

**THE UNIVERSITY OF WYOMING**

**MINUTES OF THE TRUSTEES**

**January 21, 1995**

**The Final Minutes can be found on the University of Wyoming Board of Trustees  
website at [www.uwyo.edu/trustees/meetings](http://www.uwyo.edu/trustees/meetings)**

**TRUSTEES OF THE UNIVERSITY OF WYOMING**

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**January 21, 1995**

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**THE UNIVERSITY OF WYOMING**  
**MINUTES OF THE TRUSTEES**  
**January 21, 1995**

The Board of Trustees of the University of Wyoming held a regular business meeting on January 21, 1995 in the Old Main Board Room. Trustees held committee meetings on Friday, January 20, 1995.

President John D. "Dave" Bonner called the meeting to order at 10:10 a.m.

**ROLL CALL**

The following Trustees attended the business meeting: John D. (Dave) Bonner, F. Richard Brown, W. Perry Dray, Deborah Healy Hammons, Harry L. Harris, Peter M. Jorgensen, Forrest "Frosty" Kepler, Elizabeth A. Kail, Daniel L. Kinnaman, Jeri Kirk, Walter G. (Jerry) Saunders, and David W. Updike. Ex-officio members Terry P. Roark, Judy Catchpole, and Matthew Ward were also in attendance. Governor Jim Geringer was not present.

**ANNOUNCEMENTS**

Trustee Kail recognized Matt Ward for his 4.0 grade point average during fall semester 1995. Trustees congratulated Matt with a round of applause. Trustee Ward noted that Friday, January 20, was Trustee Updike's birthday. Trustees also celebrating birthdays in January included Dick Brown,

Lee Harris, Jeri Kirk, and Jerry Saunders.

### **APPROVAL OF DECEMBER 17, 1994 MINUTES**

It was recommended that the following clarification be made to the December 17, 1994 minutes

(noted in uppercase type):

#### **Tuition Proposal for FY 1996**

In October 1989, the Trustees approved the University's long-range plan to benchmark undergraduate tuition rates at approximately the 15th percentile of public doctoral institutions. The goal was to achieve this objective in five years. This objective was reached this fall. The University's resident undergraduate tuition rate for FY 1995 is \$1,908, slightly above the 15th percentile. The University's non-resident rate of \$5,988 is at the 15th percentile.

Projections of undergraduate tuition increases at public doctoral institutions indicate rates for FY 1996 will increase by approximately 4.1 percent for residents and 6.6 percent for non-residents. Like adjustments of the University's rates will be necessary if the University is to maintain its desired place at the 15th percentile.

Percentage adjustments of 4.1 percent for residents and 6.6 for non-residents will increase FY 1996 undergraduate rates to \$1,986 and \$6,384 respectively, WHICH INCLUDES MANDATORY FEES AT THE FY 1995 RATE. This is an increase of \$78 a year for residents and \$396 a year for non-residents. These changes apply to tuition only, and do not include fee increases which may be recommended to the Trustees in January.

Graduate tuition rates, which are based on undergraduate rates plus a tuition differential of 25 percent of the full-time resident undergraduate rate, would increase to \$2,406 for residents and \$6,798 for non-residents. These are annual increases of \$90 and \$414 respectively.

Trustee Ward reported that the ASUW Senate voted to support the tuition increase as recommended by the administration.

Based on a recommendation from the Budget Committee, Mr. Harris moved that FY 1996 undergraduate tuition for residents be increased by \$78 annually, and non-resident tuition be increased by \$396 annually. The motion was seconded by Mr. Brown, and it carried.

It was moved by Trustee Harris, seconded by Trustee Jorgensen and carried that the December 17, 1994 minutes be approved as amended. The clarification does not affect the content of the motion made at the December 17, 1994 meeting.

## **PRESIDENT'S REPORT**

President Roark gave the following report prior to committee meetings on Friday:

- P.A.B. "Pete" Widener III, a long-time Wyoming resident, has donated \$350,000 to assure UW's botany conservatory is truly a first-class facility.

- A model jump-start program for incoming freshmen will begin in August. The program will include a math component, a power reading and study skills course, a University Studies freshman orientation seminar, special advising, a housing cluster in the residence halls, and organized recreational activities.

- Curricula from all Wyoming high schools meet new University of Wyoming admission standards that will be instituted next fall. Admission will be assured when a student graduates from a Wyoming high school and has completed the approved pre-college curriculum.

- Former UW President William D. Carlson is heading the U.S. Department of Agriculture's new Cooperative State Research, Education, and Extension Service in Washington. He was UW president from 1968 to 1979.

- "Lemon 714," a play written by Scott Pardue of Casper, has been selected for performance during the Northwest Drama Conference at the University of Oregon in February. Pardue wrote the play before receiving a bachelor's degree from UW in May 1994. He currently is a graduate student in playwriting at the University of Nevada at Las Vegas.

- A Wind River Initiative Committee is bringing together people who have professional interests or activities focusing on the Wind River Reservation. The committee will coordinate and enhance UW programs serving the reservation.

- University of Wyoming outreach councils have been established in 11 Wyoming counties, with a primary contact office designated in each county. Additional county councils will be established during the spring.

- UW has been cited by United Blood Services for outstanding support. Overall, the University of Wyoming was the second largest mobile blood drive group throughout the Wyoming and Nebraska area in 1994.

Equity Corporation, a Casper entity formed in memory of Rev. James J. Reeve, a civil rights activist, recently awarded an individual, a private institution, and a public institution in the state who had worked to promote equal opportunity. UW was chosen for the public institution award, which Provost Karnig accepted from Governor Geringer and the coalition. President Roark distributed the February 1995 edition of Vistas West magazine, a commuter airlines flight magazine. The magazine featured an article on UW's School of Environment and Natural Resources.

## **REPORTS AND RECOMMENDATIONS OF COMMITTEES**

### **ACADEMIC AND STUDENT AFFAIRS COMMITTEE**

President Bonner asked Chairman Jorgensen for a report from the Academic and Student Affairs Committee meeting held on January 20, 1995. Committee members Jorgensen, Dray,

Hammons, Kinnaman, and Updike attended the meeting, along with other Trustees and University personnel. The following items were presented to the full Board:

**Academic Calendar for 1996-2000**

It was recommended that the set of principles for establishing the academic calendar, and the 1996 - 2000 academic year calendars (included as Enclosure 1) be adopted. Based on a recommendation by the Academic and Student Affairs Committee, it was moved by Trustee Jorgensen, seconded by Trustee Hammons and carried that the Trustees of the University of Wyoming approve the proposed academic calendars.

During the committee meeting, Trustee Hammons thanked members of the ad hoc Calendar Committee for their efforts, saying they had met the overriding goal of securing the maximum number of instruction days.

Trustee Ward informed Trustees that students have expressed an interest in a fall break beginning in the fall of 1996. ASUW will review any proposal, and may ask consideration of a revised calendar at a later date.

**Center for the Advancement of Ethics**

Background information on the Center for the Advancement of Ethics was presented to UW Trustees at their December, 1994 meeting, and may be found in the December 1994 Trustee minutes.

Funding needed to begin the center's operation is estimated to be \$30,000 to \$40,000 per year



to provide a half-time director, sufficient staff support, and a satisfactory operating budget, including travel funds. Pending Trustee approval of the center, one half of the startup funds were to be secured from the Foundation and the other half from the Provost's Office. The center, in turn, would become a fundraising priority of the UW Foundation.

Progress in fundraising and program development will be closely monitored, with annual reviews and a full examination regarding fundraising progress no later than three years following approval of the center.

During the Academic and Student Affairs Committee, Trustee Kepler expressed a need to understand more clearly how the center would fit into the overall priority of fundraising for the University. President Roark said it was his understanding that if approved, the center would add a priority to the Foundation Board's list. The leadership of the Foundation Board would like to discuss the feasibility of a major fundraising campaign at their meeting in Tucson next week. After further discussion during the committee meeting, Trustee Hammons moved and Trustee Dray seconded a motion to table the item.

During the business meeting, Trustee Hammons moved to remove the item from the table. Trustee Dray seconded the motion. Trustees Jorgensen and Kepler spoke against removing the item from the table. Trustee Dray stated that his reason for wanting to table the item during the committee meeting was because of the question of Foundation Board priority for the center, but thought it should be considered since he had been assured there was a funding plan, and because establishment of the center is noteworthy.

President Roark spoke in favor of the project, saying that it would fit in with UW's goals. The

development office accepts only a limited number of projects presented because of a finite staff and budget. He said he believed UW would get tremendous help and support from the Foundation Board, both as a group and individually, because members are excited about the project and would begin fundraising efforts immediately.

Discussion followed, with some Trustees expressing caution about proceeding with approval of the center before being more fully advised of Foundation Board priorities and knowing how the center would fit into UW's long range planning efforts. Trustee Jorgensen suggested that Trustees table the item until the Foundation Board identified a list of priorities. There was also concern as to whether a \$1 million fund raising goal could be successful, and whether a sunset date should be required.

Trustee Brown spoke in favor of the center, adding that the gift is from a donor who has done much for UW, and failure to approve the project would lead to the loss of a very important contribution to UW. Trustee Brown moved approval of the Center for the Advancement of Ethics. Trustee Dray seconded the motion.

Vice President Simpson was asked to provide Trustees with a status report on approved projects at the March meeting.

Vice President Simpson talked to Trustees about the fund raising process. He noted that the 16 projects listed in the Trustee report had all been part of the process instituted early in 1992 that established an approval procedure to ensure they fit with the priorities of the institution and were within the capabilities of UW staff. The process begins with the faculty, proceeds to the dean, provost, president, and to the Foundation Board.

Trustee Kail spoke in favor of the center, saying that because there will be ethical decisions an informed populous will have to make, she was persuaded that our students need an ethics center to help clarify the implications of those decisions. Trustee Hammons echoed Trustee Kail's remarks, and added that she hope Trustees would take the long view in creation of the center. Trustees agreed that they should have a closer tie to the Foundation board, and that there be more articulation between the boards.

A vote on the motion to approve the Center for the Advancement of Ethics passed, with Trustees Jorgensen and Kepler voting no.

### **College of Education Teacher Preparation Program**

Dr. James Collins, Dean of the College of Education, reported to the Academic and Student Affairs Committee on changes in the undergraduate teacher education program that have been approved by the college faculty. Dean Collins said it was an attempt to strike a reasonable balance to keep valuable principles, yet adopt changes to make the program more accessible.

One of the changes was a general reduction in credit hours required for several degrees, which he hoped would be well received by students. Dean Collins' report is included as enclosure 2.

Trustee Catchpole said that the changes in the college were addressing many concerns, and she was particularly pleased that a special certification program had been developed.

Responding to a question as to what credit hour reductions were made, Dean Collins said that redundancy had been found in some of the courses, resulting in reduction of elementary and secondary methods courses.

Dean Collins stated that as UW is attempting to coordinate classes with the community colleges, they will have the option of continuing their programs or modifying them to match UW's. President Roark thanked Dean Collins for his leadership and guidance through the process. Trustee Hammons also congratulated Dean Collins, saying that Trustees should be proud of the college, dean, and faculty, who rose to the occasion when the state said we needed better prepared teachers, and devised a solution that will meet the needs of the state and students. She recommended the board support those efforts and thank the persons involved.

### **Student Recruiting and Retention**

Vice President Hurst reported to the Academic and Student Affairs Committee on student recruiting. A campus-wide initiative has been in place since the fall of 1993, and has involved a coordinated and sustained effort of many people across campus. Goals are to increase the frequency and personalization of prospective student recruiting contacts, to use Student Financial Aid more effectively as an incentive in the recruitment process, adoption of a common theme and uniformly high quality for all UW recruitment publications, increasing UW's profile and recruiting calendar in selected non-resident locations, and intensified efforts to attract special students such as high achievers and underrepresented students.

Dr. Hurst reported that a University telecounseling project involved seven highly trained advisor personnel who worked evenings and weekends from January through July, 1994 and made more than 6,000 contacts with prospective students and parents. The admissions office downloaded 4,500 names of students to academic areas for faculty follow-up. During spring and summer of

1994, the Center for Academic Advising contacted 1,500 undeclared prospective students to offer encouragement for them to attend UW. Results indicate that the highest number of campus visits ever recorded occurred in 1994, an increase of over eight percent. Forty-four percent of those contacted reported plans to attend UW.

The effort to use Student Financial Aid more effectively as an incentive in the recruitment process is being made through earlier scholarship awards, programs for non-resident students, and leadership programs for resident students. The objectives are to attract student at an earlier date.

A publications review committee developed a common, recognizable look and theme for UW recruiting publications. Quality control and theme compliance in all recruitment publications are stressed. The west coast has been targeted for additional recruiting attention, as well as western Colorado, Utah, and midwest population centers.

Efforts to attract unique students have included a strengthening of the UW honors program and the annual National Merit Symposium, providing special interest floors in residence halls, and contacting prospective students through the ethnic minority associations.

Vice President Hurst also provided Trustees a handout describing UW retention initiatives.

## **BUDGET COMMITTEE**

President Bonner called on Chairman Dray for a report from the Budget Committee meeting held on January 20. Committee members Dray, Brown, Hammons, Harris, and Jorgensen, and ex-officio members Bonner 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.

**Fees, Charges, Refunds and Deposits, July 1, 1995-June 30, 1996**

Annually, Budget Committee and Trustee consideration is requested for changes and additions to authorized fees, charges, refunds and deposits. The proposed changes for the fiscal year beginning July 1, 1995 were presented for approval.

The proposed changes address mandatory fees; University fees, charges and deposits; Auxiliary Enterprises; laboratory and special course fees; and miscellaneous fees, charges and deposits.

The tuition changes were previously approved by the Trustees at their December 17, 1994 meeting.

Questions were raised as to how much of an increase in tuition would be required to cover the various course fees, and if the rental fees charged non-University users for facilities could be structured to include an amount earmarked for maintenance. Vice President Baccari will bring a recommendation on the rental charges for consideration at a later date.

Based on a recommendation from the Budget Committee, Mr. Dray moved approval of proposed changes, additions and deletions to the Fees, Charges, Refunds and Deposits, University of Wyoming, July 1, 1995 - June 30, 1996, as presented in Enclosure 3. The motion was seconded by Mr. Harris, and it carried.

**Budget Authorization Increases for FY 1995**

Based on a recommendation from the Budget Committee, Mr. Dray moved, Mr. Harris seconded, and it carried to increase the Fiscal Year 1995 operating budget for the institution by \$173,750. This increase will be funded from two University fund sources and will be allocated to both the Section I budget and the Section II budget of the institution.

The Section I budget increase is \$161,000 of UW Income funds to be added to the budget allocation for Information Technology (IT) to address equipment and software needs for the Novell Subscription Servers. Throughout the fall semester, IT has experienced an increasing number of network failures on the Novell servers. The problem has been traced to the large number of users attached to each server and the number of network load modules utilized in running software. By expanding the number of file servers available to the campus and replacing some of the network load modules, it is estimated that the reliability of the system can be greatly enhanced. This additional one-time allocation will be used to expand the number of file servers from three to six and to purchase additional network load modules.

The Section II budget increase is \$12,750 of ASUW reserves to be added to the budget allocation for ASUW to address programmatic and salary needs. Specifically the ASUW Senate passed legislation on December 5 allocating an additional \$12,750 to be used for the United Multicultural Council, sports clubs and child care activities. In addition, ASUW funds salaries for employees within the Campus Activities Center and the salary adjustments granted in October will require additional ASUW funding to cover these increases. The ASUW reserve had a balance of approximately \$286,000 coming into the fiscal year that will accommodate this proposed allocation.

**Student Health Insurance**

The Student Health Insurance Program for the 1995-96 academic year was let for bids with coverage specifications equal to those in place for the 1994-95 academic year (\$20,000 illness/injury; 75% - 25%; \$250 deductible) plus the inclusion of a soft waiver. A soft waiver program requires the student to formally declare that he/she does not desire the insurance program. Sixteen health insurance carriers received the bid specifications, three carriers submitted bids:

| <u>Carrier</u>   | <u>1994-95 Rate</u> | <u>1995-96 Bids</u> | <u>% Change</u> |
|--|---------------------|---------------------|-----------------|
| Alumni Insurance Agency<br>& Administrators            |                     | \$829               | 19.3%           |
| Blue Cross/Blue Shield                                 | \$695               | 894                 | 28.6%           |
| Student Insurance Division<br>United Insurance Company |                     | 659                 | -5.2%           |

The five plus years of negative experience (adverse selection) played a major role in the pricing schemes considered by the carriers. They were unwilling to discount the negative history in conjunction with the soft waiver alternative. The perception of the carriers is that the optioning population will not increase at a rate sufficient to offset the continuing adverse selection population in the near term; and, the program would not experience measurable premium decreases until the experience rating for the program dropped to 87% - 92% (100% being break even).

Bids for a hard waiver program also reflected an unwillingness to discount the negative history, and no bids were received for a strictly voluntary program.

Based on a recommendation from the Budget Committee, Mr. Dray moved to permit the



administration to enter into negotiations with Student Insurance Division of United Insurance Company to provide student health insurance on a soft waiver basis at a premium of no more than \$659 for the 1995-96 academic year. The motion was seconded by Mr. Harris, and it carried.

### **Approval of Contracts and Grants, Gifts and Scholarships**

Based on a recommendation from the Budget Committee, it was moved by Mr. Dray, seconded by Mr. Harris, and carried, that the Trustees of the University of Wyoming accept contracts and grants in the amount of \$2,394,614 for the period November 22, 1994 through December 23, 1994, and gifts and scholarships in the amount of \$52,685.55 for the period November 1, 1994, through December 15, 1994.

### **Program Reduction/Elimination Policy**

Trustee Jorgensen reported to the Budget Committee on a meeting of the ad hoc committee appointed to formulate a policy for program elimination under conditions other than financial exigency. The committee expects to have a draft policy by the March meeting. This will permit subsequent review by the appropriate faculty committees prior to final action by the Board.

### **Internal Audit Activity Conducted in Accordance with the Audit Plan for the Period July 1, 1994 to December 31, 1994**

A report prepared by Mr. Van Jacobson, on the internal audit activity for the period October 1, 1994, through December 31, 1994, conducted in accordance with the audit plan, was presented to the Budget Committee.

## **PERSONNEL COMMITTEE**

President Bonner asked Trustee Kirk for a report from the Personnel Committee meeting held on January 19, 1994. Committee members Kirk, Dray, Harris, Kail, and Kinnaman attended the committee meeting, along with other Trustees and University personnel. It was moved by Trustee Kirk, seconded by Trustee Kinnaman, and carried that the following items be approved as indicated:

### **Faculty Appointments**

#### COLLEGE OF AGRICULTURE

- a. William C. Akey, as temporary assistant professor of crop/weed ecology, effective January 18, 1995, at an annual (9-month) salary of \$27,000. This is a non-tenure track appointment. Service as a temporary professor does not entitle one to tenure and its privileges.

#### COLLEGE OF ARTS AND SCIENCES

- b. Carlos Martinez del Rio, as assistant professor of zoology and physiology, effective January 18, 1995, at an annual (9-month) salary of \$37,008. This is a tenure-track appointment.
- c. Tamara J. Resler as assistant professor of political science effective August 25, 1994, at an annual (9-month) salary of \$34,008. This is a tenure-track appointment.

### **Intercollegiate Athletic Appointments**

- a. Kevin Blokker as assistant women's soccer coach and lecturer in athletics, effective January 20, 1995, at a 10-month salary of \$17,504. This is a non-tenure track appointment.
- b. Jim Chaney as assistant football coach and lecturer in athletics, effective December 12, 1994, at a fiscal (11-month) salary of \$36,000. This is a non-tenure track appointment.
- c. Brock Spack as assistant football coach and lecturer in athletics, effective December 9, 1994, at a fiscal (11-month) salary of \$48,000. This is a non-tenure track appointment.

### **Administrative Appointment**

#### **COLLEGE OF AGRICULTURE**

- a. Ronald D. Cunningham as acting county director for Sweetwater County, effective December 1, 1994, to June 30, 1995. This position carries an annual administrative stipend of \$1,008.

### **Administrative Reappointments**

#### **COLLEGE OF ARTS AND SCIENCES**

- a. Burke Grandjean as Professor of sociology and head of the department of sociology, for a three-year term effective May 31, 1994, at no change in salary. Dr. Grandjean joined the faculty of the University of Wyoming in 1990 as professor of

statistics and sociology with tenure.

### **Adjunct Appointments**

An adjunct appointment carries no tenure rights. The following adjunct appointments were approved under the conditions cited.

#### **COLLEGE OF ARTS AND SCIENCES**

- a. Harold W. Lewis as adjunct professor of physics and astronomy for the period December 3, 1994, to June 30, 1997. Dr. Lewis is currently professor emeritus of physics at the University of California, Santa Barbara.

#### **COLLEGE OF ENGINEERING**

- b. Thomas C. Evans as adjunct assistant professor of electrical engineering for a three-year period effective January 1, 1995, to December 31, 1997. Mr. Evans is currently a private consultant in Fort Collins.

#### **COLLEGE OF HEALTH SCIENCES**

The adjunct appointments listed below in support of student programs in the College of Health Sciences were approved for a three-year period as indicated.

#### **SCHOOL OF HUMAN MEDICINE**

- c. Dawn C. Ford, as adjunct clinical faculty in nursing, Rock Springs, for a three-year period effective January 1, 1995, to December 31, 1998. Ms. Ford is currently a consultant at the University of Wyoming School of Nursing.
- d. George W. Letson, as adjunct clinical faculty in family practice/pediatrics in

Cheyenne for a three-year period effective December 14, 1994, to June 30, 1997. Dr. Letson is currently Administrator, Division of Public Health at the Wyoming Department of Health, Cheyenne.

### **Changes in Assignment**

#### **COLLEGE OF AGRICULTURE**

- a. Lee A. Bulla, Jr., professor of molecular biology and head of the department of molecular biology, was reassigned as professor of molecular biology, effective December 31, 1994.

#### **HOUSING AND RESIDENCE LIFE**

- a. Bruce Gilbertson, director of housing and residence life, has been transferred to another position. Effective January 4, 1995, he will no longer hold this administrative appointment.

### **Leave of Absence Without Pay**

#### **COLLEGE OF AGRICULTURE**

- a. Gerald M. Langbehn, university extension educator, for the period of January 15, 1995, through July 14, 1995, for a six-month assignment in Poland.

The following were presented to Trustees as items for information:

### **Full-Time Academic Professional Appointment**

The Regulations of the Trustees provide that full-time academic professionals will be

appointed annually by the President of the University upon the recommendation of the appropriate academic officers.

| <u>Name</u> | <u>Department</u> | <u>Rank</u> |
|-------------|-------------------|-------------|
|-------------|-------------------|-------------|

COLLEGE OF HEALTH SCIENCES

|                                     |  |                              |
|-------------------------------------|--|------------------------------|
| Zahn, Gail<br>(12/15/94 - 06/30/95) | Wyoming Institute for<br>Disabilities (WIND) | Temporary Associate Lecturer |
|-------------------------------------|--|------------------------------|

**Part-Time Academic Professional Appointments**

The Regulations of the Trustees provide that part-time academic professionals will be appointed annually by the President of the University upon the recommendation of the appropriate academic officers. The following were reported for the Trustees' information:

| <u>Name</u> | <u>Department</u> | <u>Rank</u> |
|-------------|-------------------|-------------|
|-------------|-------------------|-------------|

COLLEGE OF AGRICULTURE

|   |                |                              |
|---|----------------|------------------------------|
| Aldrich, Michelle D.<br>(01/17/95 - 05/12/95) | Home Economics | Temporary Assistant Lecturer |
|---|----------------|------------------------------|

COLLEGE OF ARTS AND SCIENCES

|  |                   |                              |
|--|-------------------|------------------------------|
| Anderson, Stephanie<br>(01/17/95 - 05/12/95) | Political Science | Temporary Assistant Lecturer |
|--|-------------------|------------------------------|

|  |            |                              |
|--|------------|------------------------------|
| Branden-Muller, Leslie R.<br>(01/17/95 - 05/12/95) | Psychology | Temporary Assistant Lecturer |
|--|------------|------------------------------|

|  |                            |                              |
|--|----------------------------|------------------------------|
| Burkhalter, Nancy<br>(01/17/95 - 05/12/95)     | Psychology                 | Temporary Assistant Lecturer |
| Dickman, Francois M.<br>(01/17/95 - 05/12/95)  | Political Science          | Temporary Assistant Lecturer |
| Glass, Laurence Brett<br>(01/17/95 - 05/12/95) | Computer Science           | Temporary Assistant Lecturer |
| Hurd, Carroll P.<br>(01/17/95 - 05/12/95)      | American Indian<br>Studies | Temporary Assistant Lecturer |
| Marcum, Dave A.<br>(01/17/95 - 05/12/95)       | Political Science          | Temporary Assistant Lecturer |
| Matthew, David A.<br>(01/17/95 - 05/12/95)     | English                    | Temporary Assistant Lecturer |
| Nyhus, Sheila M.<br>(01/17/95 - 05/12/95)      | Sociology                  | Temporary Assistant Lecturer |
| Seitz, Thomas<br>(01/17/95 - 05/12/95)         | Political Science          | Temporary Assistant Lecturer |
| Tihen, Renee A.<br>(01/17/95 - 05/12/95)       | Political Science          | Temporary Assistant Lecturer |
| Tkachuk, Marilyn J.<br>(01/17/95 - 05/12/95)   | Psychology                 | Temporary Assistant Lecturer |
| Tromp, Marlene A.<br>(01/17/95 - 05/12/95)     | English                    | Temporary Assistant Lecturer |
| Ukaegbu, Christian<br>(01/17/95 - 05/12/95)    | Sociology                  | Temporary Assistant Lecturer |
| Williams, James H.<br>(01/17/95 - 05/12/95)    | Political Science          | Temporary Assistant Lecturer |

Flynn, Nichole M.  
(08/29/94 - 06/30/95)

Wyoming Center for  
Teaching and Learning,  
Laramie

Temporary Assistant Lecturer

RESEARCH OFFICE

Hamerlinck, Jeffrey D.  
(12/01/94 - 06/30-96)

Wyoming Water  
Resources Center

Associate Research Scientist

**Staff Fellows Program**

Vice President Baccari reported to the Personnel Committee on the Staff Fellows Program, program that was initiated in Administration and Finance. Mr. Baccari said the program provides an excellent opportunity for staff employees to network and increase the level of awareness of how the University works. The hope is that it will maximize retention of quality employees and boost morale among workers. The program is elective, with 15 participants, and consists of an opportunity to meet with others through a series of meetings to formulate an agenda and broaden knowledge of how the institution operates, and then to identify projects for the group that will benefit the institution.

**PHYSICAL PLANT AND EQUIPMENT COMMITTEE**

President Bonner called on Chairman Updike for a report from the Physical Plant and Equipment Committee meeting held on January 20. Committee members Updike, Jorgensen, Kail, Kepler, and Kirk, and ex-officio members Bonner 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.

### **College of Agriculture Teaching Arena**

Dean Steven Horn of the College of Agriculture submitted a plan to fund the costs of operation and maintenance (O&M) for the Livestock Teaching Arena. This plan is based on a commitment by the College to reallocate existing funds to support the arena's O&M costs, with a long-range goal to redirect part of these costs to other funding sources as they are developed.

Based on a recommendation from the Physical Plant and Equipment Committee, Mr. Updike moved approval of the College of Agriculture's O&M funding plan for the Livestock Teaching Arena, with the deletion from the plan of \$60,000 from the sale of University property to the Laramie Airport Authority to seed the endowment, with the understanding authorization is granted to proceed with the preparation of construction documents for construction of the facility. This does not include authorization to bid and construct the project; such authorization will be requested at a future date. The motion was seconded by Mr. Kepler, and it carried.

### **Utility Easement, Animal Science Livestock Center**

Pipeline Solutions, Inc. of Glenwood Springs, Colorado, has applied for a pipeline right-of-way across University of Wyoming property in Sections 11, 14 and 15, Township 15N, Range 74W. This right-of-way is needed for construction of a planned Laramie to Walden, Colorado, natural gas pipeline project with inclusion of a U S West Communications fiber optic carrier pipe in a single plowing operation. The gas pipeline project will bring needed natural gas from the Colorado

Interstate Gas pipeline that crosses Section 11 (described above) to the town of Walden, Colorado, whereas the fiber optic installation will upgrade telephone service to Harmony, Woods Landing and Mountain Home.

The right-of-way easement requested would be along the south side of State Highway 230 inside the right-of-way fence on UW property for a distance of approximately 5400 feet with a permanent easement width of 20 feet. During construction a width of 40 feet will be required to allow the cat-mounted plow to turn around while changing pipe reels.

Neil Frye, UW Stock Farm Superintendent, foresees no problem with this gas line/fiber optic installation since the burial depths will be 48 inches and 36 inches respectively and the disturbed areas will be reseeded, fences restored and other damages fixed.

Based on a recommendation from the Physical Plant and Equipment Committee, Mr. Updike moved approval of this easement for the price of \$4,500, rather than the \$1,636 offered by Pipeline Solutions. The motion was seconded by Mr. Jorgensen, and it carried.

### **Progress Report, Projects in Design, and Change Orders**

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

### **INVESTMENT COMMITTEE**

President Bonner called on Chairman Kepler for a report from the Investment Committee meeting held on January 20. Committee members Dray, Kepler and Saunders and ex-officio members Bonner and Roark attended the committee meeting, along with other Trustees and University staff. Based on the committee meeting, the following reports were presented to the full Board:

#### **Quarterly Report, University Investments**

A quarterly report on the status of the investments managed by the University as of December 31, 1994, was provided to the Investment Committee for information only.

#### **Investment Committee Meeting**

Chairman Kepler announced that a meeting has been scheduled on February 13 in Denver for discussions with the investment advisor and investment managers.

#### **DEVELOPMENT COMMITTEE**

President Bonner called on Chairman Brown for a report from the Development Committee meeting held on January 20, 1995. Committee members Brown, Hammons, Kepler, and Saunders attended the meeting, along with other Trustees and University personnel. The following items were presented to the full Board:

#### **Approval of Name - Irene Stiles Room - College of Education**

Trustee approval was sought to remodel and name room 115 in the Education Building the

Irene Stiles Room. In the spring of 1994, long time Lusk, Wyoming teacher Irene Stiles died. Her son and daughter initiated a memorial to her and contacted family and friends for contributions. In the fall of 1994, the memorial fund totaled \$5,000. The proposal was an exception to the UW naming policy which calls for 25% of replacement costs.

The room will be used to help the college continue to expand its distance learning capability to school districts across the state. The center will also be used for phone or video conferences, by graduate students taking master's or Ph.D exams and for other educational purposes.

It was moved by Trustee Brown and seconded by Trustee Hammons that approval be given for the Irene Stiles Room in the College of Education. The motion carried.

As items for information, President Roark spoke to Trustees about the current fiscal year fund raising report, approved projects, capital projects, preliminary capital campaign plans, and the annual fund.

## **COMMITTEE OF THE WHOLE**

The Committee of the Whole met on Friday, January 20, 1994. A draft policy for use of sale proceeds from real property was reviewed and amended at the December meeting of the Trustees. Copies of the amended policy distributed in advance of the meeting of the Trustees.

It was moved by Trustee Bonner, seconded by Trustee Saunders and carried that the following policy be adopted:

### **POLICY FOR USE OF REAL PROPERTY SALE PROCEEDS**

It is the policy of the Trustees to designate proceeds from the sale of real property for the

acquisition of land and improvements, new construction and/or renovation of facilities.

A quasi-endowment account shall be created to receive and hold all sale proceeds until they are released by the Trustees for the acquisition of land and improvements, new construction and/or renovation of facilities. Funds held in the account shall be invested in accordance with the Trustees' Investment Policy for endowment funds, with the provision investment earnings will be reinvested in the quasi-endowment account for use under the provisions of this policy.

Requests for the use of these funds are to be submitted to the Vice President for Administration and Finance. If the request is for new construction or a major remodeling project, it must include estimates for total construction costs, as required by Trustee policy for consideration of such projects.

### **Update on Long-Range Planning**

President Bonner noted that the process of long range planning began with the long range planning committee being formed in June of 1994. Trustee Bonner asked Trustee Hammons, who chaired the committee, to provide a progress report. Trustee Hammons stated that the intention was that this will be an excellent institution. What is required is a clear focus and mission, and empowerment of the president to carry out that mission. The committee is coming close to the end of its work. A document is being revised and typed, and is almost ready to take to the president. When President Roark receives it, he will provide goals, implementation, and time factors. President Roark intends to share it with the campus community so that everyone understands how it is to be carried out. President Roark will come back to Trustees with suggestions for change.

President Bonner thanked Trustee Hammons for her leadership of the Board in this project, and the committee members for their work, saying that the final product will help to clarify UW's mission and what the Board of Trustees has in mind for UW. Trustee Hammons thanked the board members for their cooperative spirit.

## **NEW BUSINESS**

Trustee Saunders announced that the new Associate Athletic Director for Development and Cowboy Joe Director, Tom Burman (a Laramie native and UW graduate) would be at the Cowboy Joe hospitality before the game that afternoon, and thought Trustees might want to introduce themselves.

Trustee Saunders noted that Trustees had been apprised of WAMI, some Trustees had attended the recent WAMI meeting, and the Governor's task force on health care reform had a recommendation on that model. Trustee Saunders recommended that Trustees seriously examine it so that the board can develop a position on it.

Trustee Dray observed that several Trustees may or may not be on the board after this meeting. He thanked them for their service to the board, University and state, and said he had benefitted from their service, fellowship, good guidance, and stewardship. President Roark seconded Trustee Dray's comments on behalf of the faculty, staff, and students at UW.

In other new business, Trustee Brown moved that the Livestock Teaching Center be named the Cliff and Martha Hansen Livestock Center. Trustee Updike seconded the motion and it carried.

Trustee Bonner announced that he had named the following committees: Nominating Committee - Pete Jorgensen, chair; Debbie Hammons, and Lee Harris. Presidential Contract Review Committee - Jerry Saunders, chair; Perry Dray, Frosty Kepler, Jeri Kirk. Honorary Degree Committee - Betty Kail, Dan Kinnaman, Debbie Hammons. The Honorary Degree Committee is chaired by President Roark. President Roark mentioned that three faculty members will also serve

on the Honorary Degree Committee.

## **PUBLIC COMMENTS**

Faculty Senate chair Tom Bailey reported that Faculty Senate will be considering the subject of mid-term grades at their meeting Monday, January 23. He thanked Trustees Jorgensen and Bonner for the opportunity to meet regarding program reorganization.

Pat Wolfenbarger, chair of Staff Senate, announced that staff recognition day would be held February 24. Staff Senate has been busy with two fund-raisers, and had a successful book recycling drive. The Mercer classification and compensation study is ongoing.

Trustee Ward said ASUW is looking forward to closure on the subject of athletic fees, and hopes an agreement on a set percentage will benefit future students. He said he hoped to have a proposal soon for a fall break. He echoed comments of Trustee Dray, saying that students couldn't have a better Board working for students.

Trustee Catchpole commented that she looks forward to serving on the board, saying she hoped the Department of Education and Board of Trustees complement each other so that every citizen has an opportunity for education. Trustee Bonner welcomed Trustee Catchpole, and thanked Trustees for all they do for UW and the state.

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

There being no further business to come before the Board, the meeting adjourned at 11:37 a.m. Trustees then held an executive session to discuss litigation and personnel matters. The next

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meeting date is scheduled for March 17-18, 1995 in the Old Main Board Room.

Respectfully submitted,

*Electronic signature not available.*

Donna J. Mecham  
Deputy Secretary