

**THE UNIVERSITY OF WYOMING**

**MINUTES OF THE TRUSTEES**

**January 18-20, 2001**

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

**TRUSTEES OF THE UNIVERSITY OF WYOMING  
AGENDA**

**January 18-20, 2001**

<b>CALL TO ORDER .....</b>	<b>1</b>
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**THE UNIVERSITY OF WYOMING**

**MINUTES OF THE TRUSTEES**

**January 18-20, 2001**

**CALL TO ORDER**

President Spicer called the Business Meeting to order at 9:15 am on Saturday, January 20, 2001.

**ROLL CALL**

Board secretary Kathy Hunt called roll. The following were in attendance: Trustees John D. "Dave" Bonner, Deborah Hammons, Taylor Haynes, Kathy Hunt, Peter Jorgensen, Ron McCue, Shelly Ritthaler, Walter G. "Jerry" Saunders, and Thomas Spicer. Ex-officio members Philip Dubois and Kara Calvert were in attendance. Trustees John Patrick, Greg Schaefer, Hank True and ex-officio Trustees Jim Geringer and Judy Catchpole were unable to attend.

**APPROVAL OF NOVEMBER 10-11, 2000 MINUTES OF THE TRUSTEES**

President Spicer asked for a motion. Trustee Bonner moved for approval the November 11, 2000 Minutes of the Trustees. Trustee Hunt seconded the motion. Dave Baker requested a motion to correct an oversight made during the November meeting by amending page 129 of the November 2000 Minutes to add "Board retirements and recalls" to the list of personnel items delegated to the President and reported quarterly. Trustee Bonner moved to amend his motion as requested by Mr. Baker. Trustee McCue seconded. The motion carried. President Spicer then called on the original motion. The motion carried. Trustee Ritthaler abstained.

President Spicer then noted the Executive Committee conference call report. Trustee McCue moved to approve. Trustee Haynes seconded. The motion carried.

## REPORT AND RECOMMENDATIONS OF THE PRESIDENT OF THE UNIVERSITY

### Recommendation of the Consent Agenda

President Dubois presented the Consent Agenda to the Board with the recommendation that it be approved by the full Board. Trustee McCue moved to approve the Consent Agenda as submitted. Trustee Jorgensen seconded. The motion carried.

### Board of Trustees Consent Agenda January 20, 2001

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#### I. ACADEMIC AND STUDENT AFFAIRS COMMITTEE

(Trustees Hunt, Chair; Hammons, Haynes, Jorgensen, McCue)

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#### II. FINANCE COMMITTEE

(Trustees Hammons, Chair; Bonner, Jorgensen, Saunders, Schaefer, True)

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#### III. PERSONNEL COMMITTEE

(Trustees Haynes, Chair; Hammons, Hunt, Ritthaler)

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2. FY 2002 Salary Adjustment using SPAM Distribution Plan With SPAM  
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#### IV. PHYSICAL PLANT AND EQUIPMENT COMMITTEE

(Trustees Jorgensen, Chair; Haynes, Patrick, Ritthaler, True)

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**V. INVESTMENT COMMITTEE**

(Trustees Bonner, Chair; McCue, Saunders)

**VII. ATHLETIC COMMITTEE**

(Trustees McCue, Chair; Bonner, Patrick, Saunders, Schaefer, True)

**VII. COMMITTEE OF THE WHOLE**

1. Approval of Naming Opportunity Discussed in Executive Session ..... page 71

**Other Recommendations and Reports**

President Dubois called attention to a program brochure from Associate Vice President Powell on the Jackson Hole Institute and encouraged the Board to participate.

President Dubois also noted that Vice President Gern, and others from UW and the State, are involved in developing investment capital for Wyoming entrepreneurs. Venture West Inc. is hosting "Wyoming Capitol Conference Winter in the Tetons" in Jackson on February 8-11. The Board is encouraged to participate in this conference as well.



## **ACADEMIC AND STUDENT AFFAIRS COMMITTEE**

The Academic and Student Affairs Committee met on Friday, January 19, 2001 with the following members present: Kathy Hunt, chair; Debbie Hammons, Taylor Haynes, Pete Jorgensen, and Ron McCue. Trustee Hunt noted the reaccreditation of the Business College and the online undergraduate degree program. Trustee Haynes noted UW is one of the few universities that have both online and classical sources of studies.

The following items were discussed during Friday's committee meeting with the name change for Electrical Engineering being placed on the Consent Agenda.

### Name Change for Electrical Engineering

The College of Engineering requests that the name of the Department of Electrical Engineering be changed to the *Department of Electrical and Computer Engineering*. With the recent approval of the computer engineering degree program, this name more accurately reflects the mission of the Department. It is also consistent with the changes that have taken place at the national level as electrical engineering departments have developed programs in computer engineering. For example, the ABET (Accrediting Board for Engineering and Technology) program-specific criteria developed by IEEE (Institute of Electrical and Electronic Engineers) are identical for electrical engineering and computer engineering, except for specific requirements in mathematics. And the ASEE (American Society of Engineering Education) refers to electrical and computer engineering as a single discipline. With this change in name approved, the course prefixes will be changed to ECE.

Vice President Buchanan noted that at a previous meeting, the Board approved relocating the Department of Computer Science to the College of Engineering. Dean Plumb said it was



important to change the department name in order for the degree to be visible to students. The name change will positively affect faculty and recruitment efforts.

Trustee Hunt reported this item was moved to an action item with a motion made by Trustee Haynes and seconded by Trustee Jorgensen.

### Enrollment Management Report

In June of 2000, the Enrollment Management Council submitted its initial report to the Executive Council. The report includes a conceptual analysis of enrollment issues, action items and reports from each of the teams formed to address Process Management, Enrollment Profile, Image Marketing, Retention, Ethnic/Cultural Diversity and Graduate/Professional initiatives.

The report was distributed to the Board of Trustees prior to the January meeting. A progress report on initiatives and the allocation of new funds to enrollment management was presented to the Board by Vice President Brigman and Sara Axelson, Associate Vice President for Enrollment and Director of Admission. Dr. Brigman remarked that enrollment management in a state with declining demographics was a challenge and an opportunity.

Ms. Axelson commented on the committees within the Enrollment Management group and the work that has been accomplished to date. The Admissions office has received 300 more applications at this time than the previous year and staff is up to date entering application information. The response time to applying students has been reduced so applicants are getting into the "system" sooner. Two-thirds of the applications have been from out of state, mostly Colorado. International student recruitment efforts have been stepped up as that population has diminished in recent years from 500 to 300. Trustee Spicer questioned the work being done with

the Hispanic community. Ms. Axelson reported that Dominic Martinez is doing an outstanding job in that arena.

Trustee Hammons suggested additional information be gathered from students in order to link them by interest area to alum in their communities or students on campus. President Dubois suggested that the EMAS system link alumni and prospective students. Ms. Axelson noted there seems to be some hit and miss areas in personal contacts and that is being researched in an effort to improve those services. Trustee Hammons stated that a great job was being done in recruitment and she expressed her excitement about what is happening. The focus groups have been positive and holding those further away from campus and throughout the state would be advantageous as well.

Trustee Jorgensen requested that the Board members be placed on a distribution list so they can contact students from their areas.

Jay Fromkin reported that an individual is being employed for UW web site development and maintenance.

Trustee Haynes asked what UW will do with 15,000 students. Ms. Axelson reported that the dorms can handle the additional students. A task force will be looking at the impact additional students will have on services provided. The campus can accommodate additional classes by expanding the teaching day.

#### Review and Reaccreditation of the School of Nursing

Representatives of the Commission on Collegiate Nursing Education (CCNE) reviewed the academic programs and curriculum of the UW School of Nursing, November 15-17, 2000. Although the final report will not be received until mid-April, 2001, comments made during the

exit interview with Deans Robert Kelley and Marcia Dale indicate that the School of Nursing meets all national standards. The School anticipates full accreditation for a 10-year period for both undergraduate and graduate programs.

Vice President Buchanan reported the School of Nursing participated in a good review and the School received a 10-year accreditation.

#### Reaccreditation of College of Business

The Board of Directors of the AACSB – International Association of Management Education has formally ratified the peer review team’s recommendation for reaffirmation of accreditation of the undergraduate and master’s degree programs offered by the University of Wyoming College of Business. Prior to the next review in 2010, the University of Wyoming is encouraged to focus on the College of Business mission and to further enhance mission-linked outcomes and processes for continuous improvement. Initial steps have been taken by College personnel to provide such information to the AACSB by October 2003.

Dr. Buchanan reported the College of Business received a 10-year accreditation.

Trustee Hammons reminded the Board not to take the reaccreditations for granted and acknowledged the College of Business and the School of Nursing need to be congratulated on their success. Dr. Powell noted that UW is one of the first universities to be fully accredited for an online BA degree in the College of Business.

### Search Committees Update

The College of Business Dean Search Committee, chaired by Myron Allen, Associate Vice President for Academic Affairs, has reviewed approximately 55 applications and plans to schedule on-campus interviews in February 2001.

The College of Education Dean Search Committee, chaired by Judith Powell, Associate Vice President for Academic Affairs and Dean of Outreach School, began reviewing applications December 11 and candidate interviews are expected to begin in late January or early February 2001.

Thomas Buchanan, Vice President for Academic Affairs, recently appointed a 12-member search committee for the position of Dean, College of Agriculture. Thomas Thurow, Professor and Head of the Department of Renewable Resources, will chair the committee.

### Financial Information on Club Sports and Intramurals Programs at UW

At the September Board of Trustees meeting, a report was provided on UW's Club Sports Program that included information about our 12 sports clubs, institutional funds and fund raising efforts of each club, their competitive leagues and a summary of their 1999-00 seasons. As a follow-up, the Trustees' requested further information about the level of institutional support that should be provided to UW's Sports Clubs.

Table 1 provides a summary of institutional support for sports clubs at UW and at comparable land grant institutions. It includes institutional enrollment, numbers of sport club participants, institutional funds allocated to the club sports program and the average institutional funds per participant.

Table 1. Comparative Funding Information for Club Sports at UW and Selected Land Grant Institutions, 1999-2000.

Institution	University Enrollment	Number of Sport Club Participants	Club Sports Budget	Funds per Participant
Univ. of Rhode Island	14,900	450	\$133,000	\$296
Univ. of Idaho	11,500	350	\$57,000	\$163
Univ. of Vermont	10,000	900	\$129,000	\$143
Utah State Univ.	17,500	350	\$44,000	\$126
Georgia Tech	12,800	900	\$112,000	\$124
Univ. of Nebraska	22,400	426	\$51,000	\$120
Colorado State Univ.*	20,700	1,400	\$137,700	\$98
Univ. of Wyoming**	10,940	257	\$24,900	\$97
Washington State Univ.	18,800	707	\$57,000	\$91
Oregon State Univ.	15,000	625	\$56,000	\$90
Univ. of Utah	27,000	263	\$20,000	\$76
Univ. of Arkansas	14,400	240	\$9,290	\$39

*Institutions ranked by funds per participants. Source of information is the 2000 National Intramural Recreational Sports Association (NIRSA) Directory. Comparator institutions are on the approved BOT list of land grant comparators of a similar institutional and/or program size.*

\* CSU houses “social” clubs under the auspices of club sports for recruitment and retention of student members; these groups are non-competitive with much less institutional funding than traditional competitive clubs. For example, the “Ski Bums Club” is the largest student club at CSU with over 400 members, but it is allocated only \$500 annually of institutional funds.

\*\* For Fall 2000, UW participation in sports clubs increased 37 percent accompanied by a budget increase of 16 percent. During Fall 2000, there were 352 sports club participants with a budget allocation of \$29,000, which is \$82 per participant or a decrease of \$15/person from the FY1999 funding.

To provide further information as to the level of institutional support for student recreation programs at UW, Table 2 presents comparative information for intramural programs--the largest team based recreational activity—for the same set of institutions.

Table 2. Comparative Funding of Intramural Sports at UW and Selected Land Grant Institutions, 1999-2000.

Institution	University Enrollment	Number of Intramural Participants	Intramural Sports Budget	Funds per Participant
Univ. of Nebraska *	22,400	not available	\$174,000	not available
Colorado State Univ.	20,700	6,000	\$121,000	\$20
Univ. of Utah	27,000	3,691	\$70,000	\$19
Univ. of Rhode Island	14,900	3,500	\$64,000	\$18
Georgia Tech	12,800	4,900	\$67,000	\$14
Utah State Univ.	17,500	5,477	\$74,800	\$14
Oregon State Univ.	15,000	6,100	\$80,000	\$13
Univ. of Vermont	10,000	2,200	\$26,500	\$12
Washington State Univ.*	18,800	16,000	\$177,000	\$11
Univ. of Idaho	11,500	7,600	\$70,000	\$9
Univ. of Wyoming	10,940	5,434	\$41,000	\$7
Univ. of Arkansas	14,400	8,078	\$51,000	\$6

*Institutions ranked by funds per participants. Source of information is the 2000 National Intramural Recreational Sports Association (NIRSA) Directory. Comparator institutions are on the approvedBOT list of land grant comparators of a similar institutional and/or program size.*

- Nebraska and Washington State are nationally known for running very large intramural programs; however, the University of Nebraska does not keep statistics on intramural participation.

For this set of institutions, the average institutional support per participant in club sports is \$122 compared to UW's club sports support, which is \$97 per participant. The average institutional support per participant in intramural sports is \$13 compared to UW's intramural support, which is \$7 per participant.

Given increased interests by current and prospective UW students in Club Sports and Intramurals as well as Outdoor Adventure and open recreation, it is hoped that the Trustees will approve the modest increase of \$5 in FY2002 mandatory student fees and employee/spouse user fees.

Trustee McCue asked about the \$5 increase in mandatory student fees and employee/spouse user fees by \$7. Dr. Buchanan clarified that the increase is included in the Fee Book. Trustee Haynes asked if club sports can receive additional funding for staffing. Dr. Brigman reported that when clubs compete in national competition, additional financial assistance is available from the administration.

Trustee Jorgensen stated he appreciated the information and asked for a similar table for intercollegiate athletics.

Trustee Hunt noted that it appears we have very good intramural participation and asked how UW compares to other schools. Dr. Brigman responded that would be difficult to determine since students can be counted multiple times for different sports throughout the year. She also noted it is possible for more student participation and she would encourage it as intramural availability and increased retention go hand in hand.

Trustee asked if there was a club soccer team for men. Dr. Brigman responded that there is.

## **FINANCE COMMITTEE**

The Finance Committee of the Trustees met on Thursday, January 19 and on Friday, January 20 with Trustees Debbie Hammons, chair; Dave Bonner, Pete Jorgensen, and Jerry Saunders present. Trustees Greg Schaefer and Hank True were unable to attend. Trustee Hammons reported that the following items were discussed.

### Union Renovation Funding

Vice President Baccari distributed and discussed handouts entitled "Debt Service and Project Expenditures" and "Proposed Construction Financing." He reported the recently signed Pepsi agreement has made available \$75K that will be used for this project. Mr. Baccari noted that the "Summary" table was designed for ASUW and the Finance Committee. Kara Calvert distributed copies of legislation that were acted upon at a special ASUW meeting held recently. Senate Resolution #1968 approved a \$35,000 annual contribution from ASUW for 3 years (2002-2004) for the renovation. Senate Resolution #1969, which further committed ASUW to a financial contribution in the year 2005, failed. Ms. Calvert requested that the ASUW contribution be reflected in the Minutes. President Dubois reported he made a commitment on behalf of the Board to pay for the porcelain tile in the basement from the Pepsi income.

With consensus of the Finance Committee, this item was placed on the Consent Agenda.





Series 2001 Bond Issue

Preparations to issue the Trustees of the University of Wyoming Facilities Improvement Revenue Bonds, Series 2001 proceeded on schedule, and the following bond documents were presented to the Trustees for review and approval: 1) the bond resolution; 2) the preliminary official statement; and 3) the bond purchase agreement. Kutak Rock, the University's bond counsel, was represented by Fred Marienthal and Sam Scinta.

Mr. Marienthal explained that the bonds are issued as parity debt. He further explained the resolution that will authorize the debt will pledge the net revenues to pay back to bonds and is a contract between UW and Kutak Rock. The resolution also approves the bond terms and will approve optional redemption provisions. The resolution sets up covenants and requires UW to use the property correctly and will authorize the documents. Mr. Marienthal thanked the Board for its support during this process and mentioned the staff has been very helpful, open and cooperative.

Pricing of the bonds was scheduled for January 17, 2001. Terry Casey, of Dain Bosworth, and Dan Baxter, of Kaiser and Company, were present to discuss the pricing and sale of the bonds. Mr. Casey distributed information for the Board to review and noted the University sold the bonds as insured. Previously MBIA has been the low bidder. FSA, rated ASS, was the low bidder this issue and the difference amounted to a savings of \$30K for the University. The information presented by Mr. Casey showed the sources and uses of the issue and the premium issue specifics; how the premium was generated and the net revenues; the growth debt service on the entire issue; and, the breakout of Washakie and the Union.

With consensus of the Finance Committee, the 2001 Series Bond Issue was placed on the Consent Agenda.

Approval of Fees, Charges, Refunds and Deposits, July 1, 2001 - June 30, 2002

Annually, the Budget Committee and Trustees approve requests for changes and additions to authorized fees, charges, refunds and deposits. The proposed changes address mandatory fees, university fees, charges and deposits. Auxiliary Enterprises charges; laboratory and special course fees; and miscellaneous fees, charges, and deposits.

Changes in Mandatory Fees for Full-time Students

Last year, the Board of Trustees approved a \$22 increase in the Union's mandatory fee to be implemented in the fall 2001 to support the annual debt service for the bonds issued to renovate this facility; this represents almost one-half of the change in mandatory fees for fall 2001. The total increase in mandatory fees for full-time students is \$41.00 for fall and spring semester. ASUW has reviewed each of the proposed mandatory fee increases and supports the recommended changes. The mandatory fee changes are shown below.

- Wyoming Union Fee (approved to implement FY 2002)      \$22.00
- Student Health Services Fee      \$ 5.00
- Recreation Program Fee      \$ 5.00
- Career Services Fee (New for FY 2002)      \$ 3.50
- ASUW Fee      \$ 3.00
- Student Exchange/Study Abroad (New for FY 2002)      \$ 2.50

Total Change in Mandatory Fees      \$41.00

In addition to these mandatory fees for full-time students, there is also a new orientation fee to be assessed only the first semester for full-time freshmen and transfer students. This one-time charge is \$22.00 and will be dedicated to enhancing UW's orientation program for new students. Currently, a \$25 fee is charged to new students when they register to attend an orientation session during the summer. With the approval of this one-time fee assessment, there will be no registration fee for this program and the resources will be used to expand the

orientation program offerings to provide students with a better transition experience to the university. By including an orientation fee as a mandatory fee, the cost of orientation for students eligible for need based financial aid can be covered in their financial aid package; currently, the \$25 registration fee for orientation is not included in calculating their financial aid package.

Mandatory fees assessed to part-time academic year students and fees assessed for summer school students have also been addressed in conjunction with the changes proposed for full time students. The proposed fees for these students have been increased to a level that is proportional on a credit hour basis to the fees being assessed full time students. Part of the discussion during development of the fees proposed for next fiscal year centered on the methodology for assessing all mandatory fees. While no changes are proposed for this next fiscal year, the President will appoint a committee during spring semester 2001 to evaluate and recommend alternative approaches to assessing mandatory fees for future years.

The following tables highlight the major fees and charges and the recommended increases.

Mandatory Fees, Academic Year, Full-time Students per semester	FY 2001	FY2002	% change
Student Health Services	55.00	60.00	9.1
Intercollegiate Athletics	22.25	22.25	0.0
Wyoming Union	53.00	75.00	41.5
Student Publications	9.25	9.25	0.0
ASUW –	25.00	28.00	12.0
Career Services		3.50	N/A
Recreation Programs	16.00	21.00	31.3
General Access Computer	20.00	20.00	0.0
Recycling (ASUW)	1.10	1.10	0.0
Wellness (ASUW)	3.00	3.00	0.0
Student Exchange/Study Abroad		2.50	N/A
Total Mandatory Fee	204.60	245.60	20.0

Mandatory Fees, Academic Year, Part-time Students per semester, per credit hour	FY 2001	FY2002	% change
Student Publications, to a maximum of \$6	1.00	1.00	0.0
Wyoming Union Fee, to a maximum of \$75	4.50	6.25	38.9
Computer Fee			
Undergraduate student	1.75	1.75	0.0
Graduate student	2.25	2.25	0.0
NOT TO EXCEED \$20 per semester			
Total Mandatory Fees, part-time, per credit hour			
Undergraduate student	7.25	9.00	24.1
Graduate student	7.75	9.50	22.5

Mandatory Fees, Summer, 2002, all students per credit hour	FY 2001	FY 2002	% change
Wyoming Union (to a maximum of \$37.50)	3.10	6.25	101.6
Student Health Services (to a maximum of \$60)	6.00	6.50	8.3
Music/Theater/Cultural Productions	2.35	2.35	0.0
Recreation Fee (to a maximum of \$21)	.90	1.75	94.4
Student Activities	.75	.75	0.0
Computer Fee			
Undergraduate student	1.75	1.75	0.0
Graduate student	2.25	2.25	0.0
NOT TO EXCEED \$20 per semester			
Total Mandatory Fees, per credit hour			
Undergraduate student	14.85	19.35	30.0
Graduate student	15.35	19.85	29.3

Outreach School Credit Courses (NEW FORMAT)	Tuition per credit hour	Delivery Fee per credit hour
Core Programs		
Undergraduate	—	10.00
Graduate student	—	10.00
Entrepreneurial Programs		
On-Line UW courses *		40.00
Undergraduate	—	
Graduate	—	
MBA Program	206.75	
Land Surveying Certificate Program	175.00	
Students in Utah contract, Ph.D. Adult Education	225.00	

\* The technology fee is included in the Outreach delivery fee

Residence Hall Room Charges Academic Year, excludes semester break	FY 2001	FY 2002	% change
Double Occupancy Room	1,916.00	2,012.00	5.0
Single Occupancy Room	2,877.00	3,018.00	4.9

Apartment Rental Rates, Student, per month	FY 2001	FY 2002	
One Story Complex (Summit View)			
One bedroom	338.00	358.00	5.9
Two bedroom	429.00	446.00	3.9
Landmark Village	448.00	466.00	4.0
River Village			
Two bedroom	535.00	556.00	3.9
Three bedroom	602.00	626.00	3.9
1111 Lewis Street (Laramie Peak)			
One bedroom	439.00	457.00	4.1
Two bedroom	571.00	594.00	4.0
Spanish Walk, one bedroom	402.00	418.00	3.9
1107 Lewis (per person for 5 residents)	300.00	312.00	4.0
1220 Bradley Street, two bedroom	682.00	709.00	3.9

<b>Board Charges, academic year</b> Fall and Spring semesters, excluding Thanksgiving, Christmas, Spring and Easter breaks	FY 2001	FY 2002	% change
Unlimited access plan *	2,652.00	2,732.00	3.0
Any 15 access plan *	2,310.00	2,380.00	3.0
Any 12 access plan *	2,182.00	2,248.00	3.0
Any 9 access plan	1,722.00	1,774.00	3.0
Any 7 access plan	1,390.00	1,432.00	3.0
Any 5 access plan	1,040.00	1,072.00	3.0
Any 3 access plan	650.00	670.00	3.0
Lunch only, 5 per week	848.00	874.00	3.0

The entire draft of the 2001-2002 Fee Book was included with the Trustees' Report as a separate item.

Associate Vice President Phill Harris summarized the fee changes and fielded questions. There was discussion on what mandatory fees can be captured by tuition and which fees should remain separate. President Dubois stated that all fees need to be reviewed at one point or another. A task force is being appointed by the President to review all fees. Special attention will be paid to part-time and credit hour students.

Ms. Calvert spoke to the ASUW increase, the consensus approved \$3 increase, and the discussion on the student exchange/study abroad fee. President Dubois reported that some of the fees assessed at UW are being covered by College deans for their student that are studying abroad.

Trustee Saunders asked how much support is needed for the student exchange/study abroad program and at what point would it be self-sustaining. Dr. Brigman commented the program would generate about \$25K and that student costs are somewhat substantial.

Mr. Harris noted the changes in the Union fees and the Outreach program per credit hour charge. The increases in the residence halls and apartments are due to the increase in utility costs. Food cost increases were held to three percent for the students' food plan and does not include additional charges for the renovation at Washakie.

With consensus of the Finance Committee, Fees, Charges, Refunds and Deposits was placed on the Consent Agenda.

Long-Term Budget Projections: FY 2002 Tuition

Long-Term Budget Projections: FY 2002 Salary Adjustment

President Dubois made a brief presentation to the committee on the possibility to increase faculty and staff salaries either on a continuing basis or a one-time basis through a tuition increase. The question is how much risk the University wants to assume based on the future legislature and tuition rates. Mr. Baccari reviewed the information on following pages with the committee. There was discussion on the tuition assumptions as well as on scholarship monies.

President Dubois recommended the Board adopt the \$75 increase (model A) that will help with the one-time increase to the staff. There is no guarantee that this amount would be

continued. The previously presented SPAM methodology would be used to distribute the money in two payments; one in July 2001 and one in January 2002.

Trustee Hammons said the increase is an investment in the faculty that teach our children and it would help Wyoming. Ms. Calvert asked if salary increases would be revisited in the future. President Dubois noted that UW did not make a request for salary increases in this session, but it would be addressed at the next session. He noted that it will be a first priority to bring salaries up to 90 percent of market.

With consensus of the Finance Committee, these two items were placed on the Consent Agenda.





Tuition Restructuring: Approval of Development of Implementation Plan

For the past year, a Tuition Structure Committee, including representatives from Academic Affairs, Student Affairs, Administration and Finance, ASUW, and the President's Office, has examined a set of issues associated with tuition structure. The committee's work has included presentations to the Board of Trustees as well as to various groups on campus. This item for action concerns recommendations growing out of those discussions.

Specifically, the action requested is to authorize the University's central administration to develop a detailed plan for implementing the following changes in tuition structure:

1. Charge tuition on a per-credit basis.
2. Adopt a tuition dividend plan.

The implementation plan will consider per-credit tuition charges (item 1) both with and without a tuition dividend plan (item 2).

The authorization rests on agreement with the broad principles that motivate the changes, namely (1) equity to students, including part-time students, and (2) incentives for the efficient use of instructional resources. The equity issue addresses the fact that the current structure effectively requires students who take fewer credits per semester to pay more per credit than peers who have the same residency status. The efficiency issue addresses both the large number of course withdrawals that occur in every semester, typically without incentives or opportunities for students to register more cost-effectively, and the large number of credits that many students attempt and complete before finishing a baccalaureate degree.

The implementation plan should respect the following broadly defined conditions.

- The proposed per-credit rate should ensure that, in every category of tuition, the change in structure per se will be cost-neutral to students in that category who complete a normal credit load in each semester.
- The proposed dividend plan should award tuition-free “dividend credits” at an appropriate rate, with reasonable rules governing eligibility, distribution, and use. The implementation plan should consider a range of distribution schedules for the dividends and the administrative implications of each. Implementation of the educational dividend plan per se should leave the tuition structure cost-neutral, in the sense described above.
- The implementation plan should assume that changes in tuition structure will take effect no earlier than Fall Semester, 2002.

The plan should provide details about (a) realistic timing of the changes; (b) mechanisms for avoiding adverse impacts on student financial aid; (c) policies governing tuition and dividends for transfer students and students in graduate and professional programs, (d) reasonable limitations on the accumulation and use of dividends; and (e) estimated administrative costs of software and other changes required.

Although authorization will signify agreement with the principles underlying the proposed changes, the Board of Trustees retains the authority to adopt or reject any detailed implementation plan.

President Dubois asked the Board to make a decision on developing an implementation plan. Dr. Myron Allen reviewed the nature of the action, which is to agree with the principles behind the changes in tuition structure. It involves equity for students and efficient use of

resources. The plan would be cost-neutral to students that take a normal course load. The changes in tuition would be on a per-credit basis and an educational dividend plan.

Ms. Calvert noted she is opposed to the proposal presented in the Report and believes that a plan can be developed for this type of tuition program. She reported she has faith the students will work with committees established to review the program.

President Dubois noted if the Board approves the concept of per-credit tuition, the motion would come back to the Board in November in order for it to go into effect in January 2002, thus initiating tuition changes for Fall 2002.

Trustee McCue stressed that a positive vote for the development of an implementation plan is not tactic approval by the Board of the plan. President Dubois stated that the Board would be agreeing with the principles of tuition restructuring. The administration may determine the per-credit tuition is too cumbersome, too difficult for students and parents or that it would just not work.

Trustee Hunt said the President and staff have accurately identified some flaws in the system. She is convinced it is fair to encourage students to attack their coursework with efficiency. She understands the plan will be addressed through the Academic Plan. Ms. Calvert's response was that if this goes forward, she would like to ensure that students are allowed the room to explore and get the best education they can at UW. Trustee Spicer acknowledged Ms. Calvert's concern and stated the intent is not to deprive students of a well-rounded education.

Trustee Hammons noted there are many angles to review this item by and that the students the Board has heard from are part of the seventeen percent who graduate in four years. These students are upset by the possible change as they would be responsible for the students that drop classes.

Trustee Haynes noted he appreciated the insight on the item. He feels that the students succeeding at the community college level will perform even better at UW.

Trustee Spicer entertained brief comments from students present at the meeting.

David Craft asked the Board to consider the President's request that ASUW solicit student input. He noted many students attended the ASUW sponsored forums and he heard no student comments in favor of the proposed plan. There were many comments made opposing the plan and students have felt their input has been ignored.

President Dubois noted that the position of the Board does not indicate ignorance of student input. He reported they did not think the students would support the proposal and he offered them the opportunity to come forth with alternative. It is not surprising that students would oppose a system that would ask them to pay for credits that have been free. He also stated his views have been changed by input from students. In response to Mr. Craft's intention of sending letters to local papers, he asked that any letter written report the complete story. President Dubois responded to Trustee Hammons concerns in that there are benefits to students attending the University that cannot be attained at local community colleges.

Trustee Jorgensen moved to authorize the administration to work on developing a plan for per-credit charges and a dividend plan. Trustee Hunt seconded. The motion carried. Trustee Hammons voted nay.

#### Appointment of External Auditor

The University of Wyoming awarded the engagement for external audit services to the firm of McGee, Hearne & Paiz, LLP (formerly known as McGladrey & Pullen) as external

auditors at their March 3-4, 2000 meeting, for the next four years. The engagement is subject to annual renewal based on satisfactory performance for the previous year's annual audits.

The auditors have successfully completed the FY2000 audits, and it is recommended that the Finance Committee recommend to the Board of Trustees reappointment of McGee, Hearne & Paiz, LLP to perform FY2001 audits.

With approval of the Finance Committee, this item was placed on the Consent Agenda.

#### FY 2001 Budget Adjustment

It is recommended that the Finance Committee recommend to the Trustees of the University of Wyoming that the Section I operating budget for the 2001-2002 Biennium be increased in the amount of \$800,000. The increase is to accommodate budget increases for the Operation and Maintenance of Plant due to increasing costs for utilities. Of the amount requested for the biennium, \$350,000 will be budgeted for FY 2001; and \$450,000 will be budgeted for FY 2002 and subsequent fiscal years. The budget increase will be funded from Federal Mineral Royalties.

The following table is a summary of this recommendation:

<b><u>Operations and Maintenance of Plant – 1100-12316-Utilities</u></b>			
REVENUE SOURCE	FISCAL YEAR <u>2001</u>	FISCAL YEAR <u>2002</u>	BIENNIUM <u>TOTAL</u>
Federal Mineral Royalties	\$350,000	\$450,000	\$800,000

Following a brief discussion and with consensus of the Finance Committee, this item was placed on the Consent Agenda.

### Designation of Depositories

In compliance with Wyoming Statutes 1977, Revised, section 9-4-801 through 9-4-831, First National Bank, Laramie; Community First National Bank, Laramie; First Interstate Bank of Laramie; First Bank System; Key Bank of Wyoming; and Jackson State Bank have made formal application for designation as depositories for University funds. They guarantee adequate security for all funds deposited.

Trustee Jorgensen asked if the depositories bid by rate. Mr. Baccari reported no, although it is under consideration. Trustee Jorgensen requested a list of what UW deposits are with whom.

With consensus of the Finance Committee, this item was placed on the Consent Agenda.

### Authorization for Stock Transfers

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

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

FURTHER RESOLVED that the President of The University of Wyoming and the Treasurer of the Board of Trustees, representing the Trustees of The University of Wyoming, a

body corporate, are hereby authorized to act as agents for and to sign agreements, resolutions and any other documentation required to establish, maintain, and terminate security cash accounts with security dealers and brokers for the purpose of taking ownership and possession of cash, bonds, stocks and other securities held by such dealers and brokers which have been directed to the University by gift, bequest or any other act of transfer; and further that said agents are fully authorized to sell, assign and transfer stocks, bonds, evidences of interest, evidences of indebtedness and/or other obligation, and all other securities, corporate or otherwise, now or hereafter held by this corporation in its own right or in any fiduciary capacity pursuant to this authorization, and to execute any and all instruments necessary, proper or desirable for the purpose; and

FURTHER RESOLVED that any corporate officer of The University of Wyoming is hereby authorized to certify this Resolution to whom it may concern.

With consensus of the Finance Committee, this item was placed on the Consent Agenda.

#### Approval of Contracts and Grants

#### **CONTRACTS AND GRANTS**

The following grants and contracts are accepted subject to compliance with the University's policies on classified information and protection of human subjects. This report covers the period October 20, 2000, through December 20, 2000.

<b>ACADEMY OF APPLIED SCIENCES - 08/13/2000 - 08/12/2001</b> Robert George; Chemistry - Junior science and humanities symposium.	\$	7,800
<b>ALABAMA, UNIVERSITY OF - 09/01/2000 - 08/31/2001</b> Thomas Parish; Atmospheric Science - Modeling coupled kabatic/ice/ocean processes.	\$	45,314
<b>ALASKA DEPARTMENT OF FISH AND GAME - 10/16/2000 - 06/30/2003</b> Wayne Hubert; Zoology - Rainbow trout spawning population.	\$	8,435
<b>ALBANY COUNTY, WYOMING - 10/01/2000 - 09/30/2001</b>	\$	56,050



Narina Nunez; Psychology - Evaluation of healthy student program.

**ALBANY COUNTY FAMILY PLANNING - 02/22/1994 - Open** \$ 150  
 Marcia Dale; Nursing - Develop nursing programs.

**ALBANY COUNTY SCHOOL DISTRICT NO. 1 - 07/01/1995 - Open** \$ 450  
 Keith Miller; Wyoming Institute for Disabilities - Conference fees.

**ALLEN, PATRICIA - 09/01/1994 - Open** \$ 110  
 William Gribb/Linda Marston/Ron Beiswenger; Geography and Recreation - Wyoming geographic alliance.

**AMERICAN ASSOCIATION OF EQUINE PRACTITIONERS - 10/01/2000 - 09/30/2001** \$ 35,150  
 Todd Cornish; Veterinary Sciences - Rodents and bats hosting vesicular stomatitis.

**AMERICAN HOME PRODUCTS - 11/03/2000 - 05/31/2001** \$ 45,600  
 John Lloyd; Renewable Resources - Efficacy of moxidectin formulations.

**AMERICAN SPEECH-LANGUAGE-HEARING FOUNDATION - 11/10/2000 - 12/31/2001** \$ 5,000  
 Teresa Ukrainetz; Speech Pathology - Role of speech-language pathologists in schools.

**AMERICAN STRING TEACHERS ASSOCIATION - 09/01/2000 - 08/31/2003** \$ 10,000  
 James Przygocki/Sherry Sinift; Music - National string project consortium.

**ANYTHING PLUMBING, LLC - 10/01/2000 - 09/30/2001** \$ 250  
 Diane Wolverton; Small Business Development Center - Workshops presented by the small business development centers in Wyoming.

**ASSETS PROTECTION - 10/01/2000 - 09/30/2001** \$ 360  
 Diane Wolverton; Small Business Development Center - Workshops presented by the small business development centers in Wyoming.

**AVENTIS PHARMACEUTICALS INCORPORATED - 11/01/2000 - Open** \$ 1,500  
 Weeranuj Yamreudeewong; Pharmacy - Microbial growth of sodium ferric gluconate.

**BARLOW'S - 10/01/2000 - 09/30/2001** \$ 250  
 Diane Wolverton; Small Business Development Center - Workshops presented by the small business development centers in Wyoming.

**BASF - 06/22/1999 - Open** \$ 2,800  
 Abdel Mesbah; Plant Sciences - Crop-weed research.

**BASF - 01/01/1999 - Open** \$ 6,000  
 Stephen Miller; Plant Sciences - Weed biology and control.

**BATENHORST, JOHN - 10/01/2000 - 09/30/2001** \$ 250  
 Diane Wolverton; Small Business Development Center - Workshops presented by the

small business development centers in Wyoming.

**BAXTER, MARILYN - 10/01/2000 - 09/30/2001** \$ 300

Diane Wolverton; Small Business Development Center - Workshops presented by the small business development centers in Wyoming.

**BECHTEL BWXT IDAHO, LLC - 11/01/2000 - 09/30/2001** \$ 80,000

Norman Morrow; Chemical Engineering - Modify injected brine to improve water flooding.

**BETTER VIEW ENTERPRISES - 10/01/2000 - 09/30/2001** \$ 300

Diane Wolverton; Small Business Development Center - Workshops presented by the small business development centers in Wyoming.

**BLUE SKY BATTERIES, INCORPORATED - 09/10/2000 - 03/10/2001** \$ 5,000

Daniel Buttry; Chemistry - Nanoparticulate LiMnO<sub>2</sub> cathodes for Li<sup>+</sup> batteries.

**BRIMHALL, LESLIE - 01/01/2000 - Open** \$ 174

P. Michelle Armstrong; Wyoming Institute for Disabilities - Connect Wyoming and pathways plus.

**BRUSH CREEK COMPUTER SERVICES - 10/01/2000 - 09/30/2001** \$ 250

Diane Wolverton; Small Business Development Center - Workshops presented by the small business development centers in Wyoming.

**BUTTON, MARY - 10/01/2000 - 09/30/2001** \$ 250

Diane Wolverton; Small Business Development Center - Workshops presented by the small business development centers in Wyoming.

**CAMPBELL, SHANNA - 10/01/2000 - 09/30/2001** \$ 250

Diane Wolverton; Small Business Development Center - Workshops presented by the small business development centers in Wyoming.

**CAMWEST LIMITED PARTNERSHIP - 10/20/2000 - 03/31/2001** \$ 3,800

Charles Reher; Anthropology - Wind River cultural resource survey.

**CARROLL, PATRICK - 10/01/2000 - 09/30/2001** \$ 250

Diane Wolverton; Small Business Development Center - Workshops presented by the small business development centers in Wyoming.

**CATHEDRAL HOME FOR CHILDREN - 02/22/1994 - Open** \$ 477

Marcia Dale; Nursing - Develop nursing programs.

**COLORADO STATE UNIVERSITY - 09/15/2000 - 09/14/2002** \$ 97,965

Quentin Skinner/Katta Reddy; Renewable Resources - Water quality program management.

**COLORADO STATE UNIVERSITY - 10/24/2000 - 08/31/2001** \$ 77,973

Elizabeth Williams; Veterinary Sciences - Spatial and temporal dynamics of prion disease.

**COMMUNITY FIRST NATIONAL BANK - 10/01/2000 - 09/30/2001** \$ 100

Diane Wolverton; Small Business Development Center - Workshops presented by the small business development centers in Wyoming.

**COMPOSITE TEK - 06/01/1999 - Open** \$ 420  
 Scott Coguill/Ronda Coguill; Mechanical Engineering - Composite materials testing.

**CONNER, CORRINE - 10/01/2000 - 09/30/2001** \$ 250  
 Diane Wolverton; Small Business Development Center - Workshops presented by the small business development centers in Wyoming.

**DIEHL, LINDA - 10/01/2000 - 09/30/2001** \$ 250  
 Diane Wolverton; Small Business Development Center - Workshops presented by the small business development centers in Wyoming.

**DIXON, JUDY - 10/01/2000 - 09/30/2001** \$ 300  
 Diane Wolverton; Small Business Development Center - Workshops presented by the small business development centers in Wyoming.

**DOUGLAS, HEATHER - 10/01/2000 - 09/30/2001** \$ 250  
 Diane Wolverton; Small Business Development Center - Workshops presented by the small business development centers in Wyoming.

**E.I. DU PONT DE NEMOURS AND COMPANY - 01/01/1999 - Open** \$ 13,000  
 Gary Franc; Plant Sciences - Regional plant diseases.

**E.I. DU PONT DE NEMOURS AND COMPANY - 06/22/1999 - Open** \$ 2,036  
 Abdel Mesbah; Plant Sciences - Crop-weed research.

**DUHON, CINDY - 10/01/2000 - 09/30/2001** \$ 250  
 Diane Wolverton; Small Business Development Center - Workshops presented by the small business development centers in Wyoming.

**DUNCAN MCCLELLAND CONTRACTING - 10/01/2000 - 09/30/2001** \$ 250  
 Diane Wolverton; Small Business Development Center - Workshops presented by the small business development centers in Wyoming.

**EGGLESTON, TERRI - 10/01/2000 - 09/30/2001** \$ 300  
 Diane Wolverton; Small Business Development Center - Workshops presented by the small business development centers in Wyoming.

**EHLERS, GUY - 10/01/2000 - 09/30/2001** \$ 250  
 Diane Wolverton; Small Business Development Center - Workshops presented by the small business development centers in Wyoming.

**FEDERAL DATA CORPORATION - 10/10/2000 - 08/31/2002** \$ 5,000  
 Patricia Conway; Social Work - Requirements for outreach partners.

**FERRIS, MARTHA - 10/01/2000 - 09/30/2001** \$ 250  
 Diane Wolverton; Small Business Development Center - Workshops presented by the

small business development centers in Wyoming.

**FINNISH METEOROLOGICAL - 02/01/1996 - Open** \$ 6,882  
 James Rosen; Physics and Astronomy - Balloon launch and equipment support.

**FIRST INTERSTATE BANK - 10/01/2000 - 09/30/2001** \$ 100  
 Diane Wolverton; Small Business Development Center - Workshops presented by the small business development centers in Wyoming.

**FISCUS, WADE - 10/01/2000 - 09/30/2001** \$ 250  
 Diane Wolverton; Small Business Development Center - Workshops presented by the small business development centers in Wyoming.

**GLAXO WELLCOME INCORPORATED - 09/20/2000 - 12/31/2000** \$ 65,000  
 John Baldwin; Pharmacy - To host a conference.

**GONZALES, HENRY - 10/01/2000 - 09/30/2001** \$ 125  
 Diane Wolverton; Small Business Development Center - Workshops presented by the small business development centers in Wyoming.

**GORDON PLASTICS, INCORPORATED - 04/14/1997 - Open** \$ 1,110  
 Scott Coguill; Mechanical Engineering - Characterize composite materials.

**GOSHEN COUNTY, WYOMING - 06/01/1999 - Open** \$ 150  
 Patricia McClurg; Natural Science Program - Workshops for the Upper Midwest Aerospace Consortium.

**GRISWOLD, CHARLES - 10/01/2000 - 09/30/2001** \$ 225  
 Diane Wolverton; Small Business Development Center - Workshops presented by the small business development centers in Wyoming.

**HADERLIE, CHRISTOPHER - 10/01/2000 - 09/30/2001** \$ 200  
 Diane Wolverton; Small Business Development Center - Workshops presented by the small business development centers in Wyoming.

**HALLER'S REPAIR - 10/01/2000 - 09/30/2001** \$ 250  
 Diane Wolverton; Small Business Development Center - Workshops presented by the small business development centers in Wyoming.

**HARDY, MICHAEL - 10/01/2000 - 09/30/2001** \$ 250  
 Diane Wolverton; Small Business Development Center - Workshops presented by the small business development centers in Wyoming.

**HARRIS, DAVID - 10/01/2000 - 09/30/2001** \$ 300  
 Diane Wolverton; Small Business Development Center - Workshops presented by the small business development centers in Wyoming.

**HARTMAN, GENNIFRE - 10/01/2000 - 09/30/2001** \$ 250  
 Diane Wolverton; Small Business Development Center - Workshops presented by the

small business development centers in Wyoming.

<b>HILLTOP NATIONAL BANK - 10/01/2000 - 09/30/2001</b>	\$	100
Diane Wolverton; Small Business Development Center - Workshops presented by the small business development centers in Wyoming.		
<b>HOFF, CLARICE - 10/01/2000 - 09/30/2001</b>	\$	250
Diane Wolverton; Small Business Development Center - Workshops presented by the small business development centers in Wyoming.		
<b>HOLDEN, MARSHA - 10/01/2000 - 09/30/2001</b>	\$	250
Diane Wolverton; Small Business Development Center - Workshops presented by the small business development centers in Wyoming.		
<b>HOLLY SUGAR CORPORATION - 12/08/2000 - Open</b>	\$	7,000
James Freeburn; Cooperative Extension Service - Sugarbeet variety testing program.		
<b>HOLMAN, APRIL - 10/01/2000 - 09/30/2001</b>	\$	200
Diane Wolverton; Small Business Development Center - Workshops presented by the small business development centers in Wyoming.		
<b>HOYT USA - 06/01/1999 - Open</b>	\$	315
Scott Coguill/Ronda Coguill; Mechanical Engineering - Composite materials testing.		
<b>HYDROLOGIC CONSULTANTS, INCORPORATED OF COLORADO - 07/01/1998 - Open</b>	\$	130
Jeffrey Hamerlinck; Spatial Data and Visualization Center - To support the Spatial Data and Visualization Center.		
<b>HYDROQUAL, INCORPORATED - 07/01/2000 - 12/31/2002</b>	\$	105,000
Joseph Meyer; Zoology - Develop a biotic ligand model for zinc.		
<b>HYPERACUITY SYSTEMS - 08/28/2000 - 05/31/2001</b>	\$	23,860
Steven Barrett; Electrical Engineering - Simulate analog processing of fly's eye.		
<b>INSTITUT FRAICAIS DU PETROLE - 01/12/1993 - Open</b>	\$	19,982
Norman Morrow; Chemical Engineering - Reservoir wettability effect on oil recovery.		
<b>JACKSON, DONALD - 10/01/2000 - 09/30/2001</b>	\$	100
Diane Wolverton; Small Business Development Center - Workshops presented by the small business development centers in Wyoming.		
<b>JACKSON WHOLE CLEANING, INCORPORATED - 10/01/2000 - 09/30/2001</b>	\$	250
Diane Wolverton; Small Business Development Center - Workshops presented by the small business development centers in Wyoming.		
<b>JOB TRAINING PARTNERSHIP AGREEMENT - 07/01/1993 - Open</b>	\$	551
Jacque Cook; Agriculture Dean's Office - Salary reimbursement for job training.		

<b>JONES, THOMAS - 10/01/2000 - 09/30/2001</b>	\$	100
Diane Wolverton; Small Business Development Center - Workshops presented by the small business development centers in Wyoming.		
<b>JONES, UTE - 10/01/2000 - 09/30/2001</b>	\$	250
Diane Wolverton; Small Business Development Center - Workshops presented by the small business development centers in Wyoming.		
<b>KINGFISHER HOUSE - 10/01/2000 - 09/30/2001</b>	\$	250
Diane Wolverton; Small Business Development Center - Workshops presented by the small business development centers in Wyoming.		
<b>LALONDE, ROSE - 10/01/2000 - 09/30/2001</b>	\$	250
Diane Wolverton; Small Business Development Center - Workshops presented by the small business development centers in Wyoming.		
<b>THE LAST NICKEL RANCH - 10/01/2000 - 09/30/2001</b>	\$	300
Diane Wolverton; Small Business Development Center - Workshops presented by the small business development centers in Wyoming.		
<b>LINN'S MAIL SERVICE - 10/01/2000 - 09/30/2001</b>	\$	300
Diane Wolverton; Small Business Development Center - Workshops presented by the small business development centers in Wyoming.		
<b>LTN LLC - 10/01/2000 - 09/30/2001</b>	\$	300
Diane Wolverton; Small Business Development Center - Workshops presented by the small business development centers in Wyoming.		
<b>R M MCGLADREY, INCORPORATED - 10/01/2000 - 09/30/2001</b>	\$	100
Diane Wolverton; Small Business Development Center - Workshops presented by the small business development centers in Wyoming.		
<b>MERIAL LIMITED - 11/01/2000 - 05/31/2001</b>	\$	119,563
John Lloyd/James Waggoner/Rabinder Kumar; Renewable Resources - Efficacy of eprinomectin long acting injection.		
<b>MONTANA JOB TRAINING PARTNERSHIP, INCORPORATED - 10/01/2000 - 09/30/2001</b>	\$	116,881
Michael Massie; Wyoming Institute for Disabilities - Careers through partnership project.		
<b>MONTANA STATE UNIVERSITY - 07/01/2000 - 03/31/2002</b>	\$	7,360
Robert Hall; Zoology - Invasiveness of exotic snails in the greater Yellowstone ecosystem.		
<b>MOUNTAIN VIDEO PRODUCTIONS - 10/01/2000 - 09/30/2001</b>	\$	250
Diane Wolverton; Small Business Development Center - Workshops presented by the small business development centers in Wyoming.		
<b>MOWREY SEISMIC, INCORPORATED - 10/04/2000 - 05/31/2001</b>	\$	7,130
Charles Reher; Anthropology - Hudson North cultural resource survey.		

<b>MOWREY SEISMIC, INCORPORATED - 10/04/2000 - 05/31/2001</b> Charles Reher; Anthropology - North Owl Creek cultural resource survey.	\$ 14,500
<b>NATIONAL TURFGRASS FEDERATION, INCORPORATED - 09/01/2000 - Open</b> Roger Hybner; Agriculture Dean's Office - National Kentucky bluegrass test.	\$ 1,000
<b>NATRONA COUNTY SCHOOL DISTRICT NO. 1 - 07/01/1995 - Open</b> Keith Miller; Wyoming Institute for Disabilities - Conference fees.	\$ 1,300
<b>NEBRASKA DEPARTMENT OF AGRICULTURE - 07/01/2000 - 06/30/2001</b> Gary Franc; Plant Sciences - Potato diseases research.	\$ 15,050
<b>NEVADA, UNIVERSITY OF - 09/30/1999 - 09/29/2000</b> Michael Loos; Counselor Education - Addiction technology transfer centers.	\$ 17,477
<b>NEXA LLC - 10/01/2000 - 09/30/2001</b> Diane Wolverton; Small Business Development Center - Workshops presented by the small business development centers in Wyoming.	\$ 4,250
<b>NIEDERER, ARLO - 10/01/2000 - 09/30/2001</b> Diane Wolverton; Small Business Development Center - Workshops presented by the small business development centers in Wyoming.	\$ 250
<b>NIELD, CAL - 10/01/2000 - 09/30/2001</b> Diane Wolverton; Small Business Development Center - Workshops presented by the small business development centers in Wyoming.	\$ 250
<b>OLD DOMINION UNIVERSITY - 10/17/2000 - Open</b> Paul Johnson; Physics and Astronomy - Solar system educator workshop.	\$ 800
<b>PACIFICORP - 10/01/2000 - 09/30/2001</b> Diane Wolverton; Small Business Development Center - Workshops presented by the small business development centers in Wyoming.	\$ 100
<b>PACK, NATALIE - 10/01/2000 - 09/30/2001</b> Diane Wolverton; Small Business Development Center - Workshops presented by the small business development centers in Wyoming.	\$ 150
<b>PARKER, JOY - 10/01/2000 - 09/30/2001</b> Diane Wolverton; Small Business Development Center - Workshops presented by the small business development centers in Wyoming.	\$ 250
<b>PFIZER, INCORPORATED - 11/01/1999 - Open</b> John Lloyd/James Waggoner; Renewable Resources - Field evaluation doramectin topical.	\$ 30,651
<b>PHOTOS BY CONNIE - 10/01/2000 - 09/30/2001</b> Diane Wolverton; Small Business Development Center - Workshops presented by the	\$ 250

small business development centers in Wyoming.

<b>POPLAR LIVING CENTER - 02/12/1993 - 12/31/2001</b>	\$	2,500
Joe Schoeber; Casper Family Practice - Medical services for nursing home patients.		
<b>PORTER, SANDRA - 10/01/2000 - 09/30/2001</b>	\$	250
Diane Wolverton; Small Business Development Center - Workshops presented by the small business development centers in Wyoming.		
<b>PREMIER PAINTING - 10/01/2000 - 09/30/2001</b>	\$	300
Diane Wolverton; Small Business Development Center - Workshops presented by the small business development centers in Wyoming.		
<b>QUALITY SOLUTIONS, INCORPORATED - 06/01/1999 - Open</b>	\$	800
Scott Coguill/Ronda Coguill; Mechanical Engineering - Composite materials testing.		
<b>RAWLINS AUTOMOTIVE, INCORPORATED - 10/01/2000 - 09/30/2001</b>	\$	375
Diane Wolverton; Small Business Development Center - Workshops presented by the small business development centers in Wyoming.		
<b>ROCKY MOUNTAIN COMPOSITES - 06/01/1999 - Open</b>	\$	3,500
Scott Coguill/Ronda Coguill; Mechanical Engineering - Composite materials testing.		
<b>ROGERS, H. LLOYD - 10/01/2000 - 09/30/2001</b>	\$	250
Diane Wolverton; Small Business Development Center - Workshops presented by the small business development centers in Wyoming.		
<b>ROHM AND HAAS COMPANY - 01/01/1999 - Open</b>	\$	2,500
Gary Franc; Plant Sciences - Regional plant diseases.		
<b>ROSS, BONNIE - 10/01/2000 - 09/30/2001</b>	\$	300
Diane Wolverton; Small Business Development Center - Workshops presented by the small business development centers in Wyoming.		
<b>RUMPKIS BUMPKIS CHILD CARE - 10/01/2000 - 09/30/2001</b>	\$	200
Diane Wolverton; Small Business Development Center - Workshops presented by the small business development centers in Wyoming.		
<b>SIA ADHESIVES - 06/01/1999 - Open</b>	\$	6,804
Scott Coguill/Ronda Coguill; Mechanical Engineering - Composite materials testing.		
<b>SMALL BUSINESS DEVELOPMENT CENTERS, ASSOCIATION OF - 10/01/2000 - 09/30/2001</b>	\$	675
Diane Wolverton; Small Business Development Center - Workshops presented by the small business development centers in Wyoming.		
<b>SMITH, A. SIDNEY - 10/01/2000 - 09/30/2001</b>	\$	250
Diane Wolverton; Small Business Development Center - Workshops presented by the small business development centers in Wyoming.		



<b>SMITH, BENJAMIN - 10/01/2000 - 09/30/2001</b>	\$	300
Diane Wolverton; Small Business Development Center - Workshops presented by the small business development centers in Wyoming.		
<b>SOFTRAY, INCORPORATED - 05/01/2000 - 04/30/2001</b>	\$	30,000
Paul Johnson; Physics and Astronomy - Detect and identify pathogenic organisms.		
<b>STAR VALLEY CARPETS - 10/01/2000 - 09/30/2001</b>	\$	300
Diane Wolverton; Small Business Development Center - Workshops presented by the small business development centers in Wyoming.		
<b>STRATUS CONSULTING, INCORPORATED - 09/19/2000 - 12/31/2000</b>	\$	972
Joseph Meyer; Zoology - Analytical chemistry support for field studies.		
<b>STRONGBACK CORPORATION - 06/01/1999 - Open</b>	\$	1,475
Scott Coguill/Ronda Coguill; Mechanical Engineering - Testing composite materials.		
<b>TEXAS, UNIVERSITY OF - 09/30/1999 - 08/31/2001</b>	\$	35,761
Anne Bowen; Psychology - HIV risk in male drug users.		
<b>THOMAS, MICHAEL - 10/01/2000 - 09/30/2001</b>	\$	250
Diane Wolverton; Small Business Development Center - Workshops presented by the small business development centers in Wyoming.		
<b>TITENSOR, DEBRA - 10/01/2000 - 09/30/2001</b>	\$	250
Diane Wolverton; Small Business Development Center - Workshops presented by the small business development centers in Wyoming.		
<b>TITENSOR, RUSTIN - 10/01/2000 - 09/30/2001</b>	\$	125
Diane Wolverton; Small Business Development Center - Workshops presented by the small business development centers in Wyoming.		
<b>TOEWS, CAROLYN - 10/01/2000 - 09/30/2001</b>	\$	125
Diane Wolverton; Small Business Development Center - Workshops presented by the small business development centers in Wyoming.		
<b>UCGIS - 07/01/1998 - Open</b>	\$	5,000
Jeffrey Hamerlinck; Spatial Data and Visualization Center - To support the Spatial Data and Visualization Center.		
<b>UNITED STATES AIR FORCE - 07/06/2000 - 09/30/2001</b>	\$	7,100
Angela Hild; Renewable Resources - Remove vegetation to enhance Colorado butterfly plant.		
<b>UNITED STATES AUTOMOTIVE MATERIALS PARTNERSHIP - 09/27/2000 - 01/31/2001</b>	\$	35,768
Scott Coguill/Ronda Coguill; Mechanical Engineering - Composite materials testing.		
<b>UNITED STATES BUREAU OF RECLAMATION - 08/18/2000 - 09/30/2001</b>	\$	24,900

Thomas Heald/David Lentz/Margaret Cullen; Cooperative Extension Service - Xeriscape demonstration.

**UNITED STATES BUREAU OF RECLAMATION - 08/25/1998 - 06/15/2001** \$ 17,010  
Duane Keown; Natural Science Program - Wyoming conservation connection.

**UNITED STATES DEPARTMENT OF AGRICULTURE AGRICULTURAL RESEARCH SERVICE - 10/01/2000 - 09/30/2001** \$ 60,000  
Steven Horn; Agriculture Dean's Office - Research support for animal care.

**UNITED STATES DEPARTMENT OF AGRICULTURE ANIMAL AND PLANT HEALTH INSPECTION SERVICE - 10/02/00 - Open** \$ 90,800  
Elizabeth Williams; Veterinary Sciences - Ventana immunohistochemistry staining system.

**UNITED STATES DEPARTMENT OF AGRICULTURE COOPERATIVE STATE RESEARCH, EDUCATION AND EXTENTION SERVICE - 11/15/2000 - 11/30/2003** \$ 136,699  
Stephen Ford; Animal Science - Ontogeny and localization of VEGF and its receptors in the gravid porcine uterus.

**UNITED STATES DEPARTMENT OF AGRICULTURE COOPERATIVE STATE RESEARCH, EDUCATION AND EXTENTION SERVICE - 12/01/2000 - 11/30/2002** \$ 120,000  
Steven Miller; Botany - Russula brevipes reproduction in lodgepole pine forests.

**UNITED STATES DEPARTMENT OF AGRICULTURE COOPERATIVE STATE RESEARCH, EDUCATION AND EXTENTION SERVICE - 12/01/2000 - 11/30/2002** \$ 120,000  
Anne Sylvester; Botany - Cell patterning during maize leaf development.

**UNITED STATES DEPARTMENT OF AGRICULTURE COOPERATIVE STATE RESEARCH, EDUCATION AND EXTENTION SERVICE - 09/05/2000 - 10/31/2002** \$ 74,965  
Angela Hild; Renewable Resources - Exotic invasions to select native plant species.

**UNITED STATES DEPARTMENT OF AGRICULTURE FOREST SERVICE - 10/24/2000 - 06/30/2001** \$ 25,907  
Charles Mason; Economics and Finance - Assess market for Alaskan forest products.

**UNITED STATES DEPARTMENT OF AGRICULTURE FOREST SERVICE - 09/22/2000 - 02/28/2001** \$ 69,575  
Steven Gloss; Zoology - Wetland, aquatic, and riparian assessment.

**UNITED STATES DEPARTMENT OF AGRICULTURE FOREST SERVICE - 09/21/2000 - 06/30/2001** \$ 5,000  
Frederick Lindzey; Zoology - Bear management conference.

**UNITED STATES DEPARTMENT OF EDUCATION - 09/01/1999 - 08/31/2001** \$ 115,000

Charles Ksir; Education Dean's Office - Teacher quality enhancement.

**UNITED STATES DEPARTMENT OF EDUCATION -** \$ 85,600  
**06/01/2000 - 05/31/2001**

Manuel Gallegos; Student Educational Opportunity - Upward Bound program.

**UNITED STATES DEPARTMENT OF EDUCATION -** \$ 154,540  
**07/01/2000 - 06/30/2001**

John Nutter; Student Financial Aid - Pell grant program.

**UNITED STATES DEPARTMENT OF ENERGY - 04/01/1996 - 10/31/2002** \$ 85,000

Carrick Eggleston; Geology - Mineral dissolution and precipitation kinetics.

**UNITED STATES FISH AND WILDLIFE SERVICE - 09/20/2000 - Open** \$ 1,500

Douglas Keinath; Wyoming Natural Diversity Database - Status and distribution of boreal toads in Wyoming.

**UNITED STATES FISH AND WILDLIFE SERVICE - 10/01/1998 - Open** \$ 672

Mary Neighbours; Wyoming Natural Diversity Database - Database management.

**UNITED STATES GEOLOGICAL SURVEY - 09/28/2000 - 09/30/2001** \$ 10,000

Dennis Feeney; Civil Engineering - Incorporate aquatic ecology data into water resources data system.

**UNITED STATES GEOLOGICAL SURVEY - 09/01/1993 - Open** \$ 500

John Murphy/James Steidtmann; Geology - Fission-track thermochronology.

**UNITED STATES GEOLOGICAL SURVEY - 03/09/1999 - 12/31/2001** \$ 9,335

Kenneth Gerow; Statistics - Statistical issues for Innoko National Wildlife Refuge.

**UNITED STATES GEOLOGICAL SURVEY - 03/28/2000 - 05/31/2002** \$ 31,050

Stanley Anderson; Zoology - Ungulates in shrublands and woodlands.

**UNITED STATES NATIONAL INSTITUTES OF HEALTH -** \$ 194,491  
**12/01/2000 - 11/30/2001**

Peter Thorsness; Molecular Biology - Genetic analysis of mitochondrial integrity.

**UNITED STATES NATIONAL SCIENCE FOUNDATION -** \$ 90,000  
**02/15/1999 - 01/31/2002**

Suzanne Harris; Chemistry - Electronic structure for hydrotreating catalysts.

**UNITED STATES NATIONAL SCIENCE FOUNDATION -** \$ 30,892  
**09/11/2000 - 12/31/2000**

Kenneth Dueker; Geology - Amplitude of short-scale discontinuity topography.

**UNITED STATES NAVY - 02/01/1999 - 12/31/2001** \$ 124,961

Daniel Buttry; Chemistry - Combinatorial, highly automated electrocatalyst development.

**UNITED STATES NAVY - 09/14/1999 - 09/13/2001** \$ 99,777

L. Karl Branting; Computer Science - Case extraction for supporting knowledge acquisition.

**UNITED STATES SMALL BUSINESS ADMINISTRATION -** \$ 500,000  
**10/01/2000 - 09/30/2001**

Diane Wolverton; Small Business Development Center - Strengthen and support small businesses in Wyoming.

**UTAH STATE UNIVERSITY - 09/01/2000 - 08/31/2002** \$ 74,684

James Freeburn; Cooperative Extension Service - Research and education efforts to promote the development and adoption of farming methods.

**VIRGINIA POLYTECHNIC INSTITUTE AND STATE UNIVERSITY -** \$ 8,848  
**11/01/2000 - 05/31/2003**

Frederick Lindzey; Zoology - Big horn sheep in Grand Canyon National Park.

**WAI TAT CHEMICAL MATERIALS COMPANY, LIMITED - 09/01/1998 - Open** \$ 50,000

Lewis Bagby; International Programs - UW/China agriculture exchange program.

**WASHINGTON, UNIVERSITY OF - 09/30/2000 - 09/29/2001** \$ 57,499

Sylvia Moore; WWAMI Medical Education Program - Wyoming area health education center.

**WASHINGTON STATE UNIVERSITY - 07/01/2000 - 09/14/2003** \$ 7,500

Stephen Miller/Craig Alford; Plant Sciences - Imazamox-resistant wheat in crop rotation.

**WATKINS, MARK - 10/01/2000 - 09/30/2001** \$ 250

Diane Wolverton; Small Business Development Center - Workshops presented by the small business development centers in Wyoming.

**WATT, MARIAN - 10/01/2000 - 09/30/2001** \$ 250

Diane Wolverton; Small Business Development Center - Workshops presented by the small business development centers in Wyoming.

**WEIKUM, PAMELA - 10/01/2000 - 09/30/2001** \$ 125

Diane Wolverton; Small Business Development Center - Workshops presented by the small business development centers in Wyoming.

**WELLS FARGO BANK - 10/01/2000 - 09/30/2001** \$ 100

Diane Wolverton; Small Business Development Center - Workshops presented by the small business development centers in Wyoming.

**WESTERN RESEARCH INSTITUTE - 12/01/2000 - 11/30/2001** \$ 45,201

Katta Reddy; Renewable Resources - Oxidation and reduction kinetics of pyrite in water.

**WOODS HOLE OCEANOGRAPHIC INSTITUTION - 08/01/2000 - 12/31/2000** \$ 9,100

Barbara John; Geology - Origin and emplacement of a tectonic window into the lower oceanic crust and mantle.

**WOOLEY, SHARON - 10/01/2000 - 09/30/2001** \$ 200

Diane Wolverton; Small Business Development Center - Workshops presented by the small business development centers in Wyoming.

<b>WYOMING ARTS COUNCIL - 07/19/2000 - 07/30/2000</b>	\$	2,539
Patricia Tate; Theatre and Dance - Snowy Range summer dance festival.		
<b>WYOMING COUNCIL FOR THE HUMANITIES - 10/27/2000 - 04/30/2001</b>	\$	4,220
Marsha Knight; Theatre and Dance - Inanna project - Diane Wolkstein.		
<b>WYOMING DEPARTMENT OF CULTURAL RESOURCES - 09/01/2000 - Open</b>	\$	15,000
Harold Bergman; School of Environment and Natural Resources - Review winter use reports.		
<b>WYOMING DEPARTMENT OF EDUCATION - 10/01/2000 - 09/30/2001</b>	\$	23,000
Michael Loos; Counselor Education - Chemical abuse research and education program.		
<b>WYOMING DEPARTMENT OF EDUCATION - 11/01/2000 - 09/30/2001</b>	\$	35,000
Peter Ellsworth; Natural Science Program - Coordinated resource management.		
<b>WYOMING DEPARTMENT OF EDUCATION - 11/01/2000 - 09/30/2001</b>	\$	20,000
Peter Ellsworth/Patricia McClurg; Natural Science Program - Comprehensive program project coordination.		
<b>WYOMING DEPARTMENT OF EDUCATION - 11/01/2000 - 09/30/2001</b>	\$	50,000
Margaret Hudson/Timothy Rush; Natural Science Program - Increase student literacy achievement.		
<b>WYOMING DEPARTMENT OF EDUCATION - 11/01/2000 - 09/30/2001</b>	\$	54,700
Linda Hutchison/Judith Ellsworth/Elizabeth Horsch; Natural Science Program - Math/science model.		
<b>WYOMING DEPARTMENT OF EDUCATION - 11/01/2000 - 09/30/2001</b>	\$	20,000
Linda Hutchison/Lynne Ipina/Snehalata Huzurbazar; Natural Science Program - Math backpacks.		
<b>WYOMING DEPARTMENT OF ENVIRONMENTAL QUALITY - 06/01/2000 - 08/18/2000</b>	\$	5,862
Philip Roberts; History - Historical resource summer interns.		
<b>WYOMING DEPARTMENT OF HEALTH - 10/01/2000 - 09/30/2001</b>	\$	54,800
Michael Loos; Counselor Education - Wyoming chemical abuse and research and education program.		
<b>WYOMING DEPARTMENT OF TRANSPORTATION - 10/01/2000 - 09/30/2001</b>	\$	95,654
Corrine Sheaffer; Fleet Operations - The 2000-2001 shuttle bus program.		
<b>WYOMING GAME AND FISH COMMISSION - 05/19/2000 - 05/18/2001</b>	\$	18,900
Merl Raisbeck; Veterinary Sciences - Mercury and selenium in fish.		
<b>WYOMING GAME AND FISH DEPARTMENT - 07/01/1999 - Open</b>	\$	10,000
Stanley Anderson; Zoology - Wildlife research.		
<b>WYOMING GAME AND FISH DEPARTMENT - 07/01/1999 - Open</b>	\$	20,000
Frederick Lindzey; Zoology - Wildlife research.		

<b>WYOMING GOVERNOR'S OFFICE - 11/15/2000 - 06/30/2001</b>	\$	32,500
Keith Miller; Wyoming Institute for Disabilities - Family support network.		
<b>WYOMING RECOVERY PROGRAM FOR ADDICTIONS, LLC - 10/01/2000 - 09/30/2001</b>	\$	250
Diane Wolverton; Small Business Development Center - Workshops presented by the small business development centers in Wyoming.		
<b>WYOMING WATER DEVELOPMENT COMMISSION - 10/31/2000 - 06/30/2002</b>	\$	30,000
Quentin Skinner/Katta Reddy; Renewable Resources - Assessing water quality and plant species response to surface flow of CBM production water in channels draining Wyoming watersheds.		
<b>WYOMING WILDLIFE FEDERATION - 06/15/2000 - Open</b>	\$	2,000
Jeffrey Hamerlinck; Spatial Data and Visualization Center - Develop a digital data layer representing fence structures in southwest Wyoming.		
<b>WYOMING WOMEN'S BUSINESS CENTER - 10/01/2000 - 09/30/2001</b>	\$	61,704
Diane Wolverton; Small Business Development Center - Provide education, counseling and assistance to economically and socially disadvantaged Wyoming women in business management.		
<b>TOTAL - Contracts and grants approved October 20, 2000, through December 20, 2000.</b>	\$	4,311,946
TOTAL - Contracts and grants previously approved:		
07/01/00 - 08/25/00		8,123,296
08/26/00 - 10/19/00		15,513,988
	\$	<u>23,637,284</u>
<b>TOTAL - Contracts and grants approved July 1, 2000 through December 20, 2000.</b>		<b>\$ 27,949,230</b>

Dr. Gern reported there are \$5 million of grants up for approval. He noted: specific NRI grants in the College of Agriculture; there are 72 separate funding agencies; and, UW is about \$5 million ahead of last years awards.

Trustee Hammons complimented the efforts of the sugar beet research researchers in the Big Horn basin.

With consensus of the Finance Committee, this item was placed on the Consent Agenda.

### Governor's Budget Recommendations

Rick Miller gave an overview on what is going on at the capitol. The Appropriations Committee is building a supplemental budget bill. Governor Geringer submitted a letter of support to the committee for the endowment. Mr. Miller reported there was quite a bit of legislation that dealt with the University.

### Internal Audit Activity Conducted in Accordance with the Audit Plan for the Period October 1, 2000 - December 31, 2000

Trustee Hammons noted the internal audit reports as follow. She thanked Mr. Jacobson for his work and advised him that the Finance Committee would be working with him on the audit timelines.

#### INTERNAL AUDIT ACTIVITY CONDUCTED IN ACCORDANCE WITH THE AUDIT PLAN FOR THE PERIOD OCTOBER 1, 2000 TO DECEMBER 31, 2000.

The following audits have been completed.

1. The comprehensive audit of NCAA compliance in the area of Recruiting for the 1998-99 academic year has been completed. This is the third audit in a series of five annual audits that will cover all NCAA compliance areas. The text of the audit report is on the following pages.
2. The Wyoming State 4-H Foundation has been audited for the year ending September 30, 2000. The text of the audit report is on the following pages.

The following audits and related activities are in process:

1. The American Heritage Center is being audited.
2. Monthly reporting process on gift accounts is being reviewed.

3. Van Jacobson and Jim Byram have been participating in the implementation of the PeopleSoft Financial Management System and the Human Resources 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.

Audit recommendations from the following audits have not been fully implemented:

1. The Telecommunications (Chartfield Organization codes 12584, 12585, 14847, 14915, 16008) audit report was issued in April 1996. Recommendations will be fully implemented by March of 2001.
2. The Art Museum and Art Museum Sales Gallery audit reports were issued in March 2000. The audit recommendations have been implemented except the deficits of approximately \$228,000 in the Art Museum and \$158,000 in the Art Museum Sales Gallery have not been eliminated. A deficit repayment schedule is being developed.
3. The Child Care Center audit report was issued in June of 2000. The audit recommendations will be fully implemented in July of 2003 when the deficit of approximately \$67,000 has been completely eliminated.
4. Vending Services audit report was issued in October of 2000. The audit recommendations will be fully implemented by March of 2001.
5. The comprehensive audit of NCAA compliance in the area of Recruiting for the 1998-99 academic year was issued in November of 2000. The audit recommendations will be completed in January of 2001.



## I. NCAA RECRUITING AUDIT

November 1, 2000

To the Athletic Planning Committee of the  
University of Wyoming

We have completed an audit of the NCAA compliance in the area of Recruiting for the 1998-99 academic year. This is the third audit in a series of five annual audits that will cover all NCAA compliance areas. Financial Aid was audited for the 1997-98 academic year. The audit recommendations from the Financial Aid audit have all been implemented. The next audit will be in the areas of Representatives of Athletics Interests, Complimentary Admissions, Extra Benefits, Camps and Clinics, Summer Employment, and Playing and Practice Seasons for the 1999-00 academic year. The following are the observations, recommendations, and Athletic Department/Athletic Planning Committee responses that resulted from the audit of Recruiting for the 1998-99 academic year.

### 1. \$30 DOLLAR LIMIT FOR PROSPECT ENTERTAINMENT

#### Background

Bylaw 13.7.5.5 Student Host: the institution may provide the following to a student host entertaining a prospect: (a) A maximum of \$30 for each day of the visit to cover all actual costs of entertaining the prospect (and the prospect's parents, legal guardian(s) or spouse), excluding the cost of the meals and admission to campus athletics events.

Bylaw 13.7.5.8 Normal Retail Cost: if a boat, snowmobile, recreational vehicle or similar recreational equipment (including those provided by an institutional staff member or a representative of the institution's athletics interests) is used to entertain a prospect or the prospect's parents, legal guardian(s), and spouse, the normal retail cost of the use of such equipment shall be assessed against the \$30-per-day entertainment figure; further, if such normal retail cost exceeds the \$30-per-day entertainment allowance, such entertainment may not be provided.

#### Observation

It is common to take prospects on a snowmobile tour during their official visit. The prospects and their hosts are taken to Albany WY to ride snowmobiles owned by the Athletic Department. These tours normally last about one hour. The Athletic Department set the rental cost of a snowmobile at \$10 per machine. The \$10 rental cost must be taken out of the \$30 per day entertainment allowance for the prospect. The \$10 fee had not been adjusted to the "normal retail cost of the use of such equipment" as required by the NCAA. During this audit the retail cost for snowmobile rental in Albany was established at \$20 per hour.

### Recommendation

The \$10 snowmobile rental cost established by the Athletic Department is \$10 less than \$20 per hour retail rate for that equipment. The snowmobile rental fee of \$10 is an apparent violation of the requirement to set rates at the “normal retail cost of the use of such equipment” specified in NCAA Bylaw 13.7.5.8. This apparent violation should be reviewed in accordance with the University of Wyoming Compliance Policies and Philosophies by the group consisting of the Compliance Coordinator, Director of Athletics, Faculty Athletics Representative, and General Counsel, to determine if a violation has occurred. The results of the determination should be forwarded to the Internal Audit office.

Future snowmobile rental rates established by the Athletic Department must be at the “normal retail cost of the use of such equipment”. To ensure compliance, the normal retail cost should be established and documented each year and the Athletic Department rental rate must be adjusted accordingly.

### Response

We concur that it is now appropriate to review the retail value assigned to the snowmobiling activity and that \$20 is a more realistic value for this activity for the 2000-01 year. While it is appropriate to adjust the retail value to \$20 for the 2000-01 year, we do not believe that our approach of using a value of \$10 in the past has necessarily resulted in an NCAA violation. We have reviewed the issue with the Mountain West Conference Assistant Commissioner for Compliance and she does not believe a violation has occurred either. She is in full support that we adjust the value to \$20 for the 2000-01 year. However, we will review the issue with the group consisting of the Compliance Coordinator, Director of Athletics, Faculty Athletics Representative, and General Counsel, in accordance with our written policies for evaluating an issue for NCAA compliance, and make a determination if there has been any NCAA rule violation. The results of the review will be communicated to internal audit and, if a violation has occurred, it will be promptly reported to the NCAA. Finally, we concur with the recommendation to review the snowmobiling rate annually and update the rate to the current normal retail value, accordingly.

## 2. ENTERTAINMENT ALLOWANCE DEDUCTION FOR SNOWMOBILE RENTAL

### Background

Bylaw 13.7.5.5 Student Host: the institution may provide the following to a student host entertaining a prospect: (a) A maximum of \$30 for each day of the visit to cover all actual costs of entertaining the prospect (and the prospect's parents, legal guardian(s) or spouse), excluding the cost of the meals and admission to campus athletics events.

Bylaw 13.7.5.8 Normal Retail Cost: if a boat, snowmobile, recreational vehicle or similar recreational equipment (including those provided by an institutional staff member or a representative of the institution's athletics interests) is used to entertain a prospect or the prospect's parents, legal guardian(s), and spouse, the normal retail cost of the use of such equipment shall be assessed against the \$30-per-day entertainment figure; further, if such normal

retail cost exceeds the \$30-per-day entertainment allowance, such entertainment may not be provided.

#### Observation

Athletic Department policy is to reduce the entertainment allowance of \$30 per day, to be used for the prospect and the student host, by the amount of the snowmobile "rent" of \$10 per person in Fiscal Year 1999. There was one prospect included in our sample whose entertainment allowance was not reduced for the cost of the snowmobile ride.

#### Recommendation

As a result of not reducing the prospect's entertainment allowance the prospect received impermissible benefit which is an apparent violation of NCAA Bylaw 13.7.5.5 (a). This apparent violation should be reviewed in accordance with the University of Wyoming Compliance Policies and Philosophies by the group consisting of the Compliance Coordinator, Director of Athletics, Faculty Athletics Representative, and General Counsel to determine if a violation has occurred. The results of the determination should be forwarded to the Internal Audit office.

#### Response

We will review the issue with the compliance group mentioned above and determine if a violation has occurred. The results of the review will be communicated to internal audit and, if a violation has occurred, it will be promptly reported to the NCAA.

### 3. 30 MILE LIMIT FOR PROSPECT ENTERTAINMENT

#### Background

NCAA Bylaw 13.7.5 Entertainment/Tickets on Official Visit sub paragraph 13.7.5.1 General Restrictions: An institution may provide entertainment, which may not be excessive, on the official visit only for a prospect and the prospect's parents [or legal guardian(s)] or spouse and only within a 30-mile radius of the institution's main campus.

#### Observation

It is common to take prospects on a snowmobile tour during their official visit. The prospects, and at times student hosts, parents or spouse, are transported to the small community of Albany Wyoming to ride snowmobiles owned by the Athletic Department. Albany is about a quarter mile from the 30-mile radius to the West of the main campus. The snowmobile tours proceed further West from Albany for at least two miles beyond the 30-mile radius.

#### Recommendation

The snowmobile tours apparently violate the 30 mile radius specified in NCAA Bylaw 13.7.5.1. This apparent violation should be reviewed in accordance with the University of Wyoming Compliance Policies and Philosophies by the group consisting of the Compliance Coordinator, Director of Athletics, Faculty Athletics Representative, General Counsel to determine if a violation has occurred. The results of the determination should be forwarded to the Internal Audit office.

### Response

We have reviewed this issue with the Mountain West Conference Assistant Commissioner for Compliance and she does not believe this policy constitutes a violation. She supports this position because the intent of the rule is to prohibit transportation of a prospect beyond 30 miles and that there is no recruiting advantage to continuing this activity after it began within the 30 mile radius. However, we will review the issue with the compliance group mentioned above and determine if a violation has occurred. The results of the review will be communicated to internal audit and, if a violation has occurred, it will be promptly reported to the NCAA.

## 4. PROSPECT VISITATION DOCUMENTATION

### Background

NCAA Bylaw 13.7.2 Length of Official Visit states that an official visit shall not exceed 48 hours.

Bylaw 13.7.2.1 48-Hour Defined: the 48-hour period of the official visit begins at the time the prospect arrives on the institution's campus, rather than with the initiation of the prospect's transportation by a coach or the time of the prospect's arrival at the airport or elsewhere in the community. The prospect's transportation to and from the campus must be without delay for personal reasons or entertainment purposes. The institution may not pay any expenses for entertainment in conjunction with the prospect's transportation. At the completion of the 48-hour visit, the prospect must depart the institution's campus immediately; otherwise, the institution may not pay any expenses incurred by the prospect upon departure from the institution's campus, including the cost of the prospect's transportation home.

### Observation

The Recruit Visitation Form has space available to document the arrival and departure of a prospect. The form does not indicate whether the times are for planning purposes, flight times, or actual times the prospect is on campus. There were two instances where the Recruit Visitation Form indicated an apparent violation of Bylaw 13.7.2.1.

According to the Recruit Visitation Accounting Form a football prospect, arrived on campus on April 23, 1999 at 2:14 PM and left on April 25, 1999 at 2:33 PM. If the prospect was on campus during this time the 48-hour rule would have been violated by 19 minutes.

The Recruit Visitation Accounting Form for a women's swimming prospect indicates that she arrived 10/1/98 at 11:17AM and left 10/3/98 at 10:45AM, she also attended the Utah football game on 10/3/98. It would appear that she violated the 48-hour rule by attending the football game. Supporting documentation indicates she did not land in Denver until 10/2/98 and left campus 10/4/98. Therefore, it appears that she did not violate the 48-hour rule.

With the first instance there is no documentation to indicate what the arrival and departure times actually represent and is a potential violation of Bylaw 13.7.2.1. In the second

instance supporting documentation indicates there is no violation of NCAA Bylaws. However, both instances indicate the need to improve the documentation of prospects visitation to campus.

#### Recommendation

The Recruit Visitation Accounting Form should be revised to ensure that the correct information for the prospect's visit is completely documented on the form.

#### Response

With regard to the first instance, we have obtained documentation from the travel agent supporting the accurate arrival and departure times for the prospect. Based upon these times, we were able to determine the accurate arrival time on campus (for the start of the 48 hour limit) and the accurate departure time from campus (for the end of the 48 hour limit). This information provides support that the visit did not exceed 48 hours. We have updated the recruit visitation form for this prospect.

We do acknowledge that at times it has been unclear to our coaches as to the proper times to be listed on the form (i.e. Arrival at airport, on campus etc.). As such, we will revise the form to provide for planned times and actual times, with the times being stated as the start and end of the 48 hour period per the NCAA regulations governing the start and end of the period. In addition, since July 2000 we have required detail flight and prospect visit itineraries to be submitted with the recruit visitation form at the conclusion of the visit.

### 5. PROSPECT EVALUATION FORMS AND TELEPHONE LOGS

#### Background

NCAA Bylaw, Article 13 Recruiting contains many rules to guide and restrict the actions of coaches, prospects, and families of prospects. Many of these rules have several parts and exceptions to rules and their sub parts. The only way to demonstrate compliance with these rules is through adequate staff training, comprehensive policy and procedures, and detailed accurate documentation.

#### Observation

While it appears that there is adequate staff training and documented policies and procedures, documentation in general needs improvement. The following observations and recommendations address documentation deficiencies:

- The contact and evaluation forms and phone logs were not available for all coaches. This is a result of coaching turnover and the forms were either thrown out or packed in boxes and shipped to the coaches' new residence.
- Not all phone logs specified whether or not the prospect was spoken to or whether a message was left. On several occasions a prospect was called more than once during a weeks time and there was no documentation to indicate that the prospect was not contacted.

- Contacts and evaluation documentation did not document approval for a visit by the high school's executive office.

#### Recommendation

Contact and evaluation forms as well as recruiting phone logs should be kept up to date and retained in a safe environment to prevent accidental loss or destruction. In addition, the information required on each of these forms should be uniform and contain all information needed to document compliance with the NCAA rules.

#### Response

We concur that the previous system of gathering and maintaining this documentation requires improvement. As such, in July we began requiring coaches to submit these logs to the Compliance Coordinator by the fifth business day from the end of the month, instead of maintaining this documentation in their files and the Compliance Coordinator periodically reviewing the information. This new procedure has worked well, resulted in complete files stored in the Compliance Coordinator's office and provided the opportunity for the Compliance Coordinator to review the records on a more timely basis.

### 6. RETENTION OF RECRUITING DOCUMENTATION

#### Observation

Often the only way to demonstrate compliance with the NCAA bylaws is to maintain documentation showing your efforts to remain within regulations. The following are examples of documentation that was not retained and therefore cannot support your compliance efforts:

- On one occasion a student's recruiting file was thrown away because the prospect decided not to attend the University of Wyoming.
- Documentation regarding high school graduation dates was not maintained after the prospect decided not to attend the University of Wyoming. Graduation dates become important when verifying the timing of contacts and/or phone calls.
- Copies of the five-visit letter were not always kept in the prospect's file.

#### Recommendation

A file for each student athlete that is recruited should be maintained. This file should contain all the information pertaining to the student's recruitment.

#### Response

Beginning in July 1999-2000, the Compliance Coordinator began maintaining a complete official visit file for each prospect that made an official visit to campus. A file is established once the coach submits a Recruit Visitation Form prior to the visit and is closed once the financial aspects of the visit are settled. The file contains all of the pertinent information relative to the visit (i.e. Recruit Visitation Form, 5 visit letter, transcripts, test scores, Prospect

Declaration form, itineraries and expense documentation) This process has ensured that the official files contain the complete information from the visit.

With respect to formalizing the process of documenting the high school graduation dates for prospects, we believe it is still most practical and efficient for the coaches to maintain this information in the format that they deem appropriate for their needs. We will monitor this issue to determine if further actions are needed to prevent possible problems associated with this information.

## 7. COMPLETE AND ADEQUATE PROSPECT VISITATION DOCUMENTATION

### Observation

Official visits with several prospects on campus at the same time or within days of each other must be a hectic time and difficult to maintain accurate documentation of the costs associated with a prospect's official visit. However, the supporting documentation should accurately reflect these costs. The following examples indicate inaccurate documentation:

Documentation in a prospect's file indicates she drove from Gillette to Laramie for her official visit. The documentation for meals eaten indicates she had a meal in Ft. Collins before she arrived in Laramie. Since she could not have reached Ft. Collins before she reached Laramie the documentation for the meal was inaccurate.

Also the Women's Track Folder indicates a contact (home visit) for the prospect and her file only indicates an official visit.

### Recommendation

Care should be taken to record those actually present during meals and that documentation for a prospect is consistent between the individual prospect file and all other files maintained.

### Response

We believe the process described in our response to Item # 6 satisfactorily addresses this recommendation.

Van Jacobson  
Internal Auditor

Jim Byram  
Auditor

Copy: Board of Trustees  
Philip Dubois, President  
Janet Constantinides, Faculty Athletics Representative  
Wm. Lee Moon Sr., Director Athletics  
Harry K. Fry Jr., Senior Associate Director Athletics

## II. WYOMING STATE 4-H FOUNDATION

November 21, 2000

To the Board of Directors  
The Wyoming State 4-H Foundation  
Laramie, Wyoming

I have completed a limited examination of the Wyoming State 4-H Foundation (Foundation) for the year ending September 30, 2000. The limited examination involved only those funds generated by Foundation activities, exclusive of any State of Wyoming funds. This report is for your information and should not be distributed to anyone that is not a member of the Foundation's management or the management of the University of Wyoming. No material exceptions were noted during the limited examination. The following section outlines the limited examination procedures that were performed and the types of audit procedures that were not performed.

### Limited Examination Procedures

The limited examination of the Foundation consisted of the following procedures:

#### 1. ASSETS

The limited examination of assets totaling \$1,122,873 consisted of the following procedures:

- a. Bank and investment account balances were confirmed at year-end.
- b. The operating checking account transactions recorded on the accounting records of the Foundation were reconciled to bank statement transactions for the year.
- c. The end of the year checking account bank reconciliation was reviewed.
- d. Transfers between bank and investment accounts during the year were reviewed.
- e. The accounting entries for investment transactions were reviewed.

#### 2. LIABILITIES

The limited examination of the liability for custodian funds (investments for outside investors) totaling \$56,578 consisted of confirming balances at year-end.

#### 3. CASH RECEIPTS

The limited examination of cash receipts consisted of the following procedures:

- a. The cash receipt forms issued during one month of the year were totaled and traced to bank deposits.
- b. The cash receipt forms for that month were compared to the amounts recorded in the monthly cash receipts journals.
- c. Interest and investment income was reviewed for the year.

#### 4. CASH DISBURSEMENTS

The limited examination of cash disbursements consisted of comparing the canceled checks for one month to the entries in the monthly cash disbursement journal.



## 5. INTEREST DISTRIBUTION

The quarterly distribution of interest to interest earning accounts was reviewed for one quarter to determine its compliance with the policy approved by the Board.

## 6. MANAGEMENT FEE

The quarterly assessment of the 5% management fee on revenue was reviewed to determine its compliance with the policy approved by the Board.

### Procedures Not Performed

The limited examination did not constitute an audit made in accordance with generally accepted auditing standards. Some of the procedures that were not performed during the limited examination are as follows:

1. The limited examination did not include a review of the system of internal control. The objectives of an internal control structure are to provide management with a reasonable, but not absolute, assurance that assets are safeguarded against loss from unauthorized use or disposition, and that transactions are executed in accordance with management's authorization, and recorded properly to permit the preparation of financial statements.
2. The limited examination did not attempt to evaluate whether the financial statements presented fairly, in all material respects, the financial position of the Foundation as of September 30, 2000 and the changes in its fund balances and its revenues and expenditures for the year then ended in conformity with generally accepted accounting principles.

Van Jacobson  
Internal Auditor

Copy: Steve Horn, Dean  
College of Agriculture  
Glen Whipple, Director  
Cooperative Extension Service  
Steve Aagard, Associate Director  
Cooperative Extension Service  
Fred Schlutt, Executive Director  
Wyoming State 4-H Foundation  
Steven Mack, Accountant  
Wyoming State 4-H Foundation

### Introduction to the Biennium Budget Cycle

President Dubois noted a previous document outlined the process; it is now a central decision process in the administration. He asked Mr. Harris, Mr. Oleske and Mr. Baccari to revise the document to reflect the process as it occurs today. Trustee Hammons added the process will change again in two years with the new Governor. This document will be beneficial to new trustees. Mr. Oleske mentioned that pending legislation may change the budget timeline somewhat in that it would create two separate budget process. The capital process should also be viewed as an annual budget, not biennial.

Mr. Harris noted the time line graph, which gives a good visual representation of what happens and the task overlap. The minutia that is done as a matter of process is not shown on the graph.

Trustee Hammons said the committee needs to be aware at what times it is appropriate for them to participate in the budget development processes. President Dubois said once the session is over, there should be a discussion with the Board on what happened, and begin the discussion for the next budget session. He will return in May for further discussion with the Board on proposals for next year.

The committee discussed the off-year of the biennium and reallocation. The committee needs to decide at which point things are policy decisions and whether the committee wants to be involved in the decisions or act on recommendations from the President.

### Financial Reporting Forms

Mr. Baccari presented a sampling of the budget forms prepared each year. Each year's budget is based on projected revenue estimates which is verified by the Budget Office. He explained the different revenue sources and how they're described. Trustee Hammons stated this report will be distributed to the Finance Committee only in order to keep them informed and up to date on the University's budget. Mr. Baccari will only provide narrative for specific items on the first yearly report.

### Proposed Charge for Finance Committee

#### FINANCE COMMITTEE

The Finance Committee shall consist of not less than three members of the Trustees who shall be appointed by the President of the Trustees at the annual meeting. The committee shall work with the President of the University and other appropriate University officers and with the governor and his staff in preparation for Trustee approval of all legislative requests, operating budgets or reallocations; and it shall meet with internal and external auditors, as appropriate.

The Wyoming Constitution establishes that the University of Wyoming Board of Trustees shall be responsible for financial oversight of the institution. Although all members of the Board share this responsibility, the Board's Finance Committee, through its deliberations, makes recommendations to the full board regarding the University's finances.

This committee, with the advice of the University's President and appropriate university officers, formulates both near and long term policy recommendations for the full board's approval. In order to accomplish this responsibility, this committee requires 1) internal knowledge of the university finances, 2) knowledge of the student population and considerations

for their financial contributions, 3) external knowledge of state, national, and global financial situations, and 4) knowledge of modern and newly developing financial management practices.

Trustee Hammons noted that her concern in the second paragraph is that all members of the Board be well-versed in information on the University's financial affairs. Trustee Bonner noted that the decisions made in the Investment Committee might affect the work of the Finance Committee. He asked if there is a need for the two committees to work together.

Trustee Spicer mentioned audits that might relate to management practices as discussed at the Summer Retreat. Trustee Bonner would like to meet with external auditors a day in advance of the Board meeting. President Dubois noted the Thursday meeting format could be used for future discussion as needed by the Finance Committee.

#### Discussion of Finance Committee Business

- a) Set calendar for remainder of FY 2001-FY 2002.
- b) Discuss other areas of committee responsibility.
- c) Formulate recommendations for committee membership and terms. Trustee Jorgensen recommended that four people be required to attend meetings and make the adjustment accordingly in the by-laws. Trustee Spicer noted that there should be a recommendation of no less than 5 members present at the committee meetings. Trustee Saunders suggested some continuity on the committee, perhaps by staggering terms of the members, rotating two out every year.
- d) Agenda for committee meetings. Trustee Hammons noted she thinks the committee will need to meet prior to every Board meeting. Trustee Jorgensen suggested the Board consider if there is a need for the Thursday committee meeting. Committee will need to work within the budget

timeline, selection of auditors, tuition, and fee book approval. President Dubois reminded the committee that the Board needs to be mindful of having policy discussions, rather than getting caught up in the minutia.

## **PERSONNEL COMMITTEE**

The Personnel Committee of the Board of Trustees met on Friday, January 19, 2001 with the following members present: Taylor Haynes, chair; Debbie Hammons, Kathy Hunt, and Shelly Ritthaler. Trustee Haynes noted the new procedure for the Personnel Committee items. He then read the items as presented in the Report for appointments, changes in appointments, reappointments, retirements, and resignations. This item was placed on the Consent Agenda.

Trustee Hammons mentioned the resignations within the College of Education and questioned whether the College would be able to handle the increase in enrollment. Dr. Buchanan stated the policy has been to look inside to handle course loads; however, the College is looking for new faculty as well. Dr. Allen noted the College did anticipate one resignation last year, while the other one was unexpected.

Trustee Haynes requested information on the process of evaluating faculty for promotion and tenure. Dr. Buchanan stated those guidelines are clearly stated in the UniRegs and are followed at the department, college and university level. President Dubois recommended that a briefing on the process be prepared and presented to the Personnel Committee and any other interested Board members at the May meeting.

Procedural Note: Under the terms of the Board's recently-approved changes in Board procedures, certain routine personnel actions will no longer appear in the Board's meeting agenda, but will be separately summarized for the Board by the President in periodic reports. These include various kinds of leaves, retirements, recalls, non-tenure track and limited-term academic appointments, and administrative appointments below the level of college dean or equivalent.

The Board's consideration of personnel actions is now limited to approving the recommendations of the President with respect to initial appointments of faculty, academic professionals, and university officers; and awards of tenure and approval of extended term appointments. The Personnel Committee's role with respect to these recommendations is to seek clarification or to ask questions on behalf of the Board in advance of their being forwarded to the "consent agenda" in the regular business meeting of the Board. No formal action by the committee is required. However, Trustee meeting procedures allow any member to seek removal of an item for the consent agenda or to have a vote recorded in the negative for any consent agenda item of which he or she disapproves.

**APPOINTMENTS**  
**1. Faculty**  
**Academic Affairs**

<u>Name</u>	<u>Rank</u>	<u>Salary</u>	<u>Appointment Period</u>
<i>American Heritage Center</i>			
<b>Shores, Leslie</b>	Assistant Archivist	\$30,000/FY	11/29/2000 to 06/30/2001

**College of Health Sciences**

<u>Name</u>	<u>Rank</u>	<u>Salary</u>	<u>Appointment Period</u>
<i>Division of Communication Disorders</i>			
<b>Hardin-Jones, Mary</b>	Associate Professor	\$75,000/FY	01/10/2001 to 06/30/2001
<i>Family Practice Residency Program - Casper</i>			
<b>Robitaille, Beth C.</b>	Assistant Professor	\$107,496/FY	10/16/2000 to 06/30/2001

**Military Science**

<u>Name</u>	<u>Rank</u>	<u>Salary</u>	<u>Appointment Period</u>
<i>Army ROTC</i>			
<b>Staver, Ronald T.</b>	Professor		07/01/2001 to 06/30/2002

**CHANGES IN APPOINTMENTS**

**1. Faculty**

**College of Arts & Sciences**

<u>Name</u>	<u>Rank</u>	<u>Salary</u>	<u>Appointment Period</u>
<i>Department of Botany</i>			
<b>Brown, Gregory K.</b>	Professor	\$61,680/AY	01/01/2001 to 05/31/2001
<b>Vogelmann, Thomas C.</b>	Department Head	\$84,398/AY	01/01/2001 to 05/31/2001
<i>Department of Criminal Justice</i>			
<b>Vila, Bryan J.</b>	Interim Director	\$58,740/AY	10/31/2000 to 10/31/2001

**REAPPOINTMENTS**

**1. Faculty**

**College of Arts & Sciences**

<u>Name</u>	<u>Rank</u>	<u>Salary</u>	<u>Appointment Period</u>
<i>Department of Physics &amp; Astronomy</i>			
<b>Johnson, Paul Elvin</b>	Department Chair	\$69,612/AY	09/01/2000 to 08/31/2003

**RETIREMENTS**

**1. Faculty**

**College of Agriculture**

<u>Name</u>	<u>Rank</u>	<u>Birth Date</u>	<u>Employment Dates</u>
<i>Department of Agricultural and Applied Economics</i>			
<b>Phillips, Clynn</b>	Professor	12/03/1955	10/24/1966 to 12/15/2000

**College of Education**

<u>Name</u>	<u>Rank</u>	<u>Birth Date</u>	<u>Employment Dates</u>
<i>Department of Adult Learning &amp; Technology</i>			
<b>Whitson, Donna L</b>	Associate Professor	07/27/1945	08/26/1991 to 05/12/2001

**RESIGNATIONS**

**1. Faculty**

**College of Education**

<u>Name</u>	<u>Rank</u>	<u>Employment Period</u>
<i>Department of Adult Learning &amp; Technology</i>		
<b>Sherritt, Caroline Ann</b>	Associate Professor	08/24/1989 to 05/12/2001
<i>Dept. of Elementary/Early Childhood Education</i>		
<b>Rhone, Linda Fae</b>	Instructor	08/24/1999 to 05/13/2000

**2. Academic Professionals**

**College of Health Sciences**

<u>Name</u>	<u>Rank</u>	<u>Employment Period</u>
<i>School of Health &amp; Human Services</i>		
<b>Hughes, Virginia C.</b>	Assistant Lecturer	03/01/1999 to 11/30/2000



## GLOSSARY OF PERSONNEL TERMS

### **Academic Professional**

Person other than faculty, engaged primarily in activities that extend and support the teaching, research, extension, and service missions of the University. There are four categories of academic professional: 1. Extension Educators, 2. Lecturers, 3. Research Scientists, 4. Post-Doctoral Research Associates. Individuals belonging to any of the first three categories can hold extended-term-track appointments under certain

### **Academic-Year (AY) Appointments**

Appointments in which the regular period of employment includes the fall and spring semesters (nine months) of each year, with no accrual of vacation leave. Most faculty members and academic professionals hold AY appointments. AY employees typically receive their nine-month salaries and benefits spread out over the 12 months of each calendar year.

### **Adjunct or Clinical Faculty**

Indicates a non-financial appointment of an individual to an academic unit. Adjunct appointments can include qualified non-academic personnel or faculty with other academic affiliations. Adjunct appointments are made at all three faculty ranks (Assistant Professor, Associate Professor, Professor) based upon academic qualifications. Clinical appointments are always at the Professor level. Adjunct appointments are normally for three years, while clinical appointments are for one year.

### **Archive Faculty**

This special faculty designation is reserved for archivists of the American Heritage Center. Archivists are responsible for acquiring original resource material to support academic research and teaching, organizing the material physically and intellectually, and teaching faculty, students and others to use these materials. There are three archivist ranks: 1. Assistant Archivist, 2. Associate Archivist, 3. Archivist. Promotion and appointment as Associate Archivist or Archivist carries with it the automatic award of a five-year

### **Assistant Professor**

Indicates tenure-track appointments of individuals who hold the terminal degree in their discipline. This is the usual entry-level faculty rank.

### **Associate Professor**

In addition to the qualifications of an Assistant Professor, Associate Professors have established a strong reputation in scholarship and teaching. Generally, faculty hired as Assistant Professors are promoted to the rank of Associate Professor at the time tenure is granted.

### **Development Leave**

Extended-term academic professionals who have completed six years of service at the University are eligible for professional development leave. The purpose of development leave is to enhance performance, to conduct special studies, or in some other way to enhance an individual's ability to contribute to the University. Development leaves can be granted with or without pay, are the prerogative of the academic unit in which the academic professional is located, and are generally similar to sabbatical leaves for faculty.

### **Emeritus Faculty**

Emeritus status can be awarded to tenured faculty who retire after long and distinguished service. The designation is honorary. By analogy, extended-term academic professionals may be eligible for emeritus status upon retirement. (Emeritus=masculine, emerita=feminine, emeriti=plural.)

### **Extended-Term Appointment**

Academic professionals who have successfully completed probationary terms (usually six years) may receive six-year appointments called extended-term appointments. The term also applies to certain librarians and archivists who hold faculty status. These employees are eligible for extended-term appointments after five-year

probationary periods. Extended terms for these employees are five years in length. Academic professionals, librarians, and archivists who are in the probationary period are on the extended-term-track.

#### **Extension Educator**

The primary function of this academic professional is to provide non-credit education to off-campus clientele through UW's Cooperative Extension Service. There are three ranks of Extension Educators: Assistant University Extension Educator, Associate University Extension Educator, Senior University Extension

#### **Faculty**

Members of the permanent faculty include tenured or tenure-track Assistant Professors, Associate Professors, and Professors. Also included are tenure-track individuals who hold the rank of Instructor while completing their terminal degrees. Certain librarians and archivists also hold faculty status, but they are eligible for extended terms instead of tenure.

#### **Fiscal-Year (FY) Appointments.**

Appointments in which the regular period of employment is the entire calendar year, with accrual of annual vacation leave. Faculty members who hold administrative positions with summer responsibilities often have FY appointments for the duration of their administrative terms.

#### **Full-Time Equivalent (FTE)**

A measure of the time commitment expected of an employee or a set of employees. For example, two full-time employees or four half-time employees constitute 2.0 FTE.

#### **Instructor**

Tenure-track faculty member who does not yet hold the terminal degree in the appropriate field. UW requires verification of degrees in the form of official transcripts. UW does not grant tenure to faculty members who hold Instructor status at the time of the decision.

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

Academic and administrative personnel may request leaves without pay for periods normally not in excess of one year, for purposes consistent with the professional enhancement of the employee and the advancement of the University's stature.

#### **Lecturer**

A category of academic professional involved largely in classroom instruction. Lecturers may be appointed to three ranks: Assistant Lecturer, Associate Lecturer, Senior Lecturer.

#### **Library Faculty**

This faculty designation applies to employees of the University Libraries. There are three ranks of library faculty: Assistant Librarian, Associate Librarian, Librarian. Persons holding the rank of Assistant Librarian are appointed on an annual basis. Persons holding the ranks of Associate Librarian and Librarian are eligible for five-year extended-term appointments.

#### **Part-Time Employee**

Any employee holding less than a full-time equivalent position (FTE less than 1.0).

#### **Post-Doctoral Research Associate**

Post-Docs are persons who desire greater professional development and research investigation, after having received a doctoral degree but before obtaining permanent employment. Post-Doctoral appointments are temporary.

#### **Probationary Employee**

Refers to tenure-track faculty members who have not received tenure and to academic professionals, library faculty, and archive faculty who have not yet received an extended-term contract. The probationary term for academic professionals is generally six years, with yearly reviews and re-appointments. For librarians and archivists,

it is five years. Faculty members who are on tenure-track appointments typically undergo the review for tenure in the sixth year of employment.

**Professor**

In addition to the qualification of an Associate Professor, "full" Professors have demonstrated superior research contributions, have attained wide recognition in their professional fields for scholarship or other creative activity, and have gained recognition as teachers and contributors in their fields.

**Research Professor**

Person with demonstrated superior capacity for research contributions, who is employed solely on external funds, and who holds a terminal degree. These appointments are made only at the Professor level and for not more than one year at a time. They are renewable.

**Research Scientist**

An academic professional whose primary responsibility is to conduct research. There are four ranks for Research Scientists: 1. Assistant Research Scientist, 2. Associate Research Scientist, 3. Research Scientist, 4. Senior Research Scientist.

**Review Year**

Year in which a reappointment review occurs for probationary employees. Normally, tenure-track faculty members undergo mandatory reappointment reviews in their first, second, and fourth years, with optional reviews in the third and fifth years. A review for the tenure decision occurs no later than the sixth year. An explanatory flow chart appears at the end of this glossary. In some cases employees start with credit toward a tenure or extended-term decision, based on their previous experience. In these cases the review year is the number of years of service at UW plus the number of years of credit.

**Sabbatical Leave**

Sabbatical leave may be granted to any tenured member of the faculty for the purposes of increasing professional competence and usefulness to the University. A minimum of six years service at the University must precede each period of sabbatical leave, although no right accrues automatically through lapse of time. Sabbatical leaves are normally granted for either a half year (full pay) or a full year (60% of salary). A faculty member who fails to return to the University after a sabbatical leave must repay the amount of compensation received from the University during the sabbatical.

**Temporary Appointment**

A short-term appointment without rights to tenure or extended term. Most temporary appointments are for one semester or one academic year.

**Tenure-Track Appointment**

Indicates a probationary faculty appointment prior to the award of tenure. Tenure-track positions generally require six years to tenure, but fewer years may be required based upon level of previous experience and accomplishments.

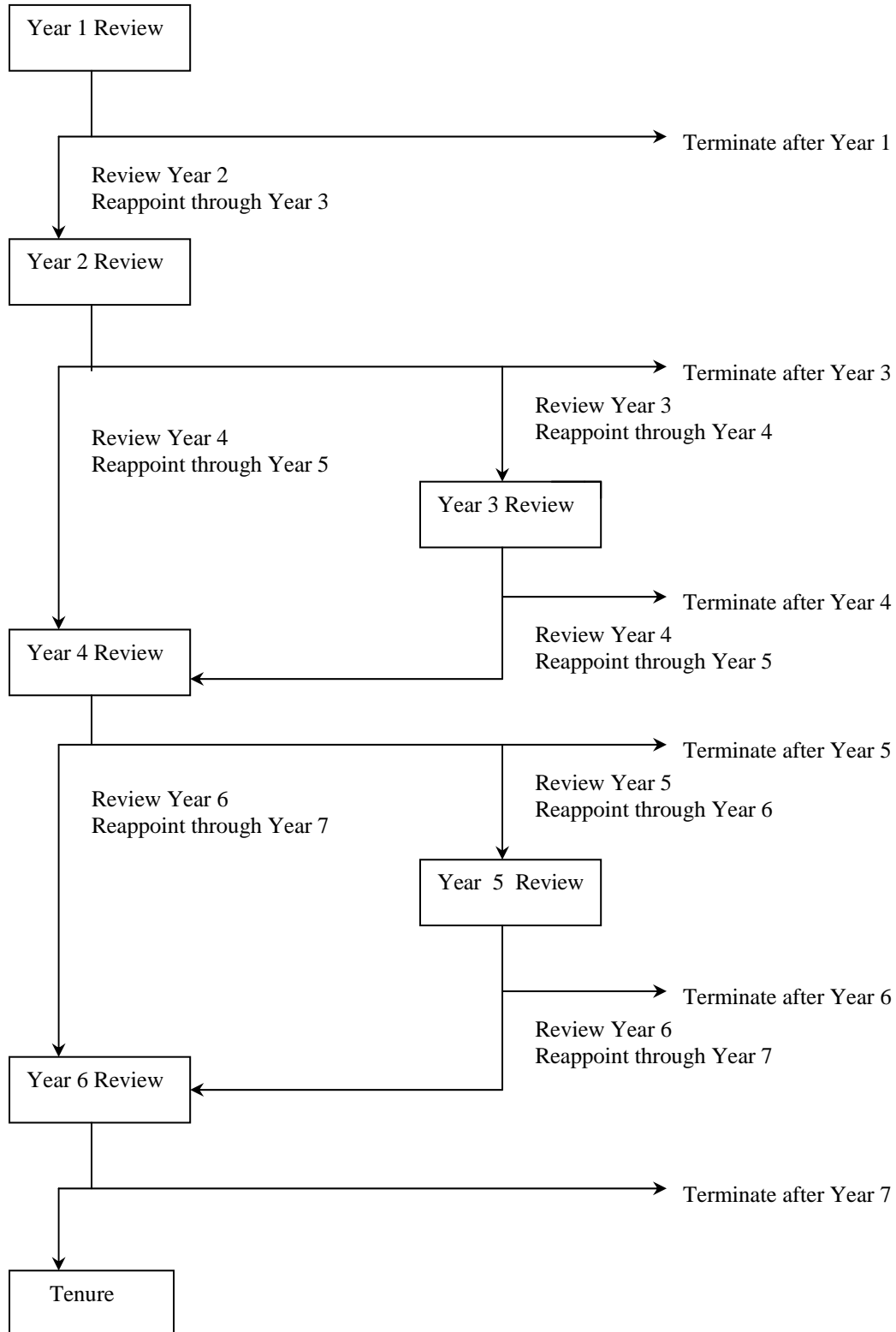
**Terminal Degree**

Typically the highest earned degree in a field of study. Examples include the Ph.D. (a variety of fields), the M.D. (medicine), the Ed.D. (education), M.F.A. (fine arts), and J.D. (law).

**Visiting Appointment**

Indicates a non-permanent, non-tenure-track faculty appointment. Most visiting appointments are for one year.

### FLOW CHART FOR FACULTY REAPPOINTMENTS



Methodology for FY 2002 Salary Adjustment

President Dubois noted that in light of the earlier decision made by the Board, the University would follow the SPAM methodology proposal and distribute the one-time salary allocation to faculty and staff in payments to be made in July 2001 and January 2002. Staff have been asked to develop for consideration, specific distribution guidelines. He also stated he would like the freedom to donate his adjustment to the pool and that perhaps others would follow his lead and donate their portion back to the pool as well. The salary adjustment will be based on merit and a minimum of six months of employment is required to be eligible to receive the funds.

The FY 2002 salary adjustment using the SPAM distribution plan with a SPAM donation to the pool allowed, was moved to an action item by the Personnel Committee and placed on the Consent Agenda.

## **PHYSICAL PLANT AND EQUIPMENT COMMITTEE**

The Physical Plant and Equipment Committee met on Friday, January 19, 2001 with the following members present: Pete Jorgensen, chair; Taylor Haynes, John Patrick and Shelly Ritthaler. Trustee True was unable to attend. The following items were presented to the full Board.

### Powell Office Building

University plans for construction of a new office building at the Powell Research and Extension Center are currently out to bid. The office building will contain nine offices and support spaces for the center. The building is 4,500 gross square feet and will contain 1,178 gross square feet of unfinished space in the base bid. A classroom/conference room and support kitchen will be unfinished and bid as an alternate. Should funds be made available the project could be finished under a single construction contract.

The \$250,000.00 total project budget is funded with University funds from the sale of the dairy herd at Afton and a commitment from the Vice President for Administration and Finance. The construction budget for the project has been estimated at \$200,000.00. The estimated costs to complete the unfinished area are \$35,000.00.

Funding for the annual operation and maintenance of the new office building will be a combination of funds, including money to lease space for the UW Seed Certification Service (relocated to new office building), existing discretionary funds obtained through fund raising (phonathon) and funds from the Agriculture Experiment Stations operation accounts.

## ADDENDUM

Four bids for construction of the office building at Powell were received January 4, 2001. A spreadsheet follows which presents the bidding results. The base bid includes the finishing of the building, with the exception of painting in the classroom/conference room and the carpeting within the building.

The construction budget for the building was \$200,886. The base bid, excluding the finishes, was \$256,666. The total to complete the entire project is \$241,581, which includes the base bid and the work not included in contract, minus Alternate No. 5.

Additionally, the project does not include the telecommunications equipment and terminations. The work is intended to be completed with the contingency and administrative funds.

Two options are available for consideration:

1. Continue with the construction of the building, excluding the finishes in the classroom/conference room and kitchen, at a cost of \$209,679, plus the carpet in the offices (\$4000), for a total construction cost of \$213,679.
2. Complete the entire project, for a construction cost of \$241,681.

It is recommended the Board of Trustees accept the bid of Jim's Building Service for the base bid of \$256,666, less Alternate No. 5, for a total of \$231,931. It is further recommended that an additional \$40,795 be allocated from the Powell land sale proceeds to complete the project, including \$9,750 for work not included in bid submission.

Following a brief discussion by the committee, this item was placed on the Consent Agenda.





#### Authorization of Use of Funds for Powell Office Building

As described above, the University would like to complete the construction of the office building at the Powell Research and Extension Center. Northwest College purchased 20 acres of the Powell Research and Extension Center property for \$60,000.00. The sale has been closed and the University has received the funds.

It is recommended the Board of Trustees that authorization be granted, as required, to use the proceeds from the Powell land sale to complete the unfinished part of the office building at the Powell Research and Extension Center that was bid as a bid alternate.

Trustee Bonner questioned UW's policy on proceeds from the sale of land. Trustee Jorgensen clarified the proceeds go into a fund to purchase and acquire other properties.

With consensus of the committee, this item was placed on the Consent Agenda.

#### Authorization for Sale of Bar Nunn

The University has a prospective buyer for the above-named lots. At present, the two lots are completely vacant and unused by the University. However, the property taxes and weed removal assessments continue year after year.

On November 16, 1999, the two lots were appraised for a total of \$7,500.00 in anticipation of a sale that never materialized. On November 29 of this year, John and Juanita Japp of Mills, Wyoming, offered to pay the November, 1999, appraisal price, as well as pay any and all recapture fee(s) for utilities and sewer tap(s). These costs alone will be between \$3,715.00 and \$7,430.00.

It is recommended the Trustees of the University of Wyoming accept the Japps' offer of \$7,500.00 for Lots 65 and 66 of the Bar Nunn Subdivision.

Mr. Baccari noted this land was for sale previously, the party withdrew and the sale did not go through.

With consensus of the committee, this item was placed on the Consent Agenda.

Approval for North Campus Land Purchase (Lutz Property)

In 1993, the University purchased properties at 915 and 921 Lewis, Laramie, Wyoming from Louis and Evelyn Lutz. Both Mr. and Mrs. Lutz passed away this past summer and their surviving heir is allowing UW first chance to purchase the two remaining lots of the estate - those being 462 and 464 N. 10th. The house at 462 N. 10th was the family residence and is contiguous with the north boundary of a newly created UW parking lot on the corner of 10th Street and Lewis. The 464 N. 10th house has been a rental unit for many years.

Acquisition of these properties would give UW ownership of all properties facing onto 10th Street between Lewis and Bradley. An 8-unit apartment house at 912-916 Bradley would be the only property in the west half of Block 129 not owned by the University (see map on next page).

It is recommended the Trustees of the University of Wyoming approve the purchase of Lots 3 and 4, Block 129, Union Pacific Railway Company's Second Addition, Laramie, Albany County, Wyoming, for the appraisal prices of \$93,000.00 (462 N. 10th) and \$77,000.00 (464 N. 10th). Said appraisals are dated September 15, 2000.

This item was placed on the Consent Agenda by the committee.



### Quitclaim Deed at McGuire Ranch

Over the past several years, the Wyoming Department of Transportation has been reconstructing Wyoming Highway 34 (Bosler junction to Wheatland) by segments. The last two sections, Morton Pass and Sybille Canyon, will be bid in February 2001. The Morton Pass section will affect University lands in Section 25, Township 20 North, Range 73 West when the McGuire Ranch property is contiguous to the highway right-of-way. To accommodate the two new twelve-foot wide travel lanes with four-foot shoulders, WYDOT is asking the University to sign a quitclaim deed involving 9.58 acres.

Originally, the highway right-of-way of 8.87 acres was granted as an easement. WYDOT is now asking this 8.87 acre easement, plus another 0.71 acres for additional right-of-way and snow plow turnout, be quitclaimed to The Transportation Commission of Wyoming.

WYDOT will pay the University as follows:

- Land - \$267.00 - \$10.00/acre for the present right-of-way easement and \$250.00/acre for the additional 0.71 acre needed.
- Damages - \$3800.00 - realignment of the south portion of the UW corrals that will be in the new right-of-way.
- Temporary Takings - \$167.00 - sloping and blending.

Compensation for fill materials taken from University land for construction purposes will be reimbursed, after the fact, by the Laramie office of WYDOT.

It is recommended the Trustees of the University of Wyoming quitclaim deed 9.58 acres of land for the widening and reconstruction of Wyoming Highway 34 within Section 25, Township 20 North, Range 73 West.

With consensus of the committee, this item was placed on the Consent Agenda.



### Frisbee Field Parking Lot

Last September the Trustees received President Dubois' report outlining a number of suggestions addressing parking needs and concerns on the University Campus. The Trustees approved the approach outlined in the report and authorized the administration to prepare a plan to implement the ideas that were presented at the meeting. The implementation plan is still a work-in-progress which will be presented, along with financial requirements, for the consideration and approval of the Trustees at a future date.

While the implementation plan has not yet been completed, the team developing the plan has recommended that the administration move forward now on one of the suggestions presented in the President's report—conversion of the Frisbee Field into a parking lot. Student surveys for the past several years have listed the lack of available parking as the most unsatisfactory item experienced while attending the University of Wyoming. A study, completed in June of 1998, confirmed, among other things, the need for an additional 407 resident-student parking spaces in order to bring University parking for this group up to a level comparable with other Rocky Mountain universities. The lack of adequate resident-student parking is perhaps the University's most significant parking problem.

Consequently, the President recommended that although he would prefer not to reduce campus green space, he believes that—at least in the near term—the construction of a parking lot south of Corbett Gym in the area currently known as the “Frisbee Field” would offer some relief to resident hall students. The design concept for this lot would combine the small parking lot on the south side of Corbett, the parking lot east of Crane Hall, and the Frisbee Field into one parking lot that would improve traffic flow and create another 220 parking spaces at an estimated cost of \$400,000. Funding and construction of the lot will be drawn from two sources: parking

fees (approximately \$335,000) and the maintenance account for streets and parking (approximately \$65,000). The balance in the maintenance account after this expenditure will be approximately \$65,000.

In order to provide additional parking for resident hall students by fall of 2001, it is necessary that we begin the design and construction of the lot now to bring it on line by next September. The Physical Plant Facilities Engineering Department has begun designing the facility. A consulting engineering firm has been hired to provide the required property survey and drainage plans, and Facilities Engineering has met with the City of Laramie and the Wyoming Department of Transportation to obtain their design requirements. The construction is scheduled for the summer of 2001, making the lot ready for use in September 2001.

The Frisbee Field Parking Lot was moved to an action item during the Friday meeting and by consensus of the committee, was placed on the Consent Agenda.

#### Update on Afton Annexation

In late September 2000, the University was advised of a Star Valley LLC petition for annexing, into the Town of Afton, the Custom Dried Foods property. The petition included annexation of a portion of University of Wyoming property that is subject to a Custom Dried Foods right-of-way easement. The annexation proposal was opposed by the Afton Town Council because such an annexation would have created an uneven west city boundary.

The city council countered with a proposal to annex the entire SW1/4NE1/4 of Section 25, which would have included some 40 acres, +/- of UW land. On 24 October, 2000, the University went on record as follows: "Should the Town of Afton proceed with annexation of the Star Valley LLC property and some portion of the Afton Research & Extension Center, the

newly created west city limit be established as a north-south line along the west boundary of the Star Valley LLC property. Furthermore, that portion of the Afton Research & Extension Center falling within this annexation be zoned "C2, and that portion outside the annexation remain an agriculture zone."

On December 7, 2000, the University was advised by Dennis Sanderson, an Afton attorney, that the city council would, at that evening's council meeting, annex the Custom Dried Foods property plus 135 +/- lineal feet of the University's land within the above-mentioned right-of-way easement to Custom Dried Foods. The annexation amounts to approximately .22 acre of UW land. (See map on the following page for UW land annexed.)





## Proposal to Construct Natural Gas Pipeline to Campus

### History

In the spring of 1997, a study was commissioned by the University to look into the feasibility of owning a dedicated gas line to campus. The current system of gas procurement is by purchasing gas from the local supplier, K&N Energy (KN), paying rates established by the Public Service Commission (PSC). These rates include a main line transportation fee (from the well head to the town boarder station), a local distribution fee (from the town boarder station to the burner tip) and a fee for the product, (the gas molecule). The study considered the feasibility of constructing a pipeline that would by-pass KN and its distribution system to allow for lower gas costs due to a reduction in the transportation cost components of natural gas. Enserco Energy Inc. (Enserco), a firm specializing in gas procurement and pipeline development, was hired to conduct this study, which was completed in June of 1997.

The study concluded that:

1. The gas volumes from the University alone were not enough to make the project economically feasible. However, if gas volumes from Ivinson Memorial Hospital (IMH) and part of the Albany County School District (ACSD) were included, project economics improved. The Laramie Gas Consortium (LGC) was formed by the University, IMH, ACSD and Enserco to form a partnership to investigate the possibilities of a jointly shared pipeline. The City of Laramie was also interested in becoming part of the LGC, but their facilities were too far from the preferred route of the pipeline, hurting project economics.
2. The preferred route of the pipeline would start at the Mountain Cement Plant, located south of Laramie by Highway 287, with a main line tap on the Colorado Interstate Gas (CIG) line. The new line would head north, then east across Highway 287 and the railroad tracks and then head diagonally in a northeast direction until it entered the City Limits at Spring Creek and 26<sup>th</sup> Streets. It then would run north on 26<sup>th</sup> Street and enter University property at 26<sup>th</sup> and Grand. Alternate routes were also studied, but this route held the most promise.
3. The Study estimated that a pipeline serving all three entities would cost \$993,000 and would lower the transportation cost component of gas by over \$2 per million BTU (MMBTU). The cost of the gas molecule was assumed to stay the same. It is estimated

that the University would be using 46% of the total volume of gas supplied by the pipeline. For the University, the savings on the 67,200 MMBTU/year of gas purchased would be over \$134,000.

4. Savings from the lower cost gas could then be applied to repayment of construction financing and the operation and maintenance costs associated with the pipeline. A 10-year construction loan for the pipeline, plus the continuing o&m costs, could easily be paid by project savings and still have a lower cost than with the current arrangement with KN Energy.
5. Also, there most likely would be further savings on the gas product as a third party firm would introduce competition by soliciting bids for the gas product to several suppliers. A \$0.20-\$0.40 /MMBTU reduction is a conservative estimate for third party purchasing the gas.
6. Enserco could arrange for all design, permitting and regulatory requirements and construct the pipeline. Also, they could arrange for the operations and maintenance of the pipeline, including the daily gas nominations and bidding.

The most promising University loads to connect to the pipeline include: Single and Two Story Student Housing, River Village, Spanish Walk, Plant Science - Insect Soils, Chem. Storage, West Football Stadium, General Storage and the Central Energy Plant. The over 300 individual gas meters presently connected to the KN system would be replaced by 7 master meters located at strategic points within the proposed distribution system.

Another purpose of the study was to use it as a negotiating tool in an attempt to negotiate for lower gas rates from the local supplier, K&N Energy Inc. On February 17, 1998, a rate reduction of \$1.54/MMBTU was requested. KN denied this request.

After this rejection, the LGC began to proceed with the next step, the construction of the pipeline. However, the ACSD was unwilling to proceed with this next step, so activities of the LGC were put on hold. During this period, the winters were the warmest of this century and the cost of gas was reduced from \$4.95/MMBTU to \$4.39/MMBTU, so the issues of the LGC became less important.

In June 2000, KN submitted a rate adjustment request to the PSC to raise the rate from \$4.39/MMBTU to \$6.44/MMBTU. This effectively revitalized the project with the ACSD now

being a more willing participant (in fact they wanted to look at adding more loads to the pipeline).

Enserco was contacted to update the original study, but they were no longer in the pipeline business and referred us to Allied Energy Services, Inc. (AES) of Westminster, Colorado. AES reviewed the study and reaffirmed its conclusions. They also stated that they would construct the natural gas facilities for a firm price of \$993,000. The \$993,000 price included all design, easements, highway and railroad crossing permits, CIG tap, Federal Energy Regulatory Commission approval and compliance with Department of Transportation pipeline safety regulations. AES then would have a ten-year contract for the operation and maintenance of the delivery facilities and to perform regulatory compliance services for a fee of \$0.15/MMBTU. AES would also be allowed to bid for up to 100% of the LGC's gas needs. If the LGC received a lower bid, then AES would have the option of matching the price and terms of such lower bid. With this scenario, there would be a \$1.30/MMBTU cost reduction for years 1-10 from current levels assuming that the construction debt was paid through a 10%, 10 year loan. After the 10<sup>th</sup> year (or when the construction debt is paid), the reduction increases to \$2.44/MMBTU. Again, these cost reductions only come from reduced transportation costs, not the cost of the gas.

Future:

The Division of Finance would like to proceed with this project, as it will help to protect the University from impending increases for gas costs. The Division of Housing would greatly benefit from this project, as they would be about 65% of the University LGC load. The CEP, for the time being, will not benefit as coal is used for its energy source. However, if gas prices were ever to be competitive with coal, it would provide substantial savings, as the CEP would

consume roughly 500,000 MMBTU/year of gas. It would also prepare the CEP for cogeneration if it were to become economically feasible.

Options to proceed with this project include:

1. Proceed with AES as described above, with project funding provided by one of several possible options including: bonding, an internal loan from University reserves, or a legislative funding request.
2. Go through a Request for Proposal process to select a design/build/operation firm to turnkey the project with funding as described in 1 above,
3. Go through a traditional design-build contract similar to the University's construction contracts.

In closing, the days of \$4.00/MMBTU gas are over. Future projections have gas molecule prices well over \$4.00 for at least the next 4 years. Currently, the gas market is seeing the highest prices ever, and will remain very unstable. This is due to increasing load growth, electrical deregulation, environmental regulations and gas fired electric power plant construction. The University must prepare itself for this volatility and reduce its costs as much as possible. The Division of Finance is asking for permission to proceed with this project.

Mr. Baccari made some introductory comments on this topic and noted that UW has been working on a pipeline for a number of years. The purpose is to construct our own pipeline to lower utility costs. Mr. Frosty Selmer made a powerpoint presentation for further discussion. Mr. Baccari suggested that UW use some of the medical contracts account to pay our portion of the debt.

Trustee Jorgensen noted he has some questions on the project and why UW would protect some of its entities from the market. President Dubois stated a narrative would be worked up for the Board to use when responding to questions.

Wyoming Technology Business Center

Dr. Gern gave a briefing on the Center. David Languilli, director of the Research Products Center provided information on why a building needs to be constructed. Dr. Gern reported there are enough companies to populate an incubator and it would not be limited to university-based businesses. UW is in partnership on the incubator with Laramie Economic Development Corporation and the City of Laramie. Dr. Gern noted the partnership has received funding from Governor Geringer for levels 1 and 2. Land would be donated by UW.

Facilities Planning Process FY 2001

Mr. Baccari indicated the committee has been meeting and is a little behind schedule. The committee is comprised of the vice presidents and a representative from Athletics.

Change Orders and Progress Report

The following gives an accounting of the progress and activity of construction since the November 2000 Trustees' meeting. Also reported are approved change orders to the Rochelle Athletics Center and Wyoming Union Renovation and Additions – Phase “0”.

**PROJECTS IN CONSTRUCTION**

**1. Studio Addition for Fine Arts Building**

Contractor: Spiegelberg Lumber and Building Company, Inc.  
 Bid Price: \$972,300.00  
 Original Completion Date: 27 June 2000  
 Contract Substantial Completion Date: 6 July 2000

	<b>Total</b>	<b>Design</b>	<b>Construction</b>	<b>Contingency</b>	<b>Administration</b>	<b>Equipment</b>	<b>Misc</b>
Budget	\$1,685,831.41	\$87,900.00	\$979,800.00	\$121,886.41	\$32,415.00	\$452,000.00	\$11,830.00
Expended	1,463,163.17	87,900.00	\$979,800.00	30,569.14	22,157.37	341,730.01	1,006.65
Obligated	57,654.99	-0-	-0-	4,578.00	650.00	52,426.99	-0-
Un-obligated	165,013.25	-0-	-0-	86,739.27	9,607.63	57,843.00	\$10,823.35

Remarks: The punch list has been completed and the owner-furnished equipment has been installed by the project electrician. The electrician is now doing owner-requested additional work to upgrade lighting and electrical connections in the existing experimental theatre.

2. Stadium Lighting

Contractors: Simpson Electric Co., Inc. and Musco Lighting  
 Bid Price: \$150,300.00 - \$304,000.00  
 Original Completion Date: 23 June 2000  
 Contract Substantial Completion Date: 23 June 2000

	Total	Design	Construction	Lighting	Contingency	Administration	Equipment
Budget	\$490,508.05	\$1,500.00	\$150,300.00	\$304,000.00	\$23,286.00	\$6,000.00	\$5,422.05
Expended	461,700.96	1,500.00	150,300.00	304,000.00	5,305.80	2,908.55	5,421.45
Obligated	7,734.84	-0-	-0-	-0-	-0-	-0-	-0-
Un-obligated	21,072.25	-0-	-0-	-0-	17,980.20	3,091.45	.60

Remarks: Mandatory 41-day advertising period ended on 17 August 2000. Final payment has been made.

3. Rochelle Athletic Center

Contractor: Spiegelberg Lumber and Building Company, Inc.  
 Bid Price: \$6,618,200.00  
 Original Completion Date: 15 June 2001  
 Contract Substantial Completion Date: 15 June 2001

	Total	Design	Construction	Contingency	Administration	Misc
Budget	\$8,427,592.00	\$608,936.00	\$7,050,000.00	\$378,041.00	\$297,042.00	\$93,573.00
Expended	3,159,157.61	477,604.21	2,631,528.00	-0-	50,025.40	-0-
Obligated	4,313,945.31	104,611.77	4,131,716.00	63,806.00	3,762.54	10,049.00
Un-obligated	954,489.08	26,720.02	286,756.00	314,235.00	243,254.06	83,524.00

Remarks: Structural steel is 95% in place and steel decking is 80%. Interior masonry walls are approximately 90% complete. The second level concrete floor has been poured. Metal framing for exterior walls is approximately 60% complete and 50% of the exterior stone is in place. Plumbers, electricians, sheet metal workers, and fire suppression installers are working on the rough-ins on the lower level.

4. Wyoming Union Renovation and Additions

Phase "0" Contractor: Spiegelberg Lumber and Building Company, Inc.  
 Phase "0" Bid Price: \$541,900.00  
 Phase "0" Original Completion Dates: Temporary Bookstore area - 24 July 2000  
 Breezeway portion/East Addition - 18 August 2000  
 Balance of East Addition - 15 September 2000

Phase "0" Present Completion Date: Temporary Bookstore area - 24 July 2000  
 Breezeway portion/East Addition – 4 September 2000  
 Balance of East Addition - 30 September 2000

Phases 1 through 3 Contractor: Spiegelberg Lumber and Building Company, Inc.  
 Phases 1 through 3 Bid Price: \$9,318,600.00  
 Phases 1 through 3 Original Completion Dates: Phase 1 – 14 May 2001  
 Phase 2 – 14 December 2001  
 Phase 3 – 1 May 2002

Phases 1 through 3 Contract Substantial Completion Dates: Phase 1 – 14 May 2001  
 Phase 2 – 14 December 2001  
 Phase 3 – 1 May 2002

	<b>Total</b>	<b>Design</b>	<b>Construction</b>	<b>Contingency</b>	<b>Administration</b>	<b>Misc</b>
Budget	\$12,437,508.00	\$1,237,092.00	\$9,852,218.00	\$909,800.00	\$338,148.00	\$100,250.00
Expended	2,046,098.30	899,147.52	1,022,514.00	53,737.02	70,699.76	-0-
Obligated	9,161,611.45	330,569.60	8,829,704.00	-0-	1,337.85	-0-
Un-obligated	1,229,798.25	7,374.88	-0-	856,062.98	266,110.39	\$100,250.00

Remarks: Demolition work is scheduled for completion by 1 January 2001. The asbestos abatement work is nearing completion. Metal framing, electrical and plumbing crafts are on-site. The foundation systems for the south and east additions are now in place. The south addition concrete columns and beams are being formed.

**5. University of Wyoming Hansen Livestock Teaching Arena Addition**

General Construction Contractor: Arcon Inc.  
 Bid Price: \$555,600.00  
 Original Completion Date: 12 April 2001 (160 days from date of Notice to Proceed)  
 Substantial Completion Date: 12 April 2001 (160 days from date of Notice to Proceed)

Pre-engineered Metal Building Materials Supplies: Westates Construction Co.  
 Bid Price: \$66,000.00  
 Original Completion Date: 6 January 2001 (75 days from date of UW Purchase Order)  
 Substantial Completion Date: 6 January 2001 (75 days from date of UW Purchase Order)

Grandstands – Materials and Installation Contractor: Southern Bleacher Construction Company  
 Bid Price: \$132,800.00  
 Original Completion Date: 12 April 2001  
 Substantial Completion Date: 12 April 2001

	<b>Total</b>	<b>Design</b>	<b>Construction</b>	<b>Contingency</b>	<b>Administration</b>
Budget	\$821,400.00	\$40,000.00	\$754,400.00	\$16,000.00	\$11,000.00
Expended	43,837.91	40,000.00	-0-	-0-	3,837.91
Obligated	754,400.76	-0-	754,400.00	-0-	.76
Un-obligated	23,161.33	-0-	-0-	16,000.00	7,161.33



Remarks: General contractor has installed the sewer line. Excavation work will begin after 1 January 2001.

**Rochelle Athletics Center**

**Change Order No. 4**

Item 1	Revision of brick cost	Add:	\$ 2,856.00
Item 2	Deduct for reduced cast stone band size (8" to 4")	Deduct:	(1,474.00)
Item 3	Add steel per steel shop redlines	Add:	1,786.00
Item 4	Add vision window to exam door 118A-1	Add:	268.00
Item 5	Add CMU pier at Stair S201	Add:	211.00
		<u>Total Change Order No. 4</u>	ADD: \$3,647.00

**Statement of Contract Amount**

Original Contract Amount	\$6,618,200.00
Total Change Orders Nos. 1-4	+ <u>208,850.00</u>
Adjusted Contract Price	\$6,827,050.00

**Wyoming Union Renovation and Additions – Phase "0"**

**Change Order No. 3**

Item 1	Delete painting and texturing gypsum board	Deduct:	\$ (5,120.00)
Item 2	Add 6 data boxes and cabling	Add:	3,596.00
Item 3	Modify foundation at southeast exit stairs	Add:	1,522.00
Item 4	Add 4 data boxes and cabling at cashier power poles	Add:	1,967.00
Item 5	Add data box and cabling for buy back station	Add:	984.00
		<u>Total Change Order No. 3</u>	ADD \$2,949.00

**Statement of Contract Amount**

Original Contract Amount	\$541,900.00
Total Change Orders Nos. 1-3	+ <u>32,446.00</u>
Adjusted Contract Price	\$574,346.00

**RFQ Golf Course Expansion and Housing Development**

President Dubois distributed the RFQ to the Board. He noted there is a meeting scheduled with the city and the Laramie Country Club to discuss the study. He hopes to provide more information to the Board prior to the next meeting.





## **INVESTMENT COMMITTEE**

The Investment Committee of the Board met on Friday, January 19, 2001. The following members were present: Dave Bonner, chair; and Jerry Saunders.

Trustee Bonner announced the Investment Committee will meet with John Vann's group in Dallas, Texas to receive the fourth quarter report.

### 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. (See next page).



## **ATHLETIC COMMITTEE**

The Athletic Committee of the Trustees met on Friday, January 19, 2001. The following members were in attendance: Dave Bonner, John Patrick, and Jerry Saunders. Trustees Ron McCue, Greg Schaefer and Hank True were unable to attend.

Trustee Saunders reported the committee did a walk through of the RAC. The contractor indicated they are about 11 days behind schedule. The athletics administration had just received the fall grade point averages for all teams. The cumulative GPA of all sports was 2.93; men's was 2.05 and women's was 3.11. This reflects favorably on our student athletes.

There was no further business to come before the committee.



## **COMMITTEE OF THE WHOLE**

### Bond Issue

Trustee Haynes moved to approve the bond resolution, the bond purchase agreement and the official statement. Trustee McCue seconded. The motion carried.

Trustee Haynes moved to approve the reimbursement resolution. Trustee McCue seconded. The motion carried.

### Approval of Naming Opportunities Discussed in Executive Session

Trustee Spicer requested a motion to approve naming opportunity. Trustee Haynes moved naming opportunity to an action item. Trustee Jorgensen seconded. The motion carried.

Trustee Saunders moved for approval of naming opportunity. Trustee Bonner seconded. The motion carried.

### Development Report



**FY 2001 Monthly Gift Report through November 30, 2000**

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						
	FY 2001	Month		FY 2001 to date		FY 2000 to same date		FY 2001	Month		FY 2001 to date		FY 2000 to same date	
	GOALS	DNRS	AMOUNT	DNRS	TOTAL	DNRS	TOTAL	GOALS	DNRS	AMOUNT	DNRS	TOTAL	DNRS	TOTAL
AGRIC	\$ 816,000	279	\$30,541	614	\$264,624	841	\$274,815	\$ 131,000	270	\$15,375	579	\$46,128	589	\$66,202
AHC	\$ 995,000	25	\$4,238	73	\$20,010	65	\$132,195	\$ 47,000	24	\$2,090	71	\$6,634	60	\$7,860
ALUMNI	\$ 38,000	55	\$5,360	148	\$21,250	87	\$16,480	\$ -	6	\$1,060	14	\$1,350	14	\$3,455
A & S	\$ 2,000,000	566	\$57,100	1524	\$739,426	1555	\$369,434	\$ 451,000	550	\$43,525	1446	\$167,214	1300	\$162,952
ATHLETICS	\$ 3,304,000	118	\$34,157	1234	\$533,058	1270	\$1,751,246	\$ 1,100,000	93	\$9,673	1002	\$178,460	897	\$173,419
BUSINESS	\$ 920,000	262	\$18,030	599	\$110,126	596	\$186,304	\$ 110,500	262	\$18,030	567	\$41,704	562	\$43,842
EDUCATION	\$ 600,000	255	\$11,715	584	\$26,910	577	\$240,069	\$ 45,000	255	\$11,715	577	\$25,560	564	\$19,431
ENGINEERING	\$ 2,300,000	375	\$48,986	909	\$159,513	949	\$1,186,306	\$ 300,000	367	\$34,036	868	\$85,988	923	\$92,352
IENR	\$ 525,000	18	\$8,240	48	\$115,755	22	\$146,248	\$ 65,000	18	\$8,240	42	\$15,755	19	\$38,748
HEALTH SCI	\$ 1,000,000	187	\$9,190	415	\$148,800	435	\$159,697	\$ 65,000	186	\$7,190	396	\$29,417	404	\$23,358
KUWR	\$ 380,000	458	\$18,275	3472	\$156,565	3658	\$154,162	\$ 360,000	458	\$18,275	3472	\$156,565	3618	\$149,830
LAW	\$ 250,000	78	\$6,025	183	\$25,899	182	\$39,346	\$ 62,000	78	\$6,025	168	\$15,993	174	\$21,598
LIBRARY	\$ 100,000	76	\$2,970	263	\$32,355	225	\$23,737	\$ 38,000	73	\$2,845	252	\$16,734	217	\$20,137
STUD AFFRS	\$ 80,000	239	\$4,052	1011	\$19,429	916	\$61,465	\$ 37,500	239	\$4,052	1009	\$19,379	914	\$17,965
UW ART MUS	\$ 215,000	83	\$29,735	287	\$115,062	316	\$80,715	\$ 55,000	27	\$4,285	88	\$12,720	46	\$3,100
UNIV. FUND	\$ 165,000	296	\$24,301	743	\$84,407	622	\$52,816	\$ 155,000	294	\$24,176	735	\$62,095	622	\$52,816
OTHER	\$ 2,060,000	41	\$14,137	418	\$518,752	405	\$771,899	\$ 68,000	12	\$2,727	94	\$19,090	321	\$42,273
GIFTS NOT YET BOOKED					\$1,425									
<b>TOTAL</b>	<b>\$15,748,000</b>	2,992	\$327,051	11,183	\$3,093,367	11,345	\$5,646,931	<b>\$ 3,090,000</b>	2,814	\$213,319	10,343	\$900,786	10,307	\$939,336

\*\*Total Donors do not reflect Column totals. Donors may give to more than one dept/division.

## **ANNOUNCEMENTS**

### ASUW Report

Kara Calvert talked about ASUW becoming part of a group that discourages sweat shop practices. Legislation on sweat shops has come forward, was tabled, and will come up for discussion in two weeks. Safe Ride has done very well during it's first semester on line with approximately 2000 riders. ASUW is working on the creation of two scholarships for remembering individuals that are important to students. They are also working on a housing guide for students who want to move off-campus that will include rental information, how to hook up utilities, and how to handle lease agreements. ASUW has entered into a cooperative effort with Wyoming community colleges for a charity drive with proceeds being distributed within local communities. UW's contribution would go to United Way. The Union finance legislation has passed. Students will be actively working on tuition restructuring issues.

Trustee Jorgensen thanked Ms. Calvert for her work and appreciates the efforts she has made during her tenure. Trustee McCue thanked Ms. Calvert for her support of the students and noted he has two children that will be impacted by this different tuition plan.

### Staff Senate Report

George Longpre said the last six months have been positive. The Holiday Market was very successful. Senate legislation is pending on benefit issues. He extended an invitation to the Board to attend Staff Recognition Day on March 8. Mr. Longpre reported that Jim Morgan is the president-elect.

### Faculty Senate Report

Ken Gerow reported Faculty Senate is discussing two UniRegs. They are UniReg 5 and the other is related to Ad-SAAC issues. Dr. Gerow, through a series of faculty forums, is providing input to the University Studies Committee. Recommendations will go to the full Senate in March and April.

### **UNFINISHED BUSINESS**

Trustee Spicer noted he wanted to present the Trustees' Award of Merit to the departing Trustees: Dave Bonner, Debbie Hammons, and Shelly Ritthaler. He noted their commitment to the University and their sense of pride and enthusiasm they have shared with the Board. On behalf of the Board, he thanked each of them for their service. President Dubois noted that he sometimes publicly or privately has had times of disagreement with the Trustees and he appreciated Trustee Hammons pushing him to be a better President. Trustee Bonner noted it is not a sad time and it has been a privilege and honor to serve the University.

Resolutions that accompanied the Award are printed in their entirety following the January Minutes of the Trustees.

### **NEW BUSINESS**

The next meeting will be held on March 8-10, 2001. President Dubois noted that the meeting will be held during the MWC basketball championships.

Trustee Jorgensen asked if any of 2001-2002 Board schedule could be approved. President Dubois reported the Board schedule will be determined during the March meeting.

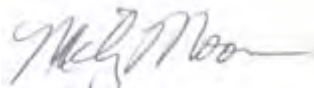
Trustee Saunders reported UW will play Texas A&M on September 6 and that date may coincide with a Board meeting.

## ADJOURNMENT

Trustee McCue moved to adjourn at 10:00 am. Trustee Haynes seconded the motion.

The motion carried.

Respectfully submitted,



Nicky S. Moore  
Deputy Secretary, Board of Trustees



Crystal R.M. Bennett  
Assistant to the Vice President  
For Administration and Finance



UNIVERSITY OF WYOMING  
TRUSTEES' AWARD OF MERIT

JOHN D. BONNER  
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. John D. "Dave" Bonner graduated from the University with a Bachelor of Science degree, recognized as the "Outstanding Journalism Graduate";

WHEREAS the many-talented Mr. Bonner found time during his undergraduate career to serve as editor of the *Branding Iron*, president of Sigma Chi Fraternity, and a member of countless honorary societies—such as Phi Beta Kappa—and was awarded a Professional Journalism Fellowship at Stanford University;

WHEREAS Mr. Bonner, now publisher of the *Powell Tribune*, has been a champion of community journalism and First Amendment rights in Wyoming, providing a newspaper of unbiased and solid reporting to his community;

WHEREAS Mr. Bonner has served on the Wyoming Council for the Humanities, as president of the Wyoming Press Association, as state chairman of the National Newspaper Association, as president of Rotary, as president of the Powell Valley Chamber of Commerce, as Park County director of the UW Alumni Association, as a member of the Northwest Community College Foundation, as a member of the Governor's Blue Ribbon Committee on Education, and as an elder in the Presbyterian Church;

WHEREAS Mr. Bonner agreed to assume a position on the Board of Trustees of this prestigious institution in 1989 upon the nomination of Governor Mike Sullivan and confirmation by the state senate;

WHEREAS Mr. Bonner's colleagues on the Board of Trustees, recognizing his multiple contributions and excellent leadership abilities, elected him to serve two terms as Board Vice President, one term as President, and as a member or chair of every standing committee of the Board;

WHEREAS Mr. Bonner, once recognized with the Admiral Emory S. Land Award to the student non-athlete who contributed the most to Intercollegiate Athletics, is still a great fan of Cowboy and Cowgirl Athletics, serving on the

Cowboy Joe Board of Directors and working hard to promote the recruitment of Wyoming students to UW's athletic programs;

WHEREAS Mr. Bonner's forthright manner, excellent communication skills, and copious notes have kept the Trustees on track and the people of Powell informed;

WHEREAS, Mr. Bonner has provided thoughtful, heartfelt messages to the UW community as a keynote speaker on many occasions and has, without a hint of personal embarrassment or fear of contradiction, used the power of his press to editorialize shamelessly on behalf of UW;

WHEREAS Mr. Bonner and his wife Diane have raised three wonderful children, Shelby, Brad, and Toby;

WHEREAS Mr. Bonner can now spend more time on the golf course, in his garden, and with his grandchildren;

WHEREAS Mr. Bonner has faithfully served the University of Wyoming and the State of Wyoming with intelligence and integrity;

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. Bonner's tremendous commitment and tireless leadership.

WE DO HEREBY PRESENT to Mr. Dave Bonner 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 nineteenth day of January, 2001.

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Philip L. Dubois  
University of Wyoming President

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Thomas E. Spicer  
Board of Trustees President

UNIVERSITY OF WYOMING  
TRUSTEES' AWARD OF MERIT

DEBORAH HEALY HAMMONS  
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 Wyoming native Deborah "Debbie" Healy Hammons—after completing a Bachelor of Arts degree in English and Creative Writing at Stanford University—has used her intelligence, historical perspective, and capacious memory to benefit her home state;

WHEREAS Ms. Hammons is a dedicated and popular teacher in Wyoming's public schools and has taken up the extra duty of teaching migrant workers' children in the special schools that are operate in the Big Horn Basin;

WHEREAS Ms. Hammons has poured her creative talents into writing and acting and has gained fame and statewide recognition as the knowledgeable and friendly host and producer of "Main Street Wyoming" on Wyoming Public Television;

WHEREAS Ms. Hammons has served her community as youth education director and vestry member of St. Alban's Episcopal Church, as a research associate at the Washakie County Museum and Cultural Center, as part of the Worland Soccer League and Great Books Club, as a judge for the Wyoming Young Authors Contest, as a member of the Wyoming Future's Committee, as past chairman of the board of Wyoming Research Institute, as chairman of the board of L.U. Ranch Company, as a board member of PacifiCorp Wyoming, and as a Democrat in a family of Republicans;

WHEREAS Ms. Hammons agreed to accept a position on the Board of Trustees of this prestigious institution in 1989 upon the nomination of Governor Mike Sullivan and confirmation of the Wyoming Senate;

WHEREAS Ms. Hammons' colleagues on the Board of Trustees, recognizing her multiple contributions and excellent leadership abilities, elected her to serve for two consecutive terms as President of the Board, two terms as Treasurer, and—over her years of service—have benefited from her chairmanship of the Academic and Student Affairs, Athletics, Budget, Community Colleges and Outreach, and Personnel Committees;



WHEREAS Ms. Hammons' clear thinking, forthright manner, and excellent communication skills have kept the Trustees on track and the people of Worland informed;

WHEREAS Ms. Hammons has been in great demand on campus as a keynote speaker and has willingly given her time, her thoughts, and her articulate presentations to students, employees, and friends of the University in a variety of venues;

WHEREAS, sitting in Trustee Board meetings consistently—but only slightly—to the literal and figurative right of Trustee Pete Jorgensen, Ms. Hammons has perfected the rolling of eyes whenever the subject is the College of Education or Intercollegiate Athletics;

WHEREAS Ms. Hammons and her husband Greg have raised two wonderful sons, Nathan and Luke;

WHEREAS Ms. Hammons will now have more time for writing, reading, snow and water skiing, and travel;

WHEREAS Ms. Hammons has faithfully served the University of Wyoming and the State of Wyoming with sharp wit and total engagement;

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 Ms. Hammons' profound dedication and boundless energy.

WE DO HEREBY PRESENT to Ms. Deborah Healy Hammons 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 nineteenth day of January, 2001.

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Philip L. Dubois  
University of Wyoming President

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Thomas E. Spicer  
Board of Trustees President

UNIVERSITY OF WYOMING  
TRUSTEES' AWARD OF MERIT

SHELLY RITTHALER  
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 Shelly Ritthaler crossed the Wyoming-Nebraska border and was raised in Wyoming and studied literature and history at Eastern Wyoming College, the University of Wyoming, and Black Hills State University—where she was a member of Spurs sophomore women's honorary and the Ag Club;

WHEREAS Ms. Ritthaler is a cattle rancher and active community member in Upton, Wyoming;

WHEREAS Ms. Ritthaler became interested in writing while attending a community education creative writing class in the early 1980s;

WHEREAS Ms. Ritthaler is now an author with a popular Avon books series for young readers and various articles which have been published internationally and recognized with numerous awards, including first place in the Manuscripts International Literary Awards for a short story and the Western Writers of America Golden Spur Award for the best short nonfiction work;

WHEREAS Ms. Ritthaler has served the State by leading 4-H groups; acting as historian and editor for the book, *Weston County: the First 100 Years*; teaching creative writing at Eastern Wyoming College; serving as a substitute teacher in Crook County School District; providing workshops in Wyoming classrooms for young writers; serving as an officer in various writers' organizations; and representing her county on the State Extension Service Advisory Board;

WHEREAS Ms. Ritthaler agreed to accept a position on the Board of Trustees of this prestigious institution in 1996 upon the nomination of Governor Jim Geringer and confirmation of the Wyoming Senate;

WHEREAS Ms. Ritthaler was the Board of Trustees Treasurer in 1999-2000 and has served on the Board's Academic and Student Affairs, Budget, Community College and Outreach (chair), Development, Personnel (chair), and Physical Plant Committees;

WHEREAS Ms. Ritthaler's thoughtful concern for both the University and the citizens of the State were always part of the Board's discussions of important issues;

WHEREAS Ms. Ritthaler is known as a friend to many on campus as she has participated in many University of Wyoming activities during her tenure as a Trustee;

WHEREAS Ms. Ritthaler has been of invaluable personal support to President Philip Dubois and Ms. Lisa Lewis Dubois, and is actually one of the few people who really likes "the parking plan";

WHEREAS Ms. Ritthaler will now have more time for husband Reuben and daughter MinDee—as well as bird-watching, collecting wildflowers, reading, and stirring the local political pot;

WHEREAS Ms. Ritthaler has faithfully served the University of Wyoming and the State of Wyoming with her sensitivity to others and scholarly abilities;

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 Ms. Ritthaler's tireless commitment and sincere devotion.

WE DO HEREBY PRESENT to Ms. Shelly Ritthaler 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 nineteenth day of January, 2001.

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Philip L. Dubois  
University of Wyoming President

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Thomas E. Spicer  
Board of Trustees President