

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

February 16, 1991

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

TRUSTEES OF THE UNIVERSITY OF WYOMING

AGENDA

February 16, 1991

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THE UNIVERSITY OF WYOMING

MINUTES OF THE TRUSTEES

February 16, 1991

A regular meeting of the Trustees of the University of Wyoming was called to order by President Sharratt at 11:00 a.m. on Saturday, February 16, 1991. The meeting was preceded by a Committee of the Whole meeting earlier in the day, and committee meetings on February 15. Executive sessions to discuss personnel and litigation matters were held on February 16.

ROLL CALL

The following Trustees were in attendance: John D. (Dave) Bonner, F. Richard Brown, Fort T. Bussart, W. Perry Dray, Deborah Healy Hammons, Peter M. Jorgensen, Geraldine Kirk, Brian Miracle, Mike Schutte, and Bryan Sharratt. Ex officio Trustees Terry P. Roark, Diana Ohman, and David Miller were also in attendance. Trustee Gordon Mickelson participated in committee meetings on February 15 and 16; however he, Trustee David W. Updike, and ex-officio member Governor Mike Sullivan were unable to attend the business session.

APPROVAL OF MINUTES

President Sharratt asked if there were any corrections or additions to the January 19, 1991 minutes. There being none, Mr. Schutte moved that they be approved as circulated. The motion was seconded by Mr. Bonner and it carried.

APPROVAL OF COMMITTEE ACTION

Trustee Dray moved that the recommendations of the Physical Plant, Academic Issues, Personnel, and Community College Relations committee meetings of February 15, 1991 be approved. Trustee Bussart seconded the motion, and it carried.

PHYSICAL PLANT AND EQUIPMENT COMMITTEE

The Physical Plant and Equipment Committee met on February 15, with Committee members Jorgensen, Kirk, and Mickelson and ex-officio members Sharratt and Roark in attendance, along with other Trustees and University staff. Based on the committee meeting, the following recommendations were approved.

City of Lyman Lease Extension

At the January 19 Trustee meeting, a request from the City of Lyman to extend its current lease on University of Wyoming property in the Lyman area through March 31, 1992 was tabled until the February meeting.

On October 15, 1990, the University of Wyoming entered into a one-year lease agreement with the Town of Lyman, leasing 143.916 acres. Actions taken by the Town of Lyman since signing said lease are:

- Extended utilities (natural gas and City water) to the residence located on the property.

Previously the house was serviced by propane for heating purposes, and drinking water had to be hauled since the well water was contaminated.

- Sub-leased the hay meadows and creek bottom, from October 15, 1990 to March 31, 1991 for \$450.00 to Kevin Maxfield. Mr. Maxfield will feed cattle through the

winter.

•Rented the house, \$325.00/month, for period February 1, 1991 to October 15, 1991.

The Town of Lyman is asking for an extension of five and one-half months so the expiration date will be March 31, 1992 rather than October 15, 1991. This extension will allow a sub-lease to utilize the property for winter feeding.

Lee Wickel, Mayor of the Town of Lyman, and Reed Erickson, City Manager, were present at the meeting to discuss this request and to review the Town's future plans for the Lyman property and their future expectations regarding sale of the land by the University. The Town is currently having a study conducted to determine the feasibility of building a golf course and other recreational facilities. Both gentlemen assured the Trustees that the only use of the land being considered is recreational and, if the Trustees were to sell the property to the Town, they would be receptive to a restrictive deed.

Upon a recommendation by the Physical Plant Committee, the lease extension was granted.

Acquisition of Phi Delta Theta Fraternity House

The University has been contacted by a representative of the Phi Delta Theta House Corporation who advised that the Fraternity wishes to sell its house on Fraternity Row. The corporation has requested that the University make an offer for the property.

It is proposed that the University develop a value for the property based on several valuation methods, after which the purchase of the house and land would be negotiated with the corporation. The negotiated purchase price would be adjusted for any amounts the Phi Delta Theta organization owes the University. Any offer made or accepted by the University would be contingent on Trustee approval.

If the University is unable to negotiate an agreement with the corporation, then the University would have the property appraised as called for in the deed provision.

The Physical Plant committee recommended to the Trustees that the University be authorized to proceed with acquisition of the property as outlined above. Authorization was granted.

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.

American Heritage Center/Art Museum

The Physical Plant and Equipment Committee reconvened at 9:00 a.m., February 16 and dispensed with rules to function as Committee of the Whole.

The following update on the American Heritage Center/Art Museum was provided to the committee by Roger Baalman, Director of Facilities Planning. Antoine Predock, architect for the project, attended the meeting to address the changes that have occurred. Also in attendance was Harold Kester, a director of the University of Wyoming Foundation, who has expertise in the construction industry.

At the end of the design development stage of the project, the programmed design of the facility was significantly in excess of the budget. The cost increases are due to inflation and an artificial inflation expected to result from construction of the Denver airport. The inflationary problems were further aggravated by a delay of nearly a year caused by difficulties in completing the financing for the project. These inflationary costs have exceeded those anticipated in the original estimates developed in 1986.

Several scenarios were developed to reduce the cost of the project, and are presented below. In addition, flexibility in the choice of building finishes is necessary to meet the construction budget. A burnished or sand blasted concrete masonry unit or brick is being considered in lieu of the exposed concrete walls on the exterior of the museum, and alternatives for the finish of the cone are being considered as well. Mr. Predock provided information on the use of lead as a roofing material, and is recommending consideration of its use for the cone. The shift from brick to lead would amount to savings of \$600,000 to \$700,000.

Cost reductions to date include reductions in gross square footage by eliminating the gallery and large display areas in the American Heritage Center, reducing the Art Museum gallery and support space by reconfiguration of the floor plan, reducing the total square footage of manuscript storage, revising structural systems of the building, revising the materials used in the building wall systems and reductions in the amount of site work and landscaping. The final result of the studies will be a facility much the same in appearance.

The artwork of the American Heritage Center will be stored in the Art Museum and be available for the Art Museum gallery displays. The Art Museum will, two or more times each year, mount exhibits from the holdings of the AHC or other western history topics as part of its museum programs.

When all scenarios were studied and estimates did not match the 1986 budgeted figures, it was agreed the equipment budget would be used to offset construction costs. That budget is being verified at this time, and sources of additional funding to restore the revised equipment budget will be identified prior to construction completion. The architect has been instructed to minimize the amount of the construction costs necessary to be offset by the equipment funds.

Some bidding alternates will be used to allow the University to tailor the bid to the budget at the time of contracting. These alternates will be identified in the bidding documents

and bid by the contractors.

Alternatives to begin some construction work earlier are being explored. Fifty percent (50%) completion of the construction documents is expected by March 1, 1991.

A more detailed description of the revisions follows, beginning with an area and cost comparison of the four steps in the project's development including the design competition.

	1986 Competition	1989 Program	1990 Design Dev.	1990(REV)
	132,270 GSF	137,142 GSF	140,560 GSF	122,780 GSF
	\$18,914,610	\$18,914,610	\$22,361,610	
	13,227,000	13,227,000	16,674,000	
Total Project Construction	13,227,000	2,645,400	2,645,400	\$18,914,610
Cost Equipment	2,645,400	661,350	661,350	14,750,000
Contingency	661,350	2,380,860	2,380,860	1,122,400
Fees & Admin.Costs	2,380,860			661,350
				2,380,860

1990 Revisions Include:

- Delete portions of the landscaping.
- Revise cone structural system.
- Revise estimate areas duplicated with budgeting such as construction contingency, and items anticipated to be equipment items.
- Revise or remove some systems such as snow melt systems, lighting fixture types, cable trays, etc.
- Move approximately 7,500 NSF of archival storage under sculpture court.
- Move approximately 1,500 NSF of museum support space under the sculpture court. The underside of the sculpture court is partially built in the estimate. Therefore, the move would be less costly to the project because totally new additional construction is not required for the space.
- Delete the Heritage Center Director of Exhibits Office and adjacent staging area, approximately 600 NSF.
- Delete gallery and reliquary display areas from the Heritage Center, approximately

3,500 NSF.

-Delete 5,000 NSF of manuscript storage. Total holdings for manuscript and artifacts presently is approximately 80,000 cubic feet. At five cubic foot per square foot of floor area, the total volume would require 16,000 square feet. The American Heritage Center will have a total of 18,400 square feet of manuscript storage alone, plus 6,800 square feet of artifact storage. Artifacts include audio visual materials, photograph storage, art, textiles and general artifacts. The gross capability of the storage will be approximately 126,000 cubic feet.

-Delete approximately 1,500 NSF of museum gallery area.

The Art Museum will assist with displays of the Heritage Center by providing short term displays on a periodic basis.

Additional considerations are the inclusion of the Art Museum administration under the cone in the space vacated by the heritage center gallery.

Bidding alternates will allow additive or deductive finishes of the building, space, and systems.

Schedule -

Rough grading work	
Document Completion	March 15, 1991
Bid Receipt	April 19, 1991
Construction start	May 1, 1991
Construction Completion	June 5, 1991
Building Construction	
Document Completion	June 1, 1991
Bid Receipt	July 10, 1991
Construction Start	August 1, 1991
Construction Completion	March 1, 1993

Dr. Miracle moved to accept the alterations in the plans for the American Heritage Center/Art Museum and to allow the architect and the University staff to choose the exterior

building materials. The motion was seconded by Mr. Bussart, and it carried.

Mr. Kester was granted permission to review the structural details and was requested to coordinate such review through Mr. Baalman's office.

ACADEMIC ISSUES COMMITTEE

The Academic Issues Committee met on February 15, 1991 with committee members Perry Dray, Chair; Deborah Hammons, Peter Jorgensen, Brian Miracle, Mike Schutte, and Diana Ohman present. The following actions were taken and subsequently approved by the full board:

Change in Name of Zoology/Physiology Program from Wildlife Conservation and Management to Wildlife and Fisheries Biology and Management

The Department of Zoology and Physiology, the Academic Planning Committee of the Faculty Senate, and appropriate administrators proposed that the name of the undergraduate wildlife oriented program be changed from "Wildlife Conservation and Management" to "Wildlife and Fisheries Biology and Management." It was felt that such a name change would give greater clarity and specificity to this undergraduate degree program. It also emphasizes the orientation of the current degree program toward aquatic and fishery resources as opposed to other types of natural resources. The change represents a change in nomenclature only, not in the program itself.

UniReg 408: Guidelines for Establishing Academic Professionals and Accompanying Changes to the Regulations of the Trustees

After extensive campus-wide review and discussion, the proposed University Regulation 408 was endorsed by the Deans' Council, Faculty Senate, and Staff Council. Approval of University Regulation 408 and the attendant changes to the Regulations of the Trustees as

proposed in Enclosure 1, buff was granted. Associate Provost Judy Powell was commended for her efforts in working with various groups to develop the UniReg.

President's Honor Scholarship Criteria Revision

In July 1988, then Provost Robert Houston sent a letter to all Wyoming high school principals which suggested a core curriculum for the President's Honor Scholarship recipients. The Provost and Associate Provost for Student Affairs endorsed the proposal that the University of Wyoming stipulate that an academic core curriculum be a prerequisite for students receiving a President's Honor Scholarship.

Recipients of the President's High School Honor Scholarships are expected to graduate from high school with an academic core curriculum which includes the equivalent of:

- 4 years of English
- 3 years of Math that includes Algebra I, Algebra II, and Geometry
- 3 years of Science with at least one year of laboratory science
- 3 years of Social Studies that includes American History and civics
- 2 years of Foreign Language (if available)
- 1 year of Arts (Music, Art, Drama, Dance)

This criterion shall become effective for individuals whose University matriculation occurs after May 1, 1994. This criterion shall be in addition to any other criteria in effect at the time of selection.

Trustee Schutte asked that there be some flexibility when awarding the scholarships, so that students who do not meet every criteria aren't unfairly penalized. Upon a recommendation by the Academic Issues Committee, the college preparatory core curriculum (or its equivalence) was approved as a requirement of the President's Honor Scholarship, beginning in 1994.

The following items for information were presented:

Wyoming Leadership Award

The Wyoming Leadership Award is designed to be used by the Office of Admissions in its recruiting activities to attract high school and community college student leaders to the University of Wyoming. Beginning with Fall semester 1991, Admissions will begin providing the awards to selected new undergraduate students. Leadership Awards will include a non-renewable one-year stipend of \$200. Half of the award will be deposited to the student's UW account at the beginning of the fall and spring semesters. A maximum of \$10,000 in Leadership Awards will be awarded for the 1991-92 academic year.

Interested students must be admitted to UW and submit a Leadership Award application supplied by Admissions. The basic criteria will be as follows:

1. High school or community college students must have a minimum 2.5 cumulative grade point average.
2. These awards will be reserved primarily for students who are not receiving academic scholarships to attend UW.
3. Students must have a demonstrated record of involvement and leadership in a variety of both school and community activities.
4. Leadership Awards will be used to enhance the diversity of the UW student body.
5. The application deadline for Leadership Awards is April 1.

Award winners will be notified before May 1 in an attempt to reinforce the student's decision to attend UW. The support of high school and two-year college personnel will be solicited to publicize the UW Leadership Award program and to identify candidates for these awards. The Leadership Award program will be evaluated during 1991-92 to determine if it

should be continued and how it will be funded in the future.

College of Engineering Reallocation Alternative

The Dean of the College of Engineering was scheduled to give a report on reallocation alternatives to Trustees at this meeting, but requested and was granted an extension. He will report to the Trustees at their April meeting.

BUDGET COMMITTEE

President Sharratt called on Chairman Bussart for a report from the Budget Committee meeting held on February 15. Committee members Bussart, Bonner, Brown, Dray, Hammons, Mickelson, and Schutte 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.

Audit of KUWR-FM for the Period July 1, 1989 through June 30, 1990

A report of the examination of the accounts and records of KUWR-FM, covering the period from July 1, 1989 through June 30, 1990, prepared by the State Department of Audit, was presented to the Budget Committee. Mr. Jim Painter of the Department of Audit was present at the committee meeting to address questions.

Upon a recommendation from the Budget Committee, Mr. Bussart moved acceptance of the report of the examination of the accounts and records of KUWR-FM for the period July 1, 1989 through June 30, 1990. The motion was seconded by Mr. Bonner and it carried.

Selection of Bond Counsel

The Trustees granted authority, at the December 8, 1990 meeting, for the University to use the legal firm of Herschler, Freudenthal, Salzburg, Bonds & Rideout, P.C. to address questions that might arise during the legislative session regarding the proposed bond issue. Vice President Baccari reported that the University asked the firm to review several matters of concern, and Ms. Bonds, who handles the bond work, was very responsive and helpful.

In anticipation that legislative authority will be granted for the issuance of bonds, and based upon a recommendation of the Budget Committee, Mr. Bussart moved that the firm of Herschler, Freudenthal, Salzburg, Bonds & Rideout, P.C. be retained as bond counsel for the proposed Series 1991 bond issue. The motion was seconded by Mr. Schutte, and it carried.

Approval of Contracts and Grants, Gifts and Scholarships

Based on a recommendation from the Budget Committee, it was moved by Mr. Bussart, seconded by Mrs. Kirk, and carried, that the Trustees of the University of Wyoming accept contracts and grants in the amount of \$3,038,993 for the period December 29, 1990 through January 25, 1991.

Based on a recommendation from the Budget Committee, it was moved by Mr. Bussart, seconded by Mrs. Kirk, and carried, that the Trustees of the University of Wyoming accept gifts and scholarships in the amount of \$40,290 for the period December 29, 1990 through January 18, 1991.

The following items for information were presented:

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

Recent changes in federal regulations have significantly expanded the scope of audit work that universities must satisfy in order to remain eligible for federal funding. The new regulations now require that the University contract for the audit of the institution's entire

financial statements, plus the audit of the institution's compliance with federal regulations. In addition, the University is still required to have an annual audit of its bond funds and the Intercollegiate Athletics program. This change will require a substantially greater amount of audit work.

Given the significant change in the extent of future audit work to be done, and the fact that the present audit firm has been engaged for the past five years, it is appropriate to issue Requests for Proposals for selection of an accounting firm to audit the University's fiscal year 1991 financial statements. An outline of the proposed selection process was presented and approved by the Budget Committee.

The process calls for requests for proposals to be distributed to all known Wyoming firms (approximately 125) as well as national firms. It was the consensus of the committee that a request for proposal should not be sent to the State Department of Audit, which might take business away from the private sector. All written proposals will be reviewed and evaluated by a screening committee to select a group of finalists for interview. Oral presentations will be made to the screening committee and a recommended selection will be prepared for Trustee consideration at the April meeting. The audit engagement will be awarded for three years, subject to annual review and approval by the Trustees.

Selection Process for Underwriters

The University's request for legislative authority to issue bonds has been recommended by the Governor and the Joint Appropriations Committee and is progressing through the legislative process. Since it appears that the University will be granted authority to issue bonds as requested, the process for selection of underwriters was approved in order that the University may proceed with the bond issue as soon as legislative authority is granted.

The process calls for issuing a Request for Proposals for underwriting services on March 5, 1991 with deadline for submission of RFP's on April 12. All underwriting proposals will be reviewed and evaluated by the Finance and legal staffs, in conjunction with bond counsel. Three or more finalists will be invited to make oral presentations. The approximate date of bond issuance is June 30, 1991.

Guidelines for 1993-1994 Biennium Budget Request

Guidelines to be provided University departments and colleges for the preparation of the 1993-1994 biennium budget requests were presented to the Budget Committee. The University's budget priorities and objectives for the next biennium, along with other planning criteria, are covered in these guidelines.

Each major unit may submit for consideration by the Budget Advisory Groups and the University Budget Council expansion budgets (excluding salary improvements) which total eight percent of FY 91-92 Section I budgets. Administrators of the units may ask sub-units to prepare expansion budget requests totalling more than eight percent if they wish. The institution's biennial budget requests will be categorized first by broad areas of institutional emphasis (priority focus), and second by specific objectives within each of the areas. For the 1993-1994 period, the following priorities and objectives will be addressed:

(1)IMPROVE EMPLOYEE SALARIES AND GRADUATE STIPENDS

Objective:

- a. Fund increases for faculty and staff salaries as well as graduate stipends consistent with appropriate benchmarks for each group. This includes the third year of a five- year plan to restore faculty salaries to the 50th percentile of AAUP, Category I institutions and benchmarking staff salaries and graduate stipends with appropriate national, regional and local market references.

(2) PROMOTE ACCESSIBILITY AND EXCELLENCE IN UNDERGRADUATE AND GRADUATE PROGRAMS

Objectives:

- (a) Advance the University's ability to recruit, advise, retain and meet the disciplinary and interdisciplinary curricular needs of undergraduate and graduate students.
- (b) Increase state appropriated financial aid programs for undergraduate and graduate students which are designed to attract a highly qualified, diverse student population.
- (c) Enhance support for on-going instructional and service functions which have been eroded by (i) inflationary impacts, (ii) increased workloads and/or (iii) changed circumstances.
- (d) Increase training and development opportunities for faculty and staff.

(3) INCREASE UNIVERSITY OUTREACH ACTIVITIES ACROSS THE STATE

Objectives:

- (a) Utilize telecommunications-based technologies to increase University outreach programs, including credit and non-credit offerings.
- (b) Strengthen research support linking technology transfer with economic development appropriate to the state, especially in natural and human resource areas.

(4) UPGRADE SUPPORT FOR FACILITIES, EQUIPMENT AND OPERATIONS

Objectives:

- (a) Secure funding to purchase and maintain high-technology equipment to meet the educational mission of the institution (e.g., instruction, research and data processing equipment).
- (b) Upgrade academic and administrative computing capabilities consistent with the five-year plans for these facilities.
- (c) Staff and fund support services for existing and/or new facilities and operations.

- (d) Secure adequate funding for risk management and related activities critical to the health and safety needs of the campus community.

(5) EXPAND UNIVERSITY ADVANCEMENT ACTIVITIES

Objectives:

- (a) Increase University revenue raised from alumni, friends of the University and private sector donors.
- (b) Enhance awareness and knowledge--especially among Wyoming residents and University constituencies--of University programs, activities and achievements.

Trustee Dray said he hoped that program priorities numbered one through five did not indicate priority order. President Roark responded that number one was the highest priority and the other four were of equal priority. The Trustees were of the consensus that all five priorities should be equal and that faculty salaries would not be emphasized as the University's top priority.

Monthly Financial Report

The monthly financial report was presented to the Budget Committee for information only.

PERSONNEL COMMITTEE

The following Trustees attended the Personnel Committee meeting held on February 15, 1991: Gordon Mickelson, chair; Peter Jorgensen, and Geraldine Kirk. Committee member David Updike was unable to attend. The following appointments, administrative appointments,

Intercollegiate Athletic reappointments, cancellation of sabbatical leave, extension of faculty appointments, retirement, and leave of absence without pay were approved as indicated.

Appointments

COLLEGE OF ARTS AND SCIENCES

- a. Michael P. Gillingham as Assistant Professor of Zoology and Physiology, effective January 1, 1991 at an annual (9-month) salary rate of \$19,008. This is a half-time tenure track appointment.
- b. Neil F. Humphrey as Assistant Professor of Geology and Geophysics, effective December 28, 1990 at an annual (9-month) salary rate of \$40,008. This is a tenure track appointment.

INTERCOLLEGIATE ATHLETICS

- c. Mike Van Diest as Assistant Football Coach and Lecturer in Intercollegiate Athletics, effective January 21, 1991, through March 31, 1992, at an annual (11-month) salary of \$40,008. This is a non-tenure track appointment.
- d. Larry Korpitz as Assistant Football Coach and Lecturer in Intercollegiate Athletics, effective January 2, 1991, through March 31, 1992, at an annual (11-month) salary of \$50,004. This is a non-tenure track appointment.
- e. Kevin Sumlin as Assistant Football Coach and Lecturer in Intercollegiate Athletics, effective January 10, 1991, through March 31, 1992, at an annual (11-month) salary of \$26,004. This is a non-tenure track appointment.

Administrative Appointments

COLLEGE OF ARTS AND SCIENCES

- a. Caleb M. Clark as Director of International Studies' Undergraduate and Master's

programs and Professor of Political Science for a three-year period, effective January 1, 1991 at an annual (9-month) salary rate of \$48,288.

- b. Ilona Reif as Acting Director of the Administration of Justice Program and Temporary Instructor for the period January 1, 1991 through August 25, 1991 at an annual (11-month) salary rate of \$22,764.

VICE PRESIDENT FOR INSTITUTIONAL ADVANCEMENT

- c. Peter K. Simpson from Vice President for Development, Alumni Relations, and University Relations, to Vice President for Institutional Advancement, effective 1 March 1991, at no change in salary rate or assigned duties. The new title is supported by members of the University of Wyoming Foundation Board and corresponds more closely to national designations for similar positions than does the current title.
- d. Michael J. Devine as Director of the American Heritage Center, effective July 1, 1991 at an annual (11-month) salary of \$75,000. This is a non-tenure track appointment as an administrative officer of the University.

Intercollegiate Athletic Reappointments

The Trustee policy governing personnel holding academic rank in Intercollegiate Athletics states that all reappointments to the football coaching staff shall be for the annual periods commencing on April 1 of each year. The following reappointments in Intercollegiate Athletics were approved for the period April 1, 1991 through March 31, 1992.

- a. Scott Bruning, Assistant Football Coach and Lecturer in Intercollegiate Athletics.
- b. Dave Butterfield, Assistant Football Coach and Lecturer in Intercollegiate Athletics.
- c. Scott Downing, Assistant Football Coach and Lecturer in Intercollegiate Athletics.
- d. Tom Everson, Assistant Football Coach and Lecturer in Intercollegiate Athletics.

- e. Gordon Shaw, Assistant Football Coach and Lecturer in Intercollegiate Athletics.
- f. Mark Tommerdahl, Assistant Football Coach and Lecturer in Intercollegiate Athletics.

Cancellation of Sabbatical Leave

The following sabbatical leave was cancelled:

COLLEGE OF ARTS AND SCIENCES

- a. At the December 9, 1989 meeting of the Trustees, Walter Langlois, Professor of Modern and Classical Languages, was granted a sabbatical leave for the 1991 spring semester. Professor Langlois requested that this sabbatical leave be cancelled.

Extension of Faculty Appointments

In accordance with the Regulations of the Trustees, Chapter VII., Section 5., the faculty members below, having attained the age of 70 between the time period July 1, 1990 through June 30, 1991, requested an annual extension of their employment. The faculty members were granted an annual extension of their employment.

- a. Mary F. Blackstone, Professor of Law, for the 1991-92 academic year.
- b. Emmett D. Chisum, Professor and Research Historian, for the 1991-92 academic year.

Retirement

The individual listed below requested retirement on the date and under the condition cited. The retirement was approved.

<u>Name</u>	<u>Position</u>	<u>Birth Date</u>	<u>Employment Date</u>	<u>Date of Retirement</u>
Seeman, Maurice D.	Asst. to Associate Provost	6/5/30	6/28/61	3/1/91 with designation

Leave of Absence Without Pay

The following leave of absence without pay was granted for the period and under the conditions cited.

College of Health Sciences

a. Gary S. Jewell, Assistant Professor of Family Practice-Casper, for the period February 4, 1991 through June 30, 1991, in order to fulfill United States military obligations.

The following information items were presented:

Part-Time Appointments

Part-time appointments were reported to the Trustees for their information.

Appointment of Affiliated Fellow

Upon the recommendation of the Research Coordination Committee of the Faculty Senate and with the support of the Dean of the College of Arts and Sciences and the Director of the University Libraries, the Vice President for Research has named Mary C. Forrester as an Affiliated Fellow of the University of Wyoming for a term of two years, beginning February 1, 1991. Dr. Forrester plans to pursue a project that combines her interests in philosophy and health care.

President Roark reported that increasingly when we hire faculty, they often have a spouse who wants to be active in research. UW will appoint them to what is called "affiliated faculty", which gives them an institutional link. Institutional links are required for some research grants. The person can then write proposals for research, submit them through the Research Office, and if a grant is received, UW monitors that grant. Dr. Forrester is UW's first spousal affiliated

follow.

Resignations

The following resignations were acknowledged by Trustees:

- a. Robert D. Carver, Professor of Agricultural Economics, February 12, 1991.
- b. Edward J. DePuit, Professor of Range Management, May 1, 1991.
- c. Jamie Sue Hinze, Senior Assistant Librarian, January 18, 1991.

One faculty member left the institution for family reasons and is not employed. Two faculty members left because of professional opportunities and substantial salary increases.

Open Admissions

Legislation was currently being considered in the Senate dealing with open admissions. Trustees made a request that the administration provide 1) a model by which UW could be considered, 2) the time frame to present it to the State Board of Education, school districts, and community colleges, and 3) a target date for implementation. During the Academic Issues Committee meeting, Trustee Jorgensen made a motion for the administration to prepare an alternative. Trustee Hammons seconded the motion, and it carried. Provost Karnig said that as much information as possible would be brought to Trustees by the April or May, 1991 meeting.

COMMUNITY COLLEGE RELATIONS COMMITTEE

The Community College Relations Committee met with all members present: Trustee Deborah Hammons, chair; Dave Bonner, Richard Brown, Geraldine Kirk, Brian Miracle, and Diana Ohman. The following report was submitted to the full Board.

**Report from Administration on Senate File 266 and University/Community College
Cooperative Efforts**

Provost Karnig gave a report on University/Community College cooperative efforts. He said that Senate File 266, which had passed the Senate and was currently in the House, is a post-secondary education bill. First, it calls for development of a telecommunication planning team. The team is to develop a report for the legislature by December 31, 1992. Secondly, the bill calls for a post-secondary education task force. In current form, it calls for three representatives from the University, a representative from the Governor's office, a representative from the Department of Education, and representatives from community colleges. The post-secondary education council will be formed by June 30, 1994. There will be \$100,000 to support the post-secondary education council. \$75,000 is to be allocated for community college communication to support community college articulation and articulation between community colleges and the University. Dr. Karnig said that part of the coordinating council's function will be to better disseminate information about University/community college activities. Trustee Bonner asked about a joint admissions agreement between the community colleges and the University. A policy which exists at other universities allows that if a person is admitted to one, they are automatically accepted at the other institution. Provost Karnig and Associate Provost Hurst assured Trustees that the topic was being pursued.

INVESTMENT COMMITTEE

A meeting of the Investment Committee was held on February 15. 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 information items were presented to the full Board.

Quarterly Report, W. R. Coe School of American Studies, W. R. Coe Estate, and Charles Chacey Kuehn Estate Funds

A quarterly report on the status of the W. R. Coe and Charles Chacey Kuehn Estate funds for the quarter ending December 31, 1990 was provided by John A. Vann, Investment Adviser to the Investment Committee.

Quarterly Report, University Endowments

The quarterly investment report on the status of University Endowment funds for the quarter ending December 31, 1990, was provided by John A. Vann, Investment Adviser to the Investment Committee.

Assessment of Fees on Annual Fund Gifts

Vice President Baccari brought to the attention of the Board a recently adopted policy for fund raising for the Annual Fund. Gifts received will be assessed a one-time fee of five percent of the corpus to assist the Development Office with the fund raising activity. The Trustees asked that this item be brought back at the next meeting as an action item for their consideration.

COMMITTEE OF THE WHOLE

Visitation to Theatre Department

The Committee of the Whole visited the Theatre Department on Friday, February 15, 1991, where Department Head Gladys Crane outlined various departmental programs.

Reception for Wyoming Student Scholars, Class of 1991

Trustees presented awards at a reception held in the Foundation House on February 15 for 1990-91 for Trustees' Superior Student Scholarship, Superior Student in Education Scholarship, and National Merit Scholarship recipients.

Approval of Recommendations

It was moved by Trustee Bussart, seconded by Trustee Jorgensen and carried that the following recommendations of the Committee of the Whole be approved.

1991-1992 Meeting Schedule

Two alternative meeting schedules for July 1991 - May 1992 were presented to Trustees for consideration. Alternative I, shown below, was approved

Alternative I 1991

July 19/20	January 24/25
September 6/7	March 13/14
October 25/26	*May 7/8
December 6/7	

* = Commencement on May 9

Trustee Orientations

An orientation for new and other interested Trustees is being planned, and will possibly be held the morning of April 5, 1991 prior to the Trustee committee meetings. There will also be a function for new Trustees and Trustees emeritus this spring.

The Association of Governing Boards orientation is in the planning stages. One suggestion was that it be held in a retreat setting, possibly in another area of the state. President Sharratt will determine costs and other details between now and the time of the next meeting. Trustees determined that the Association of Governing Boards program on trusteeship would be held in lieu of a symposium this year, and that Trustee symposiums be scheduled when needed or every two years.

Changes in Registration Process

Provost Albert Karnig explained proposed registration process changes to the Trustees. A committee was formed last fall to formulate recommendations to facilitate registration, and their report was given to the President and Provost this week. Dr. Karnig indicated that approval of the proposals would result in three different kinds of registration: touch-tone, student terminal access on campus, and in-person registration. The changes requiring Trustee approval were:

1. Students would be required to make a payment of 30 percent of full-time tuition and fees (or the balance if less than the 30 percent figures) four weeks prior to the start of the semester. Academic units will then know how many students are coming to what classes. Classes can then be closed if there is not a large enough enrollment, and additional sections can be opened for those with large enrollments.

2. Allow students to make completed payments as long as four weeks after the first day of classes, which is at the end of the drop/add period. The current policy of short-term, emergency loans will be continued. A declaration system may be instituted for special cases.

Changes would be instituted by fall, 1992. It was moved by Trustee Dray and seconded by Trustee Bussart that the proposed registration changes be approved. The motion carried.

Faculty Grievance Appeal

The Trustees of the University of Wyoming received for review a faculty grievance appeal from Dr. Richard F. Deckro.

During the Committee of the Whole meeting of February 15, 1991, Trustees discussed the possibility of reviewing the matter in executive session. Trustee Bonner moved that the item be tabled, Trustee Hammons seconded the motion, and it carried.

Trustee Brian Miracle made a motion in the business meeting that, since the Board felt that they did not have enough information to act on the appeal by Dr. Richard Deckro, the appeal be taken under advisement until further information was received. Trustee Bussart seconded the motion and it carried. Trustee President Sharratt will communicate directly with Dr. Deckro.

ADJOURNMENT AND DATE OF NEXT MEETING

The business meeting adjourned at 12:10 p.m. Trustees then met in executive session to discuss litigation and personnel matters. The next meeting of the Trustees is scheduled for April 5-6, 1991.

Respectfully Submitted,

Electronic signature not available.

Donna J. Mecham
Deputy Secretary