

THE UNIVERSITY OF WYOMING

MINUTES OF THE TRUSTEES

May 6-7, 1999

**The Final Minutes can be found on the University of Wyoming Board of Trustees
website at www.uwyo.edu/trustees/meetings**

THE UNIVERSITY OF WYOMING
MINUTES OF THE TRUSTEES
May 6-7, 1999

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TRUSTEES OF THE UNIVERSITY OF WYOMING

MINUTES OF THE TRUSTEES

May 6-7, 1999

The University of Wyoming Trustees held committee meetings on Thursday, May 6, 1999. The Trustees also held Executive sessions to discuss personnel and litigation matters on Thursday, May 6, and on Friday, May 7, 1999.

Breakfast meetings were held in the Foundation House on May 6 with the Faculty Senators and on May 7 with the President and Vice Presidents. On Thursday evening, the Trustees attended a reception honoring Frosty and Harriett Kepler at the home of President and Mrs. Dubois. Trustee Emeritus Kepler was presented with a Trustee Award of Merit which may be found in its entirety at the end of the Minutes. Other activities included: attendance at the ASUW Distinguished Service Reception and Recognition of 1998-99 Student Government on Thursday; attendance at the Commencement Honors Banquet Friday evening; and, performed official duties in the College Commencement ceremonies on Saturday.

CALL TO ORDER

Trustee President Elizabeth Kail called the Business Meeting to order at 9:10 am on Friday, May 7, 1999.

ROLL CALL

Trustee Thomas Spicer called roll. The following Trustees were in attendance: Elizabeth "Betty" Kail, John "Dave" Bonner, Deborah "Debbie" Hammons, Kathleen "Kathy" Hunt, Peter "Pete" Jorgensen, Ron McCue, John Patrick, Shelly Ritthaler, Jerry Saunders, Gregory "Greg" Schaefer, and Hank True. Ex-officio members Philip Dubois and Nathan Hammons also

attended the meeting. Ex-officio Trustees Governor Jim Geringer and Superintendent Judy Catchpole were absent.

ANNOUNCEMENTS

No announcements were made.

APPROVAL OF MARCH 12-13, 1999 MINUTES OF THE TRUSTEES

President Kail moved to approve the March 12-13, 1999 minutes. Trustee McCue seconded. Motion carried.

APPROVAL OF DEGREES

President Kail moved approval of degrees as listed in the May 6-7, 1999 Report. The motion was seconded by Trustee Ritthaler. Motion carried.

ELECTION OF OFFICERS

The Nomination Committee chaired by Trustee Saunders presented the following slate of officers for consideration: President, Hank True; Vice President, Thomas Spicer; Secretary, Ron McCue; and Treasurer, Shelly Ritthaler. Trustee Debbie Hammons moved that nominations cease and the slate of officers be approved as presented to the Board. Trustee Saunders seconded. Motion carried.

President Kail took a personal moment to thank the Board for their support during her year as President of the Board. She also presented a small token to President True that she felt would be beneficial to him during the coming year.

The meeting was turned over to President True. President True thanked the Board for the confidence expressed by them in his election to President of the Board.

President True opened the floor for nominations for two members to be elected to the Executive Committee. Trustees Debbie Hammons and Jerry Saunders were nominated by

Trustee Bonner to fill the vacancies on the Executive Committee. Trustee McCue seconded. After a brief discussion, the motion carried.

The Executive Committee for July 1999-July 2000 consists of: President, Hank True; Vice President, Thomas Spicer; former President, Betty Kail; Debbie Hammons; and Jerry Saunders.

President True then asked for nominations for one member to be elected to the Investment Committee. Trustee Bonner nominated Trustee McCue. Trustee Saunders seconded. Motion carried.

ASUW REPORT

Former ASUW President Jesus Rios was in attendance at the Business meeting at the request of President Kail. Mr. Rios was presented a Resolution of Appreciation which may be found in its entirety at the end of the Minutes. After his expressions of appreciation and thanks, Mr. Rios then presented President Nathan Hammons to the Board.

Trustee Nathan Hammons gave the report for ASUW. He expressed his excitement with the newly elected senators and executive assistants. He has presided over two ASUW meetings since his election. He stated the ASUW senators recently had a great retreat with President Dubois. They have outlined their goals for this year. The main goals established by ASUW are: 1) to inform students about the Academic Plan; and, 2) to help them understand what is happening with tuition and scholarship. He requested that the Board give their annual goals to ASUW as well.

STAFF SENATE REPORT

Karen Reasoner reported that the NCA Committee is preparing and will distribute a staff survey. The Senate is reviewing employee benefit proposals, which includes tuition benefits,

establishment of a campus pharmacy, and ideas presented by Staff Fellows committees. Staff Senate will elect new officers at the July meeting. There is a highway clean-up scheduled for May 22 and Staff Senate would welcome staff/faculty/administration participation. The State Health Board elections are now taking place with several nominations from UW. Staff Senate has created a web page that includes candidates' comments. Questions may be addressed to the candidates by campus constituents via the web page. Jim Kaltenbach, Staff Senate President-elect, was introduced to the Board.

Karen expressed her appreciation to the Senate for being able to work with them this past year. She also expressed appreciation for the support received from the Board of Trustees on behalf of Staff Senate.

President True thanked Karen for her efforts in working to keep the Board informed, and they look forward to working with Jim.

Trustee Schaefer asked about the staff survey. President Reasoner said it is to provide analysis of staff ideas and the work environment, morale, and salary and benefits.

Trustee McCue asked if the Senate is advancing a candidate for the Insurance Board election. President Reasoner reported that Staff Senate is not advancing a candidate this year following earlier discussions about the election process, a UW primary election, and the decisions made at that time.

FACULTY SENATE REPORT

Klaus Hanson issued his congratulations to the slate of elected Board officers. The Senate has selected a chair elect, Ken Gerow. Faculty Senate held a special meeting last week for further discussion of the Academic Plan. At that time, the Plan was approved by Faculty Senate as presented. The Academic Plan is tied to the NCA evaluation. Bernita Quoss and

President Hanson are serving on the committee and are committed to tying the view to the future with the view from the past.

Faculty Senate Chair Hanson also commented that the Faculty Senate works well with the Staff Senate and they supported the election campaign for the Insurance Board.

REPORTS AND RECOMMENDATION OF COMMITTEES

ACADEMIC AND STUDENT AFFAIRS COMMITTEE

The Academic and Student Affairs Committee met on Thursday, May 6, 1999 with the following members present: Trustees Ron McCue, Chair, Dave Bonner, Debbie Hammons, Pete Jorgensen, John Patrick, and Jerry Saunders. Trustee McCue reported to the full Board:

Proposed 1999 ASUW Constitution Changes

The following are the proposed changes to the constitution of the Associated Students of the University of Wyoming (ASUW). All of the recommended changes were passed by the student body in the general election held March 31, 1999.

It is recommended that the Academic and Student Affairs Committee recommend to the Trustees of the University of Wyoming approval of the changes to the ASUW constitution as passed by the student body.

1) LOCATION OF ASUW SENATE MEETINGS

ARTICLE VI – ASUW Legislative Branch

Add paragraph “B” to Section 5 as follows:

“Regular ASUW Senate meetings shall be relocated as determined by the ASUW Senate a minimum of once per semester.”

2) INCLUSION OF FRESHMAN SENATE REPRESENTATIVES ON STANDING ASUW COMMITTEES AND MODIFICATION OF THE MEMBERSHIP OF THE ASUW STUDENT ACTIVITIES COUNCIL (Paragraph I)

ARTICLE VI – ASUW Legislative Branch

Modify Section 6 as follows (change noted in bold italics and with

strikeout):

Paragraph A Academic Affairs Committee.

Subsection 3. Composition. The ASUW Academic Affairs Committee shall consist of a minimum of three ASUW Senators, one of whom shall serve as chairperson, and a minimum of four ASUW students-at-large, ***with one being a Freshman Senator appointed by Freshman Senate, subject to the approval of the ASUW Vice President.***

Paragraph B ASUW Constitution Committee

Subsection 3. Composition. This committee shall be composed of a minimum of three ASUW Senators, one of whom shall serve as chairperson and a minimum of two ASUW students-at-large, ***with one being a Freshman Senator appointed by Freshman Senate, subject to the approval of the ASUW Vice President.***

Paragraph C ASUW Elections Committee

Subsection 3. Composition. The Elections Committee shall consist of a minimum of seven ASUW Senators, each representing a different College, one of whom shall serve as chairperson, and three ASUW students-at-large, ***with one being a Freshman Senator appointed by Freshman Senate, subject to the approval of the ASUW Vice President.***

Paragraph D ASUW Finance Appropriations Committee

Subsection 3. Composition. The ASUW Finance Committee shall consist of a minimum of three ASUW Senators one of whom shall serve as chairperson; a minimum of three ASUW students-at-large, ***with one being a Freshman Senator appointed by Freshman Senate, subject to the approval of the ASUW Vice President;*** and the ASUW Business Manager as advisor.

Paragraph E ASUW Budget and Planning Committee

Subsection 3. Composition. The Budget and Planning Committee shall consist of a minimum of four ASUW Senators, one of whom shall serve as the chairperson; a minimum of four ASUW students-at-large, ***with one being a Freshman Senator appointed by Freshman Senate, subject to the approval of the ASUW Vice President;*** an advisor appointed by the University Vice President for Finance; and the ASUW Business Manager as advisor.

Paragraph F ASUW Student Consumer Committee

Subsection 3. Composition. The Student Consumer Committee shall consist of a minimum of three ASUW senators, one of whom shall serve as chairperson, and a minimum of three ASUW students-at-large, ***with one being a Freshman Senator appointed by Freshman Senate, subject to the approval of the ASUW Vice President.***

Paragraph H Student Housing and Health Committee

Subsection 3. Composition. The membership of the Student Housing and Health Committee shall consist of a minimum of two ASUW senators, one of whom shall serve as chairperson, one student appointed by the President of Panhellenic Council; one student appointed by the Interfraternity Council; one student representing the Residence Halls; one student representing married student housing; one student representing off campus students; and a minimum of one student-at-large, ***with one being a Freshman Senator appointed by Freshman Senate, subject to the approval of the ASUW Vice President.***

Paragraph I ASUW Student Activities Council

Subsection 3. Composition. The ASUW Student Activities Council shall consist of a minimum of five ASUW Senators, ~~one to act as chairperson, lead programmer elected by the Council, ASUW commissioners; a Union programming member; a Residence Hall Association member; and as ex-officio members, the Assistant Director of the Wyoming Union Programs and Services; two ASUW program specialists; a Wyoming Union program specialist, and the ASUW Business Manager.~~ ***one to act as chairperson, a lead programmer elected by the Council, the ASUW commissioners, a Union programming member, and a Residence Hall Association member. The following should act as ex-officio members: the Assistant Director of Programs and Activities, the Campus Activities Center's graduate assistant, and the ASUW Business Manager.***

Paragraph K ASUW Research and Information Committee

Subsection 3. Composition. The Research and Information Committee shall consist of a minimum of three ASUW Senators, one of whom shall serve as the chairperson, and no minimum number of ASUW students-at-large, ***with one being a Freshman Senator appointed by Freshman Senate, subject to the approval of the ASUW Vice President.***

- 3) ESTABLISHMENT OF A TIME FRAME FOR RESPONSE FROM THE UW PRESIDENT ON QUESTIONS OF INTERPRETATION OF ASUW CONSTITUTION

ARTICLE VIII – ASUW Judicial Council

Modify Section 3, paragraph A as follows (changes appear in bold italics)

Section 3. In the discharge of its jurisdictional responsibilities, the ASUW Judicial Council shall have the following authority.

A. Subject to the approval of the University President, the ASUW Judicial Council shall be the final authority in interpretations of the ASUW Constitution and/or the ASUW By-Laws. ***If the University President has not issued a written disapproval within 10 school days, the ASUW Judicial Council decision will stand. If the President is unavailable he may appoint a designee to act on his behalf.***

4) ESTABLISHMENT OF A TIME FRAME FOR RESPONSE FROM THE ASUW JUDICIAL COUNCIL TO COMPLAINTS

Article VIII – ASUW Judicial Council

Modify Section 5, as follows (changes appear in bold italics and with strikeout)

Section 5. A dispute may be brought before the Judicial Council by any member of ASUW. All complaints must be filed with the ASUW Secretary within ten (10) school days of the disputed action. ~~The Judicial Council must act upon the complaint within ten (10) school days after the written complaint is filed.~~ ***The Judicial Council must meet regarding the complaint within ten (10) school days after the written complaint is file.***

Trustee Nathan Hammons reviewed this proposal and provided the rationale for the proposed changes. First – the relocation of meetings once a semester would increase PR and is in response to student body request for greater interaction. Second – regarding standing committees, ASUW would like to include another member that would be a freshman member and possibly recruiter. Finally – the changes requested on the review processes for complaints outline the timeline for complaints and would streamline the process and avoid future difficulties.

Trustee McCue, on behalf of the committee, recommended to the full Board

approval of the 1999 ASUW Constitution changes as presented. Seconded by Trustee

Saunders. Motion carried.

Albany County School/Prep

Negotiations have been completed on all major issues relating to the transfer of operational responsibility for the UW Lab School to Albany County School District #1 (ACSD). Under this agreement, the educational program, pupil performance standards, and curriculum will conform to ACSD policies except for those specifically waived by the ACSD Board.

The current students will remain in the school, and ACSD will hire almost all the current faculty and staff. One current staff member and one faculty member who are not required by ACSD to staff the school have been offered other positions in the College of Education (the faculty position is for one year only; the individual is not tenured and was planning to stay only one more year).

ACSD will pay an annual lease charge of \$3.00 per foot for the main school space and \$1.50 for shared space, including the auditorium, gymnasium, and library. ACSD will contract with UW to provide library services.

Because of the additional responsibilities this school has as UW's teaching and research laboratory, UW will supplement the funding for some faculty positions, e.g. so that we may have full-time music, art, and Spanish teachers and a full-time principal. UW will pay half the principal's salary, and the principal will be employed by ACSD. The VP for Academic Affairs must concur with any hiring decision for a principal, and in the event the principal's performance is less than satisfactory from UW's perspective, the VP for Academic Affairs will be able to withdraw the University's funding for 50% of the salary.

President Dubois presented this topic and requested that Dean Charles Ksir provide additional information. Dean Ksir introduced Susan McCormack, President of the Albany County School Board and Dr. Charles Head, the Albany County Superintendent of Schools. Albany County School District is working with Dan Baccari and Dean Ksir to remedy the funding formula that will somewhat change the projected first year's funding. They are requesting that UW waive the rental fee for the first two years, after which time the ACSD can handle the transfer financially. The break-even point for ACSD is projected to be five years. The lab school will continue its dual role, but the removal of the tuition charges will make it open to the public. Dr. Head complimented Dean Ksir on his leadership in this process.

President Dubois asked the Board to authorize him to work with Mr. Baccari, Dean Ksir, and Dr. Buchanan to complete the negotiations and to provide a specific financial report to the Board at the July meeting. It is a win-win situation at this point. Dr. Ksir added that the Albany County School Board would approve the proposal at its next meeting.

Trustee McCue moved that President Dubois be authorized to review the plan, negotiate with ACSD, and report back to the Trustees at the July meeting. Trustee Bonner seconded.

Trustee Schaefer requested more detail on the impact of the move to the ACSD and why a lease payment delay request has been made. Trustee Patrick asked if the Board is approving finalization without financial details. President Dubois reported that round figures are available. Dean Ksir said the current budget will be reduced to \$150,000 for the continuing commitment. The ACSD will pay UW for rental of the building (to be waived for two years), and will pay \$130,000 after two years for the lease of the building. UW will continue to support the program at an estimated cost of \$150,000 next year, as well as some first-year costs. This will eventually

free up \$455,000 from the Lab School's budget. The ACSD will absorb a small loss this first year but will eventually make that up.

Trustee Bonner asked if the rental fee will cover all of the operation, maintenance and insurance expenses. Mr. Baccari said the rental fee will cover all those costs. ACSD will contract with Coe Library for their services.

Trustee McCue reported that if the Board and the ACSD approve this proposal, it would take place in Fall 1999. The State Legislature will not address this until 2000.

Trustee McCue said the motion on the floor will give President Dubois the authorization of the Trustees to negotiate the contract, and he will report the completion of those actions to the Board. The President will be in contact with the Executive Committee following negotiation with ACSD.

The question was called by Trustee McCue. Motion carried.

Academic Plan Process Update

President Dubois reported that he thinks the Academic Planning Process is progressing well.

Dr. Buchanan addressed the process only, content will be addressed at another time. The first draft review and comment period ended several weeks ago. The original first draft comments are available for review in his office. The second draft was released on April 19 and comments from that draft have been minimal and the response quite positive. The Academic Planning Committee and Faculty Senate have endorsed the second draft. Portions of the document are still undergoing discussion with Academic Affairs. They are continuing to receive comments which have been minimal and have involved discreet word choice replacement and tone of document rather than major changes. Based on the comments received, the final draft

will be prepared for distribution to the Board in July. The process has worked reasonably well but not without controversy.

Trustee Bonner stated that he appreciates what President Dubois and others have done and wanted the administration to know they have his support.

Unireg 804

(see following pages)

THE UNIVERSITY OF WYOMING
Laramie, Wyoming

UNIREG 804, Revision 2
March 10, 1999 DRAFT

UNIVERSITY REGULATION 804, Revision 2

Initiating

Authority: President and University Faculty

Subject: Appointment, evaluation and removal of academic administrators

1. STATEMENT OF POLICY

The Trustees of the University of Wyoming observe a policy of administrative accountability, through the President, for the effective operation and distinctive quality of the University. The President is responsible to recommend the appointment or removal of all administrative and academic officers of the University and to assure regular evaluation of their performance. All such University officers serve at the pleasure of the Trustees and may be removed, upon recommendation of the President, at any time and for any reason that is not illegal or arbitrary.

Academic administrators serve several roles as managers of the university, leaders of their academic units, and representatives of the views and interests of their academic colleagues. Therefore, the appointment, evaluation or removal of academic administrators by the President normally shall involve significant faculty participation. This Regulation sets forth the process for personnel treatment of academic administrators and establishes the manner in which faculty participation is anticipated in the process on a timely and consistent basis.

2. DEFINITIONS. As used in this regulation:

- A. “Academic Administrators” means those University Officers designated in Chapter I, Section A of the Regulations of the Trustees as academic officers to whom academic units report.
- B. “Academic Unit” means a department, center, institute, school, college or other academic division to which University faculty are assigned under the aegis of the Vice President for Academic Affairs.
- C. “Advisory committee” means a committee normally composed of a majority of faculty, appointed by a reviewing officer, formed to advise on the selection or review of an academic administrator, and including such non-faculty members (e.g., academic professionals, staff, students, or external advisors) deemed appropriate by the reviewing officer. The reviewing officer may serve on any such Advisory Committee and may designate any representative to serve as a non-voting ex-officio member.
- D. “Annual review” means the performance assessment of each academic administrator carried out each year by his or her reviewing officer prior to the assignment of any merit increment, with a written summary prepared for both parties.
- E. “Department Head” means the academic administrator, whether designated as head, chairman, director or similar title, with responsibility for the leadership and management of an academic unit other than a college of the University.
- F. “Five Year Review” means the comprehensive review of performance and overall effectiveness of an academic unit conducted five years following the appointment of

- its academic administrator by a reviewing officer from the point of view of the University and of the unit, with advice on the latter by an advisory committee.
- G. “Reviewing Officer” means the President, a vice president or dean with authority to evaluate an academic administrator and recommend his or her appointment or removal.
- H. “Special Review” means the review of the performance and overall effectiveness of an academic unit which may be conducted at any time by a reviewing officer and, in the case of department heads, upon request of a majority of the unit faculty accepted by the reviewing officer.
- I. “University Faculty” means Voting members of the University Faculty as defined by Chapter III, Section 1 of the Regulations of the Trustees.
- J. “Vice President” means the Vice President for Academic Affairs, Vice President for Research or other principal officer of the university to whom academic units report and to whom the provisions of this regulation apply.
- 3. APPOINTMENT.** Appointment of academic administrators shall be approved by and incumbents shall serve at the pleasure of the Trustees upon recommendation of the President.
- A. The at-pleasure appointment of Department Heads shall be for a defined term (usually three to five years) to be specified at the time of appointment.
- B. The appropriate dean or vice president may provide an endorsement for the appointment of a department head; however personal review and individual recommendations of such appointments by the President shall be required.

4. SELECTION. Selection of academic administrators normally shall be pursuant to a national search by the appropriate reviewing officer in accordance with University equal employment opportunity principles with the participation of an advisory committee.

- A. A selection process may be limited to internal candidates with prior authorization by the President.
- B. The selection process must include direct consultation with unit faculty.
- C. Consultation on the internal appointment or reappointment of a department head may be limited to direct consultation with unit faculty.
- D. No individual shall be appointed as an academic administrator unless he or she qualifies for tenure and, on appointment, has been recommended for tenure by the appropriate faculty.
- E. Exceptions to these selection requirements may be made by the Trustees upon recommendation of the President.

5. EVALUATION. Evaluation of academic administrators shall be conducted by the President, vice president or dean, as appropriate, who shall evaluate the performance of each academic administrator on an annual basis and shall, each five years following the appointment of an academic administrator, conduct an assessment of the effectiveness of the academic administrator's leadership of the academic unit involved. The evaluating officer shall seek input from the unit faculty as part of the assessment.

- A. Annual Review
 - 1. Annual review shall be conducted by the appropriate reviewing officer each year prior to the approval of the University's annual budget with a written summary prepared for both parties.

2. The reviewing officer shall maintain a performance file containing comments and suggestions received in the previous year related to the performance of the academic administrator under review.
 3. The annual review shall include an assessment of the following factors:
 - a. effectiveness in meeting the goals of the academic unit and the University
 - b. leadership, professional competence and working relationships
 - c. review of the performance file
 4. It shall be the prerogative of the reviewing officer, at any time, to consult with an ad hoc committee to advise on an annual review.
 5. Any merit increment awarded to an academic administrator shall be linked to the annual review.
- B. Five Year Review
1. Every five years, or more often if circumstances warrant, the appropriate reviewing officer shall conduct a comprehensive review of the performance and overall effectiveness of each academic administrator.
 2. The review shall reflect the points of view of both the University and the academic unit; and the reviewing officer shall be advised in the latter regard by an advisory committee which shall:
 - a. Consider the annual reviews of the academic administrator; solicit the opinions of faculty, students, staff and administrators; and examine objective data regarding the progress of the academic unit.
 - b. Submit a confidential, reasoned report, a draft of which shall be submitted to the academic administrator for comment, assessing the strengths and

weaknesses of the academic administrator, and providing suggestions for improvement, as appropriate.

- c. Develop a summary of their report in cooperation with the reviewing officer, who shall distribute the summary to the academic unit.

C. Special Reviews

1. A reviewing authority may conduct a special review of an academic administrator at any time, which shall follow the requirements established in this regulation for a five year review.
2. A majority of an academic unit may request a special review of its department head at any time.
3. In the event a reviewing officer, after consultation with a unit faculty, does not support a request for a special review and the faculty do not recede from the request, the matter shall be referred to the vice president for a decision.
4. At the discretion of the Vice President for Academic Affairs, a special review, pursuant to this Regulation, may be conducted for any academic support unit as such is designated by the Vice President.

6. REMOVAL. Reviewing officers may recommend the removal of an academic administrator at any time for any reason that is not illegal or arbitrary. However, no removal of an academic administrator shall be final until acted upon by the Trustees upon recommendation of the President.

President Dubois reported on UNIREG 804. This proposed revision is the result of past administrative searches and appointments. He commented that it was problematic at times and

whenever other people were to be added outside the group, the Unireg required that the committee change the Unireg. He also found that he had no role in the appointment of department heads and those appointments need to be in full agreement in the academic plan. Additionally, there were concerns from the faculty that the administration was not held to the same review process as faculty in the post-tenure review.

The Board requested UNIREG 804 be prepared and ready for review and action at the May meeting. President Dubois requested instead that the Unireg be addressed in fall at the November meeting after Faculty Senate has been able to review and provide comments.

Trustee Debbie Hammons said she is pleased with the document and it provides the opportunity for UW to learn how to develop leaders from within.

Master List of Degrees

In accordance with the procedure established by the Board of Trustees in March 1983, a Master List of Degrees offered at the University of Wyoming is submitted annually for the information of the Trustees.

Master List of Degrees and Majors At The University Of Wyoming Prepared By The Office Of Registration And Records

By way of explanation, the degree title is listed in bold italics (for example, *Bachelor of Arts, Bachelor of Science in Chemical Engineering*). This is what appears on diplomas. The list of majors for that degree in that respective college follows the degree title. The major appears on transcripts only.

COLLEGE OF AGRICULTURE

Bachelor of Science

1. Agricultural Business
2. Agricultural Communications
3. Agroecology
4. Animal Science and Veterinary Science
5. Farm and Ranch Management
6. General Agriculture
7. Insect Biology
8. International Agriculture
9. Microbiology
10. Molecular Biology
11. Rangeland Ecology and Watershed Management

Bachelor of Science in Family and Consumer Sciences

12. Child and Family Studies
13. Family and Consumer Sciences
14. Human Nutrition and Food
15. Textiles and Merchandising

Master of Science

1. Agricultural Economics
Agricultural Economics/Water Resources (interdisciplinary)
2. Agronomy
Agronomy/Water Resources (interdisciplinary)
3. Animal Science and Veterinary Science
4. Entomology
5. Family and Consumer Sciences
6. Food Science and Human Nutrition (interdisciplinary)
7. Molecular Biology
8. Rangeland Ecology and Watershed Management
Rangeland Ecology and Watershed Management/Water Resources
(interdisciplinary)
9. Reproductive Biology (interdisciplinary) – also in A&S
10. Soil Science

Doctor of Philosophy

1. Agronomy
2. Animal Science and Veterinary Science
3. Entomology
4. Molecular Biology
5. Rangeland Ecology and Watershed Management
6. Reproductive Biology (interdisciplinary)—also in A&S
7. Soil Science

COLLEGE OF ARTS AND SCIENCES

Bachelor of Arts

1. Administration of Justice
2. American Studies
3. Anthropology
4. Art (also ***Bachelor of Fine Arts***)
5. English
6. French
7. German
8. Humanities/Fine Arts
9. International Studies
10. Management Information Systems
 - Management Information Systems (Accounting Option) – ***Bachelor of Science*** only
 - Management Information Systems (Business Option) – ***Bachelor of Science*** only
 - Management Information Systems (Computer Science Option) – ***Bachelor of Science*** only
11. Philosophy
12. Russian
13. Spanish
14. Women's Studies

Bachelor of Science

15. Astronomy/Astrophysics
16. Environmental Geology/Geohydrology
17. Geology
18. Physics
 - Physics (professional)
19. Recreation and Park Administration (professional)
20. Wildlife and Fisheries Biology and Management (professional)

Bachelor of Arts or Bachelor of Science

21. Biology
22. Botany
23. Broadcasting
24. Chemistry
 - Chemistry (ACS approved) – ***Bachelor of Science*** only
25. Communications
26. Computer Science
27. Geography
28. History
29. Journalism
30. Mathematics
31. Mathematics/Science
32. Music

Music Education – ***Bachelor of Music*** only
Music Performance – ***Bachelor of Music*** only
Music Theory and Composition – ***Bachelor of Music*** only

33. Political Science
34. Psychology
35. Self-Designed Major
36. Social Science
37. Sociology
38. Statistics
39. Theatre and Dance (also ***Bachelor of Fine Arts***)
40. Zoology and Physiology
- ** Economics – counted in College of Business

Master of Arts

1. American Studies (interdisciplinary)
2. Anthropology
3. Communication
4. English
5. French
6. Geography (also ***Master of Science in Teaching***)
 Geography/Water Resources (interdisciplinary)
7. German
8. History (also ***Master of Arts in Teaching***)
9. International Studies (interdisciplinary)
10. Music (also ***Master of Music***)
11. Philosophy
12. Political Science
13. Sociology
14. Spanish

Master of Science

15. Botany
 Botany/Water Resources (interdisciplinary)
16. Chemistry (also ***Master of Science in Teaching***)
17. Computer Science
18. Geology
 Geology/Water Resources (interdisciplinary)
19. Geophysics
20. Natural Sciences (interdisciplinary) (also ***Master of Science in Teaching***)
21. Physics (also ***Master of Science in Teaching***)
22. Recreation and Park Administration
23. Statistics
24. Zoology and Physiology
 Zoology and Physiology/Water Resources (interdisciplinary)
- ** Reproductive Biology (interdisciplinary) – counted in Agriculture

Master of Arts or Master of Science

25. Mathematics (also ***Master of Arts in Teaching*** and ***Master of Science in Teaching***)
26. Psychology

Master of Planning

27. Planning (Community and Regional)

Master of Public Administration

Doctor of Philosophy

1. Botany
2. Chemistry
3. Computer Science
4. Geology
5. Geophysics
6. Mathematics
7. Mathematics and Computer Science (interdisciplinary)
8. Physics
9. Psychology
10. Statistics
11. Zoology and Physiology
- ** Reproductive Biology (interdisciplinary) – counted in Agriculture

COLLEGE OF BUSINESS

Bachelor of Science

1. Accounting
2. Business Administration
3. Economics – also in Arts and Sciences
4. Finance
5. Management
6. Marketing
7. Small Business Management

Master of Science

1. Economics
Economics/Water Resources (interdisciplinary)
2. Finance

Master of Business Administration

Doctor of Philosophy

1. Economics

COLLEGE OF EDUCATION

Bachelor of Arts

1. Elementary Education
2. Elementary and Special Education
3. Secondary Education
4. Special Education

Bachelor of Science

5. Business Education
6. Industrial Technology Education
7. Trades and Industrial Education
8. Vocational Agriculture
9. Vocational Homemaking

Master of Arts or Master of Science

1. Education

Education Specialist

Doctor of Philosophy or Doctor of Education

1. Education

COLLEGE OF ENGINEERING

1. ***Bachelor of Science in Architectural Engineering***
2. ***Bachelor of Science in Chemical Engineering***
Bachelor of Science in Chemical Engineering (petroleum engineering option)
3. ***Bachelor of Science in Civil Engineering***
4. ***Bachelor of Science in Electrical Engineering***
Bachelor of Science in Electrical Engineering (bioengineering option)
Bachelor of Science in Electrical Engineering (computer engineering option)
5. ***Bachelor of Science in Mechanical Engineering***

Master of Science

1. Atmospheric Science
2. Chemical Engineering
3. Civil Engineering
Civil Engineering/Water Resources (interdisciplinary)
4. Electrical Engineering
5. Environmental Engineering
6. Mechanical Engineering
7. Petroleum Engineering

Doctor of Philosophy

1. Atmospheric Science
2. Chemical Engineering
3. Civil Engineering
4. Electrical Engineering

5. Mechanical Engineering
6. Petroleum Engineering

COLLEGE OF HEALTH SCIENCES

Bachelor of Science

1. Exercise and Sport Science
2. Health Education
3. Health Sciences
4. Physical Education Teaching
5. Speech, Language and Hearing Sciences

6. ***Bachelor of Science in Dental Hygiene***
7. ***Bachelor of Science in Medical Technology***
8. ***Bachelor of Science in Nursing***
9. ***Bachelor of Social Work***

Master of Science

1. Audiology
2. Nursing
3. Physical and Health Education
4. Speech-Language Pathology

Master of Social Work

Doctor of Pharmacy

COLLEGE OF LAW

Juris Doctor

GRADUATE SCHOOL

Master of Arts or Master of Science

1. Interdisciplinary Studies

Dr. Buchanan reported that the Master List of Degrees in an annual information item and is the current list of degrees granted effective today. The list does not reflect any issues of the Academic Planning process.

President Dubois said a comparison of current UW degrees and the degrees that will be available after the academic plan is completed is available. A comparator list showing those degrees granted at area universities is also available.

BUDGET COMMITTEE

The Budget Committee of the Trustees met on Thursday, May 6, 1999 with the following members present: Trustees Pete Jorgensen, Chair, Dave Bonner, Shelly Ritthaler, Greg Schaefer, and Hank True. The following items were brought before the full Board by Trustee Jorgensen:

FY 2000 Section I Operating Budget

The Section I operating budget for FY 2000 has been prepared on the basis of the legislative appropriation for the 1999-2000 biennium and the adjustments during FY 1999 as a result of Trustee action.

The following table summarizes the May 1998 approved budget for FY 1999 and Trustee adjustments throughout the fiscal year.

**UNIVERSITY OF WYOMING
 SECTION I OPERATING BUDGET
 FISCAL YEAR 1999 RECONCILIATION**

APPROPRIATION	Original	Adjusted		
PROGRAM/ACTIVITY	FY1999	FY1999	Difference	
Instruction	62,437,153	64,042,565	1,605,412	(1)
Research	8,626,899	8,626,899	-	
Public Services	6,107,102	6,107,102	-	
Academic Support	16,096,369	16,290,477	194,108	(2)
Student Services	7,000,981	6,977,881	(23,100)	(3)
Institutional Support	12,900,318	12,900,318	-	
Operation of Plant	15,555,723	15,555,723	-	
Scholarship/Fellowships	6,914,586	6,914,586	-	
Intercollegiate Athletics	6,981,265	6,981,265	-	
Total Budget	\$ 142,620,396	\$ 144,396,816	\$ 1,776,420	

Footnotes on Differences:

- (1) a. Re-budget \$1,210,342 from FY 1998 carryover of earmarked revenue from Summer Session and Education course fees;

- b. A budget increase of \$272,598 from revenue generated by current summer school activities;
 - c. Increased budget authority from tuition differential generated in the Social Work program – an increase of 21 students and \$122,472.
- (2) Re-budget \$194,108 from FY 1998 carryover of earmarked revenue from course fees and computer fees budgeted in the Dean's office, College of Engineering.
- (3) A downward adjustment for the Student Services program was made to keep budget authority in line with revenue collections.

The following table summarizes the revised 1999 allocation, the proposed allocation for fiscal year 2000, and the total biennium authorization.

UNIVERSITY OF WYOMING
SECTION I OPERATING BUDGET

APPROPRIATION			
PROGRAM/ACTIVITY	Allocated FY1999	Proposed FY2000	1999-2000
Instruction	64,042,565	62,699,045	126,741,610
Research	8,626,899	8,626,899	17,253,798
Public Services	6,107,102	6,107,103	12,214,205
Academic Support	16,290,477	16,096,369	32,386,846
Student Services	6,977,881	7,000,981	13,978,862
Institutional Support	12,900,318	12,900,318	25,800,636
Operation of Plant	15,555,723	9,177,798	24,733,521
Scholarship/Fellowships	6,914,586	6,914,586	13,829,172
Intercollegiate Athletics	6,981,265	6,981,265	13,962,530
Sub-total	\$144,396,816	\$136,504,364	\$280,901,180
FY2000 ADJUSTMENT			
Scholarship adjustments (1)			
Scholarship & Fellowship		110,097	110,097
Athletics		115,016	115,016
Salary adjustment (2)		3,029,363	3,029,363
Sub-total	-	\$ 3,254,476	\$ 3,254,476
Total Section I Budget	\$144,396,816	\$ 139,758,840	\$284,155,656

- (1) The fiscal year 2000 scholarship adjustment is based upon the approved tuition change for academic year 1999-2000.
- (2) The salary adjustment is the undistributed balance of the appropriation available from the general fund allocation of \$2,459,312. An additional amount of \$570,051 is allocated to supplement the salary pool for FY 2000 from the approved FY 2000 tuition increase.

The following table summarizes the sources of revenue used to support the Section I Block Grant for each year of the 1999-2000 biennium.

UNIVERSITY OF WYOMING
1999-2000 BIENNium
FUNDING SOURCES

APPROPRIATED	FY1999	FY2000	Total
General Fund	91,697,164	89,237,852	180,935,016
Agricultural Land Income	500,000	500,000	1,000,000
University Land Income	1,100,000	1,100,000	2,200,000
UW Income Fund	33,806,212	32,291,685	66,097,897
Sales and Service	3,547,400	3,552,900	7,100,300
Family Practice Income	2,000,000	2,000,000	4,000,000
Mineral Royalties	8,385,069	4,466,455	12,851,524
Federal Funds	2,457,808	2,457,809	4,915,617
Foundation Income	403,163	397,663	800,826
Medical Contract Income	500,000	500,000	1,000,000
Sub-total	\$ 144,396,816	\$ 136,504,364	\$ 280,901,180
 ADJUSTMENTS			
Salary adjustment-General Fund		\$ 2,459,312	\$ 2,459,312
 UW FUNDS			
Scholarship adjustments			
Scholarship & Fellowship		110,097	110,097
Athletics		115,016	115,016
Salary adjustment		570,051	570,051
Sub-total	-	\$ 795,164	\$ 795,164
Total Section I Budget	\$ 144,396,816	\$ 139,758,840	\$ 284,155,656

The following page reflects the detail allocation of operating funds for Section I.

UNIVERSITY OF WYOMING
FY2000 SECTION I OPERATING BUDGET
BY DISTRIBUTION CODE

	FULL-TIME		PART-TIME		EMPLOYER	TOTAL	GRANTS				TOTAL
	PERSONAL	OVERTIME	PERSONAL	GRADUATE	PAID	PERSONAL	SUPPORT	& AID	NON-OP	SPECIAL	
	SERVICES		SERVICES	ASSISTANTS	BENEFITS	SERVICES	SERVICES	PAYMENTS	EXPEND	SERVICES	
	1000	1100	1200	1400	1900	1000-1900	2000	6000	8000	9000	
INSTRUCTION	40,357,314	225,790	2,365,143	3,269,899	11,806,956	58,025,102	4,476,676			197,267	62,699,045
RESEARCH	5,329,221	45,700	82,083	314,471	1,746,530	7,518,005	1,033,782	60,112		15,000	8,626,899
PUBLIC SERVICE	4,523,488	56,583	85,237		1,332,246	5,997,554	109,549				6,107,103
ACADEMIC SUPPORT	6,583,522	25,968	1,064,830		2,180,964	9,855,284	6,067,085			174,000	16,096,369
STUDENT SERVICES	3,159,398	12,855	362,715	44,022	1,170,786	4,749,776	913,851	1,168,060		169,294	7,000,981
INSTITUTIONAL SUPPORT	7,595,889	67,160	539,485		2,225,980	10,428,514	2,244,295		127,244	100,265	12,900,318
OPERATION & MAINTENANCE OF PLANT	4,462,026	142,030	352,055		1,755,812	6,711,923	2,420,675			45,200	9,177,798
SCHOLARSHIPS & FELLOWSHIPS								6,914,586			6,914,586
ATHLETICS	2,059,656	15,162	125,420		654,524	2,854,762	1,552,139	2,470,364		104,000	6,981,265
FY99 OPERATING BUDGET TOTAL	74,070,514	591,248	4,976,968	3,628,392	22,873,798	106,140,920	18,818,052	10,613,122	127,244	805,026	136,504,364
UW Adjustments											
Scholarship Adjustments											225,113
Salary Adjustments-raise											3,029,363
Sub total	-	-	-	-	-	3,029,363	-	225,113	-	-	3,254,476
Total FY2000 Budget	74,070,514	591,248	4,976,968	3,628,392	22,873,798	109,170,283	18,818,052	10,838,235	127,244	805,026	139,758,840

Trustee Jorgensen presented a report on the budget. He noted the new trustees were briefed on the budget. On the recommendation of the Budget Committee, Trustee Jorgensen moved for approval of the Section Operating budget of \$139,758,840 for the fiscal year beginning July 1, 2000. Trustee Bonner seconded.

Trustee Bonner questioned the tuition increase revenues in part being applied to our equipment, and where is that shown. Mr. Baccari reported that is not reflected in the budget yet; the only change is in the salary monies. President Dubois said that balance will not be allocated until the academic planning process is complete.

Trustee Schaefer asked about the reason for the decrease in utilities. Mr. Baccari said the utility payment is front-end loaded in the first year.

Motion carried.

FY 2000 Section II Operating Budget

The FY 2000 operating budget for Section II covers the University's need for its self-sustaining operations, consisting primarily of auxiliary services, gifts and contributions, sponsored funding for research, debt service, and other similar activities. This appropriation, like Section I, is allocated a block grant by the legislature and then subsequently broken into fiscal year operating budgets.

The Section II budget for the 1999-2000 Biennium and both fiscal years of 1999 and 2000 is presented in the table below:

**UNIVERSITY OF WYOMING
SECTION II BUDGET
FOR FY 2000**

PROGRAM/ACTIVITY	FY 1999	FY 2000	1999-2000
Sponsored Funding	39,922,465	39,922,466	79,844,931
Gifts and Contributions	4,230,747	4,230,747	8,461,494

Auxiliary Enterprises	37,734,199	37,734,200	75,468,399
ASUW	872,715	872,716	1,745,431
Debt Service	6,314,775	6,314,775	12,629,550
Intercollegiate Athletics	<u>3,426,980</u>	<u>3,426,980</u>	<u>6,853,960</u>
Total	\$ 92,501,881	\$92,501,884	\$185,003,765

Revenues to support the Section II budget are derived from the following sources:

**UNIVERSITY OF WYOMING
 SECTION II OPERATING BUDGET
 1999-2000 BIENNIUM**

FUNDING SOURCES	FY 1999	FY 2000	1999-2000
Federal Funds	32,698,552	32,698,552	65,397,104
University Funds	54,179,091	54,179,094	108,358,185
Mineral Royalties	<u>5,624,238</u>	<u>5,624,238</u>	<u>11,248,476</u>
Total	\$ 92,501,881	\$92,501,884	185,003,765

Trustee Jorgensen recommended to the full Board approval of FY 2000 Section II Operating Budget as presented and so moved. Trustee Bonner seconded. Motion carried.

ASUW Budget

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

The ASUW student fee as stated in the FY 2000 Fee Book is \$25 per full-time student each semester. This budget is based upon an estimated 8,200 full-time students per semester. Part-time students purchasing the optional fee package are also included in this estimated figure. In FY 2000, an allocation of \$11,275 is made to the ASUW equipment reserve from the estimated total student fees.

As of March 1999, the ASUW Reserve balance was \$308,061 and the ASUW Equipment Reserve is \$41,884. In FY 2000, the ASUW Reserve will be used for ASUW Concerts and Convocations, and other possible programs in the ASUW Executive account. Allocations from

the Equipment Reserve include a copier and table for the ASUW Business Office; outdoor recreation equipment for the Outdoor Adventure Program and the student organization, Wyoming Outdoor Council.

Previous ASUW legislation requires ASUW to transfer \$50,000 from the endowment income to ASUW Special Projects to fund projects on campus for student benefit.

The budget request for FY 2000 is summarized below. Action taken by ASUW in FY 1995 separates the Student Publications budget from other ASUW activities. This overall budget for ASUW is \$77,419 more than the FY 1999 budget.

**ASUW
 FY 2000 OPERATING BUDGET**

SOURCES OF FUNDS:	FY 1999	FY 2000
ASUW Fee	400,000	410,000
ASUW Reserve	42,365	34,650
ASUW Equipment Reserve	6,311	7,920
ASUW Endowment	-	50,000
Other Revenue	<u>29,025</u>	<u>52,550</u>
Total Fund Sources:	\$ 477,701	\$ 555,120

USES OF FUNDS:	FY 1999	FY 2000
ASUW Government & Services	265,191	239,017
ASUW Activities	121,937	188,175
Recognized Student Organizations	73,805	66,653
ASUW Special Projects	5,768	50,000
ASUW Equipment Reserve (2.75%)	<u>11,000</u>	<u>11,275</u>
Total Fund Uses:	\$ 477,701	\$ 555,120

Student Publication Budget

This budget is based upon expected revenues from advertising sales in the Branding Iron and Cowboy Bucks coupon book, publications and advertising sales from the Frontiers magazine and the Owen Wister Review, and production work done by the Media Shoppe and Graphic Arts & Production. Student fees will fund 48% of the proposed budget. The Student Publication fee

as stated in the FY 2000 Fee Book is \$9.25 per full-time student each semester. Part-time students will pay \$1.00 per credit hour with a maximum fee set at \$6.00. The estimated enrollment used for budgeting purposes is 8,200 full-time students. This estimate includes part-time students that purchase the optional fee package and the part-time student fee.

Advertising rates per column inch will be increased in FY 2000 by 5%. The insertion rate will also be increased to \$50 per 1000 insertions with a minimum charge of \$350 per insertion. All other charges and rates remain the same as FY 1999. Projected advertising revenues have attempted to take into consideration anticipated decreases in sales volume experienced over the last two years as rates increase.

**STUDENT PUBLICATIONS
 FY 2000 OPERATING BUDGET**

SOURCES OF FUNDS:	FY 1999	FY 2000
Student Fee	148,000	157,000
Revenues	<u>165,550</u>	<u>171,000</u>
Total Fund Sources:	\$ 313,550	\$ 328,000
USES OF FUNDS:		
Staff Salaries/Benefits	126,213	137,170
Student Salaries	56,130	61,895
Travel	2,000	3,000
Equipment	3,000	4,750
Operations	126,207	114,745
Equipment Reserve	<u>-</u>	<u>6,440</u>
Total Fund Uses:	\$ 313,550	\$ 328,000
TOTAL ASUW & STUDENT PUBLICATIONS	\$ 791,251	\$ 883,120

It is recommended that the Budget Committee recommend to the Trustees of the University of Wyoming approval of the ASUW operating budget and Student Publications

requests for FY 2000 in the amount of \$883,120, including authorization to transfer up to \$34,650 from the ASUW Reserve to fund the FY 2000 budget request.

Trustee Jorgensen recommended to the full Board approval of the ASUW Budget and so moved. Trustee Ritthaler seconded.

Trustee Nathan Hammons mentioned the spending authority appears to increase by \$70,000, and the change isn't significant.

Trustee Kail inquired about the Wyoming Outdoor Council and their relationship with ASUW. Dr. Hurst reported there is mention of a statewide organization and does not know if ASUW has a relationship with the broader group. This is a relatively new program at UW, with a local counsel that provides group guidance. Trustee Kail also requested information on how much support is contributed to that group.

Trustee McCue asked for a description of the 1999 and 2000 budgets, and an explanation of the difference between the two budgets for the record. Trustee Nathan Hammons reviewed the budget line-by-line. He stated there is a noticeable change in the ASUW endowment, an increase in \$10,000 because of an increase in student population, and a decrease because of the funding of Maya Angelou. Trustee McCue appreciated the clarification of no difference in the budget from last year, although it was reported differently.

Trustee Jorgensen asked that Dr. Hurst research the Wyoming Outdoor Council and bring that information back to the Board, after which action will be taken.

Dr. Hurst returned to the Board and reported there is no connection between the student and the state organization of the Wyoming Outdoor Council.

Trustee Jorgensen returned to the motion on the table for approval of the ASUW Budget as presented in the report; Trustee McCue seconded. Motion carried.

Wyoming Union

Presented for Trustee consideration and approval is the FY 2000 operating budget for the Wyoming Union. The Wyoming Union budget was developed in consultation with the Wyoming Union Board. The budget request for FY 2000 is \$985,263, which is a decrease of \$36,167 from the FY 1999 Budget.

It is recommended that the Budget Committee recommend to the Trustees of the University of Wyoming approval of the fiscal year 2000 budget for the Wyoming Union as presented.

Department: Wyoming Union Income & Expenditure Statement
PROPOSED BUDGET For Fiscal Year: 99-00

	Current Year			Budget Year	
	June 30, 1999			June 30, 2000	
INCOME	98-99	98-99	%	98-99	%
	BUDGET PROJECTED	change		REQUESTED	PREVIOUS YEAR BUDGET
FOOD SERVICE	60,000	22,384	37%	15,000	25%
ATM	3,000	3,000	100%	3,000	100%
RECREATION AREA		66,945	90%	46,170	62%
VENDING(POP)	1,800	1,100	61%	1,800	100%
BARBERSHOP	3,200	3,200	100%	2,000	63%
COPY MACHINE	6,000	5,500	92%	5,500	92%
COPY SHOP	6,135	6,135	100%	6,150	100%
EVENTS OFFICE	16,000	12,430	78%	13,000	81%
BOOKSTORE	84,155	84,155	100%	89,355	106%
TICKET SALES	143,500	137,000	95%	147,088	103%
FALL-SPRING FEES		615,000	104%	615,000	104%
SUMMER FEES	23,000	32,000	139%	32,000	139%
MISCELLANEOUS	300	400	133%	200	67%
INTEREST INCOME	8,640	0	0%	6,500	75%
EXTRA. INCOME	<u>1,000</u>	<u>0</u>	<u>0%</u>	<u>2,500</u>	<u>250%</u>
TOTAL INCOME	1,021,430	989,249	82%	985,263	96%

BIG HORN ENTERPRISES - 01/01/1999 - 12/31/1999 Keith Miller; Wyoming Institute for Disabilities - Big Horn Basin employment partnership.	\$	11,594
DANIEL BUTTRY - 07/10/1994 - Open Daniel Buttry; Chemistry - Electrochemical research.	\$	603
CALIFORNIA, UNIVERSITY OF - 03/08/1999 - 09/30/1999 Steven Higgins; Geology - Construct a hydrothermal atomic force microscope.	\$	24,428
CENTRAL WYOMING HOSPICE PROGRAM - 01/03/1996 - Open Robert Houston; Casper Family Practice - Medical education and oversight in hospice care.	\$	4,250
CHA CORPORATION - 09/01/1991 - 03/31/2001 Chang-Yul Cha; Chemical Engineering - Microwave low-temperature treatment for dilute gaseous effluents.	\$	10,000
CIRRUS DESIGN CORPORATION - 06/10/1997 - 06/30/1999 Donald Adams/Scott Coguill; Mechanical Engineering - Composite material characterization.	\$	210
COLORADO, UNIVERSITY OF - 09/01/1998 - 06/30/1999 Diane Wolverton; Small Business Development Center - NXLevel entrepreneurial training program.	\$	20,000
COLORADO STATE UNIVERSITY - 01/13/1999 - 08/31/2000 Mark Squillace; Law - Time-dependent instream flow requirements.	\$	24,125
COLORADO STATE UNIVERSITY - 01/13/1999 - 08/31/2000 Steven Gloss; Zoology - Time-dependent instream flow requirements.	\$	21,329
COMPOSITES INSTITUTE - 12/15/1998 - 09/30/1999 Homer Hamilton/Charles Dolan; Civil Engineering - Strengthening masonry walls.	\$	25,000
CORNELL UNIVERSITY - 12/01/1998 - 11/30/1999 William Reiners; Botany - Watershed sample at Hubbard Brook Experimental Forest, New Hampshire.	\$	20,000
CORPORATION FOR PUBLIC BROADCASTING - 10/01/1998 - 09/30/2000 Jon Schwartz; Wyoming Public Radio - Community service grant.	\$	138,105
CORPORATION FOR PUBLIC BROADCASTING - 10/01/1998 - 09/30/2000 Jon Schwartz; Wyoming Public Radio - Unrestricted station acquisition grant.	\$	54,539
EARTHWATCH INSTITUTE - 02/05/1999 - 09/30/1999 David McDonald; Zoology - Dancing birds.	\$	23,990

ENERGY RESEARCH CORPORATION - 05/01/1998 - Open Dennis Coon; Mechanical Engineering - Characterization of ceramic films.	\$	19,959
GATS, INCORPORATED - 04/01/1998 - 02/28/2000 Mark Hervig; Atmospheric Science - Algorithm improvement for upper tropospheric sounding.	\$	6,000
GENERAL ELECTRIC COMPANY - 09/01/1998 - 12/31/1999 John Ackerman; Chemical Engineering - Magnetic particle protection.	\$	25,000
GENERAL ELECTRIC COMPANY - 09/01/1998 - 12/31/1999 John Ackerman; Chemistry - Magnetic particle protection.	\$	25,000
GLOBAL RESOURCE TECHNOLOGIES LLC - 02/15/1999 - 06/30/1999 Donald Adams/Scott Coguill; Mechanical Engineering - Flexural testing of composite materials.	\$	3,375
GORDON PLASTICS, INCORPORATED - 04/14/1997 - 06/30/1999 Donald Adams/Scott Coguill; Mechanical Engineering - Characterize composite materials.	\$	1,080
HARZA ENVIRONMENTAL SERVICES, INCORPORATED - 02/01/1999 - 12/31/1999 Marjorie Bedessem; Civil Engineering - Microbial enumeration studies.	\$	8,500
HYDROQUAL, INCORPORATED - 01/01/1998 - 06/30/1999 Harold Bergman/Joseph Meyer; Zoology - Copper bioavailability to aquatic invertebrates.	\$	10,000
IDAHO, UNIVERSITY OF - 07/01/1998 - 06/15/1999 Gary Franc; Plant Sciences - Epidemiology of potato late blight.	\$	8,000
LOCKHEED MARTIN IDAHO TECHNOLOGIES COMPANY - 02/10/1999 - 09/30/1999 Norman Morrow; Chemical Engineering - Improved waterflooding through injected brine modification.	\$	50,000
MCDONNELL DOUGLAS CORPORATION - 06/26/1997 - Open Donald Adams/Scott Coguill; Mechanical Engineering - Characterization of stitched composite material.	\$	466
MID-CONTINENT REGIONAL EDUCATIONAL LABORATORY - 03/31/1999 - 08/31/1999 Terry Jenkins; Mathematics - Summer mathematics institute.	\$	11,000
MID-CONTINENT REGIONAL EDUCATIONAL LABORATORY - 01/01/1999 - 08/31/1999 Peter Ellsworth; Natural Science Program - Coordinated resource management in the classroom.	\$	5,000

THE NATURE CONSERVANCY - 07/01/1998 - 04/30/2000	\$	4,540
Mary Neighbours; Wyoming Natural Diversity Database - Track expenses related to upper Yellowstone watershed project.		
THE NATURE CONSERVANCY - 02/01/1999 - 09/30/1999	\$	12,221
William Reiners; Wyoming Natural Diversity Database - Ecoregional plan for Wyoming basins.		
NEW MEXICO TECH - 02/01/1999 - 01/31/2002	\$	10,000
Norman Morrow; Chemical Engineering - Wettability and imbibition.		
NORTH DAKOTA, UNIVERSITY OF - 03/01/1998 - 05/15/2002	\$	25,754
E. Raymond Hunt; Botany - Operate public access resource center.		
NORTH DAKOTA, UNIVERSITY OF - 03/01/1998 - 05/15/2002	\$	58,246
Patricia McClurg; Natural Science Program - Operate public access resource center.		
OCI WYOMING L.P. - 03/25/1998 - 09/30/1999	\$	30,000
Henry Haynes; Chemical Engineering - Wyoming trona consortium.		
PFIZER, INCORPORATED - 09/01/1998 - Open	\$	1,300
Catherine Oliphant; Pharmacy - Educational grant to attend the Interscience Conference on Antimicrobial Agents and Chemotherapy (ICAAC).		
PFIZER, INCORPORATED - 12/01/1998 - Open	\$	42,494
John Lloyd/James Waggoner; Renewable Resources - Compare efficacy of doramectin and moxidectin.		
POPLAR LIVING CENTER - 02/12/1993 - 12/31/1999	\$	6,250
Joe Schoeber; Casper Family Practice - Medical services for nursing home patients.		
PSYCHROMETRIC SYSTEMS, INCORPORATED - 01/20/1999 - 06/30/1999	\$	600
Donald Adams/Scott Cogull; Mechanical Engineering - Mechanical testing of fan stack structures.		
ROCKY MOUNTAIN MEDICAL SUPPLY - 02/15/1999 - 08/31/1999	\$	16,700
David Walrath; Mechanical Engineering - Develop and test an alternative cast.		
SEAWEST WINDPOWER - 02/10/1999 - 06/30/1999	\$	1,083
John Marwitz; Atmospheric Science - Analysis of wind speed and temperature data.		
SHEPHERD OF THE VALLEY CARE CENTER - 02/12/1993 - 12/31/1999	\$	6,250
Joe Schoeber; Casper Family Practice - Medical services for nursing home patients.		

SHOSHONE AND NORTHERN ARAPAHOE OFFICE OF THE TRIBAL WATER ENGINEER - 08/12/1998 - 12/31/1999 Charles Reher; Anthropology - Archaeology at Washakie Dam.	\$	38,137
SPAIN, CONSULATE GENERAL OF - 03/15/1999 - 06/30/1999 Carlos Mellizo; Modern and Classical Languages - Musical selections performed in conjunction with a summer course.	\$	1,120
UNITED STATES AIR FORCE - 01/01/1999 - 12/31/1999 Patrick Gilcrease; Chemical Engineering - Biocatalysis of biphenyl and diphenylacetylene in an aqueous-organic biphasic reaction system.	\$	25,000
UNITED STATES AIR FORCE - 07/01/1998 - 06/30/1999 Joelanne Berrigan; Student Financial Aid - Reserve Officer's Training Corps (ROTC) scholarship.	\$	24,656
UNITED STATES ARMY - 01/01/1999 - 06/30/2000 David Jaeger; Chemistry - Symposium on novel surfactants.	\$	6,000
UNITED STATES BUREAU OF LAND MANAGEMENT - 02/01/1999 - 03/01/2001 Frederick Lindzey; Zoology - Jack Morrow Hills elk movement study.	\$	40,000
UNITED STATES DEFENSE SPECIAL WEAPONS AGENCY - 10/06/1998 - 10/05/2001 Igor Morozov/Scott Smithson; Geology - Three-dimensional imaging of mantle velocity.	\$	101,867
UNITED STATES DEPARTMENT OF AGRICULTURE FOREST SERVICE - 09/29/1998 - 05/30/2000 Brent Breithaupt; Geological Museum - Passport-In-Time program.	\$	6,700
UNITED STATES DEPARTMENT OF COMMERCE - 09/11/1998 - 10/31/1998 Jason Shogren; Economics and Finance - Endogenous risk in climate change policy.	\$	12,000
UNITED STATES DEPARTMENT OF EDUCATION - 09/01/1999 - 08/31/2000 Jeanie Martinez; Student Educational Opportunity - Educational talent search.	\$	281,190
UNITED STATES DEPARTMENT OF EDUCATION - 07/01/1998 - 06/30/1999 John Nutter; Student Financial Aid - Pell grant funding.	\$	34,948
UNITED STATES DEPARTMENT OF HEALTH AND HUMAN SERVICES - 09/30/1998 - 09/29/1999 Patricia Conway; Social Work - Child welfare services training.	\$	149,253

UNITED STATES FISH AND WILDLIFE SERVICE - 03/22/1999 - 09/30/1999 Mark Miller/George Gill; Anthropology - Museum property inventory and curation.	\$	5,000
UNITED STATES FISH AND WILDLIFE SERVICE - 04/20/1998 - 09/30/1999 Stanley Anderson; Zoology - Habitat use of the Wyoming toad.	\$	3,000
UNITED STATES GEOLOGICAL SURVEY - 06/25/1996 - 06/30/1999 William Reiners; Botany - Evaluate Wyoming and Colorado land cover map.	\$	10,000
UNITED STATES GEOLOGICAL SURVEY - 07/16/1997 - 05/31/2000 William Reiners/Ronald Hartman; Botany - Plant taxon gap analysis.	\$	25,000
UNITED STATES GEOLOGICAL SURVEY - 03/09/1999 - 01/01/2002 Kenneth Gerow; Statistics - Statistical issues for Innoko National Wildlife Refuge, Alaska.	\$	9,335
UNITED STATES GEOLOGICAL SURVEY - 09/08/1994 - 12/31/1999 Stanley Anderson; Zoology - Reclaiming bird habitat along the Jordan River, Utah.	\$	33,000
UNITED STATES GEOLOGICAL SURVEY - 09/05/1996 - 12/31/2001 Stanley Anderson; Zoology - Great Plains grasslands ecology and management.	\$	83,361
UNITED STATES GEOLOGICAL SURVEY - 09/05/1996 - 12/31/2000 Stanley Anderson; Zoology - Sensitive species in Wyoming.	\$	8,000
UNITED STATES GEOLOGICAL SURVEY - 05/04/1998 - 09/30/2000 Stanley Anderson; Zoology - Merlin habitat use and population status in Wyoming.	\$	5,000
UNITED STATES NATIONAL AERONAUTICS AND SPACE ADMINISTRATION - 01/11/1999 - 12/31/2001 Terry Deshler/Mark Hervig; Atmospheric Science - Evaluation of stratospheric aerosol measurements.	\$	45,551
UNITED STATES NATIONAL AERONAUTICS AND SPACE ADMINISTRATION - 01/17/1990 - 08/31/1999 Gabor Vali; Atmospheric Science - Stratospheric aerosol and gas experiment.	\$	20,000
UNITED STATES NATIONAL AERONAUTICS AND SPACE ADMINISTRATION - 03/16/1999 - 09/30/1999 Jonathan Naughton; Mechanical Engineering - Reduction of base drag on launch vehicles.	\$	35,157

UNITED STATES NATIONAL ENDOWMENT FOR THE HUMANITIES - 05/01/1995 - 04/30/1999 \$ 1,000

George Frison/Mary Lou Larson/Marcel Kornfeld/David Rapson; Anthropology - Analysis and publication of the Hell Gap Site investigation.

UNITED STATES NATIONAL PARK SERVICE - 01/01/1999 - 12/31/1999 \$ 10,000

Richard Olson/Barry Perryman; Renewable Resources - Validating monitoring protocols of prescribed fire effects on plant, bird and small mammal communities.

UNITED STATES NATIONAL SCIENCE FOUNDATION - 01/01/1999 - 12/31/2003 \$ 542,344

John Marwitz/Alfred Rodi; Atmospheric Science - Wyoming King Air airplane as a national facility.

UNITED STATES NATIONAL SCIENCE FOUNDATION - 12/01/1998 - 12/31/1999 \$ 50,869

Jefferson Snider; Atmospheric Science - Analysis of condensational growth.

UNITED STATES NATIONAL SCIENCE FOUNDATION - 06/10/1997 - 06/30/2000 \$ 95,000

Edward Clennan; Chemistry - Oxidations of organosulfur compounds with molecular oxygen.

UNITED STATES NATIONAL SCIENCE FOUNDATION - 02/15/1999 - 01/31/2000 \$ 131,000

Suzanne Harris; Chemistry - Electronic structure of molecular and solid state models for hydrotreating catalysts.

UNITED STATES NATIONAL SCIENCE FOUNDATION - 09/01/1996 - 08/31/2000 \$ 50,000

Matthew Haines; Computer Science - Implement a coordination language for multidisciplinary applications.

UNITED STATES NATIONAL SCIENCE FOUNDATION - 07/01/1997 - 06/30/2000 \$ 111,849

Matthew Haines; Computer Science - Interoperable data files for high-performance computing.

UNITED STATES NATIONAL SCIENCE FOUNDATION - 08/01/1996 - 01/31/2000 \$ 47,497

Neil Humphrey; Geology - Direct measurement of the in-situ stress tensor at depth in glacier ice.

UNITED STATES NATIONAL SCIENCE FOUNDATION - 12/15/1997 - 11/30/1999 \$ 260,161

Scott Smithson/Nicholas Boyd; Geology - Lithosphere structure and evolution of the Rocky Mountain transect.

UNITED STATES NATIONAL SCIENCE FOUNDATION - 02/01/1999 - 01/31/2000	\$	32,174
Maureen Steiner; Geology - Evolution of western equatorial pangean climate.		
UNITED STATES NATIONAL SCIENCE FOUNDATION - 04/01/1998 - 04/30/2000	\$	16,050
Ronald Canterna/Jim Dove/Steve Howell; Physics and Astronomy - Summer astronomy research experience.		
UNITED STATES NATIONAL SCIENCE FOUNDATION - 08/01/1998 - 07/31/2000	\$	112,115
Henry Harlow/Joan Smith-Sonneborn; Zoology - Muscle physiology and protein use by overwintering black bears.		
UNITED STATES NATIONAL SCIENCE FOUNDATION - 02/15/1999 - 03/31/2000	\$	64,065
James Lovvorn; Zoology - Hydrographic change and effects on bivalve communities and top avian consumers in the Bering Sea.		
UNITED STATES OFFICE OF NAVAL RESEARCH - 04/01/1999 - 03/31/2002	\$	305,280
Neil Humphrey; Geology - Quantifying fluvial sediment transport by anchor ice.		
UNIVERSITY CONSORTIUM FOR GEOGRAPHIC INFORMATION SCIENCE - 03/15/1999 - 10/31/1999	\$	19,812
Jeffery Hamerlinck/Margo Herdendorf; Spatial Data and Visualization Center - Develop a course material package and marketing strategy for the geospatial data community.		
URS GREINER WOODWARD CLYDE - 12/21/1998 - 06/30/1999	\$	84,842
Joseph Meyer/Harold Bergman; Zoology - Toxicity testing with bull trout.		
UTAH STATE UNIVERSITY - 10/01/1998 - 09/30/2001	\$	36,420
Ronald Delaney/James Krall/Larry Held/Bret Hess/Robin Groose; Plant Sciences - Incorporating annual legumes and livestock into the winter wheat/summer fallow cropping system.		
UTAH STATE UNIVERSITY - 07/01/1997 - 12/31/1999	\$	31,450
David Koch/Fred Gray/James Krall/Larry Held; Plant Sciences - Integrating nematode-resistant crops.		
UTAH STATE UNIVERSITY - 10/01/1998 - 09/30/2001	\$	18,700
James Krall/Larry Held/Bret Hess/Robin Groose/Ronald Delaney; Plant Sciences - Incorporating annual legumes and livestock into the winter wheat/summer fallow cropping system.		
UTAH STATE UNIVERSITY - 07/01/1996 - 12/31/1999	\$	32,100
James Krall/Stephen Miller/Michael Walsh; Plant Sciences - Corn/annual medic intercropping system for weed control.		

UTAH STATE UNIVERSITY - 07/01/1996 - 12/31/1999 Jeff Powell/Michael Parker/Patricia Colberg/Joseph Hiller/Mark Rogaczewski; Renewable Resources - Impact of riparian vegetation filters on western soil.	\$	24,666
VARIOUS NURSING SCHOOLS - 02/22/1994 - Open Marcia Dale; Nursing - Develop nursing programs.	\$	6,267
VARIOUS SPONSORS - 09/01/1995 - 04/30/1999 George Frison/Mary Lou Larson/Marcel Kornfeld; Anthropology - Analysis and publication of the Hell Gap Paleoindian site materials.	\$	1,000
VARIOUS SPONSORS - 01/01/1997 - Open Ronald Steel; Geology - Sequence stratigraphy and sedimentology.	\$	48,000
VARIOUS SPONSORS - 02/01/1996 - Open James Rosen; Physics and Astronomy - Balloon Launch and equipment support.	\$	1,340
VARIOUS SPONSORS - 10/01/1998 - 09/30/1999 Diane Wolverton; Small Business Development Center - Manage and operate the small business development centers.	\$	24,670
VARIOUS SPONSORS - 10/01/1998 - Open Mary Neighbours; Wyoming Natural Diversity Database - Database management.	\$	480
WILSONART INTERNATIONAL, INCORPORATED - 11/06/1998 - 06/30/1999 Donald Adams/Ronda Coguill; Mechanical Engineering - Composite materials testing.	\$	180
WYOMING ARTS COUNCIL - 01/21/1999 - 01/31/1999 Susan Moldenhauer; Art Museum - Public program for Korean exhibition.	\$	500
WYOMING BUSINESS COUNCIL - 09/01/1998 - 06/30/1999 Sadrul Ula; Electrical Engineering - Electric motor test lab.	\$	12,000
WYOMING BUSINESS COUNCIL - 12/09/1998 - 06/30/2000 Sadrul Ula; Electrical Engineering - Networking seminars and workshops.	\$	50,000
WYOMING BUSINESS COUNCIL - 12/09/1998 - 06/30/2000 Larry Stewart; Mid-America Manufacturing Technology Center - Networking seminars and workshops.	\$	50,000
WYOMING BUSINESS COUNCIL - 02/10/1999 - 06/30/2000 William Gern; Research Office - Assist small businesses throughout Wyoming in acquiring funding for research and development of new product lines.	\$	250,000
WYOMING COUNCIL FOR THE HUMANITIES - 02/15/1999 - 04/15/1999 Frieda Knobloch; American Studies - Living with nuclear technologies.	\$	2,000

WYOMING DEPARTMENT OF EDUCATION - 07/01/1998 - 09/30/1999	\$	2,000
Carl Reynolds; Natural Science Program - Improve mathematics and science education.		
WYOMING DEPARTMENT OF EDUCATION - 01/01/1999 - 11/30/1999	\$	16,498
Ward Gates; Physical and Health Education - Youth risk behavior survey.		
WYOMING DEPARTMENT OF EDUCATION - 01/01/1999 - 11/30/1999	\$	11,473
Ward Gates; Physical and Health Education - Health education training evaluations.		
WYOMING DEPARTMENT OF ENVIRONMENTAL QUALITY - 12/01/1998 - 07/31/1999	\$	5,527
Richard Marston; Geography and Recreation - Water quality monitoring protocols.		
WYOMING DEPARTMENT OF ENVIRONMENTAL QUALITY - 12/01/1998 - 07/31/1999	\$	16,581
Katta Reddy/Thomas Wesche/Quentin Skinner; Renewable Resources - Water quality monitoring protocols.		
WYOMING DEPARTMENT OF ENVIRONMENTAL QUALITY - 12/01/1998 - 07/31/1999	\$	5,527
Wayne Hubert; Zoology - Water quality monitoring protocols.		
WYOMING DEPARTMENT OF FAMILY SERVICES - 01/01/1999 - 12/31/1999	\$	5,000
Susan Thompson/Patricia Boyer/Maggi Murdock; Casper College Center - Reducing the occurrence and recurrence of child abuse and neglect.		
WYOMING DEPARTMENT OF FAMILY SERVICES - 03/01/1999 - 02/29/2000	\$	6,520
Patricia Conway; Social Work - Reliability and validation of certification exams.		
WYOMING DEPARTMENT OF TRANSPORTATION - 10/16/1996 - 11/30/2000	\$	43,000
Jay Puckett/Homer R. Hamilton III; Civil Engineering - Increasing damping in cantilever signal structures.		
WYOMING DIVISION OF VOCATIONAL REHABILITATION - 04/01/1999 - 09/30/1999	\$	800
Keith Miller; Wyoming Institute for Disabilities - Coordinate teleconferencing network broadcasts through Virginia Commonwealth University.		
WYOMING GAME AND FISH DEPARTMENT - 05/06/1992 - Open	\$	16,669
Stanley Anderson; Zoology - Wyoming wildlife research.		

WYOMING WATER DEVELOPMENT COMMISSION - \$ 812
07/01/1998 - 06/30/2000

Barry Lawrence/Victor Hasfurther; Civil Engineering - Water resources data system.

TOTAL - Contracts and grants approved February 11, 1999, through April 7, 1999. \$ 4,471,280

TOTAL - Contracts and grants previously approved:

07/01/98 - 08/12/98	9,542,531	
08/13/98 - 10/14/98	8,605,093	
10/15/98 - 12/02/98	4,316,902	
12/03/98 - 02/10/99	7,654,826	<u>\$ 30,104,352</u>

TOTAL - Contracts and grants approved July 1, 1998 through April 7, 1999. \$ 34,575,632

Trustee Jorgensen moved for approval of Contracts and Grants as presented. Trustee Bonner seconded. Motion carried.

Update on Bond Counsel Selection

During the Budget Committee meeting on Thursday, it was moved by Trustee Ritthaler that this item be moved to an action item. The motion was seconded by Trustee Hunt. Motion carried.

Trustee Jorgensen brought before the full Board the recommendation for President Dubois to move forward the RFP on Bond Counsel selection and moved for approval. Motion seconded by Trustee Bonner. Motion carried.

Internal Audit Activity Conducted in Accordance with the Audit Plan for the Period January 1, 1999 – March 31, 1999

- a. The following audits have been completed. Audit reports are attached as indicated.
 1. The Cowboy Joe Club has been audited and financial statements have been prepared for the year ending June 30, 1998. The financial statements are on the following pages.
 2. The University of Wyoming Alumni Association, Inc. has been audited and financial statements have been prepared for the year ending June 30, 1998. The financial statements are on the following pages.
 3. There was a cash count performed at the Athletic Ticket Office on December 17, 1998. The text of the audit report is on the following pages.
 4. The Cashier's Office working fund was audited on December 22, 1998. There were no audit recommendations.
- b. The following audits and related activities are in process:
 1. The Off-Campus Credit Courses cash handling procedures for the Fall of 1998 have been audited and a report has been drafted.

2. The comprehensive audit of NCAA compliance in the area of Financial Aid is in progress. This is the second audit in a series of five annual audits that will cover all NCAA compliance areas.
 3. Van Jacobson and Jim Byram have been participating in the implementation of the PeopleSoft Financial Management System. The goals in this area are to evaluate the controls and functionality that are being configured into these systems as they are being implemented and to assist with the implementation.
- c. Audit recommendations from the following audit have been fully implemented:
1. The audit recommendations from the December 22, 1998 Athletic Ticket Office cash count audit have been implemented.
- d. Audit recommendations from the following audits have not been fully implemented:
1. Campus-wide policies on documentation of business travel paid by IDR and documentation of business meals were recommended in an audit report that was issued in December of 1994. Changes to travel and business meal documentation will not be implemented until after the PeopleSoft Financial Management System has been implemented.
 2. The Telecommunications (Chartfield Organization codes 12584, 12585, 14847, 14915, 16008) audit report was issued in April 1996. Recommendations will be fully implemented by July of 1999.
 3. The Moving Expense audit report was issued in April of 1997. Recommendations will not be fully implemented until after the PeopleSoft Financial Management System has been implemented.

4. The Faculty and Staff Insurance Holding Account (Chartfield Organization code 14874) audit was issued in July of 1998. Recommendations will not be fully implemented until non-exempt hourly paid employees that work at least 80 hours per month, but work less than 12 months are converted to be paid over 12 months. All employees will be converted by January of 2000.

COWBOY JOE CLUB FINANCIAL STATEMENTS

COWBOY JOE CLUB

ANNUAL FINANCIAL REPORT

June 30, 1998

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SCHEDULE IV - OTHER REVENUE AND EXPENSES

COWBOY JOE CLUB
BALANCE SHEETS
JUNE 30, 1998 AND 1997

	1998 Cowboy Joe Club			1998 University of Wyoming			
	Unrestricted Operating Fund	Restricted Funds	Endowment Funds	Agency Funds	Unrestricted Operating Fund	1998 Total	1997 Total
ASSETS							
Cash	\$14,513	\$	\$	(\$597)	(\$18,807)	(\$4,891)	\$14,828
Cash on deposit with the University of Wyoming	180,371					180,371	73,563
UW Foundation investment	8,883	36,799		27,172		72,854	73,727
UW Foundation investment-true endowments			339,260			339,260	257,147
UW Foundation investment-quasi endowment			188,086			188,086	178,086
Cash value of life insurance policies	198,985					198,985	164,219
Accounts receivable	5,576					5,576	6,506
Prepaid expenses	14,028					14,028	9,661
Equipment and automobiles, at cost, less accumulated depreciation of \$30,737 and \$32,688	14,327					14,327	19,947
Land	65,700					65,700	
Interfund balances	(73,291)	52,094	2,390		18,807	0	0
Total assets	\$429,092	\$88,893	\$529,736	\$26,575	\$0	\$1,074,296	\$797,684
LIABILITIES AND FUND BALANCES							
Accounts payable	\$7,868	\$	\$	\$26,575	\$902	\$35,345	\$76,244
Deferred revenue	9,914					9,914	6,847
Total liabilities	17,782	0	0	26,575	902	45,259	83,091
Fund balances	411,310	88,893	529,736	0	(902)	1,029,037	714,593
Total liabilities and fund balances	\$429,092	\$88,893	\$529,736	\$26,575	\$0	\$1,074,296	\$797,684

The notes to financial statements are an integral part of this statement.

COWBOY JOE CLUB

**STATEMENTS OF REVENUE AND EXPENSES
 YEARS ENDING JUNE 30, 1998 AND 1997**

	1998 Cowboy Joe Club			1998 University of Wyoming	1998	1997
	Unrestricted	Restricted	Endowment	Unrestricted	Total	Total
	Operating Fund	Funds	Funds	Operating Fund		
REVENUE						
Memberships - cash	\$688,420	\$21,185	\$2,389	\$	\$711,994	\$603,276
Memberships - gifts-in-kind	297,679				297,679	274,030
Fund raising activities (Schedule III)	227,927				227,927	196,558
Investment income	27,771	12,105			39,876	30,093
Other (Schedule IV)	125,602		80,132		205,734	141,431
Total revenue	1,367,399	33,290	82,521	0	1,483,210	1,245,388
EXPENSES						
Support of University of Wyoming Programs:						
Athletic Department (Schedule I)	458,560	30,810		8,224	497,594	436,623
Athletic Department-gifts-in-kind (Schedule II)	245,890				245,890	232,618
Other (Schedule II)	9,466	1,690			11,156	7,225
Fund raising activities (Schedule III)	110,024			3,959	113,983	112,533
Fund raising - gifts-in-kind (Schedule III)	51,789				51,789	41,412
Awards and membership benefits	8,038			22,114	30,152	31,111
Office supplies				436	436	274
Postage	25			14,414	14,439	10,401
Printing				5,261	5,261	6,367
Promotion	10,590			844	11,434	5,020
Salaries				155,385	155,385	147,651
Travel	5,068			287	5,355	4,805
Other (Schedule IV)	6,096			15,976	22,072	24,525
Depreciation	5,620				5,620	2,631
Total expenses	911,166	32,500	0	226,900	1,170,566	1,063,196
REVENUE OVER (UNDER) EXPENSES	\$456,233	\$790	\$82,521	(\$226,900)	\$312,644	\$182,192

The notes to financial statements are an integral part of this statement.

COWBOY JOE CLUB
STATEMENTS OF CHANGES IN FUND
BALANCES
YEARS ENDING JUNE 30, 1998 AND 1997

	1998	Cowboy Joe	Club	1998 University of Wyoming	1998	1997
	Unrestricted	Restricted	Endowment	Unrestricted	Total	Total
	Operating	Funds	Funds	Operating		
	Fund			Fund		
REVENUE						
Revenue	\$1,367,399	\$33,290	\$82,521	\$0	\$1,483,210	\$1,245,388
EXPENSES						
Expenses	(911,166)	(32,500)	0	(226,900)	(1,170,566)	(1,063,196)
Net increase (decrease) before transfers	456,233	790	82,521	(226,900)	312,644	182,192
TRANSFERS						
Transfers to Endowment Fund	(10,000)		10,000		0	0
Transfers to University Operating Fund	(222,270)			222,270	0	0
NET INCREASE (DECREASE) FOR THE PERIOD	223,963	790	92,521	(4,630)	312,644	182,192
FUND BALANCES, BEGINNING	185,547	88,103	437,215	3,728	714,593	532,401
FUND BALANCES, ENDING	\$409,510	\$88,893	\$529,736	(\$902)	\$1,027,237	\$714,593

The notes to financial statements are an integral part of this statement.

**COWBOY JOE CLUB
NOTES TO FINANCIAL STATEMENTS
JUNE 30, 1998**

Note 1. SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES

COWBOY JOE CLUB UNRESTRICTED OPERATING FUND

The operating transactions of Cowboy Joe Club are reported in the Cowboy Joe Club Unrestricted Operating Fund. Cash on deposit with the University of Wyoming that is reported in this fund are Cowboy Joe Club accounts that are under the Club's control and have not been donated to the University.

COWBOY JOE CLUB RESTRICTED FUNDS

This fund group consists of contributions to Cowboy Joe Club that may only be utilized in accordance with the purposes established by the donors. Restricted donations are recorded as revenue when received. Expenses are recognized when the funds are transferred to the University or are expended for the purpose established by the donor.

COWBOY JOE CLUB ENDOWMENT FUNDS

This fund group consists of the Cowboy Joe Club Scholarship and Permanent Endowment Trust Fund and endowments restricted to scholarships. Only the interest from the endowed funds can be utilized for the purposes established for the funds. In no event may the corpus of true endowments created by donors be invaded. The quasi endowment was created by the Board of Directors.

COWBOY JOE CLUB AGENCY FUNDS

The Club is the custodian of an annuity fund and a car insurance deductible fund that are included in this fund group. Cash on deposit with the University of Wyoming that is reported in this fund is a Cowboy Joe Club account that is under the control of the Club

and has not been donated to the University. The receipts and disbursements of these funds are not reported in the financial statements.

UNIVERSITY OF WYOMING UNRESTRICTED OPERATING FUND

Accounts that are owned by the University of Wyoming for the benefit of the Club are reported in this fund group for the purpose of providing more complete information about the Club's operations. Transactions of this fund group include administrative salaries and other operating expenses that are incurred while performing the various functions of the Club. These accounts are funded exclusively from funds generated by the Club.

MEMBERSHIPS - CASH

Membership pledges are not recorded as an asset or revenue for financial statement purposes when pledges are received. Membership revenue is recorded when membership donations are deposited.

MEMBERSHIPS - GIFTS-IN-KIND

Membership pledges for gifts-in-kind (donations of goods and services) are not recorded as an asset or revenue for financial statement purposes when pledges are received. Gifts-in-kind membership revenue and expenses are recorded in the period the gifts-in-kind are received.

EQUIPMENT AND AUTOMOBILES

These assets are recorded at cost or market value at the date of gift. Depreciation is calculated on the straight-line method based on the estimated useful lives of the assets.

The Club is exempt from paying income taxes under section 501 (C) (3) of the Internal Revenue Code.

Note 3. COMMITMENTS

CLUB OPERATING EXPENSES

The Club's administrative salaries and operating expenses are paid through University owned accounts that are funded entirely by the Club. These expenses amounted to \$226,900 for the year ending June 30, 1998.

ATHLETIC DEPARTMENT SUPPORT

The Club has made a commitment to provide financial support to the Athletic Department in the amount of \$407,000 for the period beginning on July 1, 1998 and ending June 30, 1999.

COWBOY JOE CLUB

Schedule I

**SUPPORT OF UNIVERSITY
 OF WYOMING PROGRAMS
 YEARS ENDING JUNE 30,
 1998 AND 1997**

	1998 Cowboy Joe Club		1998 University	1998	1997
	Unrestricted	Restricted	of Wyoming		
	Operating	Funds	Unrestricted	Total	Total
	Fund		Operating		
			Fund		
ATHLETIC SUPPORT -					
SUPPORT BUDGET					
Enhancement	4,047	\$	\$	\$4,047	\$4,382
Entertainment - AD Office	5,016			5,016	5,540
Grants and aids	387,000			387,000	303,611
Head Coach Enhancement	40,000			40,000	18,440
Miscellaneous	4,061		89	4,150	8,380
Moving expenses	6,638			6,638	9,288
Non-revenue sports	400			400	40,000
Total	447,162	0	89	447,251	389,641
ATHLETIC SUPPORT -					
OTHER					
Automobile insurance	6,139		4,635	10,774	11,417
Awards	5,259		3,500	8,759	1,000
Scholarship seating		23,000		23,000	26,290
Basketball Men's Team		713		713	200
Basketball Women's Team		1,531		1,531	3,747
Football Team		61		61	509
Golf Team		5,000		5,000	
Soccer Team		25		25	303
Swimming Team		382		382	254
Track Team					2,000
Volleyball Team		98		98	1,262
Total	11,398	30,810	8,135	50,343	46,982
TOTAL ATHLETIC					
DEPARTMENT SUPPORT	\$458,560	\$30,810	\$8,224	\$497,594	\$436,623

COWBOY JOE CLUB

Schedule II

**SUPPORT OF UNIVERSITY OF
 WYOMING PROGRAMS
 YEARS ENDING JUNE 30, 1998 AND
 1997**

	1998 Joe Club			
	Cowboy		1998 Total	1997 Total
	Unrestricted Operating Fund	Restricted Funds		
ATHLETIC DEPARTMENT GIFTS-IN-KIND				
Administration	\$84,150	\$	\$84,150	\$39,772
Basketball Women's Team	6,067		6,067	2,415
Basketball Men's Team	18,331		18,331	23,588
Football Team	74,604		74,604	62,798
Golf Men's Team	105		105	
Soccer Team	762		762	
Swimming Team	491		491	574
Track Team	2,388		2,388	7,039
Tennis Team	385		385	
Volleyball Team	273		273	1,095
Wrestling Team	1,395		1,395	996
Promotions	53,284		53,284	89,568
Sports Information				1,847
Training Room	350		350	
Training Table	2,400		2,400	2,188
Rodeo Team	905		905	738
Total	\$245,890	\$0	\$245,890	\$232,618
UNIVERSITY SUPPORT - OTHER				
Block and Bridle	\$1,400	\$	\$1,400	\$1,200
Cheerleaders	450		450	
Hall of Fame	1,116		1,116	
Honor program scholarship				1,750
Rodeo Team	6,500	1,690	8,190	4,275
Total	\$9,466	\$1,690	\$11,156	\$7,225

COWBOY JOE CLUB

Schedule III

**FUND RAISING ACTIVITIES
 REVENUE AND EXPENSES
 YEARS ENDING JUNE 30, 1998 AND
 1997**

	1998 Cowboy Joe Club Unrestricted Operating Fund	1998 University of Wyoming Unrestricted Operating Fund	1998 Total	1997 Total
FUND RAISING ACTIVITIES - REVENUE				
Auctions	\$60,924	\$	\$60,924	\$34,078
Bar-B-Q	6,082		6,082	6,366
Cowboy Shootout				195
County functions				125
Golf tournaments	143,526		143,526	111,067
Raffle				32,300
Stadium Seats				1,100
Steer-A-Year - gain on sale of steers	17,395		17,395	11,327
Total	\$227,927	\$0	\$227,927	\$196,558

**FUND RAISING ACTIVITIES -
EXPENSES**

Auction	\$11,284	\$1,305	\$12,589	\$8,306
Bar-B-Q	3,256	177	3,433	3,081
County functions				212
Golf tournaments	75,885	490	76,375	66,069
Raffle				23,004
Stadium Seats				2,185
Steer-A-Year	19,599	1,987	21,586	9,676
Total	\$110,024	\$3,959	\$113,983	\$112,533

GIFTS-IN-KIND - EXPENSES

Advertising	\$8,597	\$	\$8,597	\$9,885
Automobile	815		815	
Food and beverage	17,314		17,314	13,892
Gasoline	1,465		1,465	1,408
Lodging	2,938		2,938	1,467
Office supplies	3,068		3,068	1,574
Steer-A-Year	4,460		4,460	3,156
Transportation	4,362		4,362	3,575
Other	8,770		8,770	6,455
Total	\$51,789	\$0	\$51,789	\$41,412

COWBOY JOE CLUB

Schedule IV

**OTHER REVENUE AND
 EXPENSES
 YEARS ENDING JUNE 30, 1998
 AND 1997**

	1998 Cowboy Unrestricted Operating Fund	Joe Club Endowment Funds	1998 University of Wyoming Unrestricted Operating Fund	1998 Total	1997 Total
OTHER REVENUE					
Credit card commissions	\$8,468	\$	\$	\$8,468	\$9,904
Donations	6,030	80,132		86,162	86,694
Donation of Land	65,700			65,700	
Life insurance - increase in cash surrender value	34,765			34,765	20,830
Other	10,639			10,639	24,003
Total other revenue	\$125,602	\$80,132	\$0	\$205,734	\$141,431
OTHER EXPENSES					
Automobiles	\$2,502	\$	\$755	\$3,257	\$6,584
Computer systems			7,250	7,250	5,308
Credit card fees	2,492			2,492	2,337
Other	1,102		466	1,568	3,614
Telephone			7,505	7,505	6,682
Total other expenses	\$6,096	\$0	\$15,976	\$22,072	\$24,525

**UNIVERSITY OF WYOMING ALUMNI ASSOCIATION, INC.
FINANCIAL STATEMENTS**

THE UNIVERSITY OF WYOMING ALUMNI ASSOCIATION, INC.

ANNUAL FINANCIAL REPORT

June 30, 1998

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**THE UNIVERSITY OF WYOMING
 ALUMNI ASSOCIATION, INC.
 BALANCE SHEETS
 JUNE 30, 1998 AND 1997**

	1998 Alumni	Association,	Inc.	1998 University		
	Unrestricted	Restricted	Endowment	of Wyoming	1998	1997
	Operating	Scholarship	Funds	Unrestricted	Total	Total
	Funds	Funds	(Schedule I)	Operating		
	Funds	Funds		Funds		
ASSETS						
Cash	\$126,684	\$41,136	\$108,298	(\$4,826)	\$271,292	\$365,972
Certificates of deposit		43,068			43,068	66,291
Investments	266,590		850,510		1,117,100	949,086
Accounts receivable	9,340				9,340	7,610
Pledges receivable, less allowance for uncollectables of \$0 and \$404					0	0
Accrued interest receivable	1,879		8,412		10,291	8,813
Inventories	16,611				16,611	15,079
Prepaid expenses					0	1,531
Land, building, and equipment, at cost, less accumulated depreciation of \$220,641 and \$188,722	413,449				0	0
Interfund balances	(99,108)	46,068	57,515	(4,475)	413,449	442,787
Total Assets	\$735,445	\$130,272	\$1,024,735	(\$9,301)	\$1,881,151	\$1,857,169
LIABILITIES AND FUND BALANCES						
Accounts payable	\$9,838				\$9,838	\$13,798
Deferred revenues - dues	90,613				90,613	42,128
Deferred revenues - credit card program	104,926				104,926	183,179
Total Liabilities	205,377	0	0	0	205,377	239,105
Fund Balances	530,068	130,272	1,024,735	(9,301)	1,675,774	1,618,064
Total Liabilities and Fund Balances	\$735,445	\$130,272	\$1,024,735	(\$9,301)	\$1,881,151	\$1,857,169

The Notes to Financial Statements are an integral part of this statement.

**THE UNIVERSITY OF WYOMING ALUMNI
 ASSOCIATION, INC.**
 STATEMENTS OF REVENUE AND EXPENSES
 JUNE 30, 1998 AND 1997

	1998 Alumni	Association,	Inc.	1998 University		
	Unrestricted	Restricted	Endowment	of Wyoming	1998	1997
	Operating	Scholarship	Funds	Unrestricted	Total	Total
	Funds	Funds	(Schedule I)	Operating		
	Funds			Funds		
REVENUE						
Annual membership dues	\$124,406				\$124,406	\$76,735
Life membership dues	35,900		122,502		158,402	106,661
University budgeted funds				116,031	116,031	116,031
Donations	10,704	35,339	4,000		50,043	68,446
Investment income	86,457	3,277	4,558	15	94,307	74,955
Credit card program	78,251				78,251	66,102
Homecoming	5,964				5,964	5,149
Alumni Gatherings	13,244				13,244	17,473
Promotional novelty sales & commissions	13,443				13,443	18,805
Advertising	2,620				2,620	2,925
Other income (Schedule III)	10,112	13,886			23,998	16,736
Total Revenue	381,101	52,502	131,060	116,046	680,709	570,018
EXPENSES						
Personnel	26,764			159,930	186,694	186,172
Office operation (Schedule II)	89,244			1,426	90,670	84,915
Travel	17,350				17,350	17,570
Homecoming	16,281				16,281	9,936
Alumni Gatherings	20,655				20,655	23,645
Promotional novelties	4,433				4,433	12,372
Alumnews - printing	14,763				14,763	16,036
Alumnews - other	26,760				26,760	27,686
Scholarships		29,600			29,600	24,100
Alumni House operation	14,838				14,838	13,619
Depreciation	31,918				31,918	31,819
Other Expenses (Schedule III)	163,142	3,774		2,122	169,038	79,813
Total Expenses	426,148	33,374	0	163,478	623,000	527,683
REVENUE OVER (UNDER) EXPENSES	(\$45,047)	\$19,128	\$131,060	(\$47,432)	\$57,709	\$42,335

The Notes to Financial Statements are an integral part of this statement.

**THE UNIVERSITY OF WYOMING
 ALUMNI ASSOCIATION, INC.
 STATEMENTS OF CHANGES IN FUND
 BALANCES JUNE 30, 1998 AND 1997**

	1998 Alumni Association, Inc.			1998 University of Wyoming	1998	1997
	Unrestricted Operating Funds	Restricted Scholarship Funds	Endowment Funds (Schedule I)	Unrestricted Operating Funds	Total	Total
REVENUE						
Total Revenue	\$381,101	\$52,502	\$131,060	\$116,046	\$680,709	\$570,018
EXPENSES						
Total Expenses	426,148	33,374	0	163,478	623,000	527,683
Net increase (decrease) before transfers	(45,047)	19,128	131,060	(47,432)	57,709	42,335
TRANSFERS						
Transfer From UW Unrestricted Operating Funds	(41,266)			41,266	0	0
NET INCREASE (DECREASE) FOR THE YEAR	(86,313)	19,128	131,060	(6,166)	57,709	42,335
FUND BALANCES, BEGINNING	616,381	111,144	893,675	(3,135)	1,618,065	1,575,729
FUND BALANCES, ENDING	\$530,068	\$130,272	\$1,024,735	(\$9,301)	\$1,675,774	\$1,618,064

The Notes to Financial Statements are an integral part of this statement

**THE UNIVERSITY OF WYOMING ALUMNI ASSOCIATION, INC.
NOTES TO FINANCIAL STATEMENTS
JUNE 30, 1998**

Note 1. SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES

ALUMNI ASSOCIATION UNRESTRICTED OPERATING FUNDS

These funds were generated by the Alumni Association and are under the Association's control.

Investments of \$266,590 consist of stocks and bonds recorded at cost. These investments had an approximate market value of \$311,548 at June 30, 1998.

Inventory consisting of merchandise is stated at the lower of cost (first-in, first-out) or market.

Deferred revenues - dues are \$90,613 in annual dues that have not been earned by the Alumni Association. This is the portion of each member's annual dues that applies to the fiscal year beginning on July 1, 1998.

Deferred revenues - credit card program is a \$104,927 advance for royalties that have not been earned by the Alumni Association at June 30, 1998

ALUMNI ASSOCIATION RESTRICTED SCHOLARSHIP FUNDS

These are donor-restricted funds to be used for scholarship expenses. Restricted donations are recognized as revenue when they are received.

ALUMNI ASSOCIATION ENDOWMENT FUNDS

This fund group consists of the Alumni Association Life membership Fund and an endowment fund restricted to scholarships.

Life Membership Fund investments of \$812,403 consist of corporate stock, mutual funds and bonds recorded at cost. These investments had an approximate market value of \$1,256,017 at June 30, 1998.

Shaw scholarship fund investments of \$38,107 consist of mutual funds recorded at cost. These investments had an approximate market value of \$46,461 at June 30, 1998.

All life membership dues are recorded as additions to the Life Membership Fund even though the dues are deposited in the Alumni Association Unrestricted Operating Funds bank account. Life membership funds are invested to generate income which is normally retained and reinvested, but the investment income is recorded as being available to the Alumni Association Unrestricted Operating Funds. The net affect of these transactions is reflected in the amount that is due from or to the Alumni Association Unrestricted Operating Funds. On June 30, 1998 \$57,515 was due from the Alumni Association Unrestricted Operating Fund. The following is a summary of the transactions for the year:

Due to Alumni Association Operating Funds at 6/30/1997	(\$17,866)
Transfer from Alumni Association Operating Fund	17,866
Life membership dues retained in the Operating Fund	122,502
Investment income retained in the Life Membership Fund	<u>(64,987)</u>
Due from Alumni Association Operating Funds at 6/30/1998	<u>\$57,515</u>

UNIVERSITY OF WYOMING UNRESTRICTED OPERATING FUNDS

These are University of Wyoming funds budgeted to and expended by the Alumni Relations department and other funds generated by the Alumni Relations department that are on deposit at the University. Of \$159,930 in personnel expenses, \$41,266 was funded by transfers from the Alumni Association.

Budgeted funds for the year beginning July 1, 1998 and ending June 30, 1999 in the amount of \$118,047 are not included in this statement.

Note 2. COMMITMENTS

The Alumni Association is funding University scholarships. These scholarships will amount to \$30,600 for the 1998-99 school year.

Note 3. INCOME TAXES

The Alumni Association is exempt from paying income taxes under section 501 (c) (3) of the Internal Revenue Code.

**THE UNIVERSITY OF WYOMING
 ALUMNI ASSOCIATION, INC.
 ENDOWMENT FUNDS
 JUNE 30, 1998 AND 1997**

Schedule I

	1998 Life Membership Fund	1998 Shaw Scholarship Fund	1998 TOTAL	1997 TOTAL
BALANCE SHEETS				
ASSETS				
Cash	\$108,298		\$108,298	\$70,063
Investments	812,403	38,107	850,510	798,280
Accrued interest receivable	8,412		8,412	7,466
Interfund balances	57,515		57,515	17,866
Total Assets	\$986,628	\$38,107	\$1,024,735	\$893,675
LIABILITIES AND FUND BALANCES				
Fund Balances	986,628	38,107	1,024,735	893,675
Total Liabilities and Fund Balances	\$986,628	\$38,107	\$1,024,735	\$893,675
CHANGES IN FUND BALANCES				
REVENUE				
Life Membership Dues	\$122,502		\$122,502	\$90,761
Donations		4,000	4,000	1,000
Investment income		4,558	4,558	3,746
Total Revenue	122,502	8,558	131,060	95,507
TRANSFER TO OPERATING FUND			0	0
NET INCREASE (DECREASE) FOR THE YEAR	122,502	8,558	131,060	95,507
FUND BALANCES, BEGINNING	864,126	29,549	893,675	798,168
FUND BALANCES, ENDING	\$986,628	\$38,107	\$1,024,735	\$893,675

**THE UNIVERSITY OF
 WYOMING ALUMNI
 ASSOCIATION, INC.
 OFFICE OPERATION
 EXPENSES
 JUNE 30, 1998 AND 1997**

Schedule II

	1998 Alumni Association, Inc. Unrestricted Operating Funds	1998 University of Wyoming Unrestricted Operating Funds	1998 Total	1997 Total
Postage	\$30,217		\$30,217	\$32,228
Printing	12,594		12,594	12,506
Telephone	8,920		8,920	10,264
Office supplies	8,469		8,469	4,635
Staff parties	606		606	433
Copy charges	9,325		9,325	11,693
Equipment operation	11,184		11,184	6,127
Labels	1,547		1,547	2,849
Other	6,382	1,426	7,808	4,180
Total	\$89,244	\$1,426	\$90,670	\$84,915

**THE UNIVERSITY OF
 WYOMING ALUMNI
 ASSOCIATION, INC.
 OTHER INCOME AND
 OTHER EXPENSES
 JUNE 30, 1998 AND 1997**

Schedule III

	1998 Alumni Association, Inc			1998 Total	1997 Total
	Unrestricted Operating Funds	Restricted Scholarship Funds	Unrestricted Operating Fund		
OTHER INCOME					
Travel program and other commissions	\$8,222			\$8,222	\$3,580
Scholarship auction		13,886		13,886	12,845
Other	1,890			1,890	311
Total	\$10,112	\$13,886		\$23,998	\$16,736
OTHER EXPENSES					
Faculty Growth Awards	\$3,005		\$500	\$3,505	\$4,422
Other awards	1,964			1,964	3,528
Student Alumni Association	489			489	151
Young Alumni Association	174			174	1,475
Scholarship Club		795		795	715
Scholarship auction		2,979		2,979	1,285
Board of Directors	3,105			3,105	1,350
Freight and shipping	872			872	1,490
Dues and subscriptions	3,395			3,395	2,867
Athletic tickets	1,604			1,604	384
Advertising	3,365			3,365	777
Gifts	137			137	598
Membership novelties	7,524			7,524	1,638
Membership solicitation	132,000			132,000	53,200
Other	5,508		1,622	7,130	5,933
Total	\$163,142	\$3,774	\$2,122	\$169,038	\$79,813

Athletic Ticket Office Cash Count

February 19, 1999

To the Board of Trustees of the
University of Wyoming

We completed a cash count at the Athletic Ticket Office on the morning of December 17, 1998. The following observation, recommendation, and Athletic Department response resulted from that cash count:

Observation

At the time of the cash count, Athletic Ticket Office sales were not being deposited in a timely manner. The sales from December 3rd through December 16th were still in the Athletic Department on the morning of December 17th. There was one exception; the game day sales from the December 9th CU basketball game were deposited on December 10th.

Recommendation

University cash handling policy requires deposits to be made as soon as possible. Deposits should be made when \$300 has accumulated, but no less frequently than weekly regardless of the amount on hand. Security needs are greater when the proportion of currency is significant, but checks can also be lost and may not be replaceable.

Athletic Department Response

We are in concurrence with your finding that there was a delay in the depositing process at that time. Although the deposits during the period of December 3rd through December 17th were not all being deposited within an acceptable timeframe...deposits were being made on an ongoing basis (almost daily). Efforts were being made to get these monies properly accounted for and to the cashier's office but a conflict with multiple job responsibilities caused these efforts to come up short of what was needed.

After our review, it was determined that the personnel responsible for making the deposits also had other duties and responsibilities that occupied a certain amount of their daily work hours. By trying to perform a diligent job in all areas, our personnel became backlogged on the deposit batches, leading to your observations during your December 17th cash count.

We have met with our personnel in this area and have re-prioritized the work activities so deposits of ticket sales will always be given first priority before other job functions are started. This new focus was implemented effective January 9th, after a meeting with our ticket office managers and the involved personnel. This change has gotten us on track...our deposits are now current and being consistently processed in a timely manner.

Van Jacobson
Internal Auditor

cc: Philip Dubois, President
Daniel Baccari, Vice President of Administration and Finance
Wm. Lee Moon, Director of Athletics
Bill Sparks, Executive Business Manager of Athletics

Trustee Jorgensen reviewed the Internal Audit Activity materials as presented above.

Internal Audit Plan for Fiscal Year 99-00

The goal of Internal Audit is to audit as many areas of the University as possible and provide audit services to the following affiliated organizations: University of Wyoming Alumni Association, Inc.; Cowboy Joe Club; and the Wyoming State 4-H Foundation.

To determine the specific University areas to be audited the following factors are taken into consideration: audit work performed by external auditors, an assessment of risk, and the resources of Internal Audit. Whenever possible, internal controls are reviewed as they are being developed for new systems or revised within existing systems.

The Internal Audit Plan for the year ending June 30, 2000 consists of the following:

- a. Participation in the implementation of the PeopleSoft Financial Management System and Human Resources Management System will continue. The goals in this area are to evaluate the controls and functionality that are being configured into these systems as they are being implemented.
- b. Audit services will be provided to the following affiliated organizations:
 1. The University of Wyoming Alumni Association will be audited and financial statements will be prepared for the fiscal year ending June 30, 1999.
 2. Cowboy Joe Club will be audited and financial statements will be prepared for the fiscal year ending June 30, 1999.
 3. The Wyoming State 4-H Foundation will receive a limited examination for the fiscal year ending September 30, 1999.

- c. A comprehensive audit of NCAA compliance in the area of Recruiting will be performed.

This is the third audit in a series of five annual audits that will cover all NCAA compliance areas.

- d. A financial audit of ASUW will be performed for the year ending June 30, 1999.
- e. The 403 (b) Retirement Plan administered by the Payroll office will be audited.
- f. Audits of operations with self-sustaining accounts in the following fund groups will continue: Auxiliary Enterprise Funds, General Current Funds Unrestricted and Revolving Funds.
- g. Cash counts will be performed when appropriate.

Trustee Jorgensen noted the Internal Audit Plan as presented above. Trustee Ritthaler asked about the PeopleSoft project, the amount of work involved, and the current status. Mr. Harris reported that the financial system is in production and will be advanced to the next release by the end of the year. Full implementation will take about 24 months to complete. The Human Resources system has just begun; initial implementation will be in spring 2000. President Dubois added that Mr. Harris has been dealing with substantial turnover in the computer support area, which has contributed to implementation difficulties.

Trustee McCue asked Mr. Jacobson about the orderly process of auditing and if there are ever spot-checks on these cash processes. Mr. Jacobson said there are unannounced visits to those areas.

President Dubois noted that one-time funds are available and will be used this year to: replace the telephone registration system; purchase software needed for credit card payment for registration; instructional equipment for scientific labs; replacement of the CARL library system; for the statewide compressed video system; and to complete the floor in the refurbished Half Acre Gym.

PERSONNEL COMMITTEE

The Personnel Committee of the Trustees met on Thursday, May 6, 1999 with the following members in attendance: Trustees Debbie Hammons, Chair, Dave Bonner, Kathy Hunt, and Ron McCue.

It was moved by Trustee Hammons, and seconded by Trustee Hunt that the personnel items on the following pages be approved by the full Board. Trustee Hammons commented that this is the finest time of the year for the new Trustees – granting tenure to those who will be the future of the University. She also noted the promotions for faculty from assistant professor to associate professor and on to full professor – they receive a 10% salary increase as they advance to the next level of professorship.

Motion carried.

PHYSICAL PLANT AND EQUIPMENT COMMITTEE

The Physical Plant and Equipment Committee of the Trustees met on Thursday, May 6, 2000 with the following members present: Trustees Pete Jorgensen, Chair; Kathy Hunt, Shelly Ritthaler, and Tom Spicer. The following was presented to the full Board by Trustee Jorgensen:

Approval to Remove Dwelling at 1316 Bradley

Property Description:

The fifty year-old frame ranch style house contains 1070 gross square feet on the main floor and 721 gross square feet of basement. The main floor contains one bathroom, two bedrooms, kitchen, dining room, an attached garage converted to a family room, and a den or bedroom. The main floor has a forced air furnace. The converted garage and attached den is electric resistance heat. The basement, which contains two bedrooms and a $\frac{3}{4}$ bathroom, shows signs of flooding or water infiltration. This damage is presumably due to the high water table in the area. In addition to the house, the property includes a driveway and storage shed. The back yard portion of the lot is flat and does not have proper drainage. The lot is grassed with several deciduous bushes and a large juniper tree.

Environmental Analysis

The facility is a wood frame structure with asbestos shingle siding, asphalt shingle roofing, and a concrete foundation.

Most materials indicate a lack of maintenance, and the bathroom fixtures require replacement. The service life of most materials would be limited if brought up to reasonable standards. The estimated life of building is 20 to 25 years. Its heating system is original equipment and will require replacement in the near future. The electrical system is ungrounded, lacking expandability and reasonable safety. Doors, windows and associated hardware show

heavy use and maintenance needs, and the roof is reasonable.

The facility is within one block of the campus and is contiguous to a UW parking area on the east and an open lot on the west owned by the University. No special or hazardous conditions knowingly exist on/or within the property.

Topographic and drainage conditions are poor at the present time. The back yard does not drain, but could be improved with grading and some landscape renewal. When used in concert with other adjacent properties, the topographic conditions would be acceptable. The property is unencumbered with easements, and is zoned R3 by City Ordinance, with no other restrictions noted.

The only existing adverse environmental condition is shading by a large spruce tree and the heavy use of deciduous bushes. These plantings retard snowmelt on the property, increasing the probability of flooding or water infiltration of the basement when related to the lack of drainage.

Facility Flexibility and Usability

The facility was originally constructed as a single-family residence. As such, it is suitable for limited purposes. The span of the floor joists limits the capacity of the floors to a residential or light office use. The electrical system is not grounded and cannot be expanded without significant modification.

Use of this structure is limited to residential, light office, or storage that does not exceed the capacities of the floor. The heating and ventilating system will support all the aforementioned uses. The electrical system will support a residence, albeit without heavy appliance use, and the storage use without significant modification.

In developing a cost-benefit analysis, four options were considered. The property was purchased by UW in January 1998 for its appraisal value of \$88,000. The acquisition was consistent with the goal of the University's Campus Master Plan to acquire properties north of campus for future development of the university's academic core. The directors of Housing, Physical Plant, and Facilities Planning consulted on the existing condition of the facility and its potential uses. In the short-term, north campus properties are being used for other either housing, if the condition of the property warrants, or for parking.

The first option is to utilize the house for a three-bedroom apartment at \$540 per month, excluding utilities, yielding an annual income of \$6480. The basement is not considered a part of the occupancy due to improper exiting, condition of the facility and the flooding problems. Maintenance for the apartment would be \$1100 per year, with the assumption that the apartment dweller would clean the facility, water and mow the lawn, etc. This would be a total annual income of \$6480, with annual costs of \$1100, leaving an annual net income of \$5380. The minimum improvements for occupancy are estimated at \$12,000.

The second option is to utilize the house for a two-bedroom apartment at \$500 per month, excluding utilities, yielding an annual income of \$6000. Annual utility and maintenance costs would be the same as the first option, for a total of \$1100, leaving an annual net income of \$4900.

The third option would be to utilize the area as a storage facility. The annual value of the storage is calculated at \$2.75 per sq. ft., for a total of \$3900, with no income generated for the university. The university can always use storage, but the facility does not efficiently lend itself to this purpose, due to the small areas and capacity of the facility. The annual utility costs would

be \$520, and maintenance costs \$600. The total costs would be \$1120 annually, with no annual income recognized.

The fourth option involves converting the site and adjoining university-owned properties into one contiguous parking lot. The estimated cost to convert all three lots is \$80,000, and the university would gain 66 additional parking spaces at a cost of \$1,212 per space. If we convert only the property at 1316 Bradley to parking, the cost is estimated at \$35,000, and would yield 20 parking spaces, with an estimated annual income of \$350.

Recommendation

The facility, which exhibits high levels of deferred maintenance and problems associated with water infiltration, requires a significant investment to upgrade the facility for residential occupancy. While these investments would extend the life of the building, the cash flow is minimal and it would require years to recover investments in repairs, let alone the cost to purchase the property. Nor is the house practical for use as a storage facility. Its limited size and small rooms make it inefficient for this purpose.

It is therefore recommended that the Physical Plant and Equipment Committee recommend to the Board of Trustees removal of the house and development of a parking lot on the site, utilizing all three of the University-owned lots.

Trustee Jorgensen moved for the approval of the full Board the removal of dwelling at 1316 Bradley as presented above. Trustee Spicer seconded. Motion carried.

Sale of Chatterton - Brimmer Trust Interests

The University received as a gift from the Walter Harrison Spears and Constance Chatterton Spears Estate an Overriding Royalty interest in the Shoshone 1-94-1 well located in

the Maverick Springs Field, Fremont County, Wyoming. This field is located approximately 30 miles north of Fort Washakie, Wyoming.

In 1992, E & N Oil & Gas, Inc., Riverton, Wyoming, purchased the lease from Conoco, Inc. However, Conoco has continued to purchase the crude oil and UW has received overriding royalty checks directly from Conoco.

The lease currently has a 25% royalty burden, payable to the Bureau of Indian Affairs, and a 5% overriding royalty burden, plus both state and tribal severance taxes. These payments, coupled with historically low oil prices, have caused 10 of the 13 producing wells to be shut-in.

In an effort to keep this lease producing, E & N is offering to purchase the University's overriding royalty for \$2,600.00. The University's overriding royalty interest of 0.0042341 paid an estimated revenue of \$436.00 in 1998, and \$8.33 in February, 1999.

Trustee Jorgensen moved for the approval by the full Board of the sale of the Chatterton-Brimmer Trust Interests as presented above. Motion seconded by Trustee Hunt.

Trustee Patrick questioned selling the interest if the return is 16%. Mr. Baccari discussed the sale with Trustee True, and concurred that as a producing unit, this well only produces a small amount and this is a fair offer.

Trustee Ritthaler asked about the status of this property as a gift and if all the requirements had been met.

Motion carried.

Historic Preservation Plan

In 1993, the University of Wyoming entered into an agreement with the Wyoming State Historical Preservation Office (WSHPO) which stipulated the University, in consultation with WSHPO, would develop a Historical Preservation Plan for the University Campus. This

agreement was an outgrowth of a Section 106 review of certain historic properties triggered by construction of the Minerals Research and Reclamation Center and the Botany Conservatory addition, which were federally funded projects. A draft Historic Preservation Plan was presented for the information of the Trustees at their July 1998 Meeting. The Plan has since been revised based on comments and feedback received at that meeting and is presented here for approval.

A brief summary of the Plan was provided last July and is again included in revised form for the benefit of new Board members. The Plan has been prepared by the University with the assistance of Jason Marmor, a historic preservation consultant. The following summary describes the key elements of the plan, which consists of a brief historical review of the development of the University of Wyoming Campus and the process the University will follow for preserving the historic attributes of the campus.

The fundamental objectives of the Historic Preservation Plan are to:

- Present a historical overview of the growth and development of campus;
- Identify the campus as a historical district, define the boundaries of the district and classify the structures within the district as either contributing or non-contributing to its historic fabric;
- Specify procedures and organizational responsibilities necessary to achieve a balance between preservation of historically significant features of the University of Wyoming campus and the University's educational mission; and
- Enable the University to achieve compliance with Section 106 of the National Historic Preservation Act.

The historic review summarizes the development of the University campus beginning with construction of Old Main in 1887 on a campus of 20 acres, to the campus of today with its

many facilities situated on 785 acres. The report traces the influence of two world wars, the great depression and postwar expansion on the development of the campus, as well as the contributions of several prominent architects. This section of the report concludes with a discussion of the criteria used to determine historical and architectural significance, and the definition of a historical district and the inclusion of a portion of the campus under this classification.

The balance of the Plan presents strategies and methods to accomplish preservation of the historic attributes embodied within the University's campus. These include:

1. A permanent, expandable inventory of historic University properties (facilities over 50 years old) to be maintained by the University, which will serve as a database providing information necessary for appropriate management of these facilities.
2. The appointment of a Campus Historic Preservation Coordinator with certain prescribed duties and responsibilities;
3. Establishment of a Campus Historic Preservation Review Board, which is advisory to the President of the University and the Vice President for Administration and Finance;
4. Identification of specific construction and maintenance activities considered exempt from historic preservation review; and
5. Specific steps the University will take to comply with Section 106 of the National Historic Preservation Act of 1996 once a federal undertaking has been identified.

Trustee Jorgensen moved to table the Historic Preservation Plan until the July 1999 meeting and introduce it as an Action Item at that time. Seconded by Trustee Hunt. Motion carried.

Trustee Jorgensen noted the actions of the Physical Plant and Equipment Committee and the Executive Committee in meetings held by conference call.

Trustee Jorgensen said the first was to affirm the actions of the Executive Committee to authorize Mr. Baccari to proceed with the design of the Rochelle Athletics Center, and he so moved. Seconded by Trustee Ritthaler. Motion carried.

Trustee Jorgensen said the Board needed to affirm the action of the Executive Committee to authorize Mr. Baccari to proceed with the acquisition of permanent lights for the stadium and to execute orders for them when funds are in hand, and he so moved. Seconded by Trustee Hunt. Trustee Kail voted nay. Motion carried.

Trustee Debbie Hammons asked that the minutes reflect the Board has asked for a report on the five-year projected income and expenditures that will decrease the dependence on the state for funds to the Athletic Department. She would like this report because of the increased revenues the University will receive.

Trustee McCue commented on producing a financial forecast, and still having a workable base product. This study should continue to be useful in subsequent years.

Fine Arts Center Update

Trustee Jorgensen introduced Roger Baalman, of Facilities Planning, to provide information on the Fine Arts Center. Mr. Baalman reported that construction will start this summer and some classes will need to be relocated.

Union Renovation Update

Trustee Jorgensen asked for approval to ratify the minutes of the Executive Committee Meeting held on April 27, 1999 for selection of architect rankings. Seconded by Trustee Bonner. Motion carried.

Update on the Student Athlete Center

President Dubois reported that there is enough of the Rochelle gift in hand to begin architectural drawings of the facility. The University is finalizing the architect's fee request.

Change Orders and Progress Reports

The following gives an accounting of the progress and activity of construction since the March 1999, Trustees meeting. Also reported are approved change orders to the Renovations to the Half Acre Gymnasium, ADA Modifications, 1998, and Renovations to the Geology Department Library.

PROJECTS IN CONSTRUCTION

1. ADA Modifications 1998

Contractor: Marshall Contracting Inc., Laramie, Wyoming

Bid Price \$798,159.59

Original Completion Date: Classroom Building – 21 August, 1998

Coe Library – 15 September, 1998

Knight Hall – 30 October, 1998

Present Completion Date: Classroom Building – 21 August, 1998

Coe Library – 15 September, 1998

Knight Hall – 30 October, 1998

Contract Substantial Completion Date: Classroom Building – 21 August, 1998

Coe Library – 15 September, 1998

Knight Hall – 30 October, 1998

	Total	Design	Construction	Contingency	Admin.	Signage
Budget	\$979,989.59	\$65,600.00	\$798,159.59	\$71,880.00	\$32,350.00	\$12,000.00
Expend.	\$905,967.71	\$59,040.00	\$798,159.59	\$30,300.86	\$18,467.26	-0-
Obligate	\$46,823.94	\$6,560.00	-0-	\$35,009.05	\$1,998.40	\$3,256.49
Un-Obligate	\$27,197.94	-0-	-0-	\$6,570.09	\$11,884.34	\$8743.51

Remarks: Coe Library - The fire alarm system has been tested and accepted. When a Certificate of Occupancy is received a Substantial Completion Certificate will be issued to the contractor.

Classroom Building – the automatic operator in the new store front now operating properly. Upon receipt of a Certificate of Occupancy, UW will issue a Substantial Completion Certificate.

Knight Hall – All work has been completed but since a Certificate of Occupancy has not been issued from the City of Laramie, A Substantial Completion Certificate had not been issued to the Contractor

2. Centennial Complex Elevator Lobby Addition

Architect: Malone, Belton Abel Architects. P.C., Sheridan Wyoming
 Contractor: Spiegelberg Lumber & Building Company, Laramie, Wyoming
 Bid Price: \$363,900.00
 Original Completion Date: 4 September, 1998
 Present Completion Date: 4 September, 1998
 Contract Substantial Completion Date: 4 September, 1998

	Total	Design	Construction	Contingency	Admin.	Security
Budget	\$456,750.00	\$37,704.25	\$363,900.00	\$25,145.75	\$20,000.00	\$10,000.00
Expended	\$416,732.20	\$35,676.25	\$363,900.00	\$6,365.01	\$10,790.94	-0-
Obligated	\$8,565.83	\$2,028.00	-0-	-0-	\$937.83	\$5,600.00
Un-Obligated	\$31,451.97	-0-	-0-	\$18,780.74	\$8,271.23	\$4,400.00

Remarks: Several punch list items have not been corrected.

3. Student Union Elevator

Architect: Malone Belton Abel, P. C., Sheridan Wyoming
 Contractor: Arcon Inc., Laramie, Wyoming
 Bid Price: \$274,000.00
 Original Completion Date: 30 October, 1998
 Present Completion Date: 30 October, 1998
 Contract Substantial Completion Date: 30 October, 1998

	Total	Design	Construction	Contingency	Admin.	Telephone Configuration
Budget	\$371,100.00	\$36,000.00	\$274,000.00	\$27,400.00	\$13,700.00	\$20,000.00
Expended	\$346,037.32	\$35,640.00	\$274,000.00	\$15,407.82	\$6,942.00	\$14,047.50
Obligated	\$2,361.97	\$360.00	-0-	\$1,000.00	\$1,001.97	
Un-Obligated	\$22,700.71	-0-	-0-	\$10,992.18	\$5,756.03	\$5,952.50

Remarks: A final inspection has been conducted. Some items remain on the punch list.

4. Renovation and Asbestos Abatement – Geology Department Library

Architect: Gorder/South Group, Casper, Wyoming
 Contractor: Renovation – Spiegelberg Lumber & Building Company, Laramie, Wyoming
 Asbestos Abatement – DLM Incorporated, Denver Colorado
 Bid Price: Renovation - \$54,900.00

Asbestos Abatement – \$34,480.00

Original Completion Date: Renovation – 1, February, 1999

Asbestos Abatement – 31, July, 1998

Present Completion Date: Renovation – 1, February, 1999

Asbestos Abatement – 7 August, 1998

Contract Substantial Completion Date: Renovation – 1, February, 1999

Asbestos Abatement – 7 August, 1998

	Total	Design	Construct	Contingency	Admin.	Furnishings	Signage, Etc.
Budget	\$983,170.00	\$61,020.00	\$579,380.00	\$58,000.00	\$28,970.00	\$250,000.00	\$5,800.00
Expended	\$666,349.26	\$61,020.00	\$579,380.00	\$12,581.61	\$11,877.33	\$1,490.32	-0-
Obligated	\$52,416.94	-0-	-0-	\$12,502.00	\$2,563.39	\$37,351.55	-0-
Un-obligated	\$264,403.80	-0-	-0-	\$32,916.39	\$14,529.28	\$211,158.13	\$5,800.00

Remarks: Once a Certificate of Occupancy had been issued, UW will provide the Contractor with a Substantial Completion Certificate.

5. Renovations to the Half Acre Gymnasium

Architect: Gorder/South Group, Casper, Wyoming

Contractor: Arcon, Inc., Laramie, Wyoming

Bid Price: \$668,886.00

Original Completion Date: 11 December, 1998

Present Completion Date: 25 January, 1999

Contract Substantial Completion Date: 25 January, 1999

	Total	Design	Construct.	Contingency	Adminis.	Climbing Wall	Misc.
Budget	\$856,400.00	\$87,500.00	\$668,886.00	\$55,354.00	\$25,820.00	\$15,000.00	\$3,840.00
Expended	\$824,270.58	\$86,298.00	\$668,886.00	\$44,195.00	\$10,664.20	\$10,387.38	3,840.00
Obligated	\$24,087.78	\$1,202.00	-0-	\$11,159.00	\$10,832.00	\$894.78	-0-
Un-obligated	\$8,041.64	-0-	-0-	-0-	\$4,323.80	\$3,717.84	-0-

Remarks: Contractor is continuing to work on the mechanical systems.

The following Change Orders are reported for the information of the Trustees.

Renovations to the Half Acre Gymnasium

Change Order No. 4

Item 1	Change carpet and modify base		\$3557.00
Item 2	Install Phone in pool		\$401.00
Item 3	Install blancing dampers and outside air damper		\$3,291.00
Item 4	Install salvaged chain at gym entrance to lobby stairs		\$982.00
Item 5	Install Smoke detectors and activation module for coiling doors		\$2,901.00
Item 6	Credit for not moving lights in gym		(\$600.00)
		Total Change Order No.3	\$10,532.00

Statement of Contract Amount

Original Contract Amount	\$702,000.00
Total Change Orders # 1-4	+29,130.00
Adjusted Contract Price	\$731,130.00

ADA Modifications, 1998
 Change Order No. 4

Item 1	Knight Hall: Delete sanitary napkin vendor at 2 nd floor restroom.			\$(185.00)
Item 2	COE: Install guard railing at handicap parking			\$2,995.51
Item 3	COE: Install expansion joint along exist wall, delete woven wire fabric			\$614.04
Item 4	Classroom Building: Install tables in classroom			\$3,034.69
Item 5	Knight Hall: Add two horn/strobes			\$1,119.08
Item 6	Knight Hall: Add light and motion detector at chair lift			\$495.57
Item 7	Classroom Building: Install vinyl composition tile at removed standards			\$773.35
Item 8	Knight Hall: Install tile behind toilet in men's room			\$370.58
Item 9	Knight Hall: Add dead bolt lock at doors 78 and 087			\$400.00
Item 10	COE: Add six horn strobes to fire alarm system			\$4,689.77
Item 11	COE: Grout in threshold at exterior door; Paint existing conduit tract at room 74			\$210.45
Item 12	Knight: Install communication conduit at room 74			\$693.57
Item 13	Knight Hall: Install landing at lift in room 74			\$972.72
Item 14	Classroom Building: Install door transition at women's 1 st floor toilets.			\$94.95
	Total Change Order #4			\$16,279.28

Statement of Contract Amount

Original Contract Amount	\$798,159.59
Total Change Orders # 1 - 4	+60,341.58
Adjusted Contract Price	\$850,501.17

Renovation to the Geology Department Library
 Change Order No. 2

Item 1	Provide ½" copper airline from MRRC to new controls			\$1944.00
Item 2	Insulate piping exposed due to asbestos removal			\$1,378.00
Item 3	Change lights and sprinkler heads in basement			\$2,919.00
Item 4	Modify wall behind circulation desk to accommodate ductwork			\$220.00
Item 5	Relocate drain in basement and extend walls in mech. Room			\$341.00
	Total Change Order #2			\$6,802.00

Statement of Contract Amount

Original Contract Amount	\$544,900.00
Total Change Orders # 1&2	<u>+13,679.00</u>
Adjusted Contract Price	\$558,579.00

Trustee Jorgensen noted the items as listed above.

Year 2000 IT Compliance Update

Information Technology

Overview

The countdown to January 1, 2000 continues. Only minor changes since the last report. We continue to work towards completion of our Y2K activities with no new surprises.. The focus now shifts to assisting departments in the identification, evaluation and resolution of their Y2K issues. Each department will ensure that important work conducted via department, academic and research-based equipment and systems is not lost or disrupted.

Table 1 identifies the remaining Year 2000 projects for IT supported systems. Table 2 identifies the completed Year 2000 projects.

Centrally Supported Systems

We are currently in the process of upgrading the PeopleSoft Financial system to Version 7 to ensure continuing PeopleSoft support after January 2000. The upgrade is scheduled to be completed by the end of second quarter 1999.

What's Remaining

The Development and Alumni system, BSR/IDMS, is in the process of being replaced by BSR C/S. The replacement project is moving along on schedule and the team recently made the decision to not upgrade the old BSR/IDMS system to make it year 2000 compliant. Instead, the new system, BSR C/S is expected to be in full production by July 1, 1999.

The current VOCOM (i.e., touch-tone registration) hardware is at least 10 years old and not year 2000 compliant. We have received quotes from our current VOCOM vendor, Brite Systems, to replace the existing hardware with a Y2K compliant equivalent

The University has identified the legacy financial data to be migrated to a data warehouse.

Departmental Systems

The Vice President for Academic Affairs has asked Deans, Directors and Department Heads to appoint a member of their staff to become their Y2K Coordinator. The department Y2K Coordinator will facilitate their department's compliance efforts. The Coordinator will assess the department's year 2000 problems, advise the department head of the concerns and coordinate efforts to achieve compliance. IT will provide

direction and information in assessing department's risk however only the department can assess the significance of a possible failure.

Progress has been made in several administrative department areas to resolve year 2000 system problems. We continue to identify SIS system changes and SES business process changes necessary to facilitate the migration of SES to the UW SIS system. The project is scheduled to be completed by 3Q99 in time for Spring 2000 registration.

Campus Seminars

The Year 2000 Awareness Campaign committee will be conducting a series of Year 2000 seminars. The first seminar is scheduled on April 22 at 2:00 – 3:00 p.m. in Classroom Building Room 306. This seminar will focus on using the IT Year 2000 Assessment Tool and the steps to identify and correct year 2000 problems. The committee will be scheduling additional seminars focused on the specific needs of faculty and researchers.

Web Site

Visit the University of Wyoming Year 2000 web site for more information.
<http://www.uwyo.edu/infotech/year2000>.

Table 1: Remaining Centrally Support Systems and Projects

	<i>Year 2000 Strategy</i>	<i>Vendor</i>	<i>Scheduled Install Date</i>	<i>Y2K Status</i>	<i>Current Status</i>
HARDWARE:					
Touch-tone Registration (VOCOM)	Replacement	Brite	1/99 Research options (completed) Unknown replacement	No	Waiting for funding to replace hardware
TELECOMMUNICATIONS MANAGEMENT SYSTEM:					
Telemanagement & Billing System	Replace	Pinnacle	3Q99	No	Beginning implementation
CENTRALLY SUPPORTED ADMINISTRATIVE APPLICATIONS:					
Financials (FRS) Historical Data	Migrate historical data to warehouse	UW	3/99	No	On Schedule
Advancement Services System (BSR)	Replacement	Business Systems Resources	7/98 Biographical 10/98 Prospect Tracking 2Q99 Gifts 2Q99 Membership	No	On Schedule
Budget Balance Available (BBA)	Modify	UW	2/99	No	User testing

	<i>Year 2000 Strategy</i>	<i>Vendor</i>	<i>Scheduled Install Date</i>	<i>Y2K Status</i>	<i>Current Status</i>
<i>CENTRALLY SUPPORTED ADMINISTRATIVE APPLICATIONS (continued)</i>					
<i>PISTOL Financial System</i>	Upgrade	PeopleSoft	7/99	Partial	On Schedule
<i>Time Management System (Time Card and VSL)</i>	Modify	UW	7/99	No	On schedule
<i>Year 2000 Testing</i>	NA	UW	10/99 Completion	NA	Begin 5/99

Table 2: UW Year 2000 Completed Projects

	<i>Year 2000 Strategy</i>	<i>Vendor</i>	<i>Scheduled Install Date</i>	<i>Y2K Status</i>	<i>Current Status</i>
OPERATING SYSTEMS AND DATABASES:					
<i>Solaris</i>	None required	SUN		Yes	
<i>MVS OS/390</i>	Vendor update	IBM	11/97	Yes	Complete
<i>Oracle</i>	None required	Oracle		Yes	
IDMS	None required	Computer Associates	9/99 Version 14.X	Components are Y2K compliant	
<i>Sybase</i>	None required	Sybase		Yes	
CENTRALLY SUPPORTED ADMINISTRATIVE APPLICATIONS:					
<i>Financials (FRS)</i>	Replaced by PeopleSoft	Pinnacle	2/98 A/P and Purchasing 7/98 General Ledger	Yes	Complete
<i>Human Resources (HRS)</i>	Phase 1: Vendor update and rewrite UW Modifications Phase 2: Replace by PeopleSoft	Pinnacle & UW	11/98 4Q99	Yes Yes	Complete Delayed due to software upgrade
<i>Student Information System (SIS)</i>	Vendor updates and rewrite UW modifications	Pinnacle & UW	10/96 Admissions 6/97 Student Records 12/97 Registration 5/98 OnCourse 6/98 Billing/Receivables 6/98 Voice Response 10/98 Financial Aid	Yes Yes Yes Yes Yes Yes Yes	Complete Complete Complete Complete Complete Complete Complete
<i>Budget Prep</i>	Modify	UW	1/99 Production	Yes	Complete
<i>Pooled Investments</i>	Rewrite in conjunction with PeopleSoft financials	UW	7/98	Yes	Complete
DATA AND TELEPHONE SYSTEMS:					
<i>UW Data Network</i>	Vendor Update	Cisco	6/98	Yes	Complete
<i>UW Telephone System (PBX)</i>	Vendor Update	NorTel	3/98	Yes	Complete

Division of Administration and Finance

Overview With less than one year remaining until January 1, 2000, the Division of Administration and Finance is close to reaching its goal toward having all major systems year 2000 compliant. Our main focus now is on external entities and determining how they will affect us and what we need to do to deal with them.

Table 1 lists the items that we are currently working on and their respective statuses.

Table 2 lists the items that we have completed our work on with respect to year 2000 issues.

Progress to Date Since our last report we have again identified some new problems which are explained in detail below. We have also had a few unfortunate incidences where vendors have failed to supply upgrades on promised dates. Please see the following sections for more information.

Systems and Software The Physical Plant continues to progress to a "go live" date with their new Work Order System. They have completed their implementation plan and have converted data from the old WOS into the new system. They plan to install the accounting interface modules in late April and will run a test version of the new system parallel to the old system until June 20 to verify that all conversion issues have been addressed. Actual conversion to a production environment on the system will take place from June 30 – July 5 with July 5 as the live date.

AT&T patches that were to arrive in February for Auxiliary Enterprises failed to arrive. Auxiliary Enterprises are now going to have AT&T remotely apply the patches in either late October or early November. Once the patches have been applied, the associated card reading systems will be Y2K compliant.

A representative from Informed Decisions, the vendor that the cashiers office purchased the Cashnet system from, will be on-site to install necessary hardware (it was decided that a new hard drive for the server was needed) and software (upgrades to the Unix OS, the Informix database and the Cashnet system) on April 22.

Food Service is currently in the process of comparing an upgrade of their current Winstar system with replacing it with a new system from Kronos.

Microsoft continues to test and release upgrades and patches for their products to make them Y2K compliant. Service Pack 4 for Windows NT 4.0 is now reported to have Y2K problems, and Microsoft has subsequently released a "post" Service Pack 4 Y2K patch which is reported to correct the known Y2K problems with SP4. Necessary patches will continue to be applied as needed.

Hardware We continue to eliminate the non-Y2K compliant desktop PCs within the division.

Outside Influences As previously stated, we have now reached the point where we need to begin to focus our attention on the numerous entities with which we deal whose own year 2000 compliancy could seriously affect the university. We are currently in the process of identifying those entities and contacting them about their Y2K status.

Table 1: Administration and Finance Year 2000 Issues to be Completed

	<i>Department</i>	<i>Year 2000 Strategy</i>	<i>Vendor</i>	<i>Scheduled Install Date</i>	<i>Y2K Status</i>	<u><i>Current Status</i></u>
OPERATING SYSTEMS AND DATABASES:						
SCO Unix 3.2.4.2	Cashiers	Vendor upgrade to version 5.x	Informed Decisions	4/99	No	This is part of a larger process that will involve 1) an upgrade of the Operating System (SCO Unix) 2) an upgrade of the database (Informix) and 3) an upgrade of the Cashnet software. The Cashiers office has been working with the vendor and has determined that they will not need to update their hardware. Someone from Informed Decisions will come out on April 22 to perform the necessary upgrades. Estimated cost will be \$5000. Janet Lowe and Phill Harris will determine what budget the costs will come out of.
Informix	Cashiers	Vendor update	Informed Decisions	2Q99	No	See above.
HP Unix	ID Office	Vendor will remotely apply patches	Hewlett Packard	4Q99	Yes with minor issues	AT&T failed to supply patches in February '99 and will now remotely apply them in either late October or early November.
Windows 95a, b & c		Apply patches	Microsoft	1Q99	Yes with minor issues	On schedule – Microsoft is supplying periodic updates.
Windows NT 4.0 Workstation		Apply Service Pack 4 and post SP4 Y2K release.	Microsoft	1Q99	Yes with minor issues	Are in process of applying SR4 to workstations and the post SR4 Y2K fix/release. (We have roughly 100 workstations running NT 4.0 SR 3 that will need updated to SR 4)
Windows NT 4.0 Server	Budget Office	Apply Service Pack 4 and post SP4 Y2K release.	Microsoft	3Q99	Yes with minor issues	Are in process of determining how to apply service pack 4.

<i>FilePro (chemical inventory/hazmats)</i>	Environmental Health and Safety	Replace with Y2K compliant system	Unsupport- ed	1Q99	No	Being replaced and converted to HP Assistant. Are currently waiting for delivery of a "module" for HP Assistant for chemicals.
<i>SQL Server 6.5</i>	Budget Office	Apply service pack 5	Microsoft	1Q99	Yes with minor issues	Latest version of Service Pack 5 was released by Microsoft on 1/25/99. We will download this and install it.
SOFTWARE AND APPLICATIONS:						
<i>Advanced REVelation</i>	Property	Replace with PeopleSoft's Asset Management system		1999	No	Converting to PeopleSoft "Asset Management" in July 1999. Conversion of PISTOL from version 6.0 to 7.0 may affect what is available.
<i>Facilities Inventory System</i>	Facilities Planning	PC stuff OK, Mainframe database needs moved to new platform – use new WOS that Physical Plant is pursuing		7/99	No	As of 2/4/99 stated that the new WOS that Physical Plant is installing will take care of remaining issues.
<i>MAS 90 Accounting</i>	Duplicating	Replace with PeachTree (Analysis in progress)		7/99	No	Software will be installed and switched at Fiscal Year End.
<i>Fuel Rite</i>	Fleet Operations	Replace with Petrovend's system or piggy back with new state system depending on choice of Reservation System (<i>see below</i>).		1999	No	Anticipated: Will piggy back with state system since it is anticipated that the "Prototype" reservation system will be selected.
<i>Reservation System (Fleet Operations)</i>	Fleet Operations	Either replace with CSI's or Prototype's product or update current system with Access.		1999	No	It is anticipated that a decision will be made to go with "Prototype" vs. "CSI".
<i>Lotus</i>	Duplicating	Move to Excel		7/99	No	Will go with Excel when MAS 90 replaced with PeachTree at Fiscal Year End.
<i>FrontPage 97</i>		Upgrade version to FrontPage 98	Microsoft	4Q99	No	A-squared team will assess divisional needs with respect to licensing and upgrade software by July 1.

Microsoft Office 4.x		Upgrade version to Office 97 – Service Release 2	Microsoft	4Q98	No	A-squared team will need to determine if anyone is still using older versions of Office.
Time Card System	Financial Services	Reformat Date Fields.		1999	No	InfoTech is working on this.
Kraftlink	Food Service	Kraft has a compliant release and it's on its way.	Kraft	3Q99	No	Kraft has yet to send the upgrades. This is not a critical issue as orders to Kraft can be placed via phone if need be.
Winstar	Food Service	Upgrade to new version (\$3049) or find replacement.		1Q99	No	Determining whether to replace with KRONOS or upgrade. No decision has been made yet, but will most likely go with the Winstar upgrade.
C-Board Menu Management	Food Service	Apply upgrade when it becomes available		6/99	No	As of April '99 they were still waiting for vendor to ship upgrade. It should be here in June.
DataCard	ID Office	Conducting Testing		5/99	No	See HP Unix status. Are currently planning on sending 1 of 2 machines in to be upgraded, then will send in the second when machine #1 returns.
CMS Software	Mail Room	Will meet with Pitney Bowes in 1Q99 to get updates on upgrades/replacements.		2Q99	No	Rick Johnson and Jan Tibbets have met with Pitney Bowes and are discussing options with them. These include updating to a compliant DOS version or an NT based system. Pitney Bowes provided prices in March. The DOS upgrade is free, the NT upgrade is \$30,000. However, the DOS version may not work with our hardware. A final decision in pending.
Work Order System (WOS)	Physical Plant	Replace with Y2K compliant system	Asset Works	7/99	No	Data from the old WOS system has been put into the new system which will run parallel as a "test" system with the old system until July 5, when the new system will "go live" as the production system.
PeopleSoft HR 7.5	Human Resources	This new system will be installed and will eventually replace the current HRS/Pinnacle system. (<i>see HRS section</i>)	PeopleSoft	4Q99	Yes	Initial work on PeopleSoft HR 7.5 has been started.

BBA		Changes have been identified and are now being implemented.	UW	1999	No	IT is working on this.
Budget Prep		Correct date related problems.	UW	1999	No	IT has implemented corrections and Budget Prep is now being tested before moved into production.
VSL		Work with IT to determine what changes are necessary.	UW	1999	No	IT is working on this.
Internet Server 3.0		Apply patches when available from vendor	Microsoft	3Q99	Unkown	Waiting on Microsoft to finish testing and issue status/patches.
Microsoft Office 95/97		Apply Service Release 2 from Microsoft.	Microsoft	4Q98	Yes with minor issues	Service Release 2 is now available and is in the process of being applied. (There are almost 400 PC's within the Division.)
HARDWARE:						
COMPAQ Proliant 5000 (SHOTGUN)	Budget Office	Determine if RTC chip is compliant or not	COMPAQ	4Q98	Yes with minor issues	Compaq supplied software will be used to determine any Y2K issues.
EXTERNAL ITEMS:						
Computer Viruses		In February '99 we installed "Command Antivirus" software on Division PC's. This software will update itself as new virus information becomes available.		3Q99	Unknown	Will continue to provide necessary updates to software as they become available.
Electricity			Pacific Power	2Q99	Unknown	Pacific Power is on schedule to complete their revisions by 2Q99

Table 2: Administration and Finance Year 2000 Completed Items

	<i>Department</i>	<i>Year 2000 Strategy</i>	Vendor	<i>Scheduled Install Date</i>	<i>Y2K Status</i>	<u>Current Status</u>
OPERATING SYSTEMS AND DATABASES:						
<i>Windows NT 3.5x Server/Workstation</i>	Duplicating	Apply vendor supplied service packs to make Y2K compliant. If new system is purchased, will be paid for by University Printing and Graphics per Jan Tibbets.	Microsoft	2Q99	Non-issue at this point.	See <i>RipMate Software</i> section. Completed.
<i>Oracle 7.3.3</i>	Budget Office	None required	Oracle	3Q98	Yes	Completed
<i>AIX Server</i>	Bookstore			4Q98	Yes	Completed
<i>OS2 Server</i>	Bookstore		IBM	4Q98	Yes	Completed
<i>Unix ??</i>	Duplicating	Leased equipment – 2 servers – vendor OK'd.		4Q98	Yes	Completed
<i>Dataflex 2.3</i>	Student Financial Operations	Upgraded to version 3.1	Data Access	3Q98	Yes	Completed
<i>Novell 3.11</i>	NOTE: this is used extensively throughout the division	Novell's minimal lack of compliance has been determined to not be a problem for the departments not replacing their Novell systems with NT	Novell	4Q98	Yes	Completed
SOFTWARE AND APPLICATIONS:						
<i>CASHNET</i>	Cashiers	Applied vendor supplied upgrade	Informed Decisions	2Q98	Yes	Completed
<i>PostalSoft</i>	Bulk Mail	Tested for compliancy		4Q98	Yes	Completed
<i>Facilities Management System</i>	Facilities Planning	Is OK.		4Q98	Yes	Completed

<i>RipMate Software</i>	Duplicating	Upgrade	Duplicating leases equipment from Multi-graphics	1Q99	Non-issue at this point.	Duplicating has been unable to get a definitive answer from Multigraphics as to whether or not RipMate will run on NT 4.0 or not. They have decided to apply patches to NT 3.51 that will bring it into Y2K compliancy. Whether or not RipMate is compliant is not an issue. Completed
<i>RasterPlus</i>	PhotoService	Has been determined to have no Y2K problems per Ed Rasmussen.		1Q99	Yes	Completed
<i>LFR System</i>	Photo Service	Has been determined to have no Y2K problems per Ed Rasmussen.		1Q99	Yes	Completed
<i>Dbase x</i>	Licensing Bulk Mail Photo Service	Replaced with MS Access	Ashton Tate	1Q99	Yes	Completed
<i>OPTIM 4.89 ID system</i>	ID Office	Applied vendor supplied upgrades to v 4.9	AT&T	12/8/98	Yes	Completed
<i>Nebraska Book System</i>	Book Store	Unknown – waiting on vendor – 10/13/98 OK!		4Q98	Yes	Completed
<i>Textbook software</i>	Bookstore	Contacted vendor		4Q98	Yes	Completed
<i>Credit Card System</i>	Bookstore	Contacted vendor		4Q98	Yes	Completed
<i>Scheduler Plus Reservation Software</i>	Union	None required	CEO software	1Q98	Yes	Completed
<i>Cheyenne ARC Serve 6.0 Tape Backup</i>	Budget Office	None required	Computer Associates	3Q98	Yes	Completed
<i>Javelin (security camera system)</i>	University Police	Have performed testing and will reset system clock (this is running on a 486) on 1/1/2000.	Javelin	1Q99	Yes	Completed

		Chris Heck reports that this should be OK.				
PointCount	Human Resources	Tested	Mercer	1Q99	Yes	Completed
HRS	Human Resources	Implemented upgrades sent by Pinnacle to make Y2K compliant.	Pinnacle	11/98	Yes	Completed
Carillon	Union	None required		4Q98	Yes	Completed
FRS		Replaced with PeopleSoft	Pinnacle	2/98 AP/Purchasing 7/98 General Ledger	Yes	Completed
Washer/Dryer programming software	Vending	Contacted vendor (Whirlpool)		1Q99	Vendors (Whirlpool) state that there should be no problems with this.	Completed
PeachTree Accounting	Fleet Operations Housing Food Service Auxiliary Ent- Directors Office Bookstore Vending	Version was upgraded	PeachTree	1Q99	Yes	Completed
HARDWARE:						
Pentium based PC's		None required	Gateway & others	1Q99	Yes	Completed
486 based PC's		Upgraded BIOS or replaced with pentium class machines	Gateway & others	1Q99	Yes	Completed
4DX2-66E (OM2)	Budget Office	Retired	Gateway	4Q98	Yes	Completed
G6/233 (DURANGO)	Budget Office	None required	Gateway	4Q98	Yes	Completed
COMPAQ Server (CASHIERS)	Cashiers	Informed Decisions determined that the existing hardware is Y2K compliant.	COMPAQ	1Q99	Yes – Please see SCO Unix section.	Completed
Card Readers	Bookstore	Tested by vendor		4Q98	Yes	Completed
Bar Code Scanners	Bookstore	Tested by vendor		4Q98	Yes	Completed
Cash Registers	Bookstore	Tested by vendor		4Q98	Yes	Completed
Landis Gyr System	Physical Plant	Determined that they will need to change	Landis Gyr	2Q99	Yes	Completed

600 (Heating & Ventilation)		system clock.				
Scale	Mail Room	None required	Pitney Bowes	4Q98	Yes	Completed
Postage Meters	Mail Room	None required	Pitney Bowes	4Q98	Yes	Completed
Pumps & digital/programmable controls	Physical Plant	Tested for Y2K compliancy		4Q98	Yes	Completed
Fire Alarms	Physical Plant	Replaced non-compliant chips with compliant ones		4Q98	Yes	Completed
Elevators	Physical Plant	Tested for Y2K compliancy		4Q98	Yes	Completed
Liquid Scintillation Counter	Environmental Health and Safety	Conducted testing	Beckman	4Q98	Yes	Completed
Telephones		Telecomm conducted tests		4Q98	Yes	Completed
Photocopiers		Ran Y2K tests – These have been tested and are Y2K compliant or will be replaced with Y2K compliant machines.		2Q99	Yes	Completed
Facsimile Machines		Ran Y2K tests – Most have been tested and are Y2K compliant. Those that are not will be replaced.		2Q99	Yes	Completed
Washers & Dryers	Vending	Contacted vendor (Whirlpool)	Whirlpool	1Q99	Vendors (Whirlpool) state that there shouldn't be any problems with this.	Completed
Vending Machines	Vending	Vending contacted the vendor (Crane) and they indicate no Y2K problems.	Crane	1Q99	Yes	Completed.
McIntosh PC's	Union Graphics	Testing and upgrades have been completed.	Apple	1Q99	Union has done necessary work to make Y2K	Completed

					compliant.	
<i>Cash Registers</i>	Union Bookstore	Ran Y2K tests		4Q98	Yes	Completed
EXTERNAL ITEMS:						
<i>PageOne Paging System</i>	Housing	Worked with vendor and determined what needs to be done	PageOne	4Q98	Yes	Completed

Trustee Jorgensen noted the Y2K Compliance Update. Mr. Aylward reported that Information Technology is concentrating on departmental issues and they have implemented an awareness campaign across campus. Information Technology is on track at this point, although they do anticipate a few Y2K problems.

INVESTMENT COMMITTEE

The Investment Committee met on Thursday, May 6, 1999 with Trustees Hank True, Chair, and Deborah Hammons and Thomas Spicer in attendance. On Friday, May 7, President True appointed Trustee Spicer as chair of the Committee. The Board elected Trustee McCue to serve as the third member of the Committee. The following was presented to the full Board by Trustee Spicer.

Fiscal Year 2000 Budgets: W.R. Coe Estate, W.R. Coe School, and Charles Chacey Kuehn Estate

Section 7-2 of Chapter VIII of the bylaws of the Trustees of the University of Wyoming provide that “each year the president of the University shall submit recommendations for allocations to programs from income produced from the management of endowment funds to the committee for approval and submission to the Trustees for adoption.”

The recommended fiscal year 2000 budget allocations for programs supported by the W.R. Coe and Charles Chacey Kuehn endowments are presented on the next page:

	Approved FY 1999	Proposed FY 2000
W.R. Coe Estate Funds		
Expenditures:		
Administrative Expenses	36,755	41,094
American Studies Program	128,287	143,433
Coe Chair	<u>37,110</u>	<u>41,491</u>
Total	<u>\$ 202,152</u>	<u>\$ 226,018</u>

W.R. Coe School Estate		
Expenditures		
Administrative Expenses	42,709	47,923
American Heritage Center	183,381	205,768
American Studies Program	<u>8,810</u>	<u>9,885</u>
Total	<u>\$ 234,900</u>	<u>\$ 263,576</u>

Charles Chacey Kuehn Estate		
Expenditures		
Administrative Expenses	57,121	64,216
American Studies Program	95,817	107,718
American Heritage Center	79,871	89,792
College of Agriculture	<u>81,357</u>	<u>91,462</u>
Total	<u>\$ 314,166</u>	<u>\$ 353,188</u>

Total all programs	<u>\$ 751,218</u>	<u>\$ 842,782</u>
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Summary of All Budgets

American Heritage Center	263,252	295,560
American Studies Program	232,914	261,036
Coe Chair	37,110	41,491
College of Agriculture	81,357	91,462
Administrative Expenses	<u>136,585</u>	<u>153,233</u>
	<u>\$ 751,218</u>	<u>\$ 842,782</u>

It was recommended that the Investment Committee recommend to the Trustees of the University of Wyoming approval of the FY 1999 budgets for the W.R. Coe and Charles Chacey Kuehn endowments, and Trustee Spicer so moved. Trustee Schaefer seconded.

Mr. Baccari prepared the previous information for distribution as provided by the gift agreement. Board approval is required to use the funds. Comparison figures for the Estate were also noted.

Trustee Debbie Hammons requested that Mr. Baccari additional information to the new Trustees regarding the Coe Endowment. Mr. Baccari will present specific information on the distribution of the Endowment to the Board at the July meeting.

Motion carried.

Quarterly Report on Endowments

The quarterly investment report for the quarter ending March 31, 1999, provided by John A. Vann, Investment Advisor to the Investment Committee, was distributed at the meeting.

Quarterly Report on Investments

The investment policy of the Trustees requires the Vice President for Administration and Finance to report quarterly on the status of investments managed by the University. The summary of the University-managed investments as of March 31, 1999, is presented on the following page.

UNIVERSITY OF WYOMING
 FIXED INCOME INVESTMENTS
 SUMMARY FOR THE PERIOD
 1/1/99 - 3/31/99

	<u>University Managed</u>	
	Endowment Funds	University Funds
Beginning Balance 12/31/98	<u>113,543.00</u>	<u>53,891,072.50</u>
Ending Balance 3/31/99	<u>113,543.00</u>	<u>57,029,204.07</u>
Average Return	<u>5.06%</u>	<u>5.34%</u>

UNIVERSITY OF WYOMING
 UNIVERSITY MANAGED ENDOWMENT FUNDS
 SUMMARY FOR THE PERIOD
 1/1/99 - 3/31/99

Investments, Beginning of Period		113,543.00
Add		
Received, Current Period - Footnote A	1,417,891.52	
Uninvested, Prior Period		
Deduct		
Uninvested, End of Period	<u>(18,545.07)</u>	1,399,346.45
Deduct		
Endowments Refunded	0.00	
Transfers to External Managers	<u>(1,399,346.45)</u>	<u>(1,399,346.45)</u>
Investments, End of Period		<u>113,543.00</u>

Investments are changed every Monday for increases or decreases in available cash, regardless of the amount. Investments are changed on any day on which the increase or decrease is a minimum of \$10,000.

Trustee Spicer noted the information items and the updated Investment Sheet that was distributed earlier. Mr. Baccari reported on the Endowment and Investment Committee performance and noted the volatility of the market.

COMMUNITY COLLEGE AND OUTREACH COMMITTEE

The Community College and Outreach Committee met on Thursday, May 6, 1999. The following Trustees were in attendance: Trustees Ritthaler, Chair; Jerry Saunders, Greg Schaefer, and Hank True.

Trustee Ritthaler noted the items for information and asked Dr. Powell for a report.

Wyoming Public Radio – Audience growth for Fall 1998

Dr. Powell was pleased to report excellent audience growth for Wyoming Public Radio from Spring, 1998 to Fall, 1998. According to Arbitron, the independent ratings company for radio, WPR's overall weekly audience grew over 22% from 30,900 persons to 37,400 (all persons 12+, Monday–Sunday, 5 a.m.–midnight, Fall 1998).

The only new addition to the University's statewide public radio network was KUWA in Afton, which added an estimated 700 listeners to the weekly audience. The remaining growth came from the existing network consisting of:

- KUWR, Laramie/Cheyenne
- KUWG, Gillette
- KUWJ, Jackson
- KUWN, Newcastle
- KSUW Sheridan
- KUWZ; Rock Springs/Green River
- And translators in Casper, Cody/Powell, Dubois, Evanston, Lander, Rawlins, Riverton, and Torrington

Audience for the afternoon news and information programming totaled 17,100. This compares quite favorably with the morning and afternoon news services from NPR totaling 19,300 and 18,500 respectively. The afternoon service consists of NPR's *Talk of the Nation* from noon-2 p.m., the BBC's *News Hour* from 2-3 p.m., and NPR's *Fresh Air* from 3-4 p.m. Loyalty to these programs was very high, culminating in a weekday high of 80.5% for *Fresh Air*. Loyalty is a strong predictor of financial support in public radio.

The Arbitron data for WPR has just arrived, and we will make more detailed analyses in the coming weeks. But the initial results affirm that the University's state network continues to grow in its importance in the daily lives of more and more Wyoming citizens.

Dr. Powell noted the information in the report; the overall weekly audience grew by 22%; and, the only new site on the air was at Afton.

Public Radio Membership Campaign

April 23, 1999

TO: Judith Powell, Associate Vice President for Outreach
FR: Jon Schwartz, General Manager, Wyoming Public Radio
RE: Preliminary WPR Spring 1999 Membership Drive Results

I am pleased to report the success of Wyoming Public Radio's spring membership campaign which raised more money in less time than last fall's drive. The non-financial goal was "more programming and less fundraising." Combining an emphasis on pre-drive membership renewal by mail and phone with special Challenge Hours, the on-air portion of the drive only took 58 hours. That represents a 20 percent decrease from last fall's campaign, while bringing in \$5,000 more, for a total of \$140,000. A great many public radio stations using traditional fundraising techniques a lot eight to twelve entire days to their membership drives.

Over 2,000 new and renewing members participated in the campaign. Noteworthy in the newer statewide expansion areas were strong responses from Sheridan and Star Valley. Also noteworthy is the fact that for the first time, more than half of the goal was raised before on-air fund-raising began.

Once data entry is completed and pledges are fulfilled during the weeks following the drive, membership software analysis will provide more detailed data such as the number of new

members, the amounts raised from various towns and cities, membership retention from spring of 1998, and other indicators.

Dr. Powell reported the spring membership campaign reached the financial goal in less time than usual with fewer persons participated in the drive. The station has had continuing signal difficulties at Riverton and Public Radio has received a grant from the railroad to fix the problem.

Status of Recommendation of 1998 Outreach Report

STATUS OF SPRING 1998 OUTREACH REPORT RECOMMENDATIONS

Recommendations	Implemented	In Process
1 Adopt a shared mission statement for UW Outreach	X Fall 1998	
2 Assign outreach majors and head counts to academic units as incentive for units to do outreach teaching.	X Fall 1998	
3 Adopt shared responsibility for outreach programs between academic deans and outreach dean. Academic dean responsible for curriculum and faculty resources; outreach dean responsibility for delivery of outreach programs.	X Fall 1998	
4 Merge UW/CC with SES into one UW Outreach unit.	X Fall 1998	
5 Eliminate bureaucratic hurdles for students enrolled in multiple UW sites.	X On-going	Regular weekly meetings to identify and eliminate bureaucratic hurdles.
6 Role and mission of UW/CC and UW Outreach Centers should be part of central academic planning process.	X 1998-99	Academic Plan
7 Change philosophy that only programs offered on Laramie campus will be offered via UW Outreach.	X On-going discussion	Academic Plan
8 Use Section I funds to fund Outreach delivery infrastructure rather than Outreach tuition funds.		Academic Plan recommends technology delivery fee to support technology infrastructure costs
9 Utilize Section II (tuition) funds to support costs of outreach teaching and program development.		See above. Also, Academic Plan proposes to build outreach teaching into regular faculty teaching assignments.
10 Develop a revenue-sharing model between Outreach School and academic colleges when entrepreneurial programs generate revenue.	X 1998-99	Currently, only 2 programs generate revenue. Entrepreneurial programs proposed in Academic Plan.

11	Maintain a variety of faculty compensation approaches for outreach teaching - on-load as well as over-load.	X	Also proposed in Academic Plan
12	Workload calculations should be modified to reflect additional time and effort for outreach teaching.		Academic Plan proposes to eliminate current workload policy.
13	Integrate Flexible Enrollment (Correspondence) courses into Outreach Credit Courses	X Fall 1998	
14	Flexible Enrollment Courses should become self-funding through tuition generated.		Proposal under development Target: 1999-2000 year
15	New outreach programs should be developed based on state-wide needs assessment and market demand.		State-wide needs assessment target: Fall 1999
16	Proposals for new outreach programs should be evaluated in light of their potential contribution to institutional and outreach goals.		Academic Plan proposes "core" and "entrepreneurial programs."
17	UW should deliver a basic "core" of outreach degree programs when there is demonstrable state-wide demand and deliver those programs at a basic tuition rate plus reasonable technology delivery costs.		Proposed in Academic Plan
18	UW should explore models other than semester-long courses, e.g., short courses, certificate programs, intensive weekends, etc.	X 1998-99	Also, proposed in Academic Plan
19	Planning and scheduling for delivery of outreach courses and degree programs should be the joint responsibility of the cognizant Vice Presidents, academic deans, and outreach dean.	X Fall 1998	
20	Outreach credit hours and majors should accrue to the academic unit after total outreach credit hours are calculated as a measure of Outreach School and UW/CC productivity.	X Fall 1998	

21 Focus outreach planning on instructional technologies of the future, as well as with the state-wide technology plans for linking K-12 and the community colleges.	X Fall 1998	VP, Outreach Dean, and assoc. deans serve on state-wide committees.
22 Provide more outreach programs with access to the compressed video system. Programs which consistently operate at a loss should be moved to less expensive modes of delivery.	X 1998-99	One degree program has already been removed from the compressed video system. Time slots are assigned to programs with highest demand.
23 Provide courses out-of-state through WGU.		Online UW implemented as a pilot project. Online courses will be available through WGU. Target: Fall 1999
24 Advertise UW outreach courses and programs on the UW web pages; provide access to student services via the web.	X Online UW implemented Spring 1999	On-going. UW will improve Web pages. Lack of staff is a detriment to maintaining outreach courses on the Web. No web-master available.
25 Expand roles of academic coordinators of the UW Regional Outreach Centers and Extension Educators of the Cooperative Extension Service.	X Regional Outreach Coordinators trained to advise students and market UW programs.	Plans underway to train Cooperation Extension Educators to market UW outreach degrees and courses. Target: 1999-2000 Academic Year
26 Institutional participation in distance education consortia which currently exist and others evolving should be investigated.		Conversations underway with WGU, in Agriculture, and in Health Sciences.
27 Provide enhanced student services though both technology and personnel support.	X Outreach Student Services Initiative in Student Affairs; Additional personnel at Jackson Outreach Office.	On-going discussions with Outreach Student Services Initiative in Student Affairs.
28 Registration should be available via technology for outreach students.		Current STAR system inadequate to serve multiple sites. Online registration will tentatively be available when on-campus online registration is implemented. Target: Spring 2000
29 Payment options and payment schedule for all UW students should be uniform.	X Pilot project for migration of outreach payments to SIS is Summer 1999	Academic Plan proposes that on-campus students pay by first week of classes. This would be consistent with payment schedule for Outreach students.

30 All students should be admitted to the University in the same manner. The university should have an expedited admission process for enrichment students who are not seeking a degree.	X 1999	Quick admit process implemented on-campus. Letter sent from admissions to all "enrichment students" on application process for admission to a degree program. Admission application included in Outreach Course Catalogs.
31 Improve availability of academic advising for outreach students.	X 1. Additional advising training for academic coordinators in Outreach Offices. 2. All academic degree programs now have an on-campus advisor	Computer-aided "desk top" advising will be used when it is available. Pilot project underway between Casper and on-campus Center for Academic Advising.
32 Streamline the financial aid processes for students who are enrolled at more than one Wyoming institution.	X 1998-99	New agreements being written with Wyoming Community Colleges which require that students be enrolled for at least 3 credit hours from the "home" institution which provides financial aid.
33 Provide UW Student ID's for eligible UW Outreach students.	X Fall 1999	
34 Provide optional student fee package and access to health insurance for eligible Outreach students.	X Fall 1999	
35 Provide career placement services for UW Outreach students.		Exploration underway with UW Career Planning and Placement Office.
36 VP for Student Affairs should implement a working group to carry out student services recommendations above.	X Fall 1998	
37 Form an Outreach Technology Planning Group.	X Outreach representatives added to Technology Advisory Group.	
38 Resolve salary issues which impact hiring and retention of qualified computer support personnel. Hire a second full-time computer support staff to maintain the state-wide computer and compressed video network.	X Salary pool for "mission critical" staff implemented Spring 1999.	However, second computer support staff position is still vacant due to insufficient resources.
39 Improve and expand computer support services to Outreach students who use computers in their home or workplace.	X 24 hour help desk for Online UW students UW Info-Tech help desk available for all UW students.	Continued discussions on how to improve computer support to off-campus students.

40 Explore with community colleges and high schools the possibility of placing student interns at UW Regional Outreach Centers. Provide additional computer support training for UW academic coordinators and clerical staff at UW Outreach Centers.	X Partially implemented; 1 additional support staff at Casper	Computer support training provided for UW staff, but no budget resources available to pay student interns.
41 Increase funding for electronic data bases in outreach program areas, such as the MBA.	X	Library allocates outreach funds as resources allow. Library is very supportive of outreach needs.
42 When library funding becomes available, increase funding to purchase journal subscriptions and full text journal articles for access via computer.	X 1998-99	Library consistently adds resources as funds allow.
43 Develop a web-based library instruction module.	X Accomplished as part of Online UW project. Spring 1999	
44 Examine all written communications to determine if they apply to both Laramie campus and UW outreach students. Acknowledge outreach students in all UW publications.		Not implemented. Will be discussed with new editor in Public Relations.
45 All decisions and policies should take outreach students, clients, staff and faculty into account and should be communicated in a timely manner to both Laramie and outreach constituents.		Working on it.
46 Governance bodies and partnerships comprised of both internal and external stakeholders should be formed for partnerships which deliver a focused service to support outreach and distance education.	X Partially	State-wide Technology Education Plan; UW-community college Deans' Council; UW-Real Education-Online UW; UW-WICHE-WUE; Outreach School-Cooperative Extension Service
47 Planning process to address funding and implementation of new technology, replacement of aging and obsolete technology, and use of emerging technology.		Academic Plan; Technology Planning; Proposed technology delivery fees; Proposal to replace antiquated compressed video system.

48 Merge SES (Outreach) and SIS (On-campus) student data bases.	X Partially; pilot project Summer 1999	This project is a priority for SES, Student Affairs, and Info Tech. Many planning hours have been spent on this project in 1998-99. Target dates: payments - Summer, Fall 1999; Registration - Spring 2000 or when online registration is available.
49 Replace the compressed video equipment which is nearing the end of its useful life.		Proposal submitted to administration to replace current units as part of governor's state-wide WEN project. Approximate cost - \$395,000.
50 Provide resources to adequately support the outreach engineering staff who maintain the compressed video and audio systems, UW/TV, Wyoming Public Radio, and On-campus security systems.	X Partially - one engineer added in 1998-99.	Analysis of job descriptions and resources underway.
51 Create a Copyright/ Intellectual Property Advisory Committee to develop a policy on property rights for web-based courseware. Implement and monitor the policy.		Delegated to Vice President Gern and Legal Counsel Baker.
52 Combine the instructional designers in SES with the staff of the CTE to create a "one-stop shopping" support center for faculty who will be designing web-based courses.		The 2 instructional designers in SES have been merged into one position. The CTE is without a permanent director, and has only one instructional design position. Discussions are on-going, with the goal of accomplishing this objective upon acceptance of the Academic Plan and a clear future mission for the CTE. In the interim, the outreach instructional designer has become more of a "course manager" for the 170+ courses offered each semester through Outreach. The Outreach School and Dean support this recommendation.
53 UW should emphasize the use of the Internet in the development of new courses, and where relevant, the improvement of existing courses.	X Online UW implemented Spring 1999	Faculty development training being provided by SES through the staff of SES and Real Education, and by the CTE.
54 Increase the use of the World Wide Web to provide a cadre of at least 8 new student services.		Not implemented. The web-master who will be hired for Public Relations may be able to help. The Outreach School does not have a web-master.

55 UW should continue its cooperation with WGU.	X Gov. Geringer is on the WGU Advisory Board. Judy Powell is on the Program Advisory Council, and 2 UW faculty members (Flesher, Rezabek) are on the WGU Curriculum Advisory Council.	UW will cooperate with WGU to the extent that such cooperation is consistent with UW's outreach goals and objectives and does not drain resources from UW's outreach resources.
56 Entitle UW's various noncredit outreach activities, "Community Services Education."		Proposed in Outreach Academic Plan. Target: 1999-2000
57 Establish an "Outreach and Community Service Council" to serve as an Advisory Council for UW's various noncredit outreach programs.		Council is being established in cooperation with VP Gern and the "Economic Development Roundtable", Cooperative Extension Director Whipple, and the academic deans. Target: Fall 1999
58 Review the current organization of UW's various noncredit community service programs.		Academic Plan recommends that the Cooperative Extension Service serve a broader University and state-wide mission.
59 Revise university regulations for tenure and promotion to more clearly define expectations with regard to university "service."		Delegated to Academic Affairs and the Faculty Senate.
60 New, competitive funding should be provided to encourage collaboration among existing community service efforts.		Not implemented in its original form. However, the Academic Plan addresses planning for interdisciplinary efforts in teaching, research and service.
61 In counties with sufficient population, the "University Center" approach which would bring together in one location all of the University's Outreach Programs should be explored.	X Implemented in Rock Springs.	Discussions on-going in Jackson Hole.
62 Regular training should be provided to the University's personnel out in the state so that they are knowledgeable about University services and programs.	X Implemented for The Outreach School personnel.	Planning training sessions for Cooperative Extension personnel. Target: Fall 1999
63 University community service programs should be based on a system of state-wide and local needs assessment.		State-wide needs assessment scheduled for Fall 1999.

64 Establish an administrative model to increase the effectiveness of University Outreach.	X Fall 1998	
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Respectfully Submitted,

Judith A. Powell, Associate Vice President of
Academic Affairs and Dean, The Outreach School

Dr. Powell reported that of the 64 items needing to be addressed, approximately 40 of the items were accomplished and only with the cooperation of staff in the offices of Dr. Hurst, Mr. Baccari and Mr. Aylward. Four areas of special mention were completed: Outreach students will now get a photo ID; Outreach students may purchase the student fee package and insurance if they wish; financial aid will be awarded for the summer through UW's SIS system so it may be received in a timely manner; and, this spring the Outreach students will receive their grade reports from the Registrar's Office for the first time. She also mentioned that instead of implementing new degree programs, they are focusing on improving their processes.

Trustee Saunders asked about the teaching center being opened at Northwest College and if UW will have a presence there. Dr. Powell said the community college presidents are meeting this fall to discuss that issue.

Trustee Jorgensen asked for a copy of the Arbitron data and analysis, and if concerns in Casper have been addressed. Dr. Powell reported the concerns resolved.

ATHLETIC COMMITTEE

The Athletic Committee met on Thursday, May 6, 1999 and Trustees Dave Bonner, Chair, Ron McCue, John Patrick, and Jerry Saunders were in attendance.

Update on Mountain West Conference

President Dubois reported that the Mountain West Conference presidents will meet in June in Colorado Springs to discuss bowl opportunities and the distribution of conference revenues. The first year they will be distributed across-the-board with a review on how that impacted the conference members.

Title IX Update

Trustee Bonner noted that the formulation of an equestrian team to meet Title IX compliance has been dropped. President Dubois reported that following the March Trustee meeting, concern was expressed about the dollars that would be needed to bring this program on line. Ms. Burke reported that Athletics will attempt to meet compliance by changes in squad sizes. The targets established will bring UW to within 3.7% compliance. The administration at Athletics has met with each head coach and explained the need for proportionality. Focus will be placed first on non-revenue sports which limit the ability to allow walk-ons under roster management. The compliance draft accepted by the Office of Civil Rights has given UW the grace to work on squad sizes internally.

Trustee Bonner asked at what point do numbers become more than targets. Ms. Burke stated that squad lists are reported one day prior to competition.

Trustee Bonner brought to the Board's attention the success UW has had in recruiting Wyoming athletes this year.

Minority Plan Update

Ms. Burke noted the progress Athletics has made in reaching goals set within the department to meet the NCAA requirements. The goal has been met by hiring minorities and females.

Race Relations Plan Update

A plan was presented to the Minority Affairs Committee and it was accepted in full. The non-discriminatory policy is included in all the sports handbooks. The plan was prepared by the department and ties into the Academic Plan

Athletic Re-Certification

Scott Farris, chair of the re-certification committee, reported that a steering committee and four sub-committees made up of 45 individuals have been developed. Trustee Bonner serves as an ex-officio member. The re-certification is a year-long process and the purpose is to address goals set at the last review. The first draft of the report will be available to the Trustees in November.

Lee Moon reported that two charters for the September 4 Tennessee game are filling quickly. He also announced that entertainer Elton John will present a concert on June 1 in the Arena Auditorium.

Trustee Bonner acknowledged his appreciation of the Athletic Committee.

COMMITTEE OF THE WHOLE

UW Research Corporation Board Appointments

President Dubois reported that work at WRI is proceeding smoothly with the appointment of CEO Scott Smith. The UW Research Corporation Board is very active and interested in WRI research.

It was moved, seconded and carried during the Executive Session on Friday that the appointment of Roy Whitney to the UW Research Corporation Board would be moved to an action item. There is a vacancy on the Board for an individual with experience in venture capital. Trustee Jorgensen moved for the appointment to Roy Whitney to the UW Research Corporation Board. Trustee Debbie Hammons seconded. Motion carried.

Development

During Executive Committee on Thursday, a naming opportunity was moved from an Information Item to an Action Item. President Dubois reported that a press conference would be held following the Board Meeting at noon on Friday.

Trustee Jorgensen requested a motion to approve the naming opportunity as discussed. Trustee Schaefer moved. Trustee Bonner seconded. Motion carried.

Mr. Blalock reported on the fund-raising that has occurred this year as presented in the Monthly Gift Report information.

FY99 Monthly Gift Report Through March 31, 1999

Compares funds raised in the current fiscal year to funds raised in the previous fiscal year. Current month gifts are also shown.

FUND	ALL GIFTS							ANNUAL FUND GIFTS						
	FY99 GOALS	Month DNRS	Month AMOUNT	FY99 to date DNRS	FY99 to date TOTAL	FY98 same date DNRS	FY98 same date TOTAL	FY99 GOALS	Month DNRS	Month AMOUNT	FY99 to date DNRS	FY99 to date TOTAL	FY98 same date DNRS	FY98 same date TOTAL
A & S	\$ 750,000	141	\$ 192,099	2,009	\$ 999,589	1,957	\$ 2,917,423	\$ 201,500	119	\$ 22,637	1,476	\$ 245,304	1,563	\$ 155,225
AGRIC	\$ 651,500	109	\$ 44,151	833	\$ 432,594	865	\$ 5,286,183	\$ 51,500	99	\$ 11,203	742	\$ 118,614	671	\$ 41,236
BUSINESS	\$ 293,500	101	\$ 14,678	811	\$ 164,438	875	\$ 237,900	\$ 81,500	78	\$ 6,768	738	\$ 76,857	783	\$ 64,999
EDUCATION	\$ 315,250	47	\$ 1,732	671	\$ 112,731	747	\$ 119,830	\$ 39,250	45	\$ 1,582	629	\$ 33,084	691	\$ 31,553
ENGR	\$ 1,015,500	143	\$ 36,361	1,329	\$ 1,553,065	1,396	\$ 507,099	\$ 202,500	123	\$ 23,425	1,168	\$ 177,603	1,148	\$ 152,404
HEALTH SCI	\$ 1,240,000	47	\$ 9,673	579	\$ 133,156	665	\$ 406,971	\$ 50,000	45	\$ 1,988	483	\$ 42,924	564	\$ 36,948
LAW	\$ 225,000	18	\$ 865	247	\$ 242,291	378	\$ 166,970	\$ 35,000	16	\$ 825	213	\$ 39,252	253	\$ 24,343
STUD AFFRS	\$ 30,500	44	\$ 1,655	968	\$ 28,330	908	\$ 30,512	\$ 28,500	44	\$ 1,655	958	\$ 27,770	895	\$ 30,092
AHC	\$ 128,000	48	\$ 33,820	200	\$ 137,767	271	\$ 773,934	\$ 22,000	47	\$ 3,820	177	\$ 15,749	168	\$ 13,495
ALUMNI	\$ 30,000	15	\$ 6,000	127	\$ 46,445	143	\$ 40,900		0	\$ -	14	\$ 6,490	35	\$ 1,735
ART MUS	\$ 447,000	23	\$ 2,435	287	\$ 105,049	396	\$ 285,853	\$ 2,000	4	\$ 975	28	\$ 13,488	11	\$ 5,775
ATHLETICS	\$ 2,200,000	314	\$ 159,929	2,991	\$ 1,040,924	3,125	\$ 916,749	\$ 3,500	4	\$ 305	44	\$ 19,940	42	\$ 2,668
IENR	\$ 200,000	4	\$ 2,580	42	\$ 176,733	52	\$ 172,181	\$ 40,000	3	\$ 2,080	28	\$ 41,460	15	\$ 7,704
LIBRARY	\$ 90,500	28	\$ 1,898	200	\$ 74,741	125	\$ 75,357	\$ 20,500	28	\$ 1,898	187	\$ 29,961	88	\$ 16,130
UNIV. FUND	\$ 150,000	80	\$ 9,005	626	\$ 95,738	394	\$ 55,785	\$ 150,000	80	\$ 9,005	626	\$ 95,738	394	\$ 55,785
OTHER	\$ 3,233,250	502	\$ 48,774	3,745	\$ 2,620,855	4,998	\$ 2,041,539	\$ 7,000	10	\$ 1,546	142	\$ 36,830	297	\$ 64,625
DEC., JAN., & MAR. GIFTS IN THE PROCESS OF BEING BOOKED			\$ 38,705		\$ 452,141									
TOTAL	\$ 11,000,000	1,664	\$ 604,358	15,665	\$ 8,416,589	17,295	\$ 14,035,184	\$ 934,750	745	\$ 89,711	7,653	\$ 1,021,062	7,618	\$ 704,716
*Total DNRS (columns C, E, G, K, M, and O) do not reflect column totals. Donors may give to more than one dept./division.)														

Update on RAC Fundraising

Curtis and Marian Rochelle Athletics Center

As of April 23, 1999, the UW Foundation has received cash and pledges totaling \$6,877,116 toward construction of the Rochelle Athletics Center. Cash in hand totals \$2,243,113 with anticipation of the transfer of another \$1.2 million to the University in the next week. To date, Curt and Marian have funded approximately \$3.2 million toward their \$4.2 million commitment. It is anticipated that during the next year, \$6.2 million of the \$6,877,116 will be in a UW Foundation account for the Center.

The UW Athletics Department and the Foundation office are active daily in pursuit of major gifts to complete this important fund-raising drive. Several key donors who are capable of finalizing The RAC campaign are currently considering funding proposals. The Foundation Board has made a commitment to consider underwriting pledges for the Center when plans are completed to expedite construction prior to the receipt of all the dollars for the project. The Foundation is waiting to learn the status of the campaign drive at the time that facility drawings are complete and construction bids finalized, before giving approval to underwriting gifts to the Center that will be paid over a period of years.

Faculty Awards

Beatrice Gallatin Beuf Golden Apple Teaching Award

The Golden Apple Teaching Award was established in 1986 by Mrs. Beatrice Gallatin Beuf to recognize teaching excellence in freshman-level courses in the College of Arts Sciences. The award includes a \$2,500 stipend. This year's recipient is Curtis J. Czerwinski, Assistant Lecturer of Chemistry.

John P. Ellbogen Meritorious Classroom Teaching Awards.....

The John P. Ellbogen Meritorious Classroom Teaching Awards, which include grants of \$2,500 each, are made possible by a fund established in 1969 by John P. Ellbogen to “foster, encourage, and reward excellence in classroom teaching at UW.” This year’s recipients are Andrew C. Hansen, Professor of Mechanical Engineering; Lynne K. Ipina, Associate Professor of Mathematics; Gene W. Murdock, Professor of Management and Marketing; Kermit Gary Sherman, Associate Lecturer of Administration of Justice; and Susan A. Thompson, Associate Professor Early Childhood/Elementary Education.

Ellbogen Outstanding Graduate Teaching Assistant Awards.....

Nominations for the John P. Ellbogen Graduate Teaching Assistant Awards were received from faculty, students, staff, and academic professionals. Criteria used in the selection process include teaching effectiveness as judged by students, department heads or chairs, and supervising faculty, ability to manage the teaching assignment, and efforts made by the assistant to improve his or her teaching effectiveness. Recipients of this year’s awards are: Wade Garrison Hill, Nursing; Brandi R. Kalkowski, Zoology and Physiology; Karin R. Leishman, English; Carol Mackenzie, Family and Consumer Sciences; Deborah L. McGriff, Counseling and Educational Foundations; Carlos Felipe Mellizo, Modern and Classical Languages; and Kevin Joseph Taylor, Botany.

Hollon Award for Teaching Excellence in Off-Campus Programs.....

The Hollon Award is given to an individual selected for outstanding teaching in the outreach program. The selection is made from student evaluations and letters of nomination. This year’s recipient is Stephen L. Bieber, Department Chair and Professor of Statistics. Dr. Bieber will receive a \$1,000 stipend.

George “Duke” Humphrey Distinguished Faculty Award for 1999

The Humphrey Award recognizes teaching effectiveness, distinction in scholarly work, and distinguished service to the University and state, and carries a \$2,800 stipend. This year’s recipient is Myron Bartlett Allen III, Associate Vice President of Academic Affairs.

President’s Achievement Awards.....

The President’s Achievement Award is presented to faculty whose creative activities have brought credit and distinction to them and to the University. The award recipients were selected from nominations across the campus. Thomas C. Vogelmann, Professor of Botany was selected for this year’s award. Dr. Vogelmann will receive a stipend of \$2,500.

UW Alumni Association/Wyoming Student Alumni Association Outstanding Faculty Award.....

The University of Wyoming Alumni Association and the Wyoming Student Alumni Association are presenting this year’s faculty award, which includes a \$500 stipend, to Bernita L. Quoss, Associate Professor of Family and Consumer Sciences. Dr. Quoss was selected as a teacher who had contributed to development of careers after college.

Staff Awards

Jodi H. Humphrey Inspirational – Belen Clymer

Meyer Family Outstanding Staff Service Awards –

Mary Ann Meyer, Non-exempt

Juli Schoryer, Exempt

Off Campus/Outreach Award – Elizabeth Toay and Sylvia Phillips

Outstanding Employee of the Year – Susan Kerlin

Staff Senator Award – Vicki Henry

Students' Favorite Award – Debbie Shoefelt

Unsung Hero Award – Rebecca Asplund, Jerome Cornelius, Lonna Johnson, and

Mary Brinkman

UW Staff Incentive Award – Milton Ontiveroz, Kelley Kellogg, and Gale Bandsma

President True noted the Information Items on the RAC, and the Faculty and Staff awards as presented in the Report.

UNFINISHED BUSINESS

President True noted that he would like Board members to submit a list of committee assignments that would be of interest to them.

NEW BUSINESS – PUBLIC COMMENTS

The Medical Technology Program requested time to address their role in the Academic Planning Process. A presentation was given by Jim Thompson, Director, Dr. Wayne Gade and

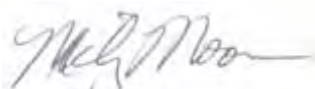
Virginia Hughes. Medical Technology was identified in the Academic Plan for phasing out and elimination.

The Department of Physics requested time to address their role in the Academic Planning Process. The presentation was given by Dr. Paul Johnson, Physics Department Head. The Physics Department was identified for elimination of their Graduate Program.

ANNOUNCEMENT OF NEXT MEETING DATE/ADJOURNMENT

There being no more business to come before the Board, President True entertained a motion to adjourn. Trustee Spicer so moved. Trustee McCue seconded. The next meeting will be held on July 30, 1999. The Board of Trustees adjourned at 12:24 pm.

Respectfully submitted,



Nicky S. Moore
Deputy Secretary



Crystal R. M. Bennett
Staff Assistant

UNIVERSITY OF WYOMING
TRUSTEE AWARD OF MERIT

FORREST M. "FROSTY" KEPLER
Trustee Emeritus

WHEREAS, in 1886, the University of Wyoming was established by the Wyoming Legislature, with the goal "to provide an efficient means of imparting to young men and young women, without regard to color, on equal terms, a liberal education together with a thorough knowledge of the various branches connected with scientific, industrial, and professional pursuits";

WHEREAS, Mr. Forrest M. "Frosty" Kepler doubled his academic pleasure by earning two bachelor's degrees from the University of Wyoming, in geology and in civil engineering;

WHEREAS, Mr. Kepler found time during his undergraduate career to participate on the UW Ski Team and enjoyed hanging from the sides of Wyoming mountains;

WHEREAS, Mr. Kepler's work as a geologist and engineer, directing numerous water resources projects, culminated with his presidency of Banner Associates, Inc.;

WHEREAS, Mr. Kepler assumed a position on the Board of Trustees of this prestigious institution in 1993;

WHEREAS, Mr. Kepler's colleagues on the Board of Trustees, recognizing his multiple contributions and excellent leadership abilities, elevated him to President of the Board in 1996;

WHEREAS, Mr. Kepler's engineering approach and business acumen helped the Board navigate through the rough waters of facilities development, investment management, and academic planning;

WHEREAS, Mr. Kepler demonstrated his remarkable skills of evaluating academic and administrative horseflesh on the search committee which selected the University's 22nd president;

WHEREAS, Mr. Kepler met Harriett Housel Kepler, his wife of 41 years, on the ski slopes of Wyoming, and she has encouraged his jogging and cycling in the High Plains winds and scuba diving in tropical breezes—to keep his boundless energy in check;

WHEREAS, the faces of Mr. Kepler's three children and three grandchildren keep his spirits high;

WHEREAS, Mr. Kepler has proven his enduring love of rocks and maps with his enthusiastic response to a geologic presentation in Russia, by Russians, in Russian;

WHEREAS, Mr. Kepler always signaled to his colleagues on the Board the birth of a brilliant idea with the phrase: "Now, this is my thought process....";

WHEREAS, Mr. Kepler intends to continue his service to the University on the Board of the Institute for Environment and Natural Resources and will undoubtedly continue his famous activities as "mountain chef extraordinaire";

WHEREAS, Mr. Kepler has, with continuous support and assistance from Harriett, faithfully served the University of Wyoming and the State of Wyoming with intelligence, street-smarts, candor, good humor, and an occasional muffled expletive in response to really dumb ideas; and

WHEREAS, Mr. Kepler's newfound interest in golf will ensure full employment for Mr. Roger Prenzlów, the UW men's golf coach, for the foreseeable future and will require Mr. Kepler's playing partners to wear protective helmets;

THEREFORE, BE IT RESOLVED that the University of Wyoming Board of Trustees calls upon all University students, faculty, staff, and friends to celebrate the benefits of Mr. Kepler's profound dedication, tremendous commitment, and tireless leadership.

WE DO HEREBY PRESENT to Forrest M. "Frosty" Kepler, the University of Wyoming Trustees' Award of Merit. In witness whereof, we have hereunto set our hands and caused the great seal of the University of Wyoming to be affixed this 6th day of May, 1999.

(signed)
Philip L. Dubois
University of Wyoming President

(signed)
Elizabeth A. Kail
Board of Trustees President

UNIVERSITY OF WYOMING
RESOLUTION OF APPRECIATION

JESUS RIOS
President, Associated Students of the University of Wyoming

WHEREAS, 27 years after the University of Wyoming was established by the Wyoming Legislature in 1886, the Associated Students of the University of Wyoming (ASUW) was created to provide a voice and leadership opportunities for the University students;

WHEREAS, the Associated Students of the University of Wyoming (ASUW) is one of the premier student associations in higher education in the United States today;

WHEREAS, Jesus Rios has just completed a remarkably effective term as the President of ASUW;

WHEREAS, Mr. Rios first became part of the University community in his high school days, when he was an enthusiastic participant in the UW Summer High School Institute;

WHEREAS, Mr. Rios has effectively supported the mission of the University of Wyoming in creating the best possible place for the teaching/learning enterprise to flourish;

WHEREAS, Mr. Rios hopes to continue that commitment by pursuing a double major in Education and Spanish;

WHEREAS, student support for the renovation of the Wyoming Union was cultivated and developed with Mr. Rios' careful oversight;

WHEREAS, the completion of the renovation of Half Acre Gym occurred with the support of students during the Presidency of Mr. Rios;

WHEREAS, the Student Senate created a fee structure in support of the newly created Recreation and Wellness Center during the watch of President Rios;

WHEREAS, Mr. Rios' moral leadership was central to the outpouring of student involvement in the University's response to the Matthew Shepherd tragedy;

WHEREAS, Mr. Rios, only the second ethnic minority ASUW President in the 113-year history of the University of Wyoming, has served as a powerful role model for fellow students; and

WHEREAS, Mr. Rios' service on the UW Board of Trustees as been marked by wisdom, good judgment, and maturity; and his confident, articulate expression has provided the Trustees with valuable student perspectives;

THEREFORE, BE IT RESOLVED that the University of Wyoming Board of Trustees expresses its appreciation on behalf of the entire campus community to Jesus Rios for his profound commitment, dignity, competence, and sensitivity. In witness whereof, we have hereunto set our hands and caused the great seal of the University of Wyoming to be affixed this 6th day of May, 1999.

(signed)

Philip L. Dubois
University of Wyoming President

(signed)

Elizabeth A. Kail
Board of Trustees President

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Enclosure I
Physical Plant and Equipment Committee Conference Call
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Enclosure II
Executive Committee Conference Call
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Enclosure III
University of Wyoming Investment Committee