

**THE UNIVERSITY OF WYOMING**

**BOARD OF TRUSTEES' MINUTES**

**March 22-23, 2002**

**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**

**March 22-23, 2002**

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**THE UNIVERSITY OF WYOMING**

**MINUTES OF THE TRUSTEES**

**March 22-23, 2002**

ASUW President Warnell Brooks and members of ASUW provided a briefing and tour on the ASUW Childcare proposal Thursday afternoon, March 21, 2002. Dr. Paul Johnson, department chair of Physics and Astronomy, presented a show at the planetarium and tour of the facility on Thursday evening. Academic Affairs provided a luncheon and briefing with an overview of the CTL and Instructional Support Technology on Friday. President Dubois hosted the Leadership Wyoming dinner held in the Yellowstone Ballroom, Wyoming Union on Friday evening.

**CALL TO ORDER**

President Spicer called the Business Meeting to order at 10:00 a.m. on Saturday, March 23, 2002.

**ROLL CALL**

Trustee Hunt took roll. The following were in attendance: Trustees Taylor Haynes, Kathy Hunt, Ron McCue, Jim Neiman, John Patrick, Judy Richards, Sara Robinson, Tom Spicer, and Hank True. Ex-officio Trustees Philip Dubois and Warnell Brooks were present. Trustees Peter Jorgensen and Greg Schaefer and Ex-officio Judy Catchpole attended the committee meetings, but were unable to attend the Business Meeting. Trustee Jerry Saunder and Ex-officio Trustee Jim Geringer were unable to attend any portion of the meetings.

**APPROVAL OF JANUARY 11-12, 2002 MINUTES**

Trustee Jim Neiman moved to approve the minutes of January 11-12, 2002 as presented; Trustee Judy Richards seconded. The motion carried.

**APPROVAL OF MINUTES OF EXECUTIVE COMMITTEE MEETINGS,  
FEBRUARY 21, 2002 AND FEBRUARY 27, 2002**

Trustee Ron McCue moved to approve the minutes of the February 21 and 27 meetings as presented; Trustee Taylor Haynes seconded. The motion carried. The minutes are available on pages 95 and 96.

**REPORT AND RECOMMENDATIONS OF THE PRESIDENT OF THE UNIVERSITY**

**Recommendation of the Consent Agenda**

President Dubois presented the Consent Agenda to the full Board with the recommendation it be approved. Trustee Haynes moved to approve; Trustee Hunt seconded. The motion carried.

**Board of Trustees' Consent Agenda**  
**March 23, 2002**

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**Recommendation of Personnel Actions**

President Dubois noted the personnel actions reviewed by the Personnel Committee and recommended they be approved. Trustee Haynes moved to approve all personnel actions; Trustee Hunt seconded. The motion carried.

## ACADEMIC AND STUDENT AFFAIRS COMMITTEE

The Academic and Student Affairs Committee met on Friday, March 22, 2002 with the following members present: Trustees Kathy Hunt, Chair; Pete Jorgensen, Ron McCue, Judy Richards, and Sara Robinson. The following items were discussed with three of them being placed on the Consent Agenda.

### Mission Statement

#### **University of Wyoming Mission Statement: Draft III**

The University of Wyoming aspires to be ~~recognized among~~ ~~recognized among~~ one of the nation's finest public land-grant research universities, dedicated to serving as a statewide resource for accessible and affordable higher education of the highest quality, rigorous scholarship, technology transfer, economic and community development, and responsible stewardship of our cultural, historical, and natural resources.

In the exercise of our primary mission to teach and educate students, we seek to provide academic and co-curricular opportunities that will:

- ~~Foster exposure~~ ~~Foster exposure~~ Expose students to the frontiers of scholarship and creative activity, and the complexities of an interdependent world;
- Ensure ~~personal~~ ~~personal~~ individual interactions among students, faculty, and staff;
- Nurture an ~~academic~~ ~~academic~~ environment that values and manifests diversity, free expression, academic freedom, personal integrity, and mutual respect; and
- Promote opportunities for personal growth, physical health, athletic competition, and leadership development for all members of the University community.

As Wyoming's only university, we are committed to outreach and service that extend our human talent and technological capacity to serve the people in our communities, our state, the nation, and the world.

The primary vehicles for identifying the specific actions and resource allocations needed to achieve this complex mission are the University's *Academic Plan*, *Support Services Plan*, and *Capital Facilities Plan*, each revised periodically.



President Dubois spoke regarding the redraft of the mission statement. The document that is published on the previous page is based on changes and information that he has received since the January meeting. Of note is the revision on the section on minorities and diversity. He advised the Board that if they were ready to move forward on the document, he was as well. The Academic and Student Affairs Committee moved the item to action and approved it, placing it on the Consent Agenda.

UniReg 805: Definition of Concurrent Majors, Dual Degrees, Second Bachelors Degree, Interdisciplinary Degrees, Affiliated Programs, and Minors

**Revised Senate Bill 293**

**Introduced by Executive Committee**

**A BILL TO REVISE UNIVERSITY REGULATION 805  
“DEFINITION OF Concurrent Majors, Dual Degrees,  
Second Bachelor’s Degree, Interdisciplinary Degrees,  
Affiliated Programs, and Minors”**

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**THE UNIVERSITY OF WYOMING  
Laramie, Wyoming**

**UNIREG 805  
~~September 17, 1981~~**

**UNIVERSITY REGULATION 805**

**Initiating**

**Authority:** University Faculty

**Subject:** Definition of Concurrent Majors, Dual Degrees, Second Bachelor’s Degree, Interdisciplinary Degrees, Affiliated Programs, and Minors

**Reference:** (a) Regulations of the Trustees, Chapter IV., Section 2  
(b) Faculty Senate Bill 134 (adopted February 16, 1981)  
(c) Faculty Senate Bill 293 (adopted December 10, 2001)

**1. PURPOSE.** ~~To establish a regulation to allow departments (divisions) the option of having a Cross College Major in their curriculum (a).~~ To define more specifically define the variety of degree types that students at the University of Wyoming may pursue. In particular, to define Concurrent Majors, Dual Degrees, Second Bachelor’s Degree, Interdisciplinary Degrees, Undergraduate Environment and Natural Resources (ENR) Major, and Minors.

**2. DEPARTMENT (DIVISION) REQUIREMENTS.** ~~The participating departments (divisions) will determine the requirements in terms of courses and/or hours needed for their Cross College Major. The~~

student would not need to meet the College requirements for a degree in the college in which he/she obtains the Cross College Major.

**3. COLLEGE WIDE OPTION.** At the option of the College, a college-wide Cross College Major may be developed where a College establishes a set of course work to enable the student to show emphasis in a college other than the one from which they receive their degree.

**4. STUDENT PARTICIPATION.** It is the option of the student whether or not he/she obtains a Cross College Major. A student can only obtain a Cross College Major outside the college in which he/she obtains his/her degree.

**5. ADVISORS.** The student will have an advisor in his/her degree granting department (division) and an advisor in his/her Cross College Major department (division) to help the student meet all requirements for the degree and the Cross College Major.

**6. TRANSCRIPT.** Upon completion of the required course work for the degree major and in the degree granting college and with the completion of the Cross College Major (at the option of the student) in a second college, the student will receive his/her degree from the degree granting college, with the transcript indicating the student having met the requirements for a Cross College Major in a second designated curriculum in another college.

## **2. CHARACTERISTICS OF CONCURRENT MAJORS.**

- a. One or more college involved
- b. Requires approval of all involved departments and colleges
- c. University requirements met only once
- d. Must meet all college and major requirements of the primary college/major
- e. Secondary majors will establish their own requirements (which may or may not include the college requirements for that college)
- f. Academic advisors will be assigned for each major
- g. One degree (BS, BA, etc) will be awarded (in the primary college)
- h. Only one diploma will be awarded (with the primary degree listed)
- i. Both majors must be completed by the same date (date of degree awarded)
- j. Both majors will be indicated on the academic transcript
- k. For accreditation purposes, certain colleges/majors may be required to be designated as the primary college/major
- l. When both majors are within the College of Business, the only concurrent Business major will be with Economics

## **3. CHARACTERISTICS OF DUAL DEGREES.**

- a. Two or more degrees in one or more colleges
- b. Multiple degrees awarded
- c. Multiple diplomas awarded
- d. Completion date for all degrees must be the same
- e. University requirements met only once
- f. All of the college and major requirements for both majors must be met
- g. Academic advisor in each major
- h. Must complete at least 30 credit hours at UW (at least 12 at the upper division) beyond the credit hour requirement for the degree with the minimum number of credit hours

#### **4. CHARACTERISTICS OF SECOND BACHELOR'S DEGREE.**

- a. Must have already completed one (or more) bachelor's degree(s) at UW or elsewhere
- b. University requirements must be met
- c. All of the college and major requirements must be met
- d. Second degree may have the same title (BA, BS, etc) and may be in the same college as the first degree. In the case of the same college, the second degree must be in a different major
- e. All previous UW undergraduate coursework is included in the calculation of the cumulative GPA
- f. Courses applied to the first degree may be repeated as part of the second degree, but the original grade and grade point average in the original degree will not be changed
- g. Must complete a minimum of 30 UW credit hours beyond the hours required for the first degree. At least 12 of these hours must be at the upper division level.

#### **5. CHARACTERISTICS OF INTERDISCIPLINARY DEGREES.**

Have all of the characteristics of a normally defined major except:

- a. More than one college is involved in the development of this type of degree
- b. Student has the choice of which college requirements will be met

#### **6. CHARACTERISTICS OF UNDERGRADUATE ENVIRONMENT AND NATURAL RESOURCES (ENR) MAJOR.**

- a. Similar to a concurrent major in that students must complete the requirements for a major in an "affiliated discipline" as a complement to the requirements set forth by ENR.
- b. Students may select any UW major as their "affiliated discipline."
- c. The "affiliated discipline" will be listed second on the student's transcript – e.g. "Environment and Natural Resources/Biology." If a student wishes to reverse the order, he/she must petition the department and the School of Environment and Natural Resources, who will report the change to the Registrar's Office.
- d. For statistical purposes, majors will be counted in the various departments of the "affiliated disciplines."

#### **7. CHARACTERISTICS OF MINORS.**

- a. A student may earn minors in one or more colleges
- b. A minimum of 12 hours (with a grade of "C" or better in all courses) must be earned
- c. Individual departments may elect to restrict the number of credit hours that may count simultaneously toward both the student's major and the minor
- d. An academic advisor will be assigned for the minor
- e. Approval is required from both the major department and the minor department
- f. The minor will be indicated on the academic transcript, but not on the diploma
- g. The minor must be completed with or prior to the graduation date associated with the student's major

#### **8. DEFINITIONS.**

- a. University requirements:
  - i. Cumulative GPA of 2.00 or better from the University of Wyoming
  - ii. Satisfactory completion of the prescribed curriculum in which the degree is sought
  - iii. Completion of a minimum of 48 upper division semester credit hours, 30 of which must be earned at the University of Wyoming. Credit by examination does not count towards the required 30 hours of residency credit.
  - iv. Not more than 24 semester hours of flexible enrollment courses (correspondence credit) may be used toward fulfilling requirements for a bachelor's degree.

- v. Not more than 4 semester hours of credit in physical activity courses can count toward a bachelor's degree.
- vi. The last credit applicable to degree requirements must be earned from the University of Wyoming with the following exception: students of senior standing may complete degree requirements elsewhere by obtaining special permission of the department head, advisor, and college dean, and filing an application for a degree before enrolling elsewhere.
- vii. Students are not allowed university credit for language courses below the 4000 level in their native language.
- viii. Students will be required to complete assessment activities as determined by the University of Wyoming prior to the awarding of degrees.

b. University, college and major requirements:

As listed in the *General Bulletin* when the student matriculates into a particular major. If a student is absent from the University of Wyoming for one academic year or more, then the student may be required to meet any new requirements that have been developed since the original matriculation date.

***AUTHENTICATION:*** *The foregoing Revised Senate Bill 293 was duly adopted by the Faculty Senate of the University of Wyoming under date of December 10, 2001, and is hereby transmitted to the President of the University of Wyoming for review in accordance with the Regulations of the Trustees.*

(signed)  
Richard Anderson-Sprecher  
Secretary of the Faculty Senate

Dr. Buchanan provided more detail on UniReg 805, noting it was reviewed at the previous meeting. The purpose of this document is for housekeeping and clarity. Members of the Board asked questions on some of the different areas. Trustee McCue noted this had been mentioned in the Academic Plan, and the Board has reviewed it as a model. The Academic and Student Affairs Committee moved the item to action and approved it, and then placed it on the Consent Agenda.

## Vore Buffalo Jump Memorandum of Understanding

### **Revised Memorandum of Understanding between the *Vore Buffalo Jump Foundation* and the *University of Wyoming Board of Trustees* relating to the development of the *Vore Buffalo Jump Research, Education and Cultural Center***

#### **Background**

The Vore Buffalo Jump has been shown to be one of the most significant archaeological sites in the world and, as such, has been placed on the National Register of Historic Places. In September, 1989, the Vore Family, incorporated as TUF Ranches, Inc., deeded the site to the University of Wyoming pursuant to an agreement which called for the University to develop an interpretive and research center at the site and have it open to the public by 2001. In 1991, the Vore Buffalo Jump Foundation, a not-for-profit 501 (c) (3) corporation was established to assist the University's efforts to develop the Vore Site.

Title to the Vore Site property was returned from the University of Wyoming to the Vore Family on March 16, 2001. The Vore Family has now donated the property to the Vore Buffalo Jump Foundation. Both the University and the Foundation remain interested in the original goals of protecting the integrity of the site and developing an outstanding facility for research and education programs.

#### **Purpose**

The University of Wyoming (The University) and the Vore Buffalo Jump Foundation (The Foundation) desire to cooperate in the development of the Vore Buffalo Jump for the purposes of furthering multidisciplinary research, education and economic development. Both parties to this Memorandum of Understanding insist upon very high quality standards with regard to the facility and the research, education, and cultural programs. Both parties agree to the principle that commercial considerations are to be subordinate to the research and educational goals.

#### **Terms and Review**

To assure clear communications, this agreement shall be reviewed triennially both during the site development phase and after the Vore Site facility is open to the public. Either party may terminate this agreement upon 90 days written notice.

#### **Role of the Vore Buffalo Jump Foundation**

1. The Foundation shall provide primary leadership and have responsibility for funding, constructing, furnishing and managing the research, education and cultural center at the Vore Site.
2. The Foundation will include the University in its planning of both the concept and specifics of the Vore Site facility – including the possibility of phased construction.

- General agreement will be reached between representatives of the Foundation and the University before construction proceeds.
3. Creation and oversight of most interpretive/educational programs at the Vore Site visitor center will be the responsibility of the Foundation. However, consultation and general agreement between the Foundation and University relative to such programs will be mandatory. The University may initiate its own educational programs at the site, in cooperation with the Foundation.
  4. The Foundation agrees to consult with the University relative to its fund-raising initiatives.
  5. Quality control standards for the facility and program will be a joint responsibility of the Foundation and University.
  6. Entrance fees, research fees and education program fees charged by the Foundation and proceeds from the gift/book shop will be used to operate, maintain, improve and expand the facility and program. There will be no additional charges by the Foundation for UW credit classes and/or UW sponsored research.
  7. Funding of basic, on-going archaeology and research, led by University of Wyoming scientists and conducted, primarily, by University of Wyoming students, will be part of the Foundation's responsibilities and part of the Foundation's annual operating costs for the site. Expanded or highly specialized research will require external funding in the form of grants.

#### Role of the University of Wyoming

1. The University will designate no more than three persons who jointly may make decisions on behalf of the University in matters related to the Vore Site development. Initially these persons will be Dr. William Gern, Vice President for Research, Dr. Charles Reher, Professor of Anthropology, and a representative of the University Foundation.
2. The University will have primary responsibility for research and for-credit courses at the Vore Buffalo Jump. However, provided that the proposed work is compatible with the goals, standards and philosophy of the University and the Foundation, legitimate research initiated by other institutions will be encouraged. The University of Wyoming has final approval or disapproval for all research.
3. The University is encouraged to review and co-author grant and research proposals put forth by the Foundation.
4. The University of Wyoming Research office may manage grants and other funds that are received in the name of the Vore Buffalo Jump project.
5. The University is encouraged to provide its expertise and advice relative to matters such as the engineering and design of the facility and its interpretive exhibits, education/cultural programs, future development and so on.
6. The University of Wyoming does not waive its sovereign immunity or its governmental immunity by entering into this Agreement and fully retains all immunities and defenses provided by law with regard to any action based on this Agreement.

This Memorandum of Understanding represents the agreement between the parties.

THE VORE BUFFALO JUMP FOUNDATION

\_\_\_\_\_

\_\_\_\_\_

Date

UNIVERSITY OF WYOMING

\_\_\_\_\_

\_\_\_\_\_

Date

President Dubois spoke about the memorandum of understanding, and the intention to have Vice President William Gern sign the document. Members of the Board noted they were pleased with the efforts to keep UW safe from fiduciary commitment, while still providing technical expertise. The Academic and Student Affairs Committee moved the item to action and approved it. The item was added to the Consent Agenda.

Sustainable Agricultural Research and Extension Center (SAREC)

Planning for development of the Sustainable Agriculture Research and Extension Center (SAREC) is underway. Goshen County commissioners and a Goshen County legislator have been briefed about the process used to develop the current proposal and the process that will be used by UW as the project unfolds. A small working group has established site-selection procedures for the proposed SAREC. That working group has also prepared maps of most common soil types for the three counties (Platte, Goshen, and Laramie) and of cropland for those common soil types. About six individual producers interested in selling land have been contacted, and some individual farms have been visited. The State Land Office has also been contacted about specific state lands that might be of interest.

Dean Frank Galey, College of Agriculture, spoke about previous discussions on this project and planning that is taking place. People in the area have been notified about the project, and the group is working to identify property that is in close proximity to the desired location. Dean Galey said the focus of the group is on scientific need in the region and soil types. Vice President Rick Miller talked about the legislation that was introduced to direct where the SAREC would be located, but did not become law. Once the site is selected, Vice President Miller said legislative directives will come to the Board.

### Spring 2002 Enrollment Report

Student enrollment information for the spring of 2002 at the University of Wyoming is provided in a separate packet containing nine tables; the numbers of students on the 15<sup>th</sup> class day of the spring semester for 2002 are compared to the numbers in the spring semester of 2001.

#### *Total UW Enrollment (Tables 1 – 2):*

The University of Wyoming enrolled 11,416 students for the spring semester of 2002 or 582 students (+5.4%) more than during the spring semester of 2001.

- Seniors comprise the largest class at UW with 2,861 students, which was 4 percent more than in the previous spring.
- Freshmen had the largest percentage increase (+7%) among the undergraduate classes and included 1,567 students for spring semester.
- Non-degree undergraduates and graduate students continue to increase with 909 non-degree graduate students this spring (+5%) and 468 non-degree undergraduates, which reflects a 33 percent increase at the undergraduate level.
- The University of Wyoming enrollment was comprised of 45 percent males and 55 percent females.
- UW's Laramie campus enrolled 9,283 students (+4%) for spring semester.



- UW Outreach enrollment increased to 2,133 students or 13 percent more than the previous spring semester; increases are across the board—at UW/CC (+32%), other state sites (+9%), graduates (+7%) and undergraduates (+20%). Of the total numbers of students enrolled at UW, 18 percent are Outreach students.
- UW enrolled 895 ethnic minority students this spring or 29 students (+3.3%) more than a year ago.
- The largest groups of non-white UW students are Hispanics (n=358), Internationals (n=319) and biracial (n=207) with the largest growth among the African American students (+19%).

*New Students (Tables 3 – 5):*

UW received 828 applications for admission to the University for spring 2002 and enrolled 588 new students for a 71 percent yield. UW enrolled the same number of new freshmen this spring (n=56) and 8 percent more new transfer students (n=367) than in the spring of 2001.

- UW's 367 new transfers are predominantly from Wyoming (71%) and two primary feeder institutions--Casper College (n=53) and Laramie County Community College (n=47); the largest increase (+39%) in transfers was from Western Wyoming Community College.
- Among the new transfer students, 12.3 percent are ethnic minorities.
- Academic preparedness of the transfer students increased from an entering GPA of 2.41 to 2.52 in the spring of 2002.

*Student Success (Table 6):*

Among the 1,432 new freshmen who enrolled at UW for the fall 2001, 92 percent or 1,313 returned for the spring semester 2002; in the last eight years at UW, this is the largest number of new freshmen who returned for their second semester at UW *and* the second highest percentage of new freshmen continuing their enrollment at UW for the spring semester.

- The 1999 freshmen class established the highest percentage returning to UW for the fall of their third year with 69% continuing their enrollment at UW.
- Graduation rates increased between the freshmen class of 1994 and the freshmen class of 1997 from approximately one in five (20%) to almost one in four (24%) completing their degree within four years of matriculation at UW.
- Five-year graduation rates increased between the freshmen class of 1994 and the freshmen class of 1996 from 44 percent to 48 percent.

*UW Graduates (Table 7):*

UW awarded degrees to 535 students during the fall 2001 commencement ceremonies with 8.5 percent of those degrees awarded to ethnic minority students.

Dr. Leellen Brigman, Vice President, Student Affairs and Sara Axelson, Associate Vice President for Enrollment Management spoke about projected numbers for the fall. Dr. Brigman noted that the number of students that returned for the spring showed a very small drop from the fall, resulting from the retention process that is in place. She also said that the 1999 freshmen class at UW has the highest number for retention. Information was shared on the awards nights that take place in the different Wyoming high schools, and an invitation was extended to the trustees to attend if they are available. The outreach program has continued to expand, and Sara added that UW is currently ahead by 6% in enrollments that are evenly distributed in- and out-of-state. Dean Maggie Murdock also told the Board that the spring online course enrollments have continued to increase.

Student Information System (SIS) Software Development Team

In September 2001, President Dubois appointed the Visioning Team, chaired by Vice President Leellen Brigman, to define a vision for a new computerized student information system (SIS) for the University. UW currently operates a student information system purchased 17

years ago from Information Associates. Although SIS has been periodically upgraded to meet dramatically changing student and institutional needs, only 16 schools in the nation use this SIS-IDMS platform. This raises concerns about on-going support of the system by the vendor, now a subsidiary of another company called SCT.

The information system industry has advanced exponentially and the products that are available certainly exceed the functionality of the SIS-IDMS system. A new system would give UW the benefits of an integrated database that includes the operations of more university entities and can provide a more progressive “one-stop” approach to our data management.

The goal of implementing a new SIS for UW is to “provide efficient and effective computerized systems to serve UW students—those enrolled on the Laramie campus, at UW/CC and other off-site locations, and our alumni—in admissions, advising, registration and instruction, employment, financial aid, payment, graduation, and beyond.”

The SIS Development Team, chaired by Dr. Kenton Walker, is composed of daily users who are to explore options and make recommendations about the implementation of a new student information system. Other members of the Development Team include representatives from Admissions, the academic colleges, Financial Aid, the Registrar’s Office, Financial Services, UW Foundation, Information Technology and Outreach. The Development Team will prioritize the student and institutional needs by May 2002; develop evaluation criteria and a Request for Proposals by June 2002; compare the strengths, weaknesses, costs, and service options by October 2002; and present a recommendation with associated cost estimates and an implementation plan by February 2003. A very preliminary estimate of the cost for implementing a new SIS is \$3 - \$3.5 million in one-time costs and up to \$450,000 annually.

Dr. Brigman stated that this is being brought to the Board to share information on the costs that are involved and what type of system is being reviewed. Funding for this project will be legislative. Robert Aylward, Vice President for Information Technology, explained that the cost of the system is being presented as a worse-case scenario so there will be no surprises. The Board asked if PeopleSoft provides this type of software, and Mr. Aylward said they do and are one of the likely finalists in the request-for-proposal. A major innovation of the new system will be eliminating the need to register students with paper forms. The current financial commitment for the system with the added costs of the new system are presented above as the worse-case scenario.

#### Wind River Reservation Initiatives

On December 1, 2001, the UW American Indian Student Programs staff of the Office of Multicultural Affairs hosted two “Voices in Indian Education” forums on the Wind River Reservation. Recognizing that the Reservation is home to two separate sovereign Indian nations, a forum was scheduled with members of each tribe. Each forum brought together tribal leaders, UW Indian alumni, Indian students, and UW faculty and staff to discuss how UW and the tribes might work more closely together to provide tribal members with higher education opportunities and expand cooperation in areas of mutual interest.

The forum discussions identified several areas of common interest. Six major issues were identified by UW for initial attention:

- Formal agreement/Memorandum of Understanding (MOU) between each of the two tribes and UW. Assistance with GIS technology assistance specifically was requested.
- Work with the Wind River Tribal College/offer support and information.

- Meetings between tribal educators and UW faculty and administrators several times a year to continue contact and dialogue.
- Need for an “Indian House” or a dorm floor assigned for American Indian students to allow community building.
- UW summer program or class on the reservation that teaches college preparation skills.
- Summer program at UW for American Indian elementary students – no more than a week long.

In response, the following initiatives have been undertaken:

- Mr. Rick Miller, Vice President for Governmental, Community and Legal Affairs, and Ms. Tammy Mack, Manager, American Indian Student Programs, are drafting and developing two separate MOU agreements, one for each Wind River tribe, covering education and development issues. These MOU’s will be formal agreements between each tribe and the University of Wyoming.
- Ms. Mack is developing a concept/white paper that will outline potential educational programs UW can offer, beginning with elementary age, continuing through junior and senior high school, leading to admission to UW, and cumulating in graduation with an undergraduate degree from UW.
- The third floor of White Hall has been designated as an “American Indian interest floor.” It will be available to all American Indian students and to the general student population with American Indian backgrounds and interests, beginning with the fall 2002 semester. American Indian Student Programs will give Resident Assistants for this floor relevant cultural awareness training. If this floor is successful over time, the idea of an American Indian house or cultural center could be discussed.
- Ms. Mack will continue working to set up smaller meetings between relevant UW colleges and departments and the Wind River Tribal Councils and their Higher Education programs. These meetings need to happen on a regular basis to encourage continued communication and progress in working relationships.
- The American Indian Student Programs office has prepared a proposal for submission to the U.S. Office of Indian Education for funding, once a call for proposals is issued in late spring 2002. This will be a 2-3 year project that would assist 10-15 American Indian students in receiving their undergraduate degrees from the University of Wyoming.

Dr. Brigman talked about the initiatives underway to promote and support this program. Ms. Mack explained that the recruitment and retention of the American Indian population fluctuate, and Dr. Brigman said it is a very active community on campus. There are approximately 20-30 students from the high school on the reservation that come to UW each year. Members of the Board suggested sending a letter to the students while they're in elementary school to encourage them in the decisions they make for college.

#### College of Agriculture Planning

Under the leadership of Dean Frank Galey, the College of Agriculture will engage in a focus group process to gain further understanding of current issues being faced by Wyoming agricultural producers and rural communities. The goals of this process are to help position the college for the next round of University academic planning so that it remains responsive to its varied constituents. The process will involve a series of meetings in eight locations around Wyoming. All meetings will be open to the public; and, the college is inviting opinion leaders to assure a diverse and representative audience. Attendees will have the opportunity to share their visions about the future of Wyoming agriculture, including related natural resources and issues in rural communities. Information from the public meetings, directives associated with the next round of University academic planning, related survey information, and, mandates guiding our land-grant mission, will be used to develop the College's planning. The resulting plan will be discussed with the College of Agriculture Dean's Advisory Board, President Dubois, and the UW Board of Trustees by mid-summer 2002, in time to help guide the college through the next round of academic planning.

Sessions will be held on April 1, 2002 (Powell and Jackson), April 2, 2002 (Kemmerer and Riverton), April 3, 2002 (Gillette and Casper), and April 4, 2002 (Cheyenne and Laramie). The members of the Board of Trustees are cordially invited to join one of these sessions to share perspectives about Wyoming.

Dean Galey said this is a focus group that will work on developing a process for understanding what the people of Wyoming see happening in their areas in the next ten years. Once a position is developed, Dean Galey will return to the Board to share the information.

#### University Studies Program

Dr. Rollin Abernethy, Associate Vice President, Academic Affairs, spoke about the completion of work on the university studies program. He advised that because of the leadership of the committee, the program has moved ahead. Brian Towler, chair of the committee working on university studies was available to answer questions. Faculty Senate Chair Pam Kalbfleisch presented the new university studies proposal and talked about the extensive work involved. Professor Towler spoke to the streamlining of the new program and its four components. Dr. Buchanan added that they are moving forward on the degree requirement issue as well.

#### Academic Plan, 2004-2009: Issues and Timeline

President Dubois asked Dr. Buchanan to speak to the upcoming plan. Both feel the process will be better, as well as easier, and a new plan will need to be put in place by June 2004. The document that has been sent out is intended to begin dialogue.

## **FINANCE COMMITTEE**

The Finance Committee met on Friday, March 22 with the following members present: Trustees Greg Schaefer, Chair; John Patrick, Sara Robinson, and Hank True. Trustee Schaefer reported on the following items and related discussion with two items being 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 December 14, 2001 through February 27, 2002.

<b>ALASKA, UNIVERSITY OF - 10/01/2001 - 09/30/2002</b>	\$ 4,000
Merav Ben-David; Zoology - River otter and fishes in nearshore environment.	
<b>ALBANY COUNTY FAMILY PLANNING - 02/22/1994 - Open</b>	\$ 450
Marcia Dale; Nursing - Develop nursing programs.	
<b>AMERICAN ASSOCIATION ON MENTAL RETARDATION - 01/01/2002 - 12/31/2002</b>	\$ 17,750
William MacLean; Psychology - American journal on mental retardation.	
<b>AMERICAN HOME PRODUCTS - 11/03/2000 - Open</b>	\$ 2,442
John Lloyd; Renewable Resources - Efficacy of moxidectin formulations.	
<b>AMERICAN SOCIETY OF PLANT TAXONOMISTS - 09/01/1996 - Open</b>	\$ 16,000
Gregory Brown; Botany - Secretarial and clerical support.	
<b>ARAMCO SERVICES COMPANY - 10/27/2001 - 11/08/2001</b>	\$ 18,500
Dag Nummedal; Institute for Energy Research - Clastic sedimentology/sequence stratigraphy consultations in Dhahran, Saudi Arabia.	
<b>ASSOCIATION FOR THE ADVANCEMENT OF RETIRED PERSONS - 01/01/2000 - Open</b>	\$ 750
P Michelle Armstrong; Wyoming Institute for Disabilities - Develop a senior citizen search page	
<b>ASSOCIATION OF UNIVERSITY CENTERS ON DISABILITIES - 10/01/2001 - 09/30/2002</b>	\$ 26,000
Keith Miller; Wyoming Institute for Disabilities - Resource guide for disabled crime victims.	



<b>BASF CORPORATION - 01/01/1999 - Open</b> Stephen Miller; Plant Sciences - Weed biology and control.	\$ 5,600
<b>BIG HORN MOUNTAIN COUNTRY COALITION - 08/20/2001 - 12/31/2003</b> David Taylor/Roger Coupal; Agricultural Economics - Economic analysis of Bighorn National Forest plan.	\$ 20,000
<b>BP AMOCO - 11/01/2000 - 10/31/2002</b> Norman Morrow; Chemical Engineering - Improved waterflooding through control of brine composition and other factors.	\$ 15,000
<b>BP INTERNATIONAL - 11/01/2001 - 10/31/2002</b> Dag Nummedal; Institute for Energy Research - Caspian consortium.	\$ 24,600
<b>BUFFALO WOMEN'S HEALTH FORUM - 07/01/1995 - Open</b> Keith Miller; Wyoming Institute for Disabilities - Training session presented by Ken Heinlein.	\$ 300
<b>CALIFORNIA, UNIVERSITY OF - 01/01/2001 - 09/14/2002</b> Mark Ferrell; Plant Sciences - Wyoming's pest management program.	\$ 21,680
<b>CATHEDRAL HOME FOR CHILDREN - 02/22/1994 - Open</b> Marcia Dale; Nursing - Develop nursing programs.	\$ 216
<b>CITY COUNTY HEALTH DEPARTMENT - 02/22/1994 - Open</b> Marcia Dale; Nursing - Develop nursing programs.	\$ 1,215
<b>COLORADO, UNIVERSITY OF - 02/22/1994 - Open</b> Marcia Dale; Nursing - Develop nursing programs.	\$ 488
<b>CONOCO, INCORPORATED - 01/01/1997 - Open</b> Ronald Steel; Geology - Sequence stratigraphy and sedimentology.	\$ 18,000
<b>CORPORATION FOR PUBLIC BROADCASTING - 10/01/2001 - 09/30/2002</b> Tiffinee Hamilton; Wyoming Public Radio - Community service grant.	\$ 28,605
<b>CYCLICS CORPORATION - 06/01/1999 - Open</b> Scott Coguill/Ronda Coguill; Mechanical Engineering - Composite materials testing.	\$ 4,875
<b>DANMARKS METEOROLOGISKE INSTITUT - 02/01/1996 - Open</b> James Rosen; Physics and Astronomy - Balloon launch and equipment support.	\$ 5,725
<b>DUPONT SPECIALTY GRAINS, LLC - 06/05/2000 - Open</b> Bret Hess/Warrie Means/Daniel Rule; Animal Science - Supplemental antioxidants for lambs fed 5% sunflower oil diets.	\$ 40,000
<b>EDINBURGH, UNIVERSITY OF - 01/01/1991 - Open</b> Pradeep Agarwal; Chemical Engineering - Western coal consortium.	\$ 480

<b>FMC CORPORATION - 01/01/1999 - Open</b> Stephen Miller; Plant Sciences - Weed biology and control.	\$ 5,500
<b>FMC CORPORATION - 07/01/1998 - Open</b> Michael Brewer; Renewable Resources - Research mileage.	\$ 500
<b>GRIFFIN, L.L.C. - 01/01/1999 - Open</b> Gary Franc; Plant Sciences - Regional plant diseases.	\$ 7,500
<b>INSTITUTE OF MUSEUM AND LIBRARY SERVICES - 10/01/2001 - 09/30/2002</b> Susan Moldenhauer; Art Museum - Museum assessment program.	\$ 1,775
<b>INTEGRATED DESIGN ENGINEERING SYSTEMS - 01/01/2002 - 04/30/2003</b> Andrew Hansen; Mechanical Engineering - Finite element analysis for failure prediction of composite structures.	\$ 100,000
<b>INTERNATIONAL SCIENCE AND TECHNOLOGY CENTER - 02/01/1996 - Open</b> James Rosen; Physics and Astronomy - Balloon launch and equipment support.	\$ 11,592
<b>IVINSON MEMORIAL HOSPITAL - 01/01/2002 - 12/31/2002</b> Michael Loos; Counselor Education - Partnership for smoke free families.	\$ 8,556
<b>IVINSON MEMORIAL HOSPITAL - 02/22/1994 - Open</b> Marcia Dale; Nursing - Develop nursing programs.	\$ 362
<b>JET PROPULSION LABORATORY - 12/15/2001 - 09/30/2002</b> Daniel Dale; Physics and Astronomy - Nearby galaxy survey from the space infrared telescope facility.	\$ 10,000
<b>LARAMIE COUNTY SCHOOL DISTRICT NO. 1 - 03/01/2001 - 02/28/2002</b> Paul Johnson; Physics and Astronomy - Micro gravity experiment.	\$ 450
<b>LARAMIE PLAINS FAMILY MEDICINE - 02/22/1994 - Open</b> Marcia Dale; Nursing - Develop nursing programs.	\$ 864
<b>LM GLASFIBER A\S - 06/01/1999 - Open</b> Scott Coguill/Ronda Coguill; Mechanical Engineering - Composite materials testing.	\$ 2,080
<b>MACLEAN POWER SYSTEMS - 06/01/1999 - Open</b> Scott Coguill/Ronda Coguill; Mechanical Engineering - Composite materials testing.	\$ 1,820
<b>MANAGEMENT ACCOUNTANTS, INSTITUTE OF - 09/01/2001 - 08/31/2002</b> Sandra Richtermeyer; Accounting - Continuing development for accounting professionals.	\$ 2,500
<b>MANAGEMENT ACCOUNTANTS, INSTITUTE OF - 09/01/2001 - 08/31/2002</b> Martin Greller; Management and Marketing - Continuing development for accounting professionals.	\$ 2,500
<b>MARATHON OIL COMPANY - 08/01/2001 - 06/30/2002</b> Sadrul Ula/Victor Bershinsky; Electrical Engineering - Energy efficiency improvement.	\$ 4,094

<b>METAL MATRIX COMPOSITES COMPANY, L.C. - 06/01/1999 - Open</b> Scott Coguill/Ronda Coguill; Mechanical Engineering - Composite materials testing.	\$ 1,540
<b>MINOT STATE UNIVERSITY - 01/01/2002 - 06/30/2002</b> Lisa Steffian; Wyoming Institute for Disabilities - Rural in-service model.	\$ 2,160
<b>NATIONAL FISH AND WILDLIFE FOUNDATION - 12/17/2001 - 05/31/2003</b> Stanley Anderson; Zoology - Midget and faded rattlesnake habitat surveys.	\$ 25,000
<b>NATIONAL SUNFLOWER ASSOCIATION - 01/01/1999 - Open</b> Stephen Miller; Plant Sciences - Weed biology and control.	\$ 1,500
<b>NATURESERV - 12/14/2001 - 02/28/2002</b> George Jones; Wyoming Natural Diversity Database - Sagebrush classification mapping.	\$ 3,228
<b>NEVADA, UNIVERSITY OF - 09/30/2001 - 09/29/2002</b> Michael Loos; Counselor Education - Addictions counseling specialization.	\$ 25,000
<b>NORTH DAKOTA, UNIVERSITY OF - 06/01/1999 - Open</b> Patricia McClurg/Alan Buss; Science and Mathematics Teaching Center - Workshop fees for the Upper Midwest Aerospace Consortium.	\$ 250
<b>ORICA USA INCORPORATED - 12/18/2001 - 03/31/2002</b> Chang-Yul Cha; Chemical Engineering - Nitrogen oxide emissions.	\$ 10,000
<b>PHILLIPS PETROLEUM COMPANY - 01/01/1997 - Open</b> Ronald Steel; Geology - Sequence stratigraphy and sedimentology.	\$ 18,000
<b>PLANETARY SCIENCE INSTITUTE - 01/01/2001 - 06/30/2002</b> Steve Howell; Physics and Astronomy - Multi-wavelength investigation of accretion processes and astrophysical plasmas in magnetic interacting binaries.	\$ 17,758
<b>POLICE EXECUTIVE RESEARCH FORUM - 02/01/2002 - 11/30/2003</b> Donald Faggiani; Wyoming Statistical Analysis Center - National incident-based reporting system.	\$ 6,144
<b>ROCKY MOUNTAIN COMPOSITES - 06/01/1999 - Open</b> Scott Coguill/Ronda Coguill; Mechanical Engineering - Composite materials testing.	\$ 595
<b>SHOSHONE BUSINESS COUNCIL - 10/15/2001 - 10/14/2002</b> Michael Massie; Wyoming Institute for Disabilities - Unlocking the door to learning.	\$ 96,653
<b>SPACE TELESCOPE SCIENCE INSTITUTE - 12/01/2001 - 11/30/2003</b> Robert Howell; Physics and Astronomy - Prometheus plume and spatial distribution of Io's atmosphere.	\$ 6,999
<b>SUPER SEEDS, INCORPORATED - 07/01/1999 - Open</b> Alan Gray; Plant Sciences - Field crop research.	\$ 1,000
<b>STATOIL - 01/12/1993 - Open</b> Norman Morrow; Chemical Engineering - Reservoir wettability effect on oil recovery.	\$ 15,000

<b>SYNGENTA CROP PROTECTION, INCORPORATED - 01/01/1999 - Open</b> Stephen Miller; Plant Sciences - Weed biology and control.	\$ 10,000
<b>TENNESSEE, UNIVERSITY OF - 09/01/2001 - 08/31/2006</b> Robert Hall; Zoology - Nitrate uptake and retention in streaming.	\$ 98,112
<b>TIMBER FRAME BUSINESS COUNCIL - 01/01/2002 - 08/30/2002</b> Richard Schmidt; Civil Engineering - Draft specification and commentary for timber frame design.	\$ 21,528
<b>TOSNRO - 02/01/1996 - Open</b> James Rosen; Physics and Astronomy - Balloon launch and equipment support.	\$ 6,428
<b>TOTALFINAELF E&amp;P USA, INCORPORATED - 11/01/2001 - 01/31/2002</b> Dag Nummedal; Institute for Energy Research - Data integration and hydrocarbon play analysis for the greater Green River basin.	\$ 83,000
<b>UNITED STATES AIR FORCE - 03/10/2001 - 09/30/2002</b> Douglas Keinath/George Jones; Wyoming Natural Diversity Database - Monitor mountain plover.	\$ 12,000
<b>UNITED STATES DEPARTMENT OF AGRICULTURE AGRICULTURAL RESEARCH SERVICE - 06/04/2001 - 12/31/2002</b> Dale Isaak; Molecular Biology - Character of insect genes differentially expressed.	\$ 7,285
<b>UNITED STATES DEPARTMENT OF AGRICULTURE AGRICULTURAL RESEARCH SERVICE - 10/01/2001 - 09/30/2006</b> Michael Brewer; Renewable Resources - Biologically intensive areawide integrated pest management of the Russian wheat aphid and greenbug.	\$ 10,700
<b>UNITED STATES DEPARTMENT OF AGRICULTURE COOPERATIVE STATE RESEARCH, EDUCATION, AND EXTENSION SERVICE - 02/01/2002 - 01/31/2003</b> James Wangberg; Agriculture Dean's Office - National teaching awards in agriculture.	\$ 54,000
<b>UNITED STATES DEPARTMENT OF AGRICULTURE COOPERATIVE STATE RESEARCH, EDUCATION, AND EXTENSION SERVICE - 12/15/2001 - 12/31/2004</b> Bret Hess/Daniel Rule; Animal Science - Dietary lipids as partitioning agents for beef cattle.	\$ 175,000
<b>UNITED STATES DEPARTMENT OF AGRICULTURE COOPERATIVE STATE RESEARCH, EDUCATION, AND EXTENSION SERVICE - 02/01/2002 - 01/31/2003</b> Stephen Herbert; Botany - Purchase an image analysis system.	\$ 29,000
<b>UNITED STATES DEPARTMENT OF EDUCATION - 09/01/2001 - 08/31/2002</b> Curtis Sandberg/Richard Nauman; Student Educational Opportunity - Student support services.	\$ 42,018
<b>UNITED STATES DEPARTMENT OF EDUCATION - 07/01/2001 - 06/30/2002</b> Sally Schuman; Student Financial Aid - Pell grant program.	\$ 2,739,454

<b>UNITED STATES DEPARTMENT OF HEALTH AND HUMAN SERVICES - 02/01/2002 - 01/31/2003</b>	\$ 100,000
Karen Williams; Family and Consumer Sciences - Wyoming healthy child care.	
<b>UNITED STATES DEPARTMENT OF HEALTH AND HUMAN SERVICES - 09/01/2001 - 08/31/2002</b>	\$ 50,000
Catherine Oliphant; Pharmacy - HIV/AIDS planning grant.	
<b>UNITED STATES DEPARTMENT OF HEALTH AND HUMAN SERVICES CENTERS FOR MEDICARE AND MEDICAIDE SERVICES - 01/01/2002 - 12/31/2002</b>	\$ 500,000
David Schaad/Michael Massie; Wyoming Institute for Disabilities - Medicaid infrastructure grant.	
<b>UNITED STATES ENVIRONMENTAL PROTECTION AGENCY - 09/01/1999 - 08/31/2002</b>	\$ 1,643
Nancy Stanton; Zoology - Fellowships for graduate environmental study.	
<b>UNITED STATES GEOLOGICAL SURVEY - 01/04/2000 - 06/30/2003</b>	\$ 5,000
Stanley Anderson; Zoology - The midget-faded rattlesnake habitat.	
<b>UNITED STATES GEOLOGICAL SURVEY - 03/30/2001 - 12/31/2002</b>	\$ 18,500
Joseph Meyer; Zoology - Accumulation of metals in mineland creeks.	
<b>UNITED STATES NATIONAL AERONAUTICS AND SPACE ADMINISTRATION - 02/15/2002 - 02/14/2003</b>	\$ 14,000
Robert Howell; Physics and Astronomy - Interpretation of x-ray and infrared emission from planetary bodies.	
<b>UNITED STATES NATIONAL INSTITUTE OF CHILD HEALTH AND HUMAN DEVELOPMENT - 12/01/2001 - 11/30/2002</b>	\$ 164,537
Thomas Hansen; Animal Science - Structure/function of a pregnancy associated protein.	
<b>UNITED STATES NATIONAL INSTITUTES OF HEALTH - 02/01/2002 - 01/31/2003</b>	\$ 172,970
Scott Boitano; Zoology - Modeling airway response to bordetella sp infection.	
<b>UNITED STATES NATIONAL INSTITUTES OF HEALTH - 02/01/2002 - 12/31/2002</b>	\$ 190,087
Zoltan Fuzessery; Zoology - Development of auditory response selectivity.	
<b>UNITED STATES NATIONAL PARK SERVICE - 02/01/2002 - 12/31/2002</b>	\$ 10,000
Audrey Shalinsky/Larry Loendorf; Anthropology - Ethnographic survey of Norris-Mammoth Road.	
<b>UNITED STATES NATIONAL PARK SERVICE - 01/13/2002 - 07/13/2003</b>	\$ 123,700
Henry Heasler; Research Office - Yellowstone supervisory geologist.	
<b>UNITED STATES NATIONAL SCIENCE FOUNDATION - 11/01/2001 - 12/31/2002</b>	\$ 110,966
Bart Geerts; Atmospheric Science - Fine-scale description of shallow atmospheric boundaries.	

<b>UNITED STATES NATIONAL SCIENCE FOUNDATION - 02/01/2001 - 02/28/2003</b> Gabor Vali/Robert Kelly; Atmospheric Science - Airborne radar studies of clouds.	\$ 202,431
<b>UNITED STATES NATIONAL SCIENCE FOUNDATION - 02/15/2002 - 01/31/2005</b> Gregory Brown; Botany - Generic relationships subfamily bromelioideae.	\$ 249,828
<b>UNITED STATES NATIONAL SCIENCE FOUNDATION - 01/01/2002 - 12/31/2004</b> Lewis Noe/B. Patrick Sullivan; Chemistry - Chemical sensor and probe microscopy techniques for environmental research in hydrothermal ecosystems.	\$ 54,890
<b>UNITED STATES NATIONAL SCIENCE FOUNDATION - 03/01/2001 - 02/28/2003</b> Dean Roddick; Chemistry - Research experiences for undergraduates in chemistry.	\$ 54,700
<b>UNITED STATES NATIONAL SCIENCE FOUNDATION - 01/01/2002 - 12/31/2004</b> Joel Harper; Geology - Linking subglacial hydrology and sliding dynamics.	\$ 426,134
<b>UNITED STATES NATIONAL SCIENCE FOUNDATION - 01/01/2000 - 03/31/2003</b> Jason Lillegraven/Arthur Snoke; Geology - Linkage of laramide depositional and deformational histories of the Sweetwater Arch and adjacent parts of the Hanna Basin.	\$ 71,244
<b>UNITED STATES NATIONAL SCIENCE FOUNDATION - 02/01/2002 - 01/31/2005</b> Demian Saffer; Geology - Fluid overpressure along the San Andreas fault.	\$ 109,846
<b>UNITED STATES NATIONAL SCIENCE FOUNDATION - 01/15/2002 - 12/31/2003</b> Maureen Steiner; Geology - Geomagnetic paleointensity in anomolous field.	\$ 82,557
<b>UNITED STATES NATIONAL SCIENCE FOUNDATION - 09/01/2001 - 01/31/2003</b> William Armstrong; Mechanical Engineering - Effects of processing condition and fatigue on ultra-large self thermal plastic deformation.	\$ 27,023
<b>UNITED STATES NATIONAL SCIENCE FOUNDATION - 12/15/2001 - 11/30/2002</b> James Rosen; Physics and Astronomy - Backscattersonde soundings of equatorial free tropospheric aerosols.	\$ 157,769
<b>UNITED STATES NATIONAL SCIENCE FOUNDATION - 08/01/2001 - 07/31/2003</b> Carlos Martinez Del Rio; Zoology - Integrate metabolic, digestive and osmoregulatory processes.	\$ 9,210

<b>UNITED STATES SMALL BUSINESS ADMINISTRATION - 09/30/2001 - 09/29/2002</b>	\$ 125,000
William Gern; Research Office - Federal and state technology transfer partnership.	
<b>UTAH STATE UNIVERSITY - 09/01/2001 - 08/31/2003</b>	\$ 76,410
James Freeburn; Cooperative Extension Service - Wyoming professional development program coordinator.	
<b>UTAH STATE UNIVERSITY - 11/01/2001 - 10/31/2002</b>	\$ 30,000
James Freeburn; Cooperative Extension Service - Manage travel reimbursements for the annual summer professional development program meeting.	
<b>UTAH STATE UNIVERSITY - 10/01/2001 - 12/31/2002</b>	\$ 10,000
Michael Smith; Renewable Resources - Provide sustainable agriculture training to agriculture and natural resource professionals.	
<b>VARIOUS SPONSORS - 10/01/2001 - 09/30/2002</b>	\$ 12,101
Diane Wolverton; Small Business Development Center - Fees for workshops presented by the Small Business Development Center.	
<b>VARIOUS SPONSORS - 07/01/1998 - Open</b>	\$ 5,214
Jeffrey Hamerlinck; Wyoming Geographic Information Sciences Center - Fees received for services provided by the Geographic Information Sciences Center.	
<b>VARIOUS SPONSORS - 10/01/2001 - Open</b>	\$ 2,000
Kathleen Laurin; Wyoming Institute for Disabilities - Fees for advisory services.	
<b>WASHINGTON, UNIVERSITY OF - 09/01/2001 - 08/31/2002</b>	\$ 41,374
Roderick Barteo/Scott Winnail; Kinesiology and Health - Public health workforce development initiative.	
<b>WASHINGTON, UNIVERSITY OF - 09/30/2001 - 09/29/2002</b>	\$ 81,320
Sylvia Moore; Medical Education and Public Health - To promote health careers among students.	
<b>WASHINGTON, UNIVERSITY OF - 01/01/2002 - 12/31/2002</b>	\$ 12,500
Kathleen Harper; Physics and Astronomy - Space science network northwest.	
<b>WASHINGTON, UNIVERSITY OF - 09/01/2001 - 08/31/2002</b>	\$ 64,400
Sylvia Moore; Medical Education and Public Health - To attract educationally disadvantaged high school students who are interested in pursuing health careers.	
<b>WESTERN SUGAR COMPANY - 01/01/1999 - Open</b>	\$ 15,800
Gary Franc; Plant Sciences - Regional plant diseases.	
<b>WESTERN SUGAR COMPANY - 01/01/1999 - Open</b>	\$ 3,500
Stephen Miller; Plant Sciences - Weed biology and control.	
<b>WILDLIFE DISEASE ASSOCIATION - 08/25/2000 - Open</b>	\$ 5,000
Elizabeth Williams; Veterinary Sciences - Maintain the editorial office for the Journal of Wildlife Diseases.	

<b>WYOMING BUSINESS COUNCIL - 02/01/2002 - 01/31/2003</b> William Gern; Research Office - Assist small businesses in Wyoming.	\$ 245,000
<b>WYOMING COMMUNITY COLLEGE COMMISSION - 01/18/2002 - 12/31/2002</b> Burke Grandjean; Survey Research Center - Employer needs for workplace development.	\$ 15,000
<b>WYOMING DEPARTMENT OF AGRICULTURE - 12/18/2001 - Open</b> George Vance; Renewable Resources - Soil carbon database.	\$ 4,000
<b>WYOMING DEPARTMENT OF AGRICULTURE - 01/14/2002 - 03/31/2002</b> Burke Grandjean; Survey Research Center - Attitudes toward agriculture in Wyoming.	\$ 5,882
<b>WYOMING DEPARTMENT OF EDUCATION - 07/01/2001 - 07/31/2002</b> Mary Alice Bruce; Counselor Education - Chemical abuse and research and education program.	\$ 12,500
<b>WYOMING DEPARTMENT OF EDUCATION - 02/04/2002 - 12/31/2002</b> Patrick Manyak; Elementary and Early Childhood Education - Program evaluation of the early literacy interventions.	\$ 28,890
<b>WYOMING DEPARTMENT OF EDUCATION - 11/01/2001 - 11/30/2002</b> Ward Gates; Kinesiology and Health - Coordinated school health programs evaluation.	\$ 25,882
<b>WYOMING DEPARTMENT OF ENVIRONMENTAL QUALITY - 04/26/1996 - Open</b> Charles Dolan/Chang-Yul Cha; Civil Engineering - Environmental engineering internship.	\$ 5,000
<b>WYOMING DEPARTMENT OF FAMILY SERVICES - 10/01/1999 - Open</b> Karen Williams; Family and Consumer Sciences - On-line learning for early childhood professionals.	\$ 1,346
<b>WYOMING DEPARTMENT OF FAMILY SERVICES - 02/01/2002 - 04/30/2002</b> Donald Faggiani; Wyoming Statistical Analysis Center - Juvenile accountability incentive block grant and operational support.	\$ 112,453
<b>WYOMING DEPARTMENT OF HEALTH - 11/01/2001 - 12/31/2002</b> Eric Alexander; Counseling Center - Enforce underage drinking laws on campus.	\$ 24,678
<b>WYOMING DEPARTMENT OF HEALTH - 11/01/2001 - 12/31/2002</b> Andrew Turner; Student Life - Enforce underage drinking laws on campus.	\$ 24,678
<b>WYOMING DEPARTMENT OF HEALTH - 11/01/2001 - 09/30/2002</b> Donald Faggiani; Wyoming Statistical Analysis Center - Substance abuse research, evaluation, and data management.	\$ 209,778
<b>WYOMING DEPARTMENT OF STATE PARKS AND CULTURAL RESOURCES - 01/01/2002 - 12/31/2002</b> Mary Hopkins/Audrey Shalinsky; Anthropology - Cultural resource interns.	\$ 26,180



<b>WYOMING DEPARTMENT OF STATE PARKS AND CULTURAL RESOURCES - 12/21/2001 - 12/31/2002</b>	\$ 9,576
Mary Hopkins/Audrey Shalinsky; Anthropology - Move compact shelving.	
<b>WYOMING DEPARTMENT OF TRANSPORTATION - 01/01/2002 - 03/31/2002</b>	\$ 60,625
Eugene Wilson; Civil Engineering - Technology transfer center.	
<b>WYOMING DEPARTMENT OF TRANSPORTATION - 10/16/2000 - 09/30/2002</b>	\$ 24,000
James McGrath; Physical Plant - Provide bicycle/pedestrian path and greenbelt on the south side of the football field parking lot.	
<b>WYOMING GAME AND FISH DEPARTMENT - 07/01/1999 - Open</b>	\$ 20,000
Stanley Anderson; Zoology - Wildlife research.	
<b>WYOMING GAME AND FISH DEPARTMENT - 07/01/1999 - Open</b>	\$ 205,825
Frederick Lindzey; Zoology - Wildlife research.	
<b>WYOMING HEALTH RESOURCES NETWORK - 11/01/2001 - 08/31/2002</b>	\$ 10,000
Rex Gantenbein; Center for Rural Health Research and Education - A reading and discussion series on values, health, and community.	
<b>WYOMING HEALTH RESOURCES NETWORK - 12/19/2001 - 06/30/2002</b>	\$ 1,499
Anne Bowen; Psychology - Women's use of male and female condoms.	
<b>WYOMING HEALTH RESOURCES NETWORK - 12/12/2001 - 12/31/2002</b>	\$ 51,062
Anne Bowen/Patricia Conway; Psychology - Enhance Wyoming AIDS prevention programs.	
<b>WYOMING MEDICAL CENTER FOUNDATION - 07/01/2001 - Open</b>	\$ 5,916
Mary Alice Bruce; Counselor Education - Awareness tobacco prevention task force.	
<b>WYOMING WATER DEVELOPMENT COMMISSION - 01/22/2002 - 06/30/2004</b>	\$ 10,000
Mohan Reddy; Civil Engineering - Computerized irrigation scheduling.	
<b>YELLOWSTONE ASSOCIATION - 06/01/1993 - Open</b>	\$ 4,000
Deborah Dawson; Science Library - Bibliography updating and maintenance.	
<b>TOTAL - Contracts and grants approved December 14, 2001, through February 27, 2002.</b>	<b>\$ 8,487,545</b>
TOTAL - Contracts and grants previously approved:	
07/01/01 - 08/16/01	7,122,504
08/17/01 - 10/17/01	13,587,943
10/18/01 - 12/13/01	10,963,128
	<u>\$ 31,673,575</u>
<b>TOTAL - Contracts and grants approved July 1, 2001 through February 27, 2002.</b>	<b>\$ 40,161,120</b>

Associate Vice President Roger Wilmot was available to answer questions from the Board. The Finance Committee approved the item and moved it to the Consent Agenda.

Approval of Tuition, Fees, Charges, Refunds and Deposits, July 1, 2002 - June 30, 2003

In January of 2002, the entire draft of the 2002-2003 *Fee Book* was provided to the Board of Trustees as an information item. The proposed changes address tuition, mandatory fees, university fees, charges and deposits. Additionally, the *Fee Book* lists charges for Auxiliary Enterprise operations including residence hall room and board rates, apartment rental rates and other miscellaneous fees and charges.

**Tuition Adjustment**

It is recommended that tuition for the 2002-03 academic year be increased by approximately 3.6% for all tuition categories. This adjustment reflects the average change in the Wyoming Cost of Living Index for the past three-year period. This adjustment provides the institution with approximately the same purchasing power for its tuition revenue and retains UW's tuition levels comparable to the percentile ranking previously reflected for public doctoral institutions. The table below reflects the proposed changes in tuition rates:

<b>RESIDENT</b>	<b>2001-2002</b>	<b>2002-2003</b>	<b>NON RESIDENT</b>	<b>2001-2002</b>	<b>2002-2003</b>
<b>Undergraduate</b> Tuition (Base Rate) Per Hour (x/12)	1,158.00 96.50	1,200.00 100.00	<b>Undergraduate</b> Tuition (Base Rate) Per Hour (x/12)	3,894.00 324.50	4,032.00 336.00
<b>Graduate</b> Base Rate plus 25% surcharge Per hour(x/9)	1,158.00 289.50 160.85	1,494.00 166.00	<b>Graduate</b> Base Rate plus 25% surcharge Per hour (x/9)	3,894.00 289.50 464.85	4,338.00 482.00
<b>Law</b> Base Rate plus grad surcharge plus law surcharge Per hour (x/12)	1,158.00 289.50 732.00 181.65	2,256.00 188.00	<b>Law</b> Base Rate plus grad surcharge plus law surcharge Per hour (x/12)	3,894.00 289.50 732.00 409.65	5,088.00 424.00

<b>Pharmacy (Pharm D)</b>			<b>Pharmacy (Pharm D)</b>		
Base Rate	1,158.00	2,652.00	Base Rate	3,894.00	5,484.00
plus surcharge	1,404.00		plus surcharge	1,404.00	
Per hour (x/12)	213.50	221.00	Per hour (x/12)	441.50	457.00
<b>Social Work MSW</b>			<b>Social Work MSW</b>		
Base Rate	1,158.00	graduate	Base Rate	3,894.00	graduate
plus Grad surcharge	289.50	tuition	plus Grad surcharge	289.50	tuition
plus differential	1,700.00		plus differential	0.00	
Per hour (x/9)	349.70		Per hour (x/9)	464.85	

### Changes in Mandatory Fees

The mandatory fees supporting various programs and activities have been increased to reflect costs that must be absorbed within these budgets. The primary increase to these fees is linked to the anticipated salary and benefit adjustments that have been approved for the 2003-04 biennium. The table below reflects the proposed changes in mandatory fees:

Mandatory Fees Academic Year, full-time students, per semester	FY 2001	FY 2002	FY 2003	% change FY 2002 to FY 2003
Student Health Services	55.00	60.00	66.00	10.0
Intercollegiate Athletics	22.25	22.25	50.00	124.7
Wyoming Union	53.00	75.00	82.50	10.0
Student Publications	9.25	9.25	10.75	16.2
ASUW –	25.00	28.00	28.00	0.0
Career Services		3.50	4.00	14.2
Recreation Programs	16.00	21.00	26.50	26.1
General Access Computer	20.00	20.00	20.00	0.0
Recycling (ASUW)	1.10	1.10	1.10	0.0
Wellness (ASUW)	3.00	3.00	4.00	33.3
Music/Theater/Cultural Productions			2.50	
Student Exchange/Study Abroad		2.50	3.00	20.0
Total Mandatory Fee	204.60	245.60	298.35	21.4

### Changes in Auxiliary Enterprise Charges and Other Fees

The increases for residence hall rates (room and board) and apartment rental rates are also based upon the same salary and benefit assumptions used to adjust the mandatory fees. Additionally, projected utility costs for the residence halls and apartments have been factored into the rate adjustments. Salaries and utility costs represent the major cost components for the residence hall and apartments. While natural gas prices have decreased this year, the base-line

utility budgets for the housing units were not adjusted to reflect current rates. The resulting cost projection for next year, while smaller than the rates experienced this year, still means that the overall utility budget will increase by approximately 33% over the current budget level. Similarly, it is expected that the university will be unable to secure another long-term electrical contract with Pacific Power resulting in electrical rates rising to the current tariff rate approved for Pacific Power. This increase will likely result in electrical rate increases of 23%. The following table reflects the changes in residence hall rates and apartment rental rates for next fiscal year:

Residence Hall Room Charges Academic Year, excludes semester break	FY 2002	FY 2003	% change
Double Occupancy Room	2,012.00	2,182.00	8.45
Single Occupancy, Hill/Crane	3,018.00	3,228.00	6.96
Single Occupancy Room, Washakie Halls	3,018.00	3,274.00	8.48

Apartment Rental Rates, Student Per month	FY 2002	FY 2003	% change
One Story Complex (Summit View)			
One bedroom	358.00	396.00	10.61
Two bedroom	446.00	493.00	10.54
Landmark Village	466.00	515.00	10.52
River Village			
Two bedroom	556.00	614.00	10.43
Three bedroom	626.00	692.00	10.54
1111 Lewis Street (Laramie Peak)			
One bedroom	457.00	505.00	10.50
Two bedroom	594.00	656.00	10.44
Spanish Walk, one bedroom	418.00	462.00	10.53
1107 Lewis (per person for 5 residents)	312.00	345.00	10.58
1220 Bradley Street, two bedroom	709.00	783.00	10.44

Board Charges, Academic Year Fall and Spring semesters, excluding Thanksgiving, Christmas, Spring and Easter breaks	FY 2002	FY 2003	% change
Unlimited access plan *	2,732.00	2,938.00	7.54
Any 15 access plan *	2,380.00	2,558.00	7.48
Any 12 access plan *	2,248.00	2,418.00	7.56
Any 9 access plan	1,774.00	1,908.00	7.55
Any 7 access plan	1,432.00	1,538.00	7.40
Any 5 access plan	1,072.00	1,152.00	7.46
Any 3 access plan	670.00	720.00	7.46
Lunch only, 5 per week	874.00	940.00	7.55

\*Washakie Complex students must select one of these plans.

**Additional requests for changes to the Fee Book since January, 2002**

Parent Orientation fee, each		10.00	new fee
PEAC 101, Climbing Wall Activity, per student		15.00	new fee
NURS 4670, Choice Base Clinical course fee		delete	

Dr. Dubois asked Associate Vice President for Administration and Finance Phill Harris to review the fee increases for the Board. There have been modest increases introduced for the fees. Beth McCuskey, director of Residence Life and Dining Services, was present at the meeting to talk about the housing increases and what had occurred regarding the costs. The first increase in housing was introduced to the students in October 2001 and projected a 16% increase in rent. The utility costs decreased by half the projected amount, so the reduction in the increase was shared with students in January 2002.

Additional discussion occurred regarding the increase in student athletic fees. Director Lee Moon was available to speak to the need for the increase, and Barbara Burke was present and spoke to the Board about the NCAA history. She spoke about the Athletics' Division salary comparison that has been completed, noting that UW has the lowest salaries in the Mountain West Conference. Lee spoke about the qualifications that are involved in Division I, II or III, and noted the scholarships that are available in each category. Other information was shared on the facilities that are available at other institutions. Dr. Dubois said that he would like to work on the development of an Athletics plan within reasonable boundaries. This plan will include a set of goals detailing the direction of the Athletics program.

Trustee Brooks shared the reaction from the students on the increase. The students were uncomfortable with the use of the additional funds Athletics will gain, i.e., salaries. The overall concern from the students was that they did not know where their money was going to be used and would like to have a projected budget. Phill Harris explained that the fee the students pay is

for the opportunity to have access to the facilities, and to attend any athletic event free of charge. The money from fees has never been designated in any specific area. Trustee Hunt noted that she is concerned for both sides: it is very clear that Athletics is underfunded, and it is important to respect the students' requests. The students need to have a better explanation for future needs. President Dubois said that he believes that splitting the increase over a two-year period is a reasonable compromise. Members of the Board also noted that the problem had arisen from the fact that the fees had not been cost-adjusted for many years, so the increase was quite large when they were adjusted. The Board would like to have the structure reviewed every couple of years.

After additional discussion among members of the Board, the Finance Committee approved the item, but did not place it on the Consent Agenda.

#### Budget and Legislative Update – Results of Legislative Session

Vice President Rick Miller presented a brief overview to the Board on the legislative session, and discussed the tables that he had handed out for review. He requested that the Board agree to allocate the funds the way that UW had outlined in the budget request. Dr. Dubois will speak further in May regarding completion of construction documents.

Several trustees commented on the respect, credibility, and hard work the University personnel have earned and shown to the legislature.

**University of Wyoming  
 Budget Request**

	UW Request	Governor's recommendations	JAC recommendations	Parity with state employees	Final action
Block grant increase					
Salaries % of 2000 market	96.8%	90.9%	89%	96.8%	95.5%
Appropriation for salaries (biennium)	\$31.6M	\$15.8M	\$11.4M	JAC - \$11.4 + Parity <u>\$20.2</u> = \$31.6M	JAC - \$ 11.4 + Amendment <u>\$16.8</u> = \$28.2M
Plus Utility increases* Support budget Public Policy Inst	\$3.7M	\$1.3M	\$ 1.3M	\$1.3M	\$1.3M
Plus Health insurance** Deferred comp	Comparable with state employees	\$5.8M	\$5.8M	\$5.8M	\$5.8M
Total additional to block grant	\$35.3M plus comparable treatment on health insurance and deferred comp	\$22.9M	\$18.5M	\$38.7M	\$35.3M
Deferred maintenance	\$5.8M	\$5.8M	0; no state general funds were recommended for any deferred maintenance	N/A	0; no state general funds were authorized for any deferred maintenance

College of Health Sciences	\$13.9M from state revenue bonds	\$13.9M from state revenue bonds	0 – no authority existed for state revenue bonds	N/A	Budget bill – both houses recommended \$13.9M from state revenue bonds; HB 103 to authorize state revenue bonds for K-12 facilities and state facilities passed the House but failed in the Senate (14-16)
Wyoming Business Technology Center	\$8.0M to fund the project	\$5.6M in state funds (cash and subsequently recommended funding from state revenue bonds); to be matched by \$2.8M in non-state funds	0- no authority existed for state revenue bonds	N/A	Budget bill – House recs: \$5.6M from state revenue bonds; 2:1 match Senate recs: \$5.0M from state revenue bonds; 5:3 match HB 103 to authorize bonds failed (see above)

\* Utility increase due primarily to expiration of favorable 6 year contract for electricity

\* \*Health insurance contribution and deferred compensation match are calculated in the same manner as for state employees.



**Legislative Interim Work  
 Related to the University  
 2002 Interim**

<b>2002 Legislation</b>	<b>Title</b>	<b>Description; deadlines</b>	<b>UW actions</b>	<b>UW contacts</b>
HB 18	Seed Lab	Appropriates funds to the Dept of Ag to contract with UW to construct, staff, equip and operate a state seed lab at the UW research center at Powell; operational by July 1, 2003	UW internal meetings scheduled; UW/Dept of Ag meetings scheduled	Delaney, Galey, Baalman, Miller
SF 39	Workers comp amendments	Optional workers comp coverage for student interns for UW and CC's	Trustees to be briefed at March meeting; formally elect coverage by action at May meeting	Hooper, Baccari, Miller
SF 53	Office of water programs	Creates a coordinator of water research in UW Research Office to serve state water research needs; WWDO to contract with UW for \$110K in water development funds; annual report to the Select Water Committee of the Legislature required (Dec 2002)	Gern to meet with WWDO Director Besson to discuss contract	Gern, Miller
SF 78	State emp deferred comp	Provides for deferred comp match at the amount set by legislature; covers the 403(b) situation; requires that separate budget estimates be submitted	Need to track amounts expended for the match and request separately in the next budget request	Baccari, Oleske
SF 85	Wage disparity study	Establishes a committee that will contract with UW to perform study; appropriation (\$81K) to Wyoming Council for Women's Issues in the Wyoming Business Council; report due May 1, 2003	College of Business has planned for the study; coordinate with the Wyoming Business Council/Council for Women's Issues to have the Committee meet and discuss the study and contract	Griffin, Gern, Miller

Interim Studies

<b>2002 Legislation</b>	<b>Title</b>	<b>Description; deadlines</b>	<b>UW actions</b>	<b>UW contacts</b>
State employee health insurance and benefits	Joint Appropriations Committee	Review of employee benefits	UW to participate with other state employees and the community colleges	Baccari, Miller
UW Capital facilities plan (includes College of Health Sciences)	Joint Education Committee	Review of the UW capital facilities plan	Provide the committee an overview of the plan and solicit legislative comments	Baccari, Miller
Major maintenance; bond financing; process for developing state building projects	Select Committee on Capital Financing and Investments	Review of all the listed topics	Include the University as a state agency as appropriate in the review	Miller, others as required
Public Policy Research Institute; Wyoming Business Technology Center; Airline service	Joint Minerals, Business and Economic Development Interim Committee	Review all three topics	Explain the PPRI concept and provide information regarding similar operations; Present the WBTC Level II study and seek further legislative action; College of Business to coordinate with DOT and Committee	Gern, Miller, Griffin
Encourage young people to enter and remain in agriculture	Joint Agriculture, Public Land and Water resources Interim Committee	Explore alternatives and determine whether any require legislation	College of Ag to work with the Committee	Galey, et.al, Miller



**PERSONNEL COMMITTEE**

The Personnel Committee of the Board of Trustees met with the full Board on Friday, March 22, 2002. The following members were present: Trustees Taylor Haynes, Chair; Kathy Hunt, and Judy Richards.

The Committee moved for approval of the items as noted in the Report, including the addendums for the President's sabbatical, and the appointment of an acting president. The items were approved and placed on the Consent Agenda.

**APPOINTMENTS**

**1. Faculty  
 Academic Affairs**

<u>Name</u>	<u>Rank</u>	<u>Salary</u>	<u>Appointment Period</u>
<i>American Heritage Center</i>			
<b>Bowen, Shannon E.</b>	Assistant Archivist	\$30,000/FY	01/02/2002 to 06/30/2002

**College of Agriculture**

<u>Name</u>	<u>Rank</u>	<u>Salary</u>	<u>Appointment Period</u>
<i>Department of Veterinary Sciences</i>			
<b>Van Olphen, Alberto Luis</b>	Assistant Professor	\$66,000/AY	01/02/2002 to 06/30/2002

**College of Arts & Sciences**

<u>Name</u>	<u>Rank</u>	<u>Salary</u>	<u>Appointment Period</u>
<i>Department of Zoology &amp; Physiology</i>			
<b>Skinner, Donal C.</b>	Assistant Professor	\$53,004/AY	01/22/2002 to 05/17/2002

**College of Engineering**

<u>Name</u>	<u>Rank</u>	<u>Salary</u>	<u>Appointment Period</u>
<i>Department of Computer Science</i>			
<b>Gamboa, Ruben</b>	Assistant Professor	\$75,000/AY	01/01/2002 to 06/30/2002

**College of Health Sciences**

<u>Name</u>	<u>Rank</u>	<u>Salary</u>	<u>Appointment Period</u>
<i>School of Nursing</i>			
<b>Conley, Virginia Mary</b>	Assistant Professor	\$54,000/AY	01/22/2002 to 06/30/2002

## FIRST-YEAR TENURE-TRACK REAPPOINTMENTS

### 1. Faculty

#### College of Agriculture

<u>Name</u>	<u>Rank</u>
<i>Department of Animal Science</i> <b>Paisley, Steven I.</b>	Assistant Professor

<i>Department of Family &amp; Consumer Sciences</i> <b>Goldberg, Dena</b>	Assistant Professor
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<i>Department of Molecular Biology</i> <b>Fay, David S.</b>	Assistant Professor
<b>Robertson, Shelly J.</b>	Assistant Professor

#### College of Arts & Sciences

<u>Name</u>	<u>Rank</u>
<i>Department of Anthropology</i> <b>Innes, Pamela J.</b>	Assistant Professor

<i>Department of Criminal Justice</i> <b>Freng, Adrienne</b>	Assistant Professor
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<i>Department of Geology &amp; Geophysics</i> <b>Saffer, Demian Michael</b>	Assistant Professor
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<i>Department of Mathematics</i> <b>Yeung, Man-Chung</b>	Assistant Professor
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#### College of Arts & Sciences

<u>Name</u>	<u>Rank</u>
<i>Department of Music</i> <b>Breeding, Brian K.</b>	Instructor
<b>Turpen, John S.</b>	Assistant Professor

<i>Department of Physics &amp; Astronomy</i> <b>Dale, Daniel A.</b>	Assistant Professor
<b>Pierce, Michael J.</b>	Assistant Professor

<i>Department of Political Science</i> <b>Garrison, Jean A.</b>	Assistant Professor
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#### College of Business

<u>Name</u>	<u>Rank</u>
<i>Department of Economics &amp; Finance</i> <b>Wonder, Nicholas X.</b>	Assistant Professor

### College of Education

<u>Name</u>	<u>Rank</u>
<i>Department of Special Education</i>	
<b>Simpson, A. Elizabeth</b>	Assistant Professor
 <i>Dept. of Elementary/Early Childhood Education</i>	
<b>Herbel-Eisenmann, Beth</b>	Assistant Professor
<b>Locke, Steven</b>	Assistant Professor
<b>Manyak, Patrick</b>	Assistant Professor
<b>Moran, Peter W.</b>	Assistant Professor

### College of Engineering

<u>Name</u>	<u>Rank</u>
<i>Department of Civil &amp; Architectural Engineering</i>	
<b>Mukai, David J.</b>	Assistant Professor
<b>Porter, Roy M. Jr.</b>	Assistant Professor
 <i>Department of Computer Science</i>	
<b>Spears, Diana</b>	Associate Professor
<b>Spears, William</b>	Associate Professor
 <i>Department of Mechanical Engineering</i>	
<b>Armstrong, William D.</b>	Assistant Professor
<b>Garnich, Mark</b>	Associate Professor

### College of Health Sciences

<u>Name</u>	<u>Rank</u>
<i>Division of Communication Disorders</i>	
<b>Beach, Kirstin</b>	Assistant Professor
<b>Jones, David L.</b>	Associate Professor
 <i>Division of Social Work</i>	
<b>Leedy, M. Gail</b>	Associate Professor
 <i>School of Pharmacy</i>	
<b>Bizien, Marcel D.</b>	Assistant Professor

### College of Law

<u>Name</u>	<u>Rank</u>
<b>D'Aquin, Leila A.</b>	Assistant Professor

## FIRST-YEAR EXTENDED-TERM-TRACK REAPPOINTMENTS

### 1. Faculty

#### Academic Affairs

<u>Name</u>	<u>Rank</u>
<i>American Heritage Center</i>	
<b>Francis, Melanie M.</b>	Assistant Archivist
<b>Guzzo, Anne</b>	Assistant Archivist
<b>Jaehnig, Kenton G.</b>	Assistant Archivist

**Shores, Leslie**  
**Waggener, John R.**

Assistant Archivist  
Assistant Archivist

## 2. Academic Professionals

### College of Agriculture

Name  
*Cooperative Extension Service*  
**Birkholz, Donna M.**  
**Cooper, Troy**  
**Daniels, Tanya Keigh**  
**Mount, Dallas**

Rank  
Assistant Extension Educator  
Assistant Extension Educator  
Assistant Extension Educator  
Assistant Extension Educator

*Department of Animal Science*  
**Hertz, Carole M.**

Assistant Research Scientist

### College of Arts & Sciences

Name  
*Department of Chemistry*  
**Sommer, Michael S.**

Rank  
Assistant Lecturer

*Department of Communication & Journalism*  
**Hinckley, Katy**  
**Roberts, Rebecca Lynne**

Assistant Lecturer  
Assistant Lecturer

*Department of Criminal Justice*  
**Johnson, Ernest L.**

Assistant Lecturer

*Department of Mathematics*  
**Prewett, Jonathan L.**  
**Weber, William S. Jr.**

Assistant Lecturer  
Assistant Lecturer

*Department of Music*  
**Nicholas, Christopher J.**

Assistant Lecturer

### College of Business

Name  
*Department of Management & Marketing*  
**Lewis, Kevin S.**

Rank  
Assistant Lecturer

### College of Health Sciences

Name  
*School of Nursing*  
**Maese, Peter M.**

Rank  
Assistant Lecturer

## 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 conditions.

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

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 extended-term appointment.

### **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**

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.

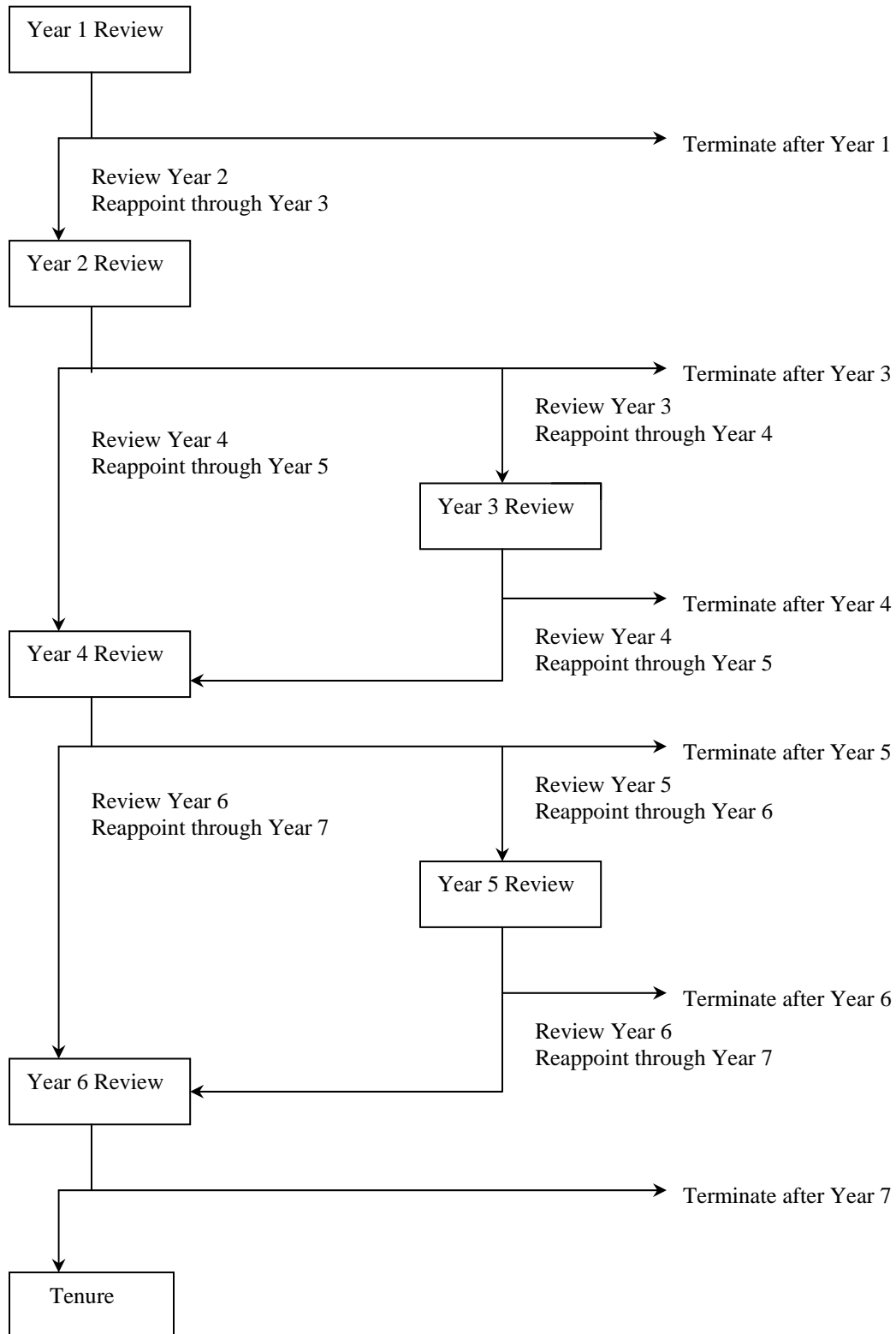
### **Terminal Degree**

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



Sabbatical Leave for President Philip Dubois, June 15-August 15, 2002

# UNIVERSITY OF WYOMING

**Office of Academic Affairs**

312 Old Main  
Laramie, WY 82071-3036  
307.766.4286 • fax: 307.766.2606 • allen@uwyo.edu

**To:** Board of Trustees  
**From:** Myron Allen, Associate Vice President for Academic Affairs  
**Subject:** Sabbatical proposal for President Dubois  
**Date:** 21 March 2002

President Philip Dubois has requested a sabbatical leave for the period 15 June 2002 through 15 August 2002. The purpose of the leave is to engage in research and study in higher education administration, away from the day-to-day duties of the office.

The Regulations of the Trustees allow sabbatical leaves for "University personnel holding faculty rank whose duties are primarily administrative in nature." Consistent with the University's practice for sabbatical leaves lasting one semester or less, the proposed two-month leave will be at full pay.

During the period of the leave, the Board may wish to designate Vice President for Academic Affairs Tom Buchanan to serve as acting president.

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President Philip Dubois requested a sabbatical leave for the period June 15-August 15, 2002. The purpose of the sabbatical is for President Dubois to engage in research and study higher education administration, away from the day-to-day duties of the office.

The Regulations of the Trustees allow sabbatical leaves for "University personnel holding faculty rank who duties are primarily administrative in nature." Consistent with the University's practice for sabbatical leaves lasting one semester or less, the proposed two-month leave will be at full pay.

The Personnel Committee discussed this item and moved to approve it. The item was placed on the Consent Agenda.

Appointment of Vice President Buchanan to Acting President for time period June 15-August 15, 2002

The appointment of Vice President Buchanan to Acting President for the time period of June 15-August 15, 2002 was addressed at an Executive Committee conference call on February 21, 2002. The minutes of that meeting were approved by the full Board and are available on page 92 of the minutes.

Proposed FY 2003 Salary Adjustment Policy

This policy summarizes the legislative increases to UW's budget and proposes plans for the distribution of raises, additional university contributions for group insurance, and deferred compensation. Specific instructions and a schedule for implementing the salary and benefit adjustments will be distributed in late March or early April to coincide with development of the FY 2003 operating budget.

**1. Overview of Legislative Appropriations**

The legislature approved a permanent increase of \$35.3 million per biennium to the university's budget, beginning in the 2003-2004 biennium. This appropriation provides funding for:

- |  |                     |
|--|---------------------|
| • Salary adjustments and fringe benefit allocations          | \$28,111,532        |
| • Increased University contributions for group health        | \$ 5,089,838        |
| • Matching funds of \$20 per month for deferred compensation | \$ 670,560          |
| • Utility cost increases                                     | <u>\$ 1,390,736</u> |
| <u>Total Appropriation</u>                                   | <u>\$35,262,666</u> |

## 2. Distribution of Salary Adjustment Funding

Table 1 (below) shows an analysis of the \$28.1 million that will be distributed for salary adjustments and fringe benefit allocations, along with a comparison to the original request. Approximately \$20.9 million is available for faculty and staff increases, \$2 million for graduate stipend increases, with the balance available to fund corresponding increases in employer-paid benefits. The table shows a proportionate allocation of these funds among various categories of employees, based on the market-survey data used to develop the original request.

This table also reflects the allocation funding increases in state-funded graduate assistant (GA) stipends, and funds for health insurance for state-funded GA's. (Unlike many institutions, UW does not now automatically cover GA insurance.) The proposal (see Table 1) funds the GA health-insurance package in full, leaving the balance of the request to fund GA stipend increases. The difference in dollars required to fully fund GA health insurance is a result of recent and expected increases in the student health insurance premiums.

**Table 1. Distribution of Salary and Benefit Allocations.**

<b>Category</b>	<b>Original Request</b>	<b>Salary Allocation</b>
Academic Personnel	\$13,659,756	\$12,131,942
Staff	8,617,154	7,653,300
Administrators	1,307,330	1,160,590
<b>Sub-total: Direct salary increases</b>	<b>\$23,584,240</b>	<b>\$20,945,832</b>
Increases to Employer-Paid Benefits	4,952,690	4,396,786
Increases to Graduate Stipends	2,720,000	2,048,914
GA's Insurance	399,000	720,000
<b>Totals</b>	<b>\$31,655,930</b>	<b>\$28,111,532</b>

### **3. Proposed Salary Distribution Policy**

The proposal is to distribute half of the \$20.9 million biennial salary-increase pool as permanent increases starting July 1, 2002. This amount—approximately \$10.5 million—represents 11.7 percent of UW's FY 2002 Section I, benefited full-time and part-time salary budget, and requires reserving the other half of the pool to continue the new salaries through FY 2004. In essence, this proposal calls for the complete distribution of approved salary increases in the first year of the biennium. There will, therefore, be no additional salary increases and no one-time pay adjustments (SPAM) in FY 2004, and, absent extraordinary circumstances, UW will not be seeking any supplemental salary monies in the 2003 legislative general session.

The following guidelines are proposed to govern the distribution of salary monies. They are consistent with recent institutional practice but also suggest some modifications to deal with the salary disparities that exist throughout the institution.

- a. All full-time and part-time benefited employees who are performing at a satisfactory or better level and who were hired on or before December 31, 2001, are eligible for a salary increase.
- b. Since disparities from market are approximately equal for the three major categories of employees (i.e., faculty, staff, and administration), salary pools will be established through a pro rata distribution based on the existing salary base. Because of unit disparities that may exist within each category, additional adjustments need to be made. See items f and g below.
- c. The Vice President for Administration and Finance will adjust the UW Classified Staff Salary Matrix so that it better reflects the current market for employees in

various grades. After this change has been made, salaries for staff employees may not exceed the newly established maximums in their salary grades, except as provided for in b above, and they may not fall below the established minimums. Any salary increases required by the matrix adjustment will come from the staff salary pool. This will require approximately \$720,000 to raise employee salaries to the minimum level of the new salary grades.

- d. Staff employees who are still red-lined after adjustment of the salary matrix will be eligible for a one-time, performance-based merit award up to a maximum of five (5%) of their base salary. Employees who receive FY 2003 salary adjustments that move them to the red-line are also eligible to receive the red-line merit award. Red-line merit awards are applicable only to the current pay period (2003-2004 biennium) and will not carry over to FY 2005. The award, which will be paid in twelve monthly installments, is subject to retirement contributions, but will not be added to the employee's salary base. Future red-line merit awards will be considered as funding becomes available for future pay period adjustments.
- e. The Vice President for Academic Affairs will reserve funds from the faculty and academic professional pool for the mandatory salary increases associated with promotion of faculty and academic professionals. The Vice President may also reserve some monies to fund promotion-related salary increases expected for FY 2004. It is expected that approximately \$400,000 will be required to fund promotion-related increases over the course of the biennium.



- f. All other salary increases will be merit-based. This policy has three elements. First, meritorious performance – that is, performance that is satisfactory or better – is a necessary condition for a salary increase. Second, differences in performance justify differences in raises. Third, supervisors shall take into account other factors, particularly equity and market discrepancies, when recommending raises for their employees.
- g. To ensure sufficient funding to address the most severe inequities and market discrepancies that may exist among staff working in different divisions or units, the President will reserve 10% of the staff pool remaining after the matrix adjustment (see c, above) to distribute to vice presidents in response to documented instances of unit or individual inequity. The President will establish procedures for vice presidents to apply for such funding.
- h. To ensure sufficient funding to address the most severe inequities and market discrepancies that may exist among faculty and academic professionals working in different colleges or departments, the Vice President for Academic Affairs will reserve 10% of the faculty pool remaining after the promotion adjustment (see d, above) to distribute to deans in response to documented instances of unit or individual inequity. The Vice President will establish procedures for deans to apply for such funding.
- i. The President will reserve up to 10% of the administrative pool to address the needs of market-impacted, high turnover, or mission-critical administrative positions. The President will establish procedures for vice presidents to apply for such funding.

- j. Benefited employees paid from Section II sources are also eligible for salary increases. Each vice president will establish Section II pools of 11.7 percent for each employee group (faculty, staff and administrators). Pool funds will be used to fund promotions for academic personnel, pay matrix adjustments, increased costs for employer-paid benefits and salary increases. The funds established for each pool will be used exclusively for employees within their respective categories. Vice Presidents may also hold back reserves of up to 20 percent of each pool after deducting academic promotions, the matrix adjustment, and the additional health insurance contribution and deferred compensation match. This reserve will be used to address the most severe inequities and market discrepancies that may exist in each respective employee category. The rules governing salary adjustments for Section I employees, outlined above, shall apply identically to Section II employees.

#### **4. Group insurance and Deferred Compensation**

The funds available for group insurance (\$5,089,838) will increase the state contribution for each employee by \$76 per month, effective July 1, 2002, and by an additional \$51 per month effective January 1, 2003. These changes will increase the university contribution to group insurance, from the current \$225 per month to \$301 per month for the second half of calendar year 2002 and \$352 per month for calendar year 2003.

The \$670,560 biennial appropriation for deferred compensation will provide a match of \$20 per month for employees paid from Section I who pay \$20 or more per month to a deferred compensation program (“457(a) plans”) or the university’s qualified annuity program (“403(b) plans”). Employees paid from Section II sources are eligible for the matching benefit.

Dr. Dubois discussed the policy and how the funds will be spent. Each item identified in the policy was discussed. Some of the key points he addressed were the table showing the distribution of salary and benefit allocations, and the proposed methodology for distribution.

Vice President Dan Baccari talked about the salary matrix adjustment. He explained that the adjustment is based on market survey techniques and was focused on accomplishing two points: adjusting the minimum salaries for the lowest pay grade and the highest pay grade. The hope is that the new matrix more accurately reflects salaries. Information distributed on the matrix adjustment and the red line comparison is shown on the following pages.

**SALARY MATRIX ADJUSTMENT  
 FY 2003**

1. New matrix based on market salaries replaces old matrix based on point-count system.
2. Matrix moved from 15 pay grades to 21 pay grades.
3. Each job classification was slotted into the new matrix based on its market salary, which was established through market survey (19-20 separate surveys).
  - 53.2% slotted on direct market data
  - 36.6% slotted on information based on job families
  - 10.4% slotted on Mercer point-count relationships
4. Cost to raise staff to minimum salaries established by new matrix:

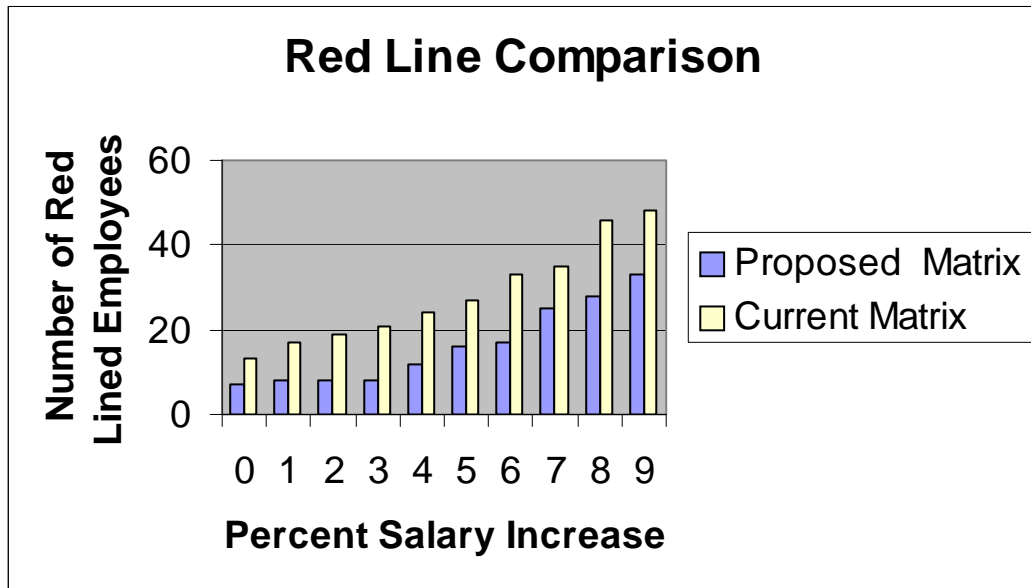
Section	No. of Employees	Cost
I	186	\$325,802
II	103	199,837
PT I	36	33,841
PT II	11	7,616
Total Section I	222	\$359,643
Total Section II	114	\$207,453

5. Red-Line Comparison
6. Cost Comparison to last matrix adjustment-
  - FY 2000 - Matrix moved 4.5% at a cost of \$218,714, which was 27% of the annual staff salary pool.
  - FY 2003 - \$359,643, which was 9.4 % of the annual salary pool.

**University of Wyoming  
 Proposed 2002 Pay Matrix #2  
 100% of Market**

<b>Grade</b>	<b>Grade Minimum</b>	<b>Grade Midpoint</b>	<b>Grade Maximum</b>	<b>Spread</b>	<b>Range Spread</b>	<b>Grd-Grd Incrmnt</b>
10	14,952	17,196	20,724	5,772	38.6%	7.002%
11	16,104	18,408	22,404	6,300	39.1%	7.200%
12	17,100	19,740	24,312	7,212	42.2%	7.564%
13	18,204	21,240	26,460	8,256	45.4%	7.851%
14	19,308	22,908	28,536	9,228	47.8%	8.100%
15	20,700	24,768	32,500	11,800	57.0%	8.420%
16	21,900	26,856	35,100	13,200	60.3%	8.630%
17	23,004	29,184	39,108	16,104	70.0%	8.985%
18	24,204	31,812	41,200	16,996	70.0%	9.225%
19	26,400	34,752	44,880	18,480	70.0%	9.548%
20	28,908	38,076	49,152	20,244	70.0%	9.832%
21	31,260	41,820	53,148	21,888	70.0%	10.100%
22	34,752	46,044	59,088	24,336	70.0%	10.390%
23	37,656	50,832	64,020	26,364	70.0%	10.683%
24	41,688	56,268	70,872	29,184	70.0%	10.950%
25	46,260	62,436	78,648	32,388	70.0%	11.240%
26	51,456	69,456	87,480	36,024	70.0%	11.534%
27	57,396	77,472	97,584	40,188	70.0%	11.816%
28	64,176	86,628	109,104	44,928	70.0%	12.090%
29	71,940	97,104	122,304	50,364	70.0%	12.3%
30	80,784	109,056	137,340	56,556	70.0%	

% Salary Increase	Proposed Matrix	Current Matrix
0	7	13
1	8	17
2	8	19
3	8	21
4	12	24
5	16	27
6	17	33
7	25	35
8	28	46
9	33	48



Affirmative Action Program

The Affirmative Action program discussion was deferred until the May Trustees' meeting.



## **PHYSICAL PLANT AND EQUIPMENT COMMITTEE**

The Physical Plant and Equipment Committee met on Thursday, March 21 for a briefing and on Friday, March 22 with the full Board. The following were present: Trustees John Patrick, Chair; Taylor Haynes, Pete Jorgensen, Jim Neiman, and Hank True. The following items were discussed, including the addendum for the Powell Seed Lab, and two were placed on the Consent Agenda.

### Afton Land Sale

The Board of Trustees previously agreed to sell 25 acres of its Afton Research and Extension Center to the Lincoln County Commissioners. The Commissioners have requested that the University sell the County an additional five (5) acres adjacent to the 25-acre parcel. The Commissioners have offered to purchase the additional five acres for \$5,000 per acre. The offering price is the same amount the University agreed to accept for the 25-acre parcel and is based on an appraisal by John Frome and Associates dated December 15, 2001.

The Trustees approved the administration's recommendation to advertise the remaining 90 +/- acres of the Afton R&E Center at its January 2002 meeting for an asking price of \$400,000. A total of 85 +/- acres will remain available for sale if the Commissioners' request to purchase five additional acres is approved.

The original agreement for the sale of 25 acres stipulated that the total purchase price would be paid in three annual installments payable January 30<sup>th</sup> of each year, beginning in 2002. Due to the delay in receiving the appraisal, the Lincoln County Commissioners requested that the original payment schedule be revised to provide for an initial payment on November 20, 2002 and that the subsequent payments be made on the same date in 2003 and 2004.



The Physical Plant and Equipment Committee recommended to the Board of Trustees of the University of Wyoming approval of the sale of the additional five acres of its Afton R&E Center to the Lincoln County Commissioners for a total price of \$150,000 for the total 30 acre tract. The University has proposed to the Commissioners that the payment schedule either be three annual installments commencing March 31, 2002 and ending March 31, 2003 or two annual installments with the first payment due November 30, 2002 and the final payment due on November 30, 2003.

Vice President Baccari spoke briefly about the sale of the additional five acres at Afton. The University has agreed that the best option for the payments will be to have Afton provide payment in two annual installments, beginning November 30, 2002.

#### Powell Seed Lab

The 2002 Wyoming Legislature passed legislation creating the Wyoming State Seed Laboratory in Park County, Wyoming. The legislation appropriated \$313,000 for its construction, with the intent that it would be attached to the recently completed office building at the Powell Research and Extension Center. The legislation also requires commencing the operation of the seed lab no later than July 1, 2003.

The legislation further authorized the Wyoming Department of Agriculture to contract with the University of Wyoming for constructing, equipping, selecting personnel and operating the seed laboratory for the department subject to mutually agreeable terms and conditions. To permit a reasonable time for the design and construction of the laboratory, the University should begin the design process as soon as possible.

The Physical Plant and Equipment Committee recommended to the University of Wyoming Board of Trustees approval for the University administration to contract with the Wyoming Department of Agriculture for construction of the laboratory, and authorize utilization of the University's standard procedures and agreements for the design and construction of the project. They further recommended that the University of Wyoming Board of Trustees extend the contract of the office building architect (Keith Pryor of Cody, Wyoming) to include design of the laboratory, subject to negotiation of a reasonable fee. The architect's performance on the office building was very acceptable and he is available to work on this project. If reasonable fees cannot be negotiated, the University would revert to the normal qualification-based selection process.

Vice President Baccari explained that the lab needs to be in operation by June 2003, which made it necessary to proceed with the item immediately. Vice President Miller commented that the legislature felt it was appropriate to go forward with the item. The Powell community is excited about the project. The lab will be owned and operated by UW under a memorandum of understanding. The Department of Agriculture will be contacted regarding the other building and the contractor who built it for their input. The Physical Plant and Equipment Committee approved this item with one abstention, and placed the item on the Consent Agenda.

Parking Plan

# UNIVERSITY OF WYOMING

Office of the President  
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## NEW DRAFT

March 21, 2002

To: UW Faculty, Staff, and Students

Re: Revised Proposal for Campus Parking

Dear Colleagues:

As you have seen in the President's Outbox under "Pending Parking Discussions" (<http://uwadmnweb.uwyo.edu/President/presout.htm>), the plan to improve parking has been evolving for several years. In August 2001, I asked for your input on the ideas in the draft *Campus Parking and Transportation Plan* developed by the Parking Review Implementation Committee in response to the following 10 items I had suggested that we consider seriously:

1. Adopt multiple measures to address parking shortage for students.
2. Develop a secure remote lot with an alternative transportation system.
3. Acquire additional parking capacity to the north of campus.
4. Explore one-way streets and diagonal parking.
5. Increase parking fees and fines.
6. Close Prexy's Pasture to private vehicle traffic.
7. Install parking meters in selected locations for short-term parking.
8. Move unnecessary campus vehicles to the periphery.
9. Reorganize the administration of parking services.
10. Explore opportunities for pre-tax payment of parking permit fees.

The parking discussion on campus has been a long one, with many people participating and giving their perspectives. Needless to say, the comments came from all quarters of campus, many suggestions conflicting with others. It seems that everyone has an opinion about what is and is not a problem with UW's parking situation. I assure you that the Committee members and I reviewed all of your responses.

As I mentioned in an all-campus e-mail on December 3, 2001, we temporarily suspended the implementation of the August 2001 plan. In the light of my concerns about the increased costs of our medical and dental insurance programs, I asked the Committee to reexamine the proposed cost structure, the development of additional core campus parking, the shuttle service, and the eventual pedestrian designation of Prexy's Pasture. We have looked over the sheaves of paper in our parking file and have attempted to identify solutions that represent reasonable compromises of often diametrically opposed perspectives. Moreover, since the Legislature has now appropriated sufficient funding to offset the recent increases in health care premiums, we are now prepared to propose to the campus community that the parking plan be modified in several fundamental ways.

A central consideration in our thinking has been to attempt to achieve the average number of spaces per employee and per student permit holder as is characteristic of higher education institutions in the Rocky Mountain region. However, as will be readily apparent, those target figures are only approachable with respect to parking availability for faculty/staff and resident students. We simply do not have the ability to achieve sufficient parking capacity to meet the needs of all commuting students. Accordingly, our plan still calls for the development of a free remote parking lot and shuttle service. For most commuting students who do not want to hassle with attempting to find a parking spot on a nearby street, this should be a relatively convenient way of getting to and from campus. Moreover, because the service will be free, commuting students will not be asked to bear any of the costs of supporting the campus transportation and parking system (unless they buy a permit for the commuting student lots that will still serve the Fine Arts/Law School/Molecular Biology neighborhood of the east campus). Those costs will be borne by the faculty, staff, and resident students who purchase permits and by the daily parking fee income to be generated by installed meters and an hourly fee lot east of Half Acre that will serve anyone wishing to park there.

With this introduction, the changes proposed are as follows:

1. **Costs:** The permit rates proposed in the previous plan would be reduced to \$10 per month for all permits. That would mean faculty and staff would pay \$120/year, and students in the residence halls, fraternities, and sororities would purchase a parking permit for \$90/academic year. Individuals wanting to park their vehicles without buying a permit could do so if they park their cars in the commuter shuttle parking lot near the Soccer Complex, use the perimeter parking mentioned below in item 2, or park on nearby neighborhood streets where permitted.
2. **Perimeter Parking:** To provide additional no-cost parking for UW employees and students, we are working with the City of Laramie to change the parking around the perimeter of campus from 90-minute parking to all-day parking. If that change occurs, faculty, staff, or students who arrive early could park along Iverson, Lewis, and 9<sup>th</sup> Street all day for free and without being cited. That would mean 199 spaces would be available for folks who need to park for longer than the current 90-minute limit. If the City approves our request for one-way traffic on Lewis Street, diagonal

parking would provide 30 to 45 additional parking spaces along the north side of campus.

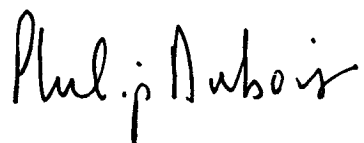
3. **Faculty and Staff Parking:** To reduce the time spent “hunting” for a parking space, faculty and staff parking (“A”) would be increased 501 spaces by eliminating commuter student parking in four lots (at the Cooper House, 10<sup>th</sup> and Lewis, 12<sup>th</sup> and Lewis, and the Union). We are also pursuing changing the parking on the Merica Hall Loop to diagonal parking; this change would provide an additional 35 spaces, which would include “A”-permit parking for faculty and staff and metered parking for visitors. Our 1998 study of parking provided by comparator institutions in the Rocky Mountain area determined that UW needed to expand parking availability for faculty and staff by 349 spaces. These actions will more than meet that target.
4. **Resident Students:** Resident student parking has recently been increased by 218 spaces with the new lot at what we used to call Frisbee Field. Under this revised plan, an additional 85 spaces in the lot east of the College of Business would be designated for resident student parking to serve students in the residence halls, fraternities, and sororities. The 1998 parking study identified the need for 407 additional parking slots for resident students. When the 85 spaces are combined with the 218 additional spaces created last summer with the construction of the Frisbee Field lot, we will have made good progress toward that target.
5. **Off-campus Students:** More than 3,300 “C” permits are issued each year to commuter students, with fewer than 1,000 spaces available to them—and half of those are in lots marked for both “C” and “A” permit holders. To date, there have been more than 1,600 citations, plus others issued when “C” permits are used in “A”-only lots. Because this is a difficult if not insurmountable problem to solve, under this proposal, off-campus students would be able to park for free and ride the shuttle buses between the commuter shuttle lot at the Soccer Complex and the Union. (See item 6 below.) It is our hope that commuting students would benefit by having more spaces freed up in neighborhoods adjacent to campus when the number of permit spaces is increased. (See items 2, 3, and 4 above.) Commuting students may also use the short-term parking lot described in 7, below.
6. **Shuttle System:** The existing fixed-route bus system (6 a.m. to 6 p.m., Monday-Friday)—which runs from 30<sup>th</sup> Street, around the campus apartments, down Willett and around the perimeter of campus—would be maintained. Currently, we have approximately 45,000 riders per year. An express shuttle bus route—stopping only at the Stadium commuter shuttle lot and the eastern entrance of the Union (7 a.m. to 5:45 p.m., Monday-Friday)—would be added to speed service. When two buses are operating, 600 passengers per hour could be accommodated with a maximum wait of approximately 5 minutes. In addition, a morning “back-up” bus would be added to the route to accommodate the extra riders for early morning classes (7:30 a.m. to 11 a.m., Monday-Friday). When three buses are in operation during peak hours, the maximum wait for a bus would be 3-4 minutes. Heated shelters, appropriate lighting,

and emergency phones would be installed. The University has applied for federal funding for the shelters, signage, and lighting; this funding could provide 80 percent of the construction and installation costs. Paratransit vans will continue to be available for transporting disabled individuals who have subscription service or who give 24 hours notice. The Soccer Lot will be used for remote parking for those students who do not want to buy permits.

7. **Short-term Daily Parking:** Short-term daily parking will be available for students, faculty, staff, and visitors in the 139 spaces located in the lot east of Half Acre Gym. The lot entrance, on the north (facing Wyoming Hall), would have a vending machine that issues date- and time-stamped tickets. An attendant would collect the amount owed (\$1.00 per hour) as the parker leaves through the south exit. UW departments could also choose to validate tickets and pay for the fees. When the attendant closes the lot at 6 p.m., s/he will place an envelope on the windshield of any vehicle remaining in the lot. The vehicle description, license number, and the amount owed for the daytime parking would be recorded. The parker would place the required amount in the drop-box before leaving the lot. Parking between 6 p.m. and 7 a.m. would be free of charge.
8. **Metered Parking:** Some parking meters would be installed near Coe Library, Knight Hall, and Merica Hall to allow short-term parking for visitors and vendors (25 cents per half hour, 1 hour maximum). A bill-changing machine would be available in the Library or the Union.
9. **East Campus:** The parking areas east of 15<sup>th</sup> Street designated for faculty and staff, resident students, and commuter students will remain as they are currently posted. A limited number of permits would be issued for commuter students wishing to use these lots.
10. **Enforcement:** Permit parking regulations are enforced from 8 a.m. to 5 p.m. Monday through Friday, unless posted otherwise. Parking regulations such as yellow zones, handicap spaces, fire lanes, etc. are enforced 24 hours a day, seven days a week.
11. **Prexy's Pasture:** The discussion about whether to transform Prexy's Pasture into a walking mall and park is still underway, but no plans will be implemented until funding is available. However, the loss of 179 available spaces from the closure of Prexy's would be more than offset by the other actions listed above.
12. **Extending Bus Routes:** Once we have gained some experience with the operation of the shuttle system, we will open discussions with city officials and the owners of apartment complexes to examine the feasibility of extending shuttle routes to serve downtown and neighborhoods with high concentrations of student residents.

We are proposing that this revised plan would begin in the fall of 2002. Again, we invite comments from the campus community. I plan to meet with the student leadership at the ASUW Senate meeting on April 16 to discuss parking and other issues. Please send your responses to Special Assistant Donna Bagby at [dbagby@uwyo.edu](mailto:dbagby@uwyo.edu) by April 19. I will announce a final decision shortly thereafter. Thanks.

Sincerely,



Philip L. Dubois  
President

PLD:smp

President Dubois reviewed the draft, and stated that this will be revised again. He plans to meet with ASUW in April to better explain the changes, and welcomes any alternatives the students may suggest. The Physical Plant and Equipment Committee moved the item to action and approval, with the caveat to allow President Dubois the flexibility he needs to move forward. The motion carried and the item was placed on the Consent Agenda.

#### Capital Facilities Plan

President Dubois delivered the Power Point presentation to the Board that he had given to the legislators for Legislators' Day regarding the Capital Facilities Plan. The Plan does not include Outreach and Athletics.

Change Orders and Progress Reports

The following gives an accounting of the progress and activity of construction since the October, 2001 Trustees meeting. Also reported are approved change orders to the Wyoming Union Additions and Renovations, and the Rochelle Athletics Center.

**PROJECTS IN CONSTRUCTION**

**1. Powell Extension Office**

Contractor: Jim's Building Service, Inc.  
 Bid Price: \$233,251.00  
 Original Completion Date: 1 August 2001  
 Contract Substantial Completion Date: 15 August 2001

	<b>Total</b>	<b>Design</b>	<b>Construction</b>	<b>Contingency</b>	<b>Administration</b>
Budget	\$ 283,674.00	\$ 24,600.00	\$ 236,360.00	\$ 11,357.00	\$ 11,357.00
Expended	\$ 293,244.04	\$ 24,354.00	\$ 236,360.00	\$ 11,339.00	\$ 21,191.04
Obligated	\$ -	\$ 246.00	\$ -	\$ -	\$ -
Un-obligated	\$ (9,570.04)	\$ 246.00	\$ -	\$ 18.00	\$ (9,834.04)

Remarks: Currently work is being completed on the telephone and data-line installation. Qwest has been delayed several times and plans on finishing NLT 20 March 2002.

**2. 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: 14 July 2001  
 Actual Completion Date: 6 September 2001

	<b>Total</b>	<b>Design</b>	<b>Construction</b>	<b>Contingency</b>	<b>Adminis</b>	<b>Misc</b>
Budget	\$8,548,613.00	\$584,795.00	\$7,195,162.00	\$ 378,041.00	\$297,042.00	\$93,573.00
Expended	\$8,542,520.13	\$575,584.14	\$7,139,718.00	\$ 589,834.17	\$150,009.77	\$87,374.05
Obligated	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Un-obligated	\$ 6,092.87	\$ 9,210.86	\$ 55,444.00	\$(211,793.17)	\$147,032.23	\$ 6,198.95

Remarks: Waiting for Contractor to finish Substantial Completion Punch list. Retainage has not been released. Hall of Frame cabinetry and lighting installation completed. Still working on improving domestic hot water system—this system was to provide instantaneous hot water. In some circumstances, it is taking up to 8 minutes to obtain the desired temperature. Manufacture is not responding to calls and may have gone out of business.



**3. Mary Mead Addition to the Hansen Livestock Teaching Arena**

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 February 2001 (75 days from date of UW Purchase Order)

Grandstands – Materials & Installation Contractor: Southern Bleacher Construction Co.

Bid Price: \$132,800.00

Original Completion Date: 12 April 2001

Substantial Completion Date: 4 May 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	\$ 845,338.67	\$ 40,000.00	\$ 754,400.00	\$ 41,029.62	\$ 9,909.05
Obligated	\$ -	\$ -	\$ -	\$ -	\$ -
Un-obligated	\$ (23,938.67)	\$ -	\$ -	\$ (25,029.62)	\$ 1,090.95

Remarks: Waiting for the contractor to take care of a few minor items before finalizing project.

**4. 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: 17 July 2000

	<b>Total</b>	<b>Design</b>	<b>Construction</b>	<b>Contingency</b>	<b>Admin.</b>	<b>Equipment</b>	<b>Misc</b>
Budget	\$1,710,280.84	\$84,000.00	\$1,008,149.43	\$121,886.41	\$32,415.00	\$452,000.00	\$1,830.00
Expended	\$1,631,232.12	\$88,215.00	\$1,002,149.43	\$ 70,651.04	\$28,985.24	\$435,606.26	\$5,625.15
Obligated	\$ 16,340.90	\$ -	\$ 6,000.00	\$ -	\$ -	\$ 10,340.90	\$ -
Un-obligated	\$ 62,707.82	\$(4,215.00)	\$ -	\$ 51,235.37	\$ 3,429.76	\$ 6,052.84	\$6,204.85

Remarks: Due to the size and type of the screen, there are wrinkles that are considered within industry standards by the manufacture but not acceptable to the Users due to their specialized film showings. The user has not been able to schedule a time to view a possible alternate screen type to see if it is suitable for replacement.

**5. Wyoming Student 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 Dates: Temporary Bookstore area - 24 July 2000  
 Breezeway portion/East Addition – 4 September 2000  
 Balance of East Addition - 30 September 2000

Phase "1" Original Completion Dates: Basement (original section) – 7 May 2001  
 1<sup>st</sup> and 2<sup>nd</sup> Floor portion (original section) – 30 May 2001  
 Balance of 2<sup>nd</sup> Floor and Ballroom (original section)  
 – 30 June 2001

Phase "1" Present Completion Dates: Basement (original section) – 30 May 2001  
 1<sup>st</sup> and 2<sup>nd</sup> Floor portion (original section) – 11 June 2001  
 Balance of 2<sup>nd</sup> Floor and Ballroom (original section)  
 – 30 July 2001

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 – 22 May 2002

Phases 1 through 3 Contract Substantial Completion Dates: Phase 1 – 30 May 2001  
 Phase 2 – 2 February 2002  
 Phase 3 – 28 June 2002

	<b>Total</b>	<b>Design</b>	<b>Construction</b>	<b>Contingency</b>	<b>Admin.</b>	<b>Misc</b>
Budget	\$12,509,830.00	\$1,218,514.00	\$9,943,118.00	\$909,800.00	\$338,148.00	\$100,250.00
Expended	\$ 9,966,306.60	\$1,102,500.07	\$7,819,059.12	\$788,469.82	\$237,714.08	\$ 18,563.51
Obligated	\$ 2,124,058.88	\$ -	\$2,124,058.88	\$ -	\$ -	\$ -
Un-obligated	\$ 419,464.52	\$ 116,013.93	\$ -	\$121,330.18	\$100,433.92	\$ 81,686.49

Remarks: A Substantial Completion inspection of the bookstore portion of Phase II has been completed. The fixture installer is scheduled to be completed early in March. Installation of security systems will start in mid-March with the Bookstore moving into the space during Spring Break.

The rest of Phase II is scheduled to be completed in April. Work on Phase III will start in April and focus on the transitional spaces between Phases II and III during April.

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

**Rochelle Athletics Center**

**Change Order No 29**

Item 1 Install gas piping	Add:	514.00
Item 2 Faucets at Hydrotherapy	Add:	1,202.00
Item 3 Expansion tank	Add:	648.00
Item 4 Add gutter at south entry	Add:	1,426.00
		<hr/>
	<u>Total Change Order No. 29</u>	ADD: \$3,790.00

**Statement of Contract Amount**

Original contract Amount	\$6,618,200.00
Total Change Orders 1-30	<u>+580,752.00</u>
<b>Adjusted Contract Price</b>	<b>\$7,198,152.00</b>

**Wyoming Union Additions and Renovations**

**Change Order No. 20**

Item 1 Misc Mechanical: fire & smoke dampers	Add:	6747.00
Item 2 LL Beam Extension at Grid QQ	Add:	4,182.00
Item 3 Sump at Mech 034	Add:	4,742.00
Item 4 LL Demolition of Concrete Pads, floors, etc	Add:	3,625.00
Item 5 Program Space/Lounge 028 Fireplace	Add:	13,987.00
Item 6 Misc. elec – 221/223 Dimmer, tele/data	Add:	10,641.00
Item 7 Additional Catering Kitchen Addition	Add:	12,306.00
Item 8 Electrical Work to raise existing conduit	Add:	3,634.00
		<hr/>
	<u>Total Change Order No. 20</u>	ADD: \$49,223.00

**Change Order No. 21**

Item 1 Addition of second floor sound racks	Add:	2,791.00
Item 2 Additional duct insulation Phase I	Add:	17,575.00
		<hr/>
	<u>Total Change Order No. 21</u>	ADD: \$20,366.00

**Change Order No. 22**

Item 1 Bookstore Plan Revision	Add:	18,649.00
Item 2 Delete second layer Gypsum Board at flr/clg	Add:	(2,438.00)
Item 3 Family Toilet Exhaust fan	Add:	1,368.00
Item 4 Electrical Disconnect	Add:	474.00
Item 5 Catering Kitchen Addition Fire Dampers	Add:	1,779.00
Item 6 Spray Fireproofing at West Addition Stair	Add:	3,132.00
Item 7 Additional Fire/Smoke Dampers – Lower Level	Add:	5,529.00
Item 8 Phase 2 Addition duct insulation	Add:	11,075.00
Item 9 PR#129 – Bookstore additional electrical work	Add:	10,391.00
		<hr/>
	<u>Total Change Order No. 22</u>	ADD: \$49,959.00

**Change Order No. 23**

Item 1 Bookstore – Maple Base Upgrade	Add:	269.00
Item 2 Lower lever rework of fire sprinkler	Add:	1,000.00
Item 3 Bookstore blocking and jam work	Add:	5,684.00
Item 4 Additional Fire/smoke dampers, first level	Add:	4,468.00
Item 5 Electrical modification – Phase 2 Bookstore elevator	Add:	2,377.00
Item 6 Room 118: Radiation ceiling dampers, Room 116: fire dampers	Add:	4,443.00
Item 7 Historical Kiosk lights	Add:	(135.00)
Item 8 Lower Level Sump Pump Drain line relocation	Add:	516.00
Item 9 Wilson Tile and Terrazzo – Nosing issue	Add:	3,500.00
Item 10 Wilson Tile and Terrazzo – 2 <sup>nd</sup> floor base at lobby	Add:	780.00
		<hr/>
	<u>Total Change Order No. 23</u>	ADD: \$22,902.00

**Statement of Contract Amount**

Original contract Amount	\$9,318,600.00
Total Change Orders 1-19	<u>+ 879,403.00</u>
<b>-Adjusted Contract Price</b>	<b>\$10,198,003.00</b>

**West Stadium Repair**

A condition evaluation of the upper west stands of the War Memorial Stadium was done in November 2001 by Structural Solutions, LLC and Wiss, Janney, Elstner Associates, Inc. to

determine the extent of damage resulting from deterioration over the past 30 years service, and to recommend necessary repairs.

The evaluation concluded that the lightweight, precast concrete beams, which make up the seating in this section, have significantly deteriorated as a result of poor drainage and freeze/thaw conditions, and that the deterioration is now advancing at an accelerated rate. The report further notes that the precast concrete beams are near the end of their serviceable life. The consultants have recommended either extensive repairs that would extend the serviceable life of the west stands by up to 20 years, or total replacement of the lightweight concrete beams, which would extend the life of the upper west stands by 30 to 50 years. The estimated cost for repairs is \$1.6 million. The cost to replace the beams is estimated to be \$2.8 million.

While the administration believes that total replacement of the beams would be the most economical, long-term solution, the consultants have been asked to evaluate the rest of the stadium structure before a decision is made on how to address the problem with the upper west stands. We need to know if repairs to other parts of the stadium are also called for and the total magnitude of required repairs. The consultants should complete their evaluation of the entire stadium by April 2002. A decision on the repairs to be undertaken will then be made based on the complete evaluation of the stadium with the work scheduled for summer of 2003.

In the meantime, repairs required to allow the use of the upper west stands next fall will be completed this coming summer at an estimated cost of \$150,000.

The Committee discussed the repair at the briefing on Thursday. The improvements will make the stadium safe for the Fall 2002 events, and further consultation will occur. Funding has been budgeted for the initial work.

## **INVESTMENT COMMITTEE**

The Investment Committee met on Friday, March 22, 2002. Trustees Ron McCue, Chair; and Jim Neiman were in attendance. Trustee Saunders was unable to attend.

### Report on Trustees' Investment Committee Meeting in Denver, CO on February 18-19, 2002

Trustee McCue reported on the Investment Committee meeting held in Denver, Colorado. The committee met with John Vann, and heard from each of the fund managers. As was expected, the investments experience significant fluctuation.

### Quarterly Report on Endowments

The quarterly investment report for the quarter ending December 31, 2001, provided by John A. Vann, Investment Advisor to the Investment Committee, is presented on the following pages.

**UNIVERSITY OF WYOMING  
 INVESTMENT COMMITTEE  
 As of December 31, 2001**

**Current Asset Allocation  
In Millions (\$000) & Percentage (%)**

<b><u>Funds:</u></b>	<b><u>(\$000)</u></b>	<b><u>(%)</u></b>
Fixed Income Pool – Fox	\$ 12.403	28.5%
Value Equity Pool		24.9%
Jurika & Voyles	5.487	
Brandes Value	5.335	
Growth Equity Pool		32.0%
Montag & Caldwell	6.302	
Wilshire	5.429	
Navellier	1.047	
McKinley	1.161	
Int'l Equity Pool – Brandes	6.360	14.6%
	<b>\$ 43.524*</b>	<b>100.00</b>

\* not included in this total is \$176,495, which is held in the handling account at December 30, 2002.

**Asset Allocation Goals as of February 11, 1999**

<b><u>Funds:</u></b>	<b><u>(%)</u></b>
Fixed Pool	25.00%
Value Pool	30.00%
Growth Pool	30.00%
Int'l Pool	15.00%
	<u>100.00%</u>

UNIVERSITY OF WYOMING  
Investment Committee - Performance (net of fees)  
December 31, 2001

	Market Value	4th Qtr 2001 %	3rd Qtr 2001 %	YTD %	1 year %	2 year %	3 year %	5 year %	Inception to date %
<b>Summary</b>									
Total Assets	43,700,309	7.97	-8.91	-6.62	-6.62	-1.99	5.05	10.11	179.55
75SP/25L BIGC custom index		8.94	-12.00	-9.23	-9.23	-8.57	-0.90	0.85	171.87
<b>Other</b>									
Handling Account	176,495								
<b>Equity Funds</b>									
Value Pool									
Jurika*	5,487,043	12.95	-15.19	-7.42	-7.42	3.60	5.79	9.67	205.57
Russell 1000VI		7.38	-10.96	-5.60	-5.60	0.51	2.74	11.13	201.16
Brandes Value^	5,335,486	9.39	N/A	9.39	N/A	N/A	N/A	N/A	9.39
Russell 1000VI		7.49	N/A	7.49	N/A	N/A	N/A	N/A	7.49
Growth Pool									
Montag***	6,301,919	9.81	-9.92	-13.36	-13.36	-10.09	-0.21	N/A	62.24
Russell 1000Gr		15.15	-19.41	-20.42	-20.42	-21.42	-6.32	N/A	39.38
Wilshire Growth Fund^^	5,428,674	12.50	-15.69	-16.80	-16.80	-16.19	N/A	N/A	-12.93
Russell 1000Gr		15.15	-19.41	-20.42	-20.42	-21.42	N/A	N/A	-21.85
Navellier ^^	1,046,517	9.38	-20.65	0.91	N/A	N/A	N/A	N/A	0.91
Russell 2000		26.17	-28.09	6.61	N/A	N/A	N/A	N/A	6.61
McKinley ^^	1,161,176	15.88	-25.06	5.66	N/A	N/A	N/A	N/A	5.66
Russell 3000		15.83	-20.02	0.67	N/A	N/A	N/A	N/A	0.67



**International Equity Fund**

Brandes**	6,360,048	10.36	-13.43	-10.78	-10.78	-3.82	11.71	14.57	170.40
MSCI European Australian and Far East		6.98	-13.95	-21.51	-21.51	-17.82	-4.91	0.98	26.27

**Fixed Income Fund**

Fox*	12,402,951	0.60	4.67	9.37	9.37	10.69	7.15	7.87	77.63
Lehman Bros Govt Corporate Bond Index		0.09	4.61	8.99	8.99	9.88	6.62	7.23	74.48

Inception      \* 4/93      ^ 10/01  
                  \*\* 4/94      ^^ 3/99  
                  \*\*\* 7/97      ^^ 4/01

Vice President Baccari reported on the endowment summary received from John Vann. Asset allocation goals and a brief summary of the return on each of the managers were discussed.

Investment Committee Summer Meeting

The Investment Committee will hold their summer meeting in Jackson Hole prior to the Trustees' retreat August 23-25, 2002. The focus of the meeting will be to actively review reporting.



## **ATHLETIC COMMITTEE**

The Athletic Committee met on Friday, March 22, 2002. Trustees Taylor Haynes, Ron McCue, Jim Neiman, and Greg Schaefer were in attendance. Trustee Saunders was unable to attend.

### Status of Athletics: Finances and Facilities

Trustee Saunders joined the meeting via conference call for a follow-up on the items previously discussed. Athletics Director Lee Moon, Associate Director Barbara Burke, and Associate Director Bill Sparks provided an overview of intercollegiate athletics.

Ms. Burke talked about the NCAA history regarding scholarships, practice times, etc. She also talked about the salary disparity between other schools and Wyoming, noting that Wyoming is the lowest in the Mountain West Conference. Title IX has been addressed and will be in good shape for the upcoming year.

Director Moon talked about the requirements for Division I, II or III. There are different qualifications and scholarships available in each category. Wyoming received an excellent opportunity when Sports Illustrated wrote an article regarding the Cowboys' activity in the NCAA tournament. Members of the Board expressed their desire to have Athletics establish a set of goals and the direction they hope to head in.

Trustee Schaefer asked Director Moon to talk about the intercollegiate fee increase. Director Moon shared a fee summary with the Board for discussion. The Board discussed different opportunities to phase in the increase, or to have it occur as a lump sum of \$50 per semester. President Dubois commented that there should be a better explanation for the students,

detailing why this increase is necessary. The Committee moved to accept the recommendation to increase student activity fees to \$50 per semester and approved the motion.

### Football Schedule

#### **2002 Wyoming Football Schedule**

Saturday - August 31	Tennessee @ Adelphia Coliseum, Nashville
Saturday - September 7	@ Central Michigan
Saturday - September 14 September 13	Boise State Hall of Fame
Saturday - September 21	@ Washington
Saturday - September 28	OPEN
Saturday - October 5	The Citadel Ag Appreciation Weekend A&S Honors Convocation Family Weekend
Saturday - October 12	@ CSU
Saturday - October 19	San Diego State Homecoming
Saturday - October 26	Air Force
Saturday - November 2	@ UNLV Art Museum Gala
Saturday - November 9	@ BYU
Saturday - November 16	Utah Band and Youth Day
Saturday - November 23	OPEN
Saturday - November 30	@ New Mexico

Trustee McCue called the Board's attention to the football schedule for the upcoming year.

### Personnel

The Committee discussed the hiring of athletic personnel and based on the information they received, determined that there is no need to have the coaches hiring information included in the Personnel section. They are not involved in the tenure or degree track. President Dubois has asked General Counsel to look at the issue, and plans to have a recommendation to the Board in May. Vice President Miller commented that the president approves the coaches, but the reporting is useful for information purposes.



## COMMITTEE OF THE WHOLE

Trustee Spicer introduced the UW Debate Team in recognition of their excellence and accomplishment of finishing in the final four. Dr. Buchanan noted that Michael Owens was the top speaker among 70 debaters at the National Parliamentary Tournament of Excellence. The other members of the team are: Justin Racette, Josh Wilkerson, and John Masselli. Members of the Board congratulated the team.

### Board of Trustees' Meeting Schedule

#### **Proposed Schedule for Board of Trustees' Meetings\* 2002-2003**

June 6-8, 2002	Executive Council Retreat
June 8	Le Grand Fleur
June 13-15, 2002	Art Museum Board
June 14	Governor's Art Reception
June 20-22, 2002	
June 27-29, 2002	
July 4-6, 2002	4th of July
July 7-14	Laramie Jubilee Days
July 11-13, 2002	UW Foundation Board Meeting in Cody
<b>July 18-20, 2002</b>	<b>Proposed BOT Meeting</b>
July 19-28	Cheyenne Frontier Days
July 25-27	
July 25-28	SHEEO Meeting, San Diego
August 1-3, 2002	
August 8-10, 2002	
August 8-9	Leadership Wyoming Orientation, Laramie
August 9	T-WY Corp Board
August 10-17	Wyoming State Fair
August 15-17, 2002	
<b>August 23-25, 2002</b>	<b>Board Retreat, Jackson Area</b>
August 29-31, 2002	
August 31	FB Tennessee @ Adelphia Coliseum, Nashville
September 5-7, 2002	
September 5-7	IENR Board Meeting, Laramie
September 7	FB @ Central Michigan



**September 12-14, 2002**

September 13

September 14

September 19-21, 2002

September 21

September 20-21

September 26-28, 2002

September 26-27

September 27

September 28

**Proposed BOT Meeting**

Hall of Fame

Boise State

FB @ Washington

Buffalo Bill Historical Center, Art Sale and Ball, Cody

UW Foundation Board Meeting

Foundation Campaign Kickoff

Old Baldy Golf Tournament Fund Raiser

OPEN FB date

October 3-5, 2002

October 4

October 4-5

October 5

October 5-6

October 10-12, 2002

October 12

October 17-19, 2002

October 19

October 24-26, 2002

October 26

A&S Honors Convocation

Ag Appreciation Weekend

The Citadel

Family Weekend

FB @ CSU

San Diego State

Homecoming

Air Force

**October 31-November 2**

November 2

November 2

November 7-9, 2002

November 5-8

November 9

November 10-12

November 14-16, 2002

November 15

November 16

**Proposed BOT Meeting**

FB @ UNLV

Art Museum Gala

University of Buffalo Athletics Review in NY (Dubois)

FB @ BYU

NASULGC (Chicago)

T-WY Corp Board Meeting

Utah

Band and Youth Day

Cheyenne Symphony Gala

November 21-23, 2002

November 23

November 28-29, 2002

November 30

OPEN FB Date

Thanksgiving Holiday

FB @ New Mexico

December 5-7, 2002

December 12-14, 2002

December 14

Cowboy Shootout

December 19-21, 2002  
December 26-28, 2002

January 2-4, 2003

**January 9-11, 2003**

January 16-18, 2003

January 16-17

January 20

January 23-25, 2003

January 30-February 1, 2003

**Proposed BOT Meeting**

UW Foundation Board Meeting, Arizona  
MLK/Equality Day Holiday

February 6-8, 2003

February 13-15, 2003

February 20-22, 2003

February 27-March 1, 2003

**March 6-8, 2003**

March 13-15, 2003

March 17-21

March 20-22, 2003

March 27-29, 2003

**Proposed BOT Meeting**

MWC BB Tournament  
Spring Break  
NCAA BB Tournament

April 3-5, 2003

April 10-12, 2003

April 17-19, 2003

April 17-18

April 18

April 24-26, 2003

UW Foundation Board Meeting, Denver  
Good Friday

May 1-3, 2003

May 8-10, 2003

**May 15-16, 2003**

May 17, 2003

May 22-24, 2003

May 29-31, 2003

**BOT Meeting**

Commencement

Memorial Day Weekend

\*All Board meetings are scheduled for Thursday thru Saturday with the exception of the May meeting which is Thursday thru Friday.

The proposed schedule for the Board for 2002-2003 was recommended for approval by the Committee of the Whole and the motion carried.

Extension of Agreement

The University of Wyoming entered into an exclusive development agreement with Wheeler Commercial Property Services, LLC, of Ft. Collins, CO., March 28, 2001 for the development of its property at 22<sup>nd</sup> and Grand. This agreement is set to expire March 31, 2002.

It is recommended to the full Board that they approve the extension of this agreement until December 31, 2002. All other terms and conditions of the Agreement shall remain in full force and effect during the extended time for performance.

Trustee True recommended approval of the Wheeler Commercial agreement; Trustee Neiman seconded. The motion carried.

Development Report

Information on the Development report was presented in Executive Committee by Vice President Blalock on Friday, March 22.

### FY 2002 Monthly Gift Report through January 31, 2002

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 2002	Month		FY 2002 to date		FY 2001 to same date		FY 2002	Month		FY 2002 to date		FY 2001 to same date	
	GOALS	DNRS	AMOUNT	DNRS	TOTAL	DNRS	TOTAL	GOALS	DNRS	AMOUNT	DNRS	TOTAL	DNRS	TOTAL
AGRIC	\$ 700,000	40	\$15,675	800	\$218,281	808	\$363,909	\$ 141,600	32	\$2,850	733	\$55,915	754	\$112,437
AHC	\$ 250,000	17	\$7,940	231	\$127,206	172	\$141,508	\$ 47,000	16	\$2,940	220	\$21,833	163	\$13,682
ALUMNI	\$ 45,000	6	\$300	194	\$28,550	177	\$25,095	\$ -			10	\$600	21	\$1,695
A & S	\$ 2,500,000	138	\$68,206	2251	\$776,479	2174	\$1,017,170	\$ 451,000	125	\$ 29,991	1971	\$221,021	2037	\$277,824
ATHLETICS	\$ 2,800,000	943	\$210,507	3901	\$1,242,066	3767	\$1,179,940	\$ 1,100,000	848	\$119,255	3420	\$575,569	3067	\$519,678
BUSINESS	\$ 5,000,000	41	\$5,418	948	\$5,230,436	890	\$1,084,856	\$ 120,000	37	\$2,698	883	\$88,912	834	\$77,749
EDUCATION	\$ 275,000	42	\$1,833	826	\$104,983	834	\$334,328	\$ 51,000	42	\$1,833	782	\$37,288	815	\$35,353
ENGINEERING	\$ 1,000,000	69	\$206,496	1412	\$527,191	1509	\$507,832	\$ 300,000	59	\$6,817	1299	\$144,606	1382	\$177,079
IENR	\$ 525,000	5	\$2,602	102	\$383,371	93	\$315,704	\$ 100,300	5	\$2,602	89	\$94,095	81	\$78,984
HEALTH SCI	\$ 500,000	25	\$1,814	659	\$188,015	600	\$212,377	\$ 75,500	23	\$1,739	638	\$47,046	565	\$46,067
KUWR	\$ 500,000	381	\$31,450	4388	\$231,252	4120	\$204,698	\$ 440,000	377	\$21,395	4374	\$219,875	4120	\$204,698
LAW	\$ 1,000,000	31	\$54,120	290	\$897,335	284	\$177,493	\$ 62,000	21	\$2,070	250	\$46,774	260	\$47,366
LIBRARY	\$ 100,000	9	\$320	223	\$478,272	310	\$46,371	\$ 38,000	9	\$320	217	\$26,705	295	\$21,749
STUD AFFRS	\$ 60,000	48	\$1,615	723	\$29,120	1207	\$32,587	\$ 37,500	44	\$1,065	713	\$24,685	1193	\$23,812
UW ART MUS	\$ 275,000	34	\$6,365	411	\$194,820	480	\$193,074	\$ 55,000	27	\$4,145	195	\$27,773	181	\$34,275
UNIV. FUND	\$ 170,000	31	\$2,840	1173	\$101,922	1038	\$120,760	\$ 181,000	31	\$2,840	1170	\$94,422	1034	\$117,499
OTHER		108	\$184,099	683	\$1,297,040	514	\$923,937	\$ 68,000	23	\$879	179	\$30,682	104	\$26,589
GIFTS NOT YET BOOKED					\$214,993									
<b>TOTAL</b>	<b>\$ 15,700,000</b>	<b>1,898</b>	<b>\$801,599</b>	<b>17,757</b>	<b>\$12,271,332</b>	<b>16,431</b>	<b>\$6,881,637</b>	<b>\$3,267,900</b>	<b>0</b>	<b>\$203,438</b>	<b>15,420</b>	<b>\$1,757,800</b>	<b>15,078</b>	<b>\$1,816,534</b>

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

### NEW COMMITMENTS - FISCAL YEAR 2002 THROUGH JANUARY 31, 2002

<b>Total cash rec'd:\$12,271,331.56</b>	<b>Pledge pmts:(\$1,820,301.23)</b>	<b>New pledges:\$5,088,800.00</b>	<b>Total new commitments: \$15,539,830.33</b>
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## **ANNOUNCEMENTS**

### ASUW Report

ASUW Chair Warnell Brooks reported on work that is occurring. ASUW is addressing the childcare issue and thanked members of the Board for listening to the proposal. They are holding the first leadership retreat for high school students on April 16. ASUW hopes the retreat will be a recruiting tool, touching on issues of diversity, attending panels and keynote speakers, and touring on campus. ASUW has also been working to establish a FIG (freshman interest group) to give students leadership opportunities while they are in school. Elections for ASUW government will be held April 13.

Trustee Brooks thanked all the trustees for the opportunities he had while serving on the Board. Members of the Board thanked him for the work he has done with ASUW and the student body, and congratulated him on the leadership training project.

### Staff Senate Report

Jim Morgan reported on Staff Senate activities. Staff Senate support adjusting the matrix in light of the salary distribution plan. Staff Recognition Day was again a wonderful event, and he noted that Pete and Al Simpson were wonderful as emcees. Staff Senate will be holding elections for senator vacancies and are downsizing the body of the Senate. UniReg 34 will be addressed and revised to reflect the reduction of senators. Other housekeeping items were addressed, including approval of a new rule for the Staff Endowment, appointment of an ad-hoc to review the endowment, and timely deposits to the endowment. They are also looking at advertising opportunities to support the Staff Lariat newsletter, in the event that campus donations are no longer available.

President Dubois talked briefly about the resolution from Staff Senate supporting the matrix adjustment. He feels the task now is to keep staff informed with details.

#### Faculty Senate Report

Pam Kalbfleisch reported that she was very pleased to present the University Studies Program to the Board that will be implemented. The Senate has been working on new practice statements for helping new professors be good instructors. The faculty are very pleased with the salary increases. Terry Rittenberg is the president-elect for Faculty Senate. Dr. Spicer thanked her on behalf of the Board for her work.

#### **DATE OF NEXT BOARD MEETING**

The next meeting will be May 15-17, 2002.


#### **ADJOURNMENT**

There being no other business to come before the Board, the meeting was adjourned at 10:31 a.m.

Respectfully submitted,



Nicky S. Moore  
Deputy Secretary, Board of Trustees



Crystal R.M. Bennett  
Asst. to the Vice President for  
Administration and Finance



**Board of Trustees  
Executive Committee Conference Call  
February 21, 2002**

A Board of Trustees' Executive Committee conference call was held on February 21, 2002 beginning at 12:00 noon with the following participants: Trustees Thomas Spicer, Greg Schaefer, Taylor Haynes, Ron McCue, Hank True, and President Philip Dubois.

The following items were discussed:

**Salary for Acting President**

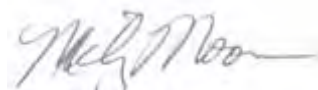
Several supplementary salary plans for the Acting President were introduced and discussed. The Acting President would serve the University during the time of President Dubois' sabbatical leave. The Acting President would not be undertaking all of President Dubois' responsibilities, specifically development contacts made on behalf of Institutional Advancement. A motion was made by Trustee McCue to supplement the salary of Vice President Buchanan while he is serving as Acting President by 20%. Trustee Haynes seconded the motion. The motion carried unanimously. The salary supplement would be for the period June 15-August 15, 2002 and would be based on Dr. Buchanan's monthly salary.

**Legislative Update**

President Dubois provided an update on action being taken by the Legislature.

The meeting adjourned at 12:45 pm.

Respectfully submitted,



Nicky Moore  
Deputy Secretary, Board of Trustees



Trustees' Executive Committee Meeting  
February 27, 2002

Present on-site: Dan Baccari, Roger Baalman

Present via phone: John Patrick, Ron McCue, Greg Schaefer, Phil Dubois

Dan Baccari thanked everyone at the meeting. He asked Trustee Ron McCue to chair the committee meeting, as Dr. Spicer was unable to attend. The purpose of the meeting is to review the CMAR agreement and approve it for the Washakie renovation. The job can be started March 1, 2002 due to the contractor's immediate availability.

Documents faxed or e-mailed to everyone included the value engineering completed to bring the project in-line with the budget, and also floor plans. Dan reviewed the financial documents one page at a time. He talked about the contractor's reduction for wages and demolition. Roger Baalman and his staff worked on cost savings by removing items that weren't essential to the project. Dan called attention to the total savings of \$1.2 million, which, when added to the other reductions, saved UW a little over \$1.7 million.

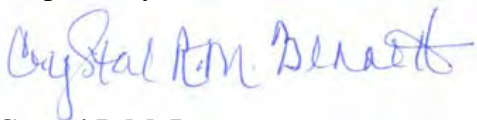
Roger Baalman then explained each item briefly and answered questions. Other issues discussed were the mechanical items that were removed, and the option of issuing the bonds that were gross-funded--the issued amounts would actually fund the project. Dan noted that the funds from the bonds have been invested until needed, and the estimate is that the return will generate \$680,000 in interest--UW has received half of that amount at this point. Adding the \$10.1 million to the interest amount leaves \$107,000 in funds that have not been allocated. Dan recommended that UW proceed with the project and fund it for the amount of \$10,672,902 as presented. President Dubois asked Dan to verify that this is the guaranteed maximum price, and Dan said that to the best of his knowledge, this is the budget. If the project begins now, it will be on schedule and done summer 2003. Trustee Schaefer moved to approve the project for the budget price of \$10,672,902, seconded by Trustee Patrick. The committee did not have a quorum; a polling vote was determined to be necessary to pass the motion. Trustee McCue and Trustee Schaefer both voted aye for the purpose of the polling vote.

The meeting concluded at 10:26 a.m.

Post Script:

Trustee True phoned Dan Baccari at 3:30 p.m. on February 27 to discuss the conference call and added his aye vote on the motion. The motion carried.

Respectfully submitted,



Crystal R.M. Bennett  
Asst. to the Vice President for  
Administration & Finance