proposal for the lease of the Monolith Ranch as outlined by Dr. Field, and to further negotiate with the city for the lease of this property, subject to the approval of the Trustees. Mr. Kinnaman seconded the motion, and it carried.

Progress Report 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.

COMMUNITY COLLEGE RELATIONS COMMITTEE

President Sharratt called on Chairman Saunders for a report from the Community College Relations Committee meeting held on December 13, 1991. Committee members Bonner and Hammons and ex-officio members Sharratt and Roark attended the committee meeting, along with other Trustees and University personnel. Committee members Brown, Ohman, and Saunders were absent. Trustee Bonner chaired the committee meeting.

Block Transfer Agreement with Central Wyoming College

In mid-November Central Wyoming College and University officials signed a block transfer agreement guaranteeing the acceptance of credits and junior status when students transfer from Central Wyoming College to the University of Wyoming. The agreement, a milestone in University-community college relations, was presented to the Trustees for their information.

Dual Admissions Agreement with Northwest College

The draft of the Dual Admissions Program between Northwest College in Powell and the University of Wyoming was presented to the Trustees for their information. The program will better serve students by expediting their transfer from Northwest College to the University of Wyoming.

University and Community College Commissioners Joint Report to PEPCC on Current Accomplishments and Future Plans

Under the omnibus education act passed during the 1991 legislative session the Post-

Secondary Education Planning and Coordination Council was directed to file a report on University of Wyoming-Community College relations, current accomplishments and future plans. A copy of the council's status report to the 1992 Wyoming Legislature was presented to the Trustees for their information.

UW Telecommunication Links to the Community Colleges

A report on telecommunication links to the Community Colleges was provided to the Trustees for their information.

Eleven upper division and graduate level classes have been scheduled for Spring 1992 including courses in Arts and Sciences, Business, Education, and Nursing.

In addition to the compressed video system, off-campus University students and other constituents will be able to use the new telecommunications linkages to access significant library holdings on the main campus as well as across the nation. The CARL library system will provide off-campus users access to several million book titles and thousands of journals through member institutions along the front range and elsewhere.

Enhanced interactive data transmissions between the campus and off-campus locations will enable students to access data bases stored on the UW mainframe, communicate with UW faculty using electronic mail and utilize national computer networks such as INTERNET and others.

The compressed video linkages to community colleges will be complemented by similar linkages between the University and the Partnership Schools. During Spring 1992, three University/ Partnership Schools will be connected to the College of Education via the State Telecommunications Network. Plans call for up to eight additional schools to join the network by Fall 1992.

Funding for this telecommunications project has come from Wyoming Educational Trust

Fund, University sources and the Partnership Schools.

COMMITTEE OF THE WHOLE

Continuing Program Reviews

A model for the continuing program review cycle using a six-year time frame was presented. A six-year cycle was presented rather than a five-year cycle to better articulate reviews with the University planning and budgeting cycles, to make the number of reviews undertaken each year a realistic figure, and to better articulate reviews with ongoing accreditation cycles and the reviews mandated through the reallocation process. The schedule includes suggestions made during discussion at the October Trustees meeting. The proposed schedule is attached as Enclosure 3, green.

A motion by President Sharratt, seconded by Mr. Jorgensen, on the Revised Program Review Schedule Six Year Plan, to transfer Intercollegiate Athletics from 1997-98 to 1993-94 for the purpose of preparing the Trustees to deal with questions during budget planning, was withdrawn when President Roark offered to make available to the Trustees a copy of the review of Intercollegiate Athletics recently performed under the auspices of NCAA.

Admission Standards

Dr. Karnig reported that in accordance with the Trustees' request, the University has discussed admission standards with three internal governance committees, the Student Interaction Committee, the Enrollment Planning Committee, and the Academic Deans/Student Affairs Advisory Council. These internal University committees have forwarded positive recommendations to the Provost's office. Additionally, Associate Provost Powell has made presentations singly or jointly with Superintendent Ohman, Wyoming Community College Commission Dean of Education Policy, Carol Boam-Smith, and Vice President Simpson to eight

state-wide groups of teachers, parents, counselors, school administrators and school board members. A draft of preliminary recommendations will be brought to the Board at its January meeting. If authorized, the draft will be distributed broadly and discussed with state-wide constituencies in February and March, 1992. A final recommendation will be submitted to the Trustees in April or May 1992.

ASUW Proposal to Sell Malt Beverages at Athletic Events

Mr. Steve Kolb of the Associated Students of the University of Wyoming Student Senate attended the Committee of the Whole meeting to give a formal presentation of Senate Resolution #1688 "Sale of Malt Beverages at Athletic Events."

President Roark stated that he had decided to make no recommendation to the Board on the resolution. He said his first reaction was negative, but he decided it best to allow the students the full opportunity to discuss the matter with the Board.

After much discussion, a motion by Trustee Hammons, seconded by Mr. Jorgensen, to deny the request was defeated by a vote of four to five. Additional information on the liability aspect; the opinions of Athletic Director Roach, Chief Tynan of the Campus Police, and the Laramie Police Department; copies of the policies at CU and CSU; and reports of the experiences at these two schools were requested by the Trustees. Vice President Baccari reported that our insurance consultant will attend the next Trustee meeting and will be able to discuss the insurance and liability issues.

UNFINISHED BUSINESS

In response to an inquiry from Trustee Dray during the Budget Committee meeting on December 13, Vice President Baccari reported that of the 308 students who have attended medical school under the contract program only one individual has defaulted on his contract, and

he has been convicted of a felony and incarcerated for life.

NEW BUSINESS

Upon the recommendation of President Roark, Mr. Updike moved acceptance of a \$500,000 gift in accordance with the conditions placed on that gift by two donors who wish to remain anonymous at this time. The motion was seconded by Mr. Harris, and it carried.

President Roark reported that for the upcoming NCAA convention in Anaheim, California, January 7-10, 1992, the NCAA Presidents' Commission has endorsed a package of legislation dealing with initial eligibility and academic progress. This is a continuation of the Presidential Reform Movement which UW endorses through its adherence to a one-plus-three model per the Knight Commission Report. While the Presidents' package focuses on academics this year, they have served notice that future years' convention packages from the Presidents will concentrate on institutional integrity (1993) and financial issues (1994).

The annual meeting on UW's institutional position on NCAA legislation held earlier this week included the Athletic Director and the faculty representative. Generally UW will be supporting the Presidents' Commission package items that support higher academic standards. We do not, however, support the package proposal for summer financial aid for entering freshmen athletes or the new Division IAAA football classification. Twenty-three proposals have been designated as roll call votes in this convention. Professor Joe Geraud will be our designated voting representative. Because of the travel freeze we have reduced the University's Convention delegation from four to three persons this year.

President Roark distributed a report from WICHE on the cost of higher education in the 16 WICHE states and the percentage of full instruction that tuition represents. In 1988-89 Wyoming had almost the lowest percentage of tuition in terms of full instructional costs.

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ADJOURNMENT AND DATE OF NEXT MEETING

There being no more business to come before the Trustees, the meeting adjourned at 10:10 a.m. The next meeting of the Trustees of the University of Wyoming is scheduled for January 24 and 25, 1992 in the Board Room of Old Main.

Respectfully submitted,

Electronic signature not available

Betty Long
Deputy Secretary, *Pro-Tem.*

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

November 20, 1991

A conference telephone meeting of the Executive Committee of the Trustees of the University of Wyoming was held on November 20, 1991, at 11:00 a.m. with Committee members Bryan Sharratt, Dave Bonner, Perry Dray, Mike Schutte, and David W. Updike participating. Trustees Debbie Hammons, Jeri Kirk, and ex-officio members Terry Roark and Travis Gentry and Vice President for Finance Dan Baccari also took part in the meeting.

The conference meeting was called to consider the reductions to be made in the University of Wyoming 1993-94 biennium budget request to comply with Governor Sullivan's Executive Order, dated November 13, 1991. The executive order directed that each agency provide by 5:00 p.m. November 20, 1991, a recommendation on how the agency would reduce its current budget by 12 percent. Twelve percent of the University's budget request previously recommended by the Governor would total \$20,244,557.

President Roark reminded the Trustees that the University put together a budget request that the administration thought was a minimum budget that would operate the University in the fashion that would serve the citizens of the state. That budget request has already been reduced in the Governor's original budget recommendations by some \$27.8 million. \$9.5 million of capital construction projects were not recommended, salary increases of \$13.2 million were deleted, along with administrative computing of \$1.4 million and \$3.7 million of college and department priorities.

President Roark said that the Governor has now asked that the University resubmit its budget request with another \$20 million taken out. This, coupled with the earlier reductions, translates to an effective purchasing power loss of 39 percent in the past five years.

Dr. Roark stated that the University has tried to identify as many areas where reductions can be made without altering the services the University can provide to the citizens of the state. The areas identified do not entail the reduction of personnel or academic programs that exist now. President Roark stated that if the University must reach the full 12 percent reduction, it would not be in the best interest of the University or the state to make such decisions in the course of one week. Therefore, a total of \$8,485,857 has been identified, and additional items will be identified within the University's block grant after further consultation with Trustees, Faculty Senate, Staff Council, ASUW and other groups.

The following areas were identified for reduction or revenue enhancement:

Increase tuition 9.5% in FY 1993	\$2,300,000
Increase tuition 15% in FY 1994	1,988,000
One percent reduction on all units (based on FY 92 budgets)	1,622,000
Increase self-sustaining basis for Summer School	550,000
Defer all essential and high priority items on the approved expanded budget	<u>2,025,857</u>
	<u>\$8,485,857</u>

Vice President Baccari explained that the tuition figures are net figures after taking out 30 percent of the gross to put back into scholarships.

Trustee Dray moved to resubmit the budget of the University of Wyoming for the 1993-1994 Biennium with the reductions as mandated by the Governor's Executive Order, and to indicate to him that we have identified these five areas for additional reductions of \$8,485,857 of the \$20 million reduction, and hope that additional reductions won't have to be made. The motion was seconded by Mr. Schutte, and it carried.

Trustee Gentry expressed concern over the 15 percent tuition increase proposed for 1994 and asked the Trustees to reconsider this increase. Vice President Baccari reported that currently tuition provides approximately 13 percent of the University's budget funding. With the proposed increases in tuition the funding would amount to only 15 percent, assuming that the total budget does not increase over the next two years. This is not out of line with other regional four-year schools. Many schools are raising tuition as much as 15 to 40 percent.

President Sharratt stated that he would await the decision of the Governor, and then schedule special meetings if necessary.

There being no further business to come before the Committee, the conference telephone meeting was adjourned at 11:40 a.m.

Respectfully submitted,

Betty Long

Betty Long

Proposed Parental Leave Policy

Proposed Changes to Trustees Regulations, Chapter V, Academic Personnel (for faculty and academic professionals), and Chapter VI. Staff of the University. Section 4. LEAVE.

I. Chapter V. Academic Personnel

Section 11. Parental Leave (ADD)

Employees who are parents of a newborn or recently adopted child, or are expectant parents, shall be entitled to take accrued sick leave (including donated sick leave from eligible benefitted employees), vacation leave, or leave without pay for purposes associated with the birth or adoption of a child. Parental leave will be limited to 12 weeks, and normally will be taken within 12 weeks of the birth or adoption of a child.

II. Chapter VI. Staff of the University

Section 4. LEAVE

Staff on a continuing or temporary status are entitled to vacation, sick, and parental leave unless otherwise stated in their official letter of appointment. In specified instances such as jury or legal duty, work related functions and certain military leave and short-term emergencies these staff may be granted leave with pay. Leave without pay may also be granted to employees. All staff other than those on a limited temporary basis receive leave for official University holidays. Details for staff leave are described in the Staff Handbook.

[The following wording will be added to the Staff Handbook.]

Parental Leave. Employees who are parents of a newborn or recently adopted child, or are expectant parents, shall be entitled to take accrued sick leave, including donated sick leave from any eligible benefitted employee, compensatory time, vacation time, or leave without pay for purposes associated with the birth or adoption of a child. Parental leave will be limited to 12 weeks, and normally will be taken within 12 weeks of the birth or adoption of a child.

DRAFT

Revised Program Review Schedule
Six Year Plan

93-94

ENGINEERING AND PHYSICAL SCIENCES

Atmospheric Science
 Chemical Engineering
 Civil Engineering
 Electrical Engineering
 Mechanical Engineering
 Petroleum Engineering
 Engineering Dean's Office
 Chemistry
 Computer Science
 Geology and Geophysics
 Math
 Physics and Astronomy
 Statistics
 Enhanced Oil Recovery Institute
 Information Technology - Development
 Wyoming Water Research Center

LAW

Law School
 Law Library
 Law School Dean's office

UNIVERSITY LIBRARIES

EDUCATION

Lifelong Learning and Instruction
 Leadership, Educational Studies and Human Development
 Wyoming Center for Teaching and Learning
 Wyoming Institute for Development of Teaching
 Center for Teaching Excellence
 Dean's Office, College of Education

94-95

LIFE SCIENCES I

Psychology
 Zoology and Physiology
 Aging and Human Development
 Casper and Cheyenne Family Practice Centers
 Dental Hygiene
 Medical Technology
 Nursing
 Pharmacy
 Physical and Health Education
 Speech Pathology and Audiology
 Social Work
 Dean's Office College of Health Sciences

SELECTED INSTITUTIONAL SUPPORT OFFICES

Admissions
Affirmative Action
Center for Academic Advising
Economic Coordination and Planning
Employment Practices
Information Technology - Operations
Student Financial Aid

95-96

LIFE SCIENCES II

Animal Science
Molecular Biology
Plan, Soil and Insect Science
Range Management
Veterinary Science
Wyoming State Veterinary Lab
Agricultural Experiment Stations
Agricultural Research Centers
Botany

SELECTED INSTITUTIONAL SUPPORT OFFICES

Housing
Information Technology - Telecommunications
Legal Affairs
Office of Student Life
Registration and Records

96-97

HUMANITIES

Art
English
Modern and Classical Languages
Music
Philosophy
Theatre and Dance
Honors
University Studies
Army ROTC
Air Force ROTC

SELECTED INSTITUTIONAL SUPPORT OFFICES

Alumni Relations
American Heritage Center
Art Museum
Development Office
Information Technology - User Support
International Student Services
Student Educational Opportunity
University Counseling Center
Wyoming Union
Administration and Finance

97-98

SOCIAL SCIENCES

Agricultural Economics
Home Economics
Administration of Justice
American Studies
Anthropology
Communication and Mass Media
Geography and Recreation
History
International Studies
Political Science
Survey Research Centers
Sociology
Women's Studies
Accounting
Economics and Finance
Management and Marketing
Dean's Office, College of Business

SELECTED INSTITUTIONAL SUPPORT OFFICES

Career Planning and Placement Center
Contracts and Grants Accounting
Intercollegiate Athletics
Office of Research
University Relations

98-99

INSTITUTIONAL SUPPORT SERVICES

Cooperative Extension
Arts and Sciences Research Shops
Academic Affairs
Business Assistance Center
Institutional Analysis
Deans' and Directors' Offices
Arts and Sciences
Extended Studies
Graduate School
International Programs
Libraries
UW/CC Center
Extended Studies
Faculty Senate Office
Staff Council Office

SELECTED INSTITUTIONAL SUPPORT OFFICES

Associated Students, University of Wyoming
Communications Services
Governmental Relations
President's Office

11.20.91 EN