

THE UNIVERSITY OF WYOMING
BOARD OF TRUSTEES' MINUTES

December 8-10, 2005

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

University of Wyoming Mission Statement (April 2002)

The University of Wyoming aspires to be 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:

- Expose students to the frontiers of scholarship and creative activity, and the complexities of an interdependent world;
- Ensure individual interactions among students, faculty, and staff;
- Nurture an 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.

**TRUSTEES OF THE UNIVERSITY OF WYOMING AGENDA
December 8-10, 2005**

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November 10-12, 2005
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New Business

Date of next meeting – January 19-21, 2006; Laramie, Wyoming

Adjournment

THE UNIVERSITY OF WYOMING
MINUTES OF THE TRUSTEES
December 8-10, 2005

Members of the Board and Executive Council were hosted by President and Mrs. Thomas Buchanan for dinner at the UW Art Museum on Thursday, December 8, 2005. The Board was hosted for lunch in the Geology Building after a tour of that building. Trustees also attended commencement ceremonies on Friday evening and Saturday.

Sessions for work and recognition were conducted on Thursday and Friday, December 8-9, 2005. The Board held their Business Meeting on Saturday, December 10, 2005.

AGENDA ITEM TITLE: University's Economic Development Programs, Gern

CHECK THE APPROPRIATE BOX(ES):

- Work Session
 Education Session
 Information Item
 Other Specify:

Vice President for Research and Economic Development, Bill Gern, will give a presentation to the Board of Trustees. Materials will be distributed at the meeting.

MINUTES OF THE MEETING

Vice President Gern presented information on UW's economic development programs. He introduced the people that run the statewide programs: Michael Lambert, Debbie Popp, Gene Watson, John Benson, Tony Nevshemal, and Roger Wilmot. His focus was "creating a new economy in Wyoming." Dr. Gern also identified and described the businesses that the Office for Research and Economic Development is involved in, such as small business, entrepreneurial ventures, and increasing UW's research dollars. These endeavors require great trust, and UW is unique in the structure of this partnership program. The history of the program was shared and began in 1993. UW's NEP is ranked in the top 10 nationwide. He noted that 85% of businesses that began in a business incubator are still in business today, and that these programs don't stand alone, but are all built to interact together. Members of the Board asked questions after the conclusion of the presentation.

AGENDA ITEM TITLE: FY 2007 Tuition Proposal, Buchanan/Harris

CHECK THE APPROPRIATE BOX(ES):

- Work Session
 Education Session
 Information Item
 Other Specify:

President Tom Buchanan and Vice President for Budget and Planning, Phill Harris, will give a presentation to the Board of Trustees. Materials will be distributed at the meeting.

MINUTES OF THE MEETING

Trustee President Judy Richards asked Vice President Harris to talk about the tuition proposal. Dr. Buchanan provided a brief prelude to this item. His comments were that there was no need to bring the discussion to conclusion and resolution today, and a proposal will be brought back to the Board in January. Mr. Harris talked about benchmarks and emphasized that although other states have had greater fiscal concerns, UW has not had those problems, but continued to be set back further and further in tuition and fees. He noted that the previous year's discussion focused on additional funds for support budgets. The suggestion at this meeting is to adjust undergraduate tuition by about 2%, using the revenue for support services budgets. He estimates about \$300,000 to improve budgets by about \$1 million dollars over a 3-year period.

Mr. Harris also noted that he had assumed a flat enrollment profile and looking at this year's actual revenues, UW is off by about a 4,000 credit-hour reduction. His hope is that UW not end up back-tracking and draw money from reserves if revenue drops any lower.

Dr. Buchanan commented that UW is at the front-end of the 12-15 year projected decline of Wyoming high school students. It is part of an overall demographic trend in the state. The other comment is that this is the one-year anniversary of the newer trustees at which time the law school differential was approved, and the second piece of that request will come forward for the upcoming year. Members of the Board asked what the objective was in comparison with other schools and if UW will stay ranked at the bottom of the scale. For many years, the Board had

identified staying at the 25th percentile, but the composition of the Board has changed. UW has a lower tuition rate while the surrounding states are struggling to stay afloat. Tuition makes up 17% of the operating budget at UW, and any increases will be for the purposes outlined, as well as how it will improve UW.

Trustees discussed some of the implications if the tuition increase as well as what might occur in the future if tuition is not increased. Increases are necessary to keep UW at a consistent percentage. Vice President Miller also added that the Hathaway Bill will help to improve attendance at UW and the timing of the bill is critical for Wyoming. Other comments were discussed regarding the median family income in Wyoming as well as the financial preparations families have made on their own for their college-bound students. Other comments included the observation of Wyoming median family incomes compared to median family incomes in Washington, Oregon and Utah, and the fact that maybe the comparison is inefficient.

In reference to the anticipated decrease in enrollments, members of the Board asked if UW anticipates that will be the same decrease in non-resident tuition as well. Dr. Buchanan said as the tuition increases in the neighboring states continue, their tuition will seem to grow and UW will look increasingly attractive. It would be valuable for the Board to have a discussion on the non-resident tuition increase. The out-of-state students are important, and UW needs to strike the right percentage. Further discussion included the question of a similar increase for housing and food service, and it was clarified that their increases come from increased expenses (such as utilities), benefits they pay directly, and salaries. They are auxiliaries and raise their own funding to sustain their operations. Any increases go through the fee book process and are scrutinized.

Trustees discussed the increases and the Wyoming statute to keep education as “nearly free as possible.” Increases in room and board costs may significantly impact students, and Trustee Hughes stated that students are willing to support increases as long as they are involved in the discussion. Trustees asked Mr. Hughes to suggest to ASUW that they write a letter of support on the proposed tuition increase for the legislature. Dr. Buchanan will have a detailed schedule of

costs and assessment for the Board at the January meeting. The trustees also discussed reviewing opportunities to fund auxiliaries from alternative sources, thus relieving the need to increase costs.

AGENDA ITEM TITLE: CALEA Information, Aylward

CHECK THE APPROPRIATE BOX(ES):

- Work Session
 Education Session
 Information Item
 Other Specify:

Vice President for Information Technology, Robert Aylward, will present information to the Board of Trustees. Materials will be distributed at the meeting.

MINUTES OF THE MEETING

Vice President Aylward spoke about the CALEA network and the impact it will have on UW. It is important to easily access the internet through common carriers such as Qwest and AT&T. Since 1994, some of the technologies (VOIP and others) that allow students to talk over their computers anywhere in the world have increased. The Department of Justice asked the FCC to extend CALEA to broadband networks as well as private networks, and the FCC ruled in favor of the extension. Because of this, UW needs to be CALEA-compliant, and the downside of this is that it violates congressional requirements and the FBI's comment that they do not want to check the internet. Mr. Aylward believes CALEA has created an unfounded mandate on colleges and universities without the appropriate discussion. This has not been done in the past, and the question is how it would happen today at UW. UW has never been served with a mandate, but would comply if requested by the FBI. The initial cost appears to be \$7 billion dollars, but one problem is that compliance has not been defined yet. Vendors must design products to conform to the unknown standards and UW estimates it will cost between \$600,000 – \$2.5 million. The deadline for design was extended to December and UW's location to connect to the internet would probably be Denver. If this mandate goes forth, UW would have to be compliant by March 2007. The stated costs are only initial costs with ongoing costs of probably \$100,000 per year. Maintenance will also require frequent and periodic upgrades.

Vice President Miller stated that UW will comply with law, but UW's current budget request has nothing in it to comply with this possibility. The events precipitated by the FCC have shown that there are many who disagree with this ruling.

AGENDA ITEM TITLE: Presidential Search Update, Palmerlee

CHECK THE APPROPRIATE BOX(ES):

- Work Session
- Education Session
- Information Item
- Other Specify:

Trustee Dave Palmerlee will provide an update on the President Search to the Board of Trustees.

MINUTES OF THE MEETING

Trustee Palmerlee had nothing to report.

AGENDA ITEM TITLE: Scholarship Program Changes, Axelson

CHECK THE APPROPRIATE BOX(ES):

- Work Session
 Education Session
 Information Item
 Other Specify:

Vice President for Student Affairs, Sara Axelson, will give a presentation to the Board of Trustees. Materials will be distributed at the meeting.

MINUTES OF THE MEETING

Vice President Sara Axelson gave a presentation to the Board on scholarships, as well as improvements and/or changes to the process. Director of Student Financial Aid David Gruen and Interim Director of Admission Noah Buckley were also present to answer questions from the Board. The focus of the Student Affairs unit is to fully utilize the scholarship funds UW receives. Ms. Axelson also discussed the possibilities that will occur as a result of the Hathaway Bill.

AGENDA ITEM TITLE: Honors Program Presentation, Allen

CHECK THE APPROPRIATE BOX(ES):

- Work Session
 Education Session
 Information Item
 Other Specify:

Honors Program Director, Duncan Harris, will give a presentation to the Board of Trustees. Materials will be distributed at the meeting.

MINUTES OF THE MEETING

Professor Harris spoke about the Honors Program, providing handouts that outlined the courses offered through the Honors program. The Honors Program provides recruiting opportunities, scholarships, and occurs in cooperation with other programs on campus. Two of the programs are the Summer High School Institute and the Honors program itself, with a focus of providing challenges and classes to help students succeed. The Honors program has been concentrating on three areas of emphasis, including undergraduate research, internalization of the curriculum and recruiting strong students to attend UW. Several Honors students spoke: Stacy Gates, Ann Redgate, Olivia Engkvist, and Jason Sanders. The students briefly shared their experiences and benefits of being in the Honors House. Mr. Harris then noted that there are currently 589 students in the program, and the need to diversify, obtain more scholarships and other endeavors along those lines.

AGENDA ITEM TITLE: Facilities Planning, Harris

CHECK THE APPROPRIATE BOX(ES):

- Work Session
 Education Session
 Information Item
 Other Specify:

Vice President for Budget and Planning, Phill Harris, will give a presentation to the Board of Trustees. Materials will be distributed at the meeting.

MINUTES OF THE MEETING

Vice President Harris spoke about the flowchart he provided for the Board to review to identify the elements involved in the facilities planning process. The space management program is managed within his division and is used for long-range capital planning and specific needs for construction projects. The planning team is composed of students, faculty and others, as well as Physical Plant and Information Technology representatives. Once the work has been done and a recommendation formulated, it is then brought to the Board for their review and approval. Mr. Harris presented the information to the Board to provide them with a better understanding of the entire process.

AGENDA ITEM TITLE:

**(CHAMPS Program) Ceremony for Athletics Receiving the Program
of Excellence Award, Barta**

CHECK THE APPROPRIATE BOX(ES):

- Work Session
 Education Session
 Information Item
 Other Specify: Recognition Ceremony

MINUTES OF THE MEETING

Barbara Burke introduced Sarah Kuennen and Mercy Adetoye. Mercy is a student athlete that is part of the CHAMPS (Challenging Athletes Minds for Personal Success) life skills program, while Sarah is in charge of the program. Barbara stated that the athletes must excel in five areas, including academic excellence, personal development, athletic excellence, commitment to service and career development. Dr. Buchanan noted that this is the highest award for overall program excellence for the NCAA. Trustee President Judy Richards read the resolution of Athletics Excellence from the trustees.

AGENDA ITEM TITLE: FFA Recertification, Galey

CHECK THE APPROPRIATE BOX(ES):

- Work Session
- Education Session
- Information Item
- Other Specify: Recognition Ceremony

MINUTES OF THE MEETING

Dean Frank Galey talked to the Board about re-chartering the FFA program, and stated he was very happy to recertify the UW chapter. Kris Brewer, advisor, and the following students were present for the announcement: Tammy Peterson, Troy Sidle, and Derek Hensley. Members of the Board congratulated Dean Galey and the students.

AGENDA ITEM TITLE:

WTBC (Wyoming Technology Business Center) Incubator Policy, Gern/Miller

CHECK THE APPROPRIATE BOX(ES):

- Work Session
 Education Session
 Information Item
 Other Specify:

MINUTES OF THE MEETING

Vice President Rick Miller spoke about the Wyoming Technology Business Center and said that it is moving to a new phase. The City of Laramie and LEDC partnered with UW and the State of Wyoming to accomplish this. Jon Benson is the director of the WTBC and is working to secure businesses as tenants in the facility. Members of the Board asked questions about the operations of the new facility.

The building is funded with state and federal funds and belongs to UW for the operations. The corporation will manage the clients in the building, and although no lease agreements will be signed, there will be individual service agreements. Mr. Benson added that there are two formal tools that will be a part of the WTBC, a service agreement and a client manual outlining operational activities in the building. He noted that it is important to have strong support in the private sector in these endeavors.

AGENDA ITEM TITLE: Legislative Updates, Miller

CHECK THE APPROPRIATE BOX(ES):

- Work Session
 Education Session
 Information Item
 Other Specify:

Vice President for Governmental, Community and Legal Affairs, Rick Miller, will give a presentation to the Board of Trustees. Materials will be distributed at the meeting.

MINUTES OF THE MEETING

Vice President Miller spoke about the legislature and distributed an update. He said that he will continue to keep the Board updated throughout the process.

The budget request and the governor's recommendations were discussed. Mr. Miller pointed out that salaries, benefits and medical education requests were approved, as well as academic quality support and the Hathaway Bill.

Saturday, December 10, 2005

Business Meeting, Old Main Boardroom

The Business meeting of the Board was called to order at 8:30 a.m. on Saturday, December 10, 2005 by Trustee Richards.

Roll Call

Trustee Davis took roll. The following were present: Trustees Brown, Davis, Haynes, Lauer, Neiman, Palmerlee, Richards, Rounds, Spicer, Trosper, True, and Willson. Ex-officio Trustees Buchanan and Jon Hughes were present. Ex-officio Trustee Freudenthal was unable to attend, and Mr. Chris Boswell attended in his place; ex-officio Trustee Jim McBride, Superintendent of Education, was also unable to attend.

Approval of Board of Trustees Meeting Minutes

Trustee Richards stated that the following minutes required approval and asked for a motion to approve them. Trustee Haynes moved to approve all minutes as presented; Trustee Neiman seconded. The motion carried unanimously.

Approval of Minutes of the Trustees

November 10-12, 2005

Approval of Executive Session Meeting Minutes

November 10-12, 2005

Approval of Executive Committee Meeting Minutes

November 23, 2005

Reports

ASUW

Trustee Hughes reported on the activities of the student senate. Their current activities include sponsoring a shuttle to DIA during the holidays, more involvement in public policy and legislative process, and discussion on private school licensing. The ASUW also supports the

Hathaway Bill and would like to be part of the endeavors to help it be successful. The student senators are also working on greater involvement in the different committees.

Other areas mentioned were the new MOU and student fees that were worked on this year. Mr. Hughes noted that students appreciate being included in the process, and have shown that with their support of increases. He also said that Vice President Harris will meet with ASUW prior to the next Board meeting to talk about tuition. Members of the Board asked for feedback from ASUW before the tuition item is voted on.

Staff Senate

Vice President Hardin reported on behalf of Staff Senate. The Holiday Market raised \$725 for their endowment. The vision care proposal is proceeding and an RFP has been sent out, with the hope that Staff Senate can report on the RFP to the Board at their January meeting.

The last item reported on was the holiday giving for those families in need sponsored by Staff Senate for Thanksgiving and Christmas. All contributions were greatly appreciated.

Faculty Senate

Faculty Senate Chairperson Hannelore Mundt reported on the activities of the Faculty Senate and handed out a written outline that listed their items in progress and the accomplishments and actions as of November 2005. The items in progress include work on UniReg800, Revision 6 on establishment of a flexible, faculty-approved teacher effectiveness evaluating system; review of UniReg 808 on post-tenure review policy; a resolution on mobile computer devices for undergraduates; a resolution on alcohol abuse at UW; and the "Take a Trustee to Class" project. Included in their accomplishments were two letters to President Buchanan in support of the UW IT budget proposal and the UW Library budget proposal.

Public Testimony

There was no public testimony.

Committee of the Whole - Regular Business

1. Audit and Fiscal Integrity Committee Reports, Hardin

Vice President Hardin reported on the Audit and Fiscal Integrity Committee's work that has been progressing on the selection of an external audit firm. RFPs were sent out to the three firms that submitted their statement of qualifications (SOQs) and UW plans to meet with the firms in January.

Consent Agenda

1. Approval of Contracts and Grants, Gern
2. Degree Name Change: College of Education- BS in Industrial Technology Education to BS Degree in Technical Education, Abernethy
3. UniReg on Violence in the Workplace, Allen
4. Student Publications Endowment, Axelson/Miller/Lowe
5. Support Services, Harris
6. ~~Approval of Bids for War Memorial Stadium Upper Concourse Renovation, Harris~~

Trustee President Richards asked the Board if they wished to remove any of the items from the Consent Agenda for further discussion. Trustee Spicer asked for additional discussion on item 6, as it had not been discussed earlier in the meeting. Trustee Lauer moved to approve the Consent Agenda without item 6; Trustee Haynes seconded. The motion carried.

Vice President Harris reported that the approval of bids for War Memorial Stadium is one of the elements in the Athletics Strategic Plan and is the next piece to be completed. The next segments to be done will include the track facility and tennis facility, with both to be completed in the spring. Trustee Spicer moved to approve item 6, approval of bids for war memorial stadium upper concourse renovation, which was taken off of the Consent Agenda; Trustee Palmerlee seconded. The motion carried unanimously.

New Business

There was no new business to come before the Board.

Date of Next Meeting

Trustee President Richards reminded the Board that the next meeting is January 19-21, 2006 in Laramie, Wyoming, and the February meeting that was tentative will not be held.

Adjournment

There being no further business to come before the Board, the meeting adjourned at 9:00 a.m.

Respectfully submitted,



Shannon Sanchez
Deputy Secretary, Board of Trustees



Crystal R.M. Bennett
Assistant to the Vice President for Administration