

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

**June 29, 1991**

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

## **THE UNIVERSITY OF WYOMING**

### **MINUTES OF THE TRUSTEES**

**June 29, 1991**

A special meeting of the Trustees of the University of Wyoming was held on June 29, 1991 in the Board Room of Old Main. The meeting was called to order by President Sharratt at 1:40 p.m. Trustees held a Budget Committee meeting earlier in the day and they also held an executive session to discuss litigation and personnel matters.

#### **ROLL CALL**

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

#### **1991-92 INNOVATIVE EDUCATION GRANTS**

President Roark presented two proposals, totaling \$800,000, for funding through the 1991-92 Wyoming Educational Trust Fund Innovative Education Grants Program. Both proposals are related to expanding the quality and richness of undergraduate, graduate, and professional instruction at the University of Wyoming.

President Roark stated that the administration views the \$800,000 available to the University under the Innovative Education Grants Program for 1991-92 as monies that can be expended one time only and not as a continuing commitment. He said that one of the most

attractive aspects of the Innovative Education Grants Program is the ability to use income from the endowment for chairs. The reason no chairs are included in the present proposal is due to the short time line to develop proposals. The program was approved by the legislature in March and the proposals must be submitted by July 1. The University will be bringing suggestions for use of the continuing trust fund monies to support chairs in the future.

President Roark stated that the two projects proposed today could not be done without the trust fund monies or a legislative appropriation. In selecting projects this year, the University tried to see what things they could really boost which are priorities of the people of Wyoming in higher education. Dr. Roark stated that two things he continually hears in the state are "We want good undergraduate education," and "we want it here."

#### **Center for Teaching Excellence**

The first proposal is for establishment of the Center for Teaching Excellence (CTE) in the amount of \$300,000. The CTE will directly support the University's enhanced emphasis on under-graduate curriculum, faculty development, the University Studies program, the expanded teacher education program, articulation with Wyoming high schools and community colleges, and the integrated telecommunications proposal. Reallocated funds will provide continuing administrative personnel support for the center. The budget summary is included as Enclosure 1.

Mr. Dray moved approval of the proposal for \$300,000 for establishment of the Center for Teaching Excellence for submission to the Wyoming Education Trust Fund Advisory Council for funding through the 1991-92 Innovative Education Grants program. The motion was seconded by Mr. Bonner, and it carried.

#### **Integrated Telecommunications System**

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The second proposal is for \$500,000 to expand academic outreach capabilities through an integrated telecommunications system. The interactive compressed video system will link UW to all community colleges and eventually to all partnership schools, as well as to other sites throughout Wyoming. The budget summary is included as Enclosure 2.

Mr. Bonner moved approval of the proposal for \$500,000 for an Integrated Telecommunications plan for extending the University of Wyoming programs and services off-campus for submission to the Wyoming Education Trust Fund Advisory Council for funding through the 1991-92 Innovative Education Grants program. The motion was seconded by Mrs. Hammons, and it carried.

#### **ADJOURNMENT AND DATE OF NEXT MEETING**

There being no further business to come before the Trustees, the meeting adjourned at 2:10 p.m. The next meeting is scheduled for July 19-20, 1991.

Respectfully Submitted,

*Electronic signature not available.*

Betty Long  
Deputy Secretary Pro Tem

Budget Summary  
Center for Teaching Excellence

On-Going Costs

Component	Year	Budget Narrative Line	One-Time Costs WETF Budget	On-Going Costs UW Contribution through reallocation
Administration of Center	FY 92	1		33,000 <sup>2</sup>
a. Personnel <sup>1</sup>	FY 93	1		66,000
b. Operation & Supplies	FY 92	1		10,000
	FY 93	1		10,000
Travel	FY 92	1		1,000
	FY 93	1		1,000
c. Facility <sup>3</sup>				
Goal 1: Providing Instructional Design Services				
a. Personnel	FY 92	2		84,226
	FY 93	2		84,226
b. Equipment/Supplies	FY 92	3	129,000	145,355
	FY 93	4		12,160

<sup>1</sup>Associate Director will be appointed from one of the staff reflected elsewhere in the budget.

<sup>2</sup>Includes .50 salary and Employee Paid Benefits for the Director and one clerical staff.

<sup>3</sup>Funds for remodeling an appropriate facility will be included in the Biennial Budget request.

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<u>Component</u>	<u>Year</u>	<u>BUDGET</u>		<u>One-Time Costs</u> <u>WETF Budget</u>	<u>On-Going Costs</u> <u>UW Contribution</u> <u>through reallocation</u>
		<u>Narrative</u>	<u>Line</u>		
Goal 2: Program and Curriculum development					
a. Personnel	FY 92		5	-----	67,632
	FY 93		5	-----	67,632
b. Material Resources	FY 92		6	-----	33,335
	FY 93		6	-----	33,335
c. Micro-computer & Software for Writing Center	FY 92		7	50,000 ✓	-----
	FY 93		7	-----	-----
Additional Support for Writing Center	FY 92		8	25,000	-----
	FY 93		8	-----	25,000
d. Instructional Improvement Projects	FY 92		9	20,000	-----
	FY 93		9	-----	20,000
Goal 3: Support teacher education <sup>4</sup>					
a. Personnel	FY 92		10	-----	69,052
	FY 93		10	-----	69,052
b. Technology/Materials/Equipment for Math/Science Teaching Center	FY 92		11	66,000 ✓	-----
	FY 93		11	-----	-----

<sup>4</sup>The school districts that comprise the Wyoming School/University Partnership have written a companion proposal to cooperate with the Center for Teaching Excellence

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On-Going Costs  
 UW Contribution  
through reallocation

One-Time Costs  
WETF Budget

BUDGET  
 Narrative  
Line

Year

Component

Goals 4 & 5: Generate  
 Assessment Plan and  
 Center Funding Support

FY 92	12	10,000	
FY 93	12	-----	10,000

a. Personnel

TOTALS

	<u>FY 92</u>	<u>FY 93</u>	<u>TOTAL</u>
FUNDING SUMMARY:			
WETF Request:	300,000		300,000
UW Contribution:	<u>410,600</u>	<u>387,405</u>	<u>798,005</u>
TOTALS:	710,600	387,405	1,098,005

*July*

*September*

*1992*

*1993*

Budget Narrative  
Center for Teaching Excellence

<u>Line</u>	<u>Narrative</u>
1	<p>Estimated cost for a full-time director and one clerical staff is \$66,000 per FY. Personnel will be hired mid-way through year 1. (\$33,000 includes EPB's)</p> <p>Operations, supplies and travel will be provided through reallocation at \$11,000 per FY.</p>
2	<p>UW will reallocate the time of 4 instructional design faculty at 25% each - a total of 1 FTE. - .50 for off-campus courses and .50 for on-campus courses.</p> <p>UW will also reallocate 1 full-time staff member from the College of Education Instructional Media Service Center (\$12,000), 1 full time staff from Audio-Visual Services (\$21,720), and 1 full-time classroom coordinator (\$20,508), as well as 12-18 student interns from the Instructional Technology Program (A total of \$84,226 per FY).</p>
3	<p>IN FY 92, WETF is requested to fund the new technology needed for the Instructional Design Center (\$66,000) and 2 laser-disc video and computer projectors (\$63,000). UW will contribute the inventory of the current Instructional Media Service Center (\$25,000), the inventory (\$108,198) and the continuing support and new equipment budget of Audio-Visual Services (\$12,160)</p>
4	<p>UW will continue to contribute the annual support budget for Audio-Visual Services (\$12,160).</p>
5	<p>UW will contribute 1 full-time staff who is director of the Freshman Orientation Program and Coordinator of supplemental instruction (\$28,128), the Director of the Writing Center (\$27,504), and Coordinator of oral communication for the University Studies Program (\$12,000) = \$67,632 per FY.</p>
6	<p>Includes the small current budgets for faculty training for University Studies and the Seminar for Excellence in Teaching, as well as the operations budget for the Writing Center = \$33,335 per FY</p>
7	<p>WETF is requested to fund start-up for the micro-computer Writing laboratory equipment = \$50,000</p>



Budget Narrative  
Center for Teaching Excellence  
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<u>Line</u>	<u>Narrative</u>
8	In FY 92, WETF funds will be used for additional support and supplies for the Writing Center (\$25,000). UW will fund through reallocation by '93 and thereafter (\$25,000).
9	In FY 92, WETF funds will be used to fund faculty initiated instructional improvement grants. Thereafter, UW will fund these through reallocation.
10	UW will reallocate to the Center .50 faculty FTE - .25 of 2 faculty of the Wyoming Institute for the Development of Teaching (WIDT) = \$45,000, the .50 bookkeeper from WIDT (\$7,000) and .25 of the Director of the Wyoming School/University Partnership (\$17,052) = \$69,052
11	WETF funds are needed for the start-up funds for technology, materials and equipment for the Mathematics/Science Teaching Center = \$66,000.
12	WETF funds are needed for the first year in order to make a faculty member available to assist faculty and Center staff to write proposals (\$10,000). Thereafter, UW will fund at least this much or more support, through reallocating the time of Faculty Associates to the Center (\$10,000).

REVISED BUDGET SUMMARY  
INTEGRATED TELECOMMUNICATIONS PROPOSAL

COMPONENT	Budget Narrative Line	ONE-TIME COSTS		ON-GOING COSTS	
		WETF Request	UW Contribution	WETF Request	UW Contribution
UW-CC Linkages	FY92 1	\$269,600	\$255,000	---	\$45,000
	FY92 2	---	60,000	---	---
Partnership Schools	FY93 3	---	---	---	---
	FY92 4	63,700	---	---	---
	FY93 5	---	---	---	10,000
Ag*Sat Program	FY92 6	55,000	---	---	5,000
	FY93 7	---	---	---	5,000
CARL Access	FY92 8	38,968	---	---	---
	FY92 9	---	---	---	12,288
Data Transmission	FY93 10	---	---	---	12,288
	FY93 11	---	---	---	7,440
	FY92 12	72,732	---	---	7,440
TOTALS	FY93 13	---	---	---	\$149,456
		\$500,000	\$315,000	\$	---

	FY92	FY93	TOTAL
WETF Request:	\$ 500,000	\$ ---	\$500,000
UW Contribution:	389,728	74,728	464,456
TOTALS:	\$889,728	\$ 74,728	\$964,456

September 1992

BUDGET NARRATIVE  
INTEGRATED TELECOMMUNICATIONS PROPOSAL

- | <u>Line</u> | <u>Narrative</u>   |
|-------------|--|
| 1           | <p>The estimated discounted cost to purchase interactive compressed video equipment needed for eight sites to serve community college towns totals \$509,600; a request for \$269,600 in WETF monies will be added to \$240,000 in School of Extended Studies and Public Service (School) funds to cover this expenditure.</p> <p>If the educational discount is less than 20% of estimated list price, fewer sites will be equipped (using a priority basis) or additional funds will be sought from within this question and/or other UW sources.</p> <p>A \$15,000 cost to renovate a room at the UW Outreach Building in Casper in which to accommodate the interactive video equipment will be covered by the School.</p> <p>The estimated network transmission cost for academic credit courses offered by the academic colleges through the School will total \$45,000 annually. This cost will be borne by the School using generated tuition revenue.</p> |
| 2           | <p>The School will contribute \$60,000 to cover instructional development costs for 30 upper division and graduate level courses; these courses will satisfy off-campus degree program requirements.</p>   |
| 3           | <p>On-going network transmission costs for the delivery of academic courses delivered off-campus will be covered by the School at an annual cost of \$45,000.</p>  |
| 4           | <p>The College of Education is requesting \$63,700 in WETF funding to purchase compressed video equipment (monitor, codec, camera, controls, etc.) which will be installed in its Electronic Classroom.</p>  |
| 5           | <p>No funding request is made for FY93.</p>  |
| 6           | <p>The Wyoming Cooperative Extension Service (CES) is requesting \$55,000 in WETF funding to purchase and install satellite downlink equipment at UW and at 24 other CES off-campus locations throughout Wyoming.</p> <p>The CES will contribute \$10,000 to cover the first year's membership in Ag*Sat Consortium.</p>   |

July

September

October

November

- 7 The CES will also contribute \$5,000 to cover its second year membership dues in Ag\*Sat.
- 8 The \$5,000 for programming expenses will be contributed by CES; it will support UW originated programming which will be delivered via the Ag\*Sat network.
- 9 The CARL project has identified \$38,968 in equipment funding needs; this cost is being requested from WETF grant monies.
- 10 First year telecommunications network expenses totaling \$12,288 for the CARL service to the community college will be covered the the UW Libraries.
- 11 A request for \$32,475 to equip the Phase II libraries with CARL access has been postponed and is not included in the University's request for WETF funding this year.
- 12 WETF funding in the amount of \$72,732 is being requested to purchase and install nine dial-up ports, 20 network connections and 20 microcomputers with software to serve the data and electronic communication needs of UW students and patrons at the community college locations. The University's Office of Informational Technology will assume responsibility for on-going operating expenses of \$7,440 in FY92.
- 13 The Office of Informational Technology will cover on-going operating expenses in the amount of \$7,440 for data transmission services in FY93 and beyond.

*July**September**Oct**November*