

**THE UNIVERSITY OF WYOMING**  
**BOARD OF TRUSTEES' MINUTES**

**March 23-25, 2006**

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)

## **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**  
**March 23-25, 2006**

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3. Approval of BOT Policy on Incubator, Miller/Gern
4. Approval of FY 2007 Fee Book, Harris
5. Approval of FY 2007 Salary Distribution Policy, Harris
6. External Audit Firm Selection, Lowe
7. Approval of Bids for Construction, Harris
  1. Simpson Plaza
  2. Crane & Hill Halls Fire Suppression
8. Approval of Design Team for College of Business, Harris
9. Elimination of Majors, Abernethy
  1. Master of Arts in Music History and Literature
  2. Master of Arts in Theory and Composition
10. Change of Title: Degree, Abernethy
  1. Change of Title of the Degree: *from* Master of Arts in Music Education *to* Master of Music Education
11. Change of Title: Major, Abernethy
  1. Master of Science in Education – Change of Title of the Major: *from* Option in School Counseling *to* Master of Science in Counseling
  2. Ph.D. in Education – Change of Title of the Major: *from* Option in Counselor Education and Supervision *to* Ph.D. in Counselor Education and Supervision
12. Approval of 2006-2006 Board of Trustees Meeting Schedule, Buchanan

New Business

Date of next meeting – April 13, 2006; Casper, Wyoming

Adjournment

**THE UNIVERSITY OF WYOMING**  
**MINUTES OF THE TRUSTEES**  
**March 23-25, 2006**

Members of the Board were hosted by PACMWA for a reception at the Foundation House on Thursday, March 23, 2006. They were also hosted by ASUW for breakfast on Friday, March 24, 2006. The Board participated in a tour of the Rochelle Athletic Center followed by lunch, and later a reception for Albany County legislators on Friday, March 24, 2006 at the Foundation House.

Sessions for work were conducted on Thursday and Friday, March 23-24, 2006. The Board held their Business Meeting on Friday, March 24, 2006.

**AGENDA ITEM TITLE: Grades and Grading Policies, Allen**

CHECK THE APPROPRIATE BOX(ES):

- Work Session  
 Education Session  
 Information Item  
 Other           Specify:

Vice President for Academic Affairs, Myron Allen, will give a presentation to the Board of Trustees. Materials will be distributed at the meeting.

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MINUTES OF THE MEETING

Vice President for Academic Affairs Myron Allen gave a Power Point presentation to the Board regarding grading practices and policies, data, and other components. The topic of grade inflation has been highly visible during the last few years, as well as what it means. Other topics were in the presentation included grade compression, discrepancies, transitions from other schools, grades for students who cannot complete a course and mid-term grades. Dr. Allen noted that the Athletics Academic Support Office uses the mid-term grades aggressively. He spoke about grading versus assessment, saying that UniReg 722 does not speak about assessment.

There is little evidence that there is any significant grade inflation at UW, grade compression has not occurred, and there are differences in department-level GPAs. Students that come to UW from Wyoming high schools or community colleges typically see a drop in their GPA, and UW shared grade data with Wyoming schools as part of articulation efforts. Another consideration was the possibility of trends as a possible factor. President Buchanan commented on the legislation that will now allow all high school juniors to take the ACT at no cost. In the past, students taking the ACT did it by self-selection—the cost will now be covered by the state. Dr. Buchanan said he thinks there will be dramatic changes in regards to how many will take it.

**AGENDA ITEM TITLE: Finalize BOT Policy on Incubator, Miller/Gern**

CHECK THE APPROPRIATE BOX(ES):

- Work Session  
 Education Session  
 Information Item  
 Other            Specify: BUSINESS MEETING (Consent Agenda)

Vice President for Governmental, Community and Legal Affairs Rick Miller and 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.

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MINUTES OF THE MEETING

Vice President for Governmental, Legal and Community Affairs Rick Miller reported on the policies and procedures of the process, noting this is the last piece that is required and will come to the Board. The discussion was about the MOU direction and the policies and procedures for the tenants of the WTBC. Vice President for Research and Economic Development Bill Gern spoke about the substance of the guidelines, and again introduced Jon Benson who is the WTBC director and a UW employee. The process for establishing the documents for tenants has become development of a service agreement, rather than the former idea of leases.

Mr. Benson walked through the document that was presented in the report, and said that the WTBC has economic development and business development clients.

**AGENDA ITEM TITLE: Legislative Update, Buchanan**

1. Hathaway Scholarship Program
2. School of Energy Resources
3. Faculty Endowment
4. UW Budget and Other Legislation

CHECK THE APPROPRIATE BOX(ES):

- Work Session  
 Education Session  
 Information Item  
 Other Specify:

President Buchanan will give updates to the Board of Trustees.

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MINUTES OF THE MEETING

President Buchanan provided an update on the legislative activities that had just concluded and noted that he shared this information on Tuesday at a general meeting for UW faculty and staff. He stated that he wanted to express his appreciation for the Governor's and legislators' support. He also thanked Vice President Rick Miller for his significant assistance in Cheyenne, and also noted the strong UW student support. The amounts in the report were biennial numbers, not single year numbers. Distribution policies were also included in the report for Board members to review. He pointed out that the data that was used to compile the budget request is already two years old (generated in 2004). One focus of the budget request was for faculty positions and funding for continued research of wildlife and livestock diseases at SAREC, information technology, and library collections.

Some of the other items that were highlighted by Dr. Buchanan were utility increases, athletics, parking needs, and routine maintenance and security. The idea for another matching fund program was well-received also, and the matching gifts will show up on the consent agenda as the Board progresses. The purpose of having the Board approve the items is to address practical problems that may arise for the academic facilities portion. All of the information for the matching funds will be shared with the Board. UW also received funds for the Teton School of Business, the UW Medical Operating Budget, and the capital facilities budget.



Members of the Board indicated that they would like to revisit the proposed siting for the new IT facility. The Board would like to take the time to check additional siting possibilities sooner rather than later. Dr. Buchanan stated that he believed one of the reasons that UW received the funding for the IT building was that a solid plan was presented. Other legislation that passed included the Hathaway scholarships and Senate File 100 for ACT test scores.

The School of Energy Resources and faculty endowment was approved to create an energy council that ensures UW is matching up with industry. The endowment is to hire outstanding faculty and also allots additional funding to begin implementation immediately at UW. The memo from Vice President Rick Miller to Dr. Buchanan was placed in the Board packets and will be on the April agenda. The funds will be invested and remain inviolate, and UW will enter into an agreement with Foundation to invest the funds.

Other legislation included funding for psychiatric nurse practitioners and residency rotations, and also provided for loans for psychiatric nursing. The rotations will be in conjunction with the residency program in Washington. The private school licensing bill will require all educational institutions to be accredited or a candidate for accreditation to eliminate the diploma mill problem. Dr. Buchanan said the legislature also created a bio-security laboratory task force, that includes Bill Gern as a member. Other interim legislative studies include retirees' health insurance, compensation for University/community college employees, and community college capital construction for student housing. Members of the Board suggested that UW include the increase in utility costs for UW's students and student housing.

The JEC interim committee is looking to monitor the success of the Hathaway scholarship program. Other studies will be done on workforce training and dental care. Veterans of overseas conflicts and their dependents, and the families of peace officers and EMTs killed in the line of duty will receive free post-secondary education.

Dr. Buchanan concluded by summarizing the totals of the funding increases.

**AGENDA ITEM TITLE: FY 2007 Fee Book, Harris**

CHECK THE APPROPRIATE BOX(ES):

- Work Session  
 Education Session  
 Information Item  
 Other                      Specify: BUSINESS MEETING (Consent Agenda)

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MINUTES OF THE MEETING

Trustee President Richards asked Vice President Phill Harris to speak on the Fee Book. Mr. Harris introduced Beth McCuskey, Director of Residence Life and Dining Services, Sara Axelson, Interim Vice President for Student Affairs, and himself as the presenters.

Ms. McCuskey started with the presentation and provided a listing of events that have occurred since the last Trustees' meeting. ASUW passed legislation to not raise the rents and it was defeated during the vote. Residence Life & Dining Services is looking very seriously at a long-term plan. They did increase rent on March 1 by 2%. The apartment rent proposal is for an 8.5% increase as of July 1 and breaks down to about \$45 per month increase for the average apartment. Ms. McCuskey detailed the increase and why it is necessary, saying that specifically, it is a utility increase and a very small amount for the salaries/benefits. After this explanation, she presented some alternatives to balancing the budget without a rate increase such as cutting programs in residence halls, eliminating all educational and support programs as well as all equipment replacement funds from University apartments. Another alternative is to stage the increase in two increments. RL&DS could also not raise rent for natural gas projections and hope for the best, but this would increase the likelihood of having to raise rents again in January.

Trustee Jon Hughes thanked RL&DS for their work on alternatives, and wondered if there would be any combination of alternatives that would work as a compromise. He also talked about gas prices increasing everywhere and increasing water usage, and wondered if there were any other ways to conserve energy. He asked the Board to look at the resolution that was shared that morning with them at the ASUW breakfast, and look at some of the problems that were

identified by students. Student Senate may consider looking for subsidization for on-campus housing.

Trustee Peggy Rounds brought up several outside-the-box suggestions for working on this more for the long-term. Trustee Tom Spicer asked if the students would accept some of the cuts for staffing the halls—Trustee Hughes said he found that the students were not willing to cut some of their programs. Members of the Board stated their support for the great suggestions from ASUW and emphasized that it is a good time to come up with some long-term solutions. Dr. Buchanan talked about the comments made by the Board, and said the state has given UW an opportunity to address this need via a possibility of matching funds. He said need-based aid has been in discussion for many years and would help students address some of the costs that will continue to rise.

**AGENDA ITEM TITLE: FY 2007 Salary Distribution Policy, Harris**

CHECK THE APPROPRIATE BOX(ES):

- Work Session  
 Education Session  
 Information Item  
 Other                      Specify: BUSINESS MEETING (Consent Agenda)

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MINUTES OF THE MEETING

Vice President Harris spoke about the salary distribution policy as presented in the Trustees' report. UW will be distributing about \$3.74 million dollars for staff using merit-based considerations and market. The President will reserve funds centrally to address market/equity issue in the amount of 10% for units that have extreme need. 10% of the academic pool funds will be withheld for faculty promotions, and additionally, 10% of the pool will be withheld by Vice President Allen to address special needs. In regards to the Section II budget, it also includes an adjustment for staff and faculty. With Board approval, UW will implement the plan in the first week of April to put the budget process in play. The pay matrix for classified staff represents a market line which may be moved, but UW will not mechanically move the greenline for entry salaries.

**AGENDA ITEM TITLE: External Audit Firm Selection, Lowe**

CHECK THE APPROPRIATE BOX(ES):

- Work Session  
 Education Session  
 Information Item  
 Other            Specify: BUSINESS MEETING (Consent Agenda)

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MINUTES OF THE MEETING

Janet Lowe, Associate Vice President for Administration, presented the external audit firm selection results and spoke about participation. In the fall of 2005, UW solicited a statement of qualifications (SOQ) from 14 audit firms, and invited all of them to participate in the offeror's conference. Four chose to participate in the conference and three went through the entire process. The Audit & Fiscal Integrity (A&FI) Committee met with the three firms in January and had a very good interview process. In February, the A&FI Committee met via conference call to formulate recommendations for the Board. The Committee also used a group of UW participants to assist with the interview process. Ms. Lowe spoke about the selection criteria used to arrive at the final choice. Trustee True thanked everyone at UW for leading the committee through the process, and moved to put approval of the item on the Consent Agenda. Trustee Brown seconded.

**AGENDA ITEM TITLE:**

**Construction Updates, Harris**

- 1. Simpson Plaza**
- 2. ~~Crane & Hill Halls Fire Suppression~~**
- 3. Design Team for College of Business**

CHECK THE APPROPRIATE BOX(ES):

- Work Session  
 Education Session  
 Information Item  
 Other           Specify: BUSINESS MEETING (Consent Agenda)

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MINUTES OF THE MEETING

Vice President Harris reported on the construction items that were included in the Report. UW received two construction bids for the Simpson Plaza, and have confirmed that the funds are available to start the project after commencement. He recommended that the Board grant approval to proceed.

Dr. Buchanan stated that the Board needed to remove the fire suppression item from the agenda for this meeting. NOTE: Item 2, Crane & Hill Halls Fire Suppression was removed from the agenda and consent agenda.

Vice President Harris spoke about the College of Business Design Team and asked for approval for the Level II planning. The first choice for the contract is Hawtin Jorgensen Architects + Kallmann, McKinnel & Wood; the second choice is Tobin & Associates + Anderson, Mason & Dale. Trustee True moved to place the approvals of items 1 and 3 on the Consent Agenda, and delete item 2. Trustee Brown seconded. NOTE: Items 1 and 3 were already on the Consent Agenda.

**AGENDA ITEM TITLE: Jacoby Update, Harris**

CHECK THE APPROPRIATE BOX(ES):

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

Vice President for Administration Phill Harris will provide updates to the Board of Trustees.

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MINUTES OF THE MEETING

Vice President Harris provided updates to the Board and answered questions.

**AGENDA ITEM TITLE: Recognitions**

CHECK THE APPROPRIATE BOX(ES):

- Work Session  
 Education Session  
 Information Item  
 Other            Specify: Recognition

Several groups were recognized on Friday, March 24, 2006 by the UW President and the Board of Trustees.

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MINUTES OF THE MEETING

**United Way Plaque Presentation:**

President Tom Buchanan talked about the United Way, and the goals for each year, as well as what occurs in Albany County. He presented a plaque of appreciation to Jo Chytka, John Nutter, and Jim Wangberg.

**Walt Werner's Investment Class:**

Vice President for Governmental, Community, and Legal Affairs Rick Miller introduced the investment class students and Professor Werner, noting that they had a brief presentation on the investment work they had done for their class.

**UW Nordic Ski Team:**

The UW Nordic Ski Team was introduced by Vice President for Academic Affairs Myron Allen, who gave them their official proclamation of appreciation from the Board for their outstanding achievements.

**Stella McKinstry, UW 60-year Employee:**

President Tom Buchanan announced that Ms. McKinstry was a special guest of the Board and read the proclamation of appreciation from the Board to Ms. McKinstry for her 60 years of service.



**AGENDA ITEM TITLE: Overview of External Awards, Gern/Wilmot**

CHECK THE APPROPRIATE BOX(ES):

- Work Session  
 Education Session  
 Information Item  
 Other            Specify:

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

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MINUTES OF THE MEETING

Vice President for Research and Economic Development Bill Gern gave a presentation on the overview of external awards for this year. He also shared information with the Board that identified the location of the awards, individual college analysis and institutional awards, as well as how to read the awards booklet provided to the Board. The awards booklet also details growth in external award funding. UW receives the majority of funds from the federal government. Dr. Gern stated that UW needs to work on increasing state and private dollars.

### **Friday, March 24, 2006**

#### **Business Meeting, Old Main Boardroom**

Trustee President Judy Richards called the Business Meeting to order at 3:30 p.m. Trustee Davis was asked to take roll.

#### **Roll Call**

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

#### **Approval of Board of Trustees Meeting Minutes**

Trustee Rounds moved to approve the minutes as presented; Trustee True seconded. The motion carried.

Approval of Board of Trustees Meeting Minutes  
January 19-21, 2006  
Approval of Executive Session Meeting Minutes  
January 19-21, 2006

#### **Reports**

##### **ASUW**

Trustee Hughes began by saying that after having the breakfast meeting with ASUW and the Board, he had only brief comments. The primary elections will be held next week for ASUW, and the general election will be April 10-12, 2006. He hopes to bring the new ASUW President to the Board meeting in April. Senate Resolution 2141 on RL&DS was discussed by ASUW, and went through great compromise. He also noted that an amendment to not pass the new Fee Book was defeated. He finished saying that he is ready for the transition and preparing documentation for the incoming president, and he thanked the Board for working with him throughout the last year.

### **Staff Senate**

Staff Senate President Cary Berry-Smith reported on the Staff Senate activities. She invited everyone on the Board to attend Staff Recognition Day on March 28 from 9:00–11:00 a.m. Governor Freudenthal will be the guest speaker. The Senate is very pleased that the vision care program has become a reality and will be in effect June 1. Finally, she thanked the Board for allowing the staff to be involved in the presidential search process.

### **Faculty Senate**

Faculty Senate Chair Hannelore Mundt reported on the “Take a Trustee to Class” event, noting it was very successful. She said the interaction between faculty, staff and students during the trustee classes was excellent. Ms. Mundt announced that Mark Sunderman is the new chair of Faculty Senate. The Speakers’ Series is in place and underway, with Matt Stainard as the first speaker on April 18. This series is supported by Academic Affairs and the Research Office.

Faculty Senate also worked on Senate Bill 303, which includes the revisions of Uniregs 404, 716, 720, 722, and 802 regarding changing the grade of X to I. The bill is being reviewed by General Counsel. They have also done review of various university regulations, including UniReg 238 regarding withdrawal, and UniReg 715, regarding the existing repeat grade policy. The result of the revisions will be reported to the Board at the May meeting.

Ms. Mundt spoke about the latest presidential search, and the questions that have been raised regarding the process, goals, equal treatment of all candidates and the like.

### **Public Testimony**

Ms. Jene Chollak spoke about the fee book information and noted that students have no objection to reasonable increases. She also shared information she had gathered working with Residence Life & Dining Services.

### **Committee of the Whole (Regular Business)**

1. Audit and Fiscal Integrity Committee Report, Lowe

Ms. Janet Lowe noted that she had no further report for the Board. Trustee True said the committee is working on meeting in close proximity to the summer retreat, and also will work to establish a way to work closely with Foundation and their audit committee.

**Committee of the Whole (Consent Agenda)**

1. Approval of Contracts and Grants, Gern
2. Personnel, Allen
3. Approval of BOT Policy on Incubator, Miller/Gern
4. Approval of FY 2007 Fee Book, Harris
5. Approval of FY 2007 Salary Distribution Policy, Harris
6. External Audit Firm Selection, Lowe
7. Approval of Bids for Construction, Harris
  1. Simpson Plaza
  2. ~~Crane & Hill Halls Fire Suppression~~ (deleted per discussion during work session)
8. Approval of Design Team for College of Business, Harris
9. Elimination of Majors, Abernethy
  1. Master of Arts in Music History and Literature
  2. Master of Arts in Theory and Composition
10. Change of Title: Degree, Abernethy
  1. Change of Title of the Degree: *from* Master of Arts in Music Education *to* Master of Music Education
11. Change of Title: Major, Abernethy
  1. Master of Science in Education – Change of Title of the Major: *from* Option in School Counseling *to* Master of Science in Counseling
  2. Ph.D. in Education – Change of Title of the Major: *from* Option in Counselor Education and Supervision *to* Ph.D. in Counselor Education and Supervision
12. Approval of 2006-2007 Board of Trustees Meeting Schedule

Trustee Spicer moved to approve the Consent Agenda with the exception of item 4; Trustee True seconded. The motion carried.

Trustee Rounds requested further discussion on the student housing rate increase at this time, and noted it is an unreasonable request of students. She believes there are other alternatives that the Board has not fully explored. Trustee True stated that he disagreed with this observation and said that a great deal of work has been done to bring the Fee Book forward, and the rates have been reasonable. Approval of the Fee Book does not stop the Board from looking at the alternatives, but UW needs to move on with its business since there is no way to subsidize the

increases. Trustee True moved to approve the Fee Book as presented; Trustee Spicer seconded. Trustee Lauer said that he had spoken to the President to insure that this item is on his list of things to do. Other members of the Board echoed similar sentiments, and the comment that Dr. Buchanan had made regarding a possibility of matching funds to address some of these need-based concerns. Vote was taken; Trustees Rounds, Trospen, Neiman and Willson voted nay. The motion carried.

### **New Business**

Trustee Trospen reported on the work of the honorary degree committee. The committee, comprised of Trustees Trospen, Willson and Rounds, met on Wednesday to consider applications, and Trustee Trospen moved to approve the recommendations of the committee; Trustee Spicer seconded. The motion carried unanimously.

Trustee Spicer moved that in accordance with Trustee Regulation I and II, the compensation provided to the Vice President for Institutional Advancement by the University of Wyoming as authorized and funded by the University of Wyoming Foundation from April 1–July 1, 2006 is ratified and approved. Trustee True seconded the motion. Motion carried with Trustees Trospen and Rounds voting nay.

### **Date of next meeting**

April 13, 2006; Casper, Wyoming

### **Adjournment**

There being no further business to come before the Board, Trustee Spicer moved to adjourn; Trustee True seconded and the meeting was adjourned at 4:21 p.m.

Respectfully submitted,



Shannon Sanchez  
Deputy Secretary, Board of Trustees



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

**12. Committee of the Whole- CONSENT AGENDA**

**Approval of 2006-2007 Board of Trustees Meeting Schedule, Buchanan**

CHECK THE APPROPRIATE BOX(ES):

- Work Session  
 Education Session  
 Information Item  
 Other      Specify: BUSINESS MEETING (Consent Agenda)

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MINUTES OF THE MEETING

**Schedule for Board of Trustees' Meetings  
2006-2007**

<b>September 14-16, 2006</b>	<b>Board Meeting in Laramie</b>
<b>October 26-28, 2006</b>	<b>Board Meeting in Laramie</b>
<b>December 7-9, 2006</b>	<b>Board Meeting in Laramie</b>
<b>January 25-27, 2007</b>	<b>Board Meeting in Laramie</b>
<b>March 22-24, 2007</b>	<b>Board Meeting in Laramie</b>
<b>*May 2-4, 2007</b>	<b>Board Meeting in Laramie</b>
<b>June 14-16, 2007</b>	<b>Board Meeting in Laramie</b>
<b>August 3-5, 2007</b>	<b>Board Retreat in Jackson</b>

\*All meetings are held Thursday through Saturday noon with the exception of the May meeting which will be held Wednesday noon through Friday.